

# Mendocino Unified School District



## Agenda

### Regular Board Meeting

**FEBRUARY 9, 2023**

**COMPTCHE SCHOOL  
31351 COMPTCHE UKIAH ROAD  
COMPTCHE, CA 95427**

**4:00 P.M. CLOSED SESSION – VIA TELECONFERENCE**

(Closed Session Public Hearing - link on page 2)

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

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/88948945062?pwd=bkhtcVV2YWtoNWFLb0x4aXVFMmgvZz09>

**Passcode: 855624**

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

Webinar ID: 889 4894 5062 Passcode: 855624

*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](mailto:doerin@mcn.org).

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

**1. 4:00 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/81832551740?pwd=ZGRPNFNuRUZINndpbG1pSFVXU1hEUT09>

Meeting ID: 818 3255 1740 Passcode: 741964

Dial by your location

+1 669 900 9128 US (San Jose) Meeting ID: 818 3255 1740 Passcode: 741964

**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. Closed session disclosure  
Any reportable action taken during closed session will be disclosed at this time.
- 4.3. Approval of agenda  
Items to be removed from the agenda or changes to the agenda should be done at this time.

**5. 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)

- 5.1. Approval of Warrants
  - 5.1.1. 1/12/23, 1/19/23, 1/26/23
- 5.2. Approval of Minutes
  - 5.2.1. Board Meeting Minutes: 1/19/23, 2/1/23
- 5.3. Approval of Employment/Personnel Changes
  - 5.3.1. Increase, Certificated Employee from .40 FTE to .60 FTE, effective 1/17/23
  - 5.3.2. Accept resignation, Classified Coach, stipend position, effective 1/17/23
  - 5.3.3. Acknowledge retirement, Certificated Employee, .80 FTE, effective 6/9/23
- 5.4. Approval of the Current Budget Change Report
- 5.5. Approval of Enrollment and Attendance Report – Month 5

- 5.6. Approval of Student Body Reports – December 2022 (MMS)
- 5.7. Approval of School Accountability Report Cards (SARC's)
- 5.8. Approval of Cafeteria Financial Report through November 2022
- 5.9. Approval of MCN 2<sup>nd</sup> Quarter Report
- 5.10. Approval of COVID-19 Safety Plan

**6. REPORTS**

- 6.1. Student Trustee – Bohdi Briggs
- 6.2. Administrative
  - 6.2.1. Principal – Tobin Hahn
  - 6.2.2. Superintendent – Jason Morse
- 6.3. Bargaining Units
  - 6.3.1. Mendocino Teachers Association (MTA)
  - 6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 6.4. Board Trustee Reports

**7. TIMED ITEM 5:30 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.

**8. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

- 8.1. Modernization and Construction Management Update  
Construction Manager, Donald Alameida, will provide an update on the Phase I Modernization of Mendocino High School. (information)
- 8.2. Consideration of Leave Requests
  - 8.2.1. Certificated Employee, currently working .50 FTE (on part-time leave of .50 FTE) requests continuing the leave of .50 FTE for the 2023-24 School Year (action)
- 8.3. Board Policies and Administrative Regulations (information only)
  - 8.3.1. BP/AR 5123: Promotion/Acceleration/Retention (students)
  - 8.3.2. AR 3311: BIDS (business/noninstructional operations)

**9. FUTURE AGENDA ITEMS**

Instructional Calendar Updates, 2<sup>nd</sup> Interim Budget Report, Deferred Maintenance Plan Update, Layoffs, Non-reelects, MAD Engineers Report

**10. ADJOURNMENT**

The next regular Board meeting is scheduled for **March 8, 2023 at Mendocino K-8 School.**

Payment Id	Check #	Check Amt	Status	Comment	Check #	Check Amt	Status	Comment	Check #	Check Amt	Status	Comment
EP23-00150	01	411.90	Cleared	JIMENEZ, MARTHA C (001455 - Emp)	01	411.90	Cleared	Food Cards for FRC Families	01	0001-0-4300-001-0000-3130-1137		411.90
EP23-00151	01	47.82	Printed	MEUSCHKE, HANNAH ROSE M (001525 - Emp)	01	47.82	Printed	Food Cards for FRC Families	01	0001-0-4300-001-0000-3130-1137		411.90
EP23-00148	63	52.05	Cleared	MOORE, JERRY L (000144 - Emp)	63	52.05	Cleared	Classroom Supplies	01	0795-0-4300-220-1110-1000-0000		47.82
EP23-00149	01	157.45	Cleared	PLACIDO, ERIN K (001459 - Emp)	01	157.45	Cleared	Mileage and Generator Fuel	63	0000-0-4300-001-0000-6000-0000		39.55
EP23-00147	01	19.40	Cleared	Board Name Plates	01	19.40	Cleared	Board Name Plates	01	0000-0-4300-001-0000-7110-0000		19.40
EP23-00149	01	138.05	Cleared	Board Food	01	138.05	Cleared	Board Food	01	0000-0-4300-001-0000-7110-0000		138.05
EP23-00149	01	138.05	Cleared	Board Food	01	138.05	Cleared	Board Food	01	0000-0-4300-001-0000-7110-0000		138.05
MUSD 04-05	21	6,500.00	Cleared	ALAMEIDA ARCHITECTURE (ALAMEI/1)	21	6,500.00	Cleared	Phase 2 High School Bond Project Services	21	9012-0-5800-150-0000-8500-9914		6,500.00
2125126-MENUUSD	01	565.00	Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)	01	565.00	Cleared	Open P.O. Water Testing	01	8150-0-5800-001-0000-8110-2096		220.00
2125128-MENUUSD	01	60.00	Cleared	Open P.O. Water Testing	01	60.00	Cleared	Open P.O. Water Testing	01	8150-0-5800-246-0000-8110-2096		60.00
2125450-MENUUSD	01	285.00	Cleared	Open P.O. Water Testing	01	285.00	Cleared	Open P.O. Water Testing	01	8150-0-5800-001-0000-8110-2096		285.00
0264661	63	600.56	Cleared	COMMIO (COMMIO/1)	63	600.56	Cleared	Phone Services	63	0000-0-5903-001-0000-6000-0000		600.56
IN0010021	01	225.00	Cleared	COUNTY OF MENDOCINO ENVIRONMENTAL HEALTH (ENVHEA/1)	01	225.00	Cleared	HazMat and Food Facility Permits	01	8150-0-5800-150-3800-1000-0000		225.00
10155	01	314.56	Cleared	EPIC GRAPHICS (EPICGR/1)	01	314.56	Cleared	Trucker Caps for PBIS Rewards	01	0795-0-4300-220-1110-1000-0000		314.56
234012	01	480.00	Cleared	FISHER WIRELESS SERVICES INC (FISHER/1)	01	480.00	Cleared	Radio Repair	01	0740-0-5800-001-0000-3600-0000		480.00
22-5837	01	11,506.00	Cleared	HB&T ENVIRONMENTAL INC (HB&TEN/1)	01	11,506.00	Cleared	Water Testing at Greenwood	01	8150-0-5800-222-0000-8110-2096		11,506.00
598585	01	100.72	Cleared	KULLY SUPPLY (KULLYS/1)	01	100.72	Cleared	Plumbing Supplies	01	8150-0-4300-001-0000-8110-0000		7.26
51074	21	1,260.00	Cleared	LACO ASSOCIATES (LACOAS/1)	21	1,260.00	Cleared	Inspection Services	21	9010-0-6200-150-0000-8500-9913		1,260.00
28026721001	01	140.64	Cleared	OFFICE DEPOT (OFFICD/2)	01	140.64	Cleared	Office Supplies	01	0794-0-4300-220-0000-2700-0000		140.64
DECEMBER 2022	21	9,750.00	Cleared	PHILIP MORTON INSPECTION (PHILIP/1)	21	9,750.00	Cleared	High School Modernization Phase 1	21	9010-0-6200-150-0000-8500-9913		9,750.00

Payment Id	Comment	Check Amt	Status	Check Amt	Status	Check Amt	Status
Check # 750822	76	110,941.50	Cleared	76-	-	-	110,941.50
JANUARY 22-23							
Check # 750823	01	270.00	Cleared	76-	-	-	110,941.50
DP23-00139	Student Services	Check Amt	01-0100-0-5800-001-0000-3900-0102	76-	-	-	110,941.50
Check # 750824	63	3,070.69	Cancelled	76-	-	-	110,941.50
449687	Phone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	110,941.50
Check # 750825	76	1,005.51	Cleared	76-	-	-	1,005.51
JANUARY 22-23							
Check # 750826	63	7,357.56	Cleared	76-	-	-	1,005.51
0259762	Phone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	1,005.51
0261102	Phone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	1,005.51
0261214	Phone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	1,005.51
0262384	Phone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	1,005.51
0547677155	Telephone Service	Check Amt	63-0000-0-5902-001-0000-6000-0000	76-	-	-	1,005.51
0614028-IN	Specialized Services	Check Amt	63-0000-0-5811-001-0000-6000-0000	76-	-	-	1,005.51
0614850-IN	Specialized Services	Check Amt	63-0000-0-5811-001-0000-6000-0000	76-	-	-	1,005.51
10396	Telephone Services	Check Amt	63-0000-0-5903-001-0000-6000-0000	76-	-	-	1,005.51
112-1039003-0675467	Open PO for Various Supplies	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
112-1345419-6481046	Open PO for Various Supplies	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
112-9866292-39978	Open PO for Various Supplies	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
11298662923997CREDIT	Open PO for Various Supplies	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
248249	Cables for Less	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
2SN16883TC7787331	Specialized Services	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
388504	Supplies from Global Memo	Check Amt	63-0000-0-5800-001-0000-6000-0000	76-	-	-	1,005.51
448422892	Specialized Services	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
638909686	Next Warehouse Supplies	Check Amt	63-0000-0-5800-001-0000-6000-0000	76-	-	-	1,005.51
DP23-00136	New Trend Returned Item	Check Amt	63-0000-0-5902-001-0000-6000-0000	76-	-	-	1,005.51
DP23-00137	Davis Instruments	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
FTBRGIN63776	New Trend Wireless	Check Amt	63-0000-0-4300-001-0000-6000-0000	76-	-	-	1,005.51
Check # 750827	63	380.14	Voided	76-	-	-	380.14
9547916397	Phone Services	Check Amt	01-0000-0-5902-001-0000-7150-0000	76-	-	-	380.14
Reversal of EX23-01482	Phone Services	Check Amt	01-0000-0-5902-001-0000-7150-0000	76-	-	-	380.14
Phone Services	Phone Services	Check Amt	01-8150-0-5902-001-0000-8110-0000	76-	-	-	380.14
Reversal of EX23-01482	Phone Services	Check Amt	01-8150-0-5902-001-0000-8110-0000	76-	-	-	380.14
Phone Services	Phone Services	Check Amt	63-0000-0-5902-001-0000-6000-0000	76-	-	-	380.14
Phone Services	Phone Services	Check Amt	63-0000-0-5902-001-0000-6000-0000	76-	-	-	380.14



2023 FUND-OBJ Expense Summary / Register 000246 (continued)

63-5500	20.75	
63-5800	390.43	
63-5811	52.07	
63-5902	156.81	
63-5903	2,236.39	
63-9110*		8,030.92-
63-9550*		43.90-
<b>Totals for Fund 63</b>	<b>8,074.82</b>	<b>8,074.82-</b>
68-5800	153.00	
68-9110*		153.00-
<b>Totals for Fund 68</b>	<b>153.00</b>	<b>153.00-</b>
69-5800	258.00	
69-9110*		258.00-
<b>Totals for Fund 69</b>	<b>258.00</b>	<b>258.00-</b>
76-9110*		111,947.01-
76-9514	110,941.50	
76-9526	1,005.51	
<b>Totals for Fund 76</b>	<b>111,947.01</b>	<b>111,947.01-</b>
<b>Totals for Register 000246</b>	<b>173,435.89</b>	<b>173,435.89-</b>

\* denotes System Generated entry

Net change to Cash 9110 173,384.73-Credit

**Payment id** **Comment**

Check # 750830	63	Check Amt	48.00	Status	Printed	LINDA ODAY (LINDA ODAY - Payee)	48.00
DP23-00140		Refund for Email Services	63- 0000- 0- 5800- 001- 0000- 6000- 0000				48.00

**Number of Items**      1      **48.00**      **Totals for Register 000247**

**2023 FUND-OBJ Expense Summary / Register 000247**

63-5800	48.00
63-9110*	48.00-
<b>Totals for Register 000247</b>	<b>48.00</b>
	<b>48.00-</b>

\* denotes System Generated entry

**Net change to Cash 9110      48.00- Credit**

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<b>Number of Items</b>	<b>28</b>	<b>Totals for Org 046 - Mendocino Unified School District</b>
	<b>176,883.56</b>	

Selection  
 Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 1/12/2023,  
 Ending Check Date = 1/12/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )



Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt
	63	131.77	Cleared		DEBORAH SHOLIN (DEBORAH SHO - Payee)	131.77
DP23-00148					Refund for Unused Service	
	01	77.73	Printed		BENSON-MARTIN, MAY (001494 - Emp)	77.73
EP22-00212					Dye Supplies	
	01	51.00	Cleared		MARTIN, AMANDA M (000130 - Emp)	51.00
EP22-00295					Ladybug Larva and Habitat	
	01	257.50	Cleared		YANEZ, ANNA E (001530 - Emp)	257.50
EP23-00152					Comptche Mileage, Family and Student Gifts	
					01-0000-0-5200-221-5760-3110-0000	93.75
					01-0001-0-4300-220-0000-3130-1137	150.00
					01-0001-0-5200-220-0000-3130-1137	13.75
Check # 751267	01	300.60	Cleared		1000 BULBS.COM (1000BU/1)	300.60
W03471257					Light Bulbs	
					01-8150-0-4300-150-0000-8110-0000	
Check # 751268	01	645.32	Cleared		A-Z BUS SALES INC (A-ZBUS/3)	645.32
02P492211CREDIT					Bus Repair Parts Credit	
					01-0740-0-4365-001-0000-3600-0000	151.03-
INVCOL3770					Bus Repair Parts	
					01-0740-0-4365-001-0000-3600-0000	151.33
INVSAC2193					Bus Repair Parts	
					01-0740-0-4365-001-0000-3600-0000	125.40
INVSAC2689					Bus Repair Parts	
					01-0740-0-4365-001-0000-3600-0000	519.62
Check # 751269	01	1,039.62	Cleared		AT&T (AT&TC3/2)	1,039.62
19229243					Telephone Services	
					01-0000-0-5903-001-0000-7200-0000	133.10
					01-0000-0-5903-150-0000-2700-0000	234.99
					01-0000-0-5903-155-3100-2700-0000	26.65
					01-0000-0-5903-220-0000-2700-0000	303.15
					01-0000-0-5903-221-0000-2700-0000	78.47
					01-0000-0-5903-246-0000-2700-0000	102.22
					01-0740-0-5903-001-0000-3600-0000	26.65
					12-6105-0-5903-222-7110-8200-0000	80.54
19229582					Telephone Services	
					01-0000-0-5903-150-0000-2700-0000	27.20
19229583					Telephone Services	
					01-0000-0-5903-220-0000-2700-0000	26.65
Check # 751270	63	248.80	Cleared		AT&T (00AT&T/2)	248.80
70793740496539JAN23					Telephone Services	
					63-0000-0-5903-001-0000-6000-0000	
Check # 751271	63	908.93	Cleared		BANDWIDTH INC. (BANDWI/1)	908.93
BWUS10621486					Open Purchase Order for Telephone Services	
					63-0000-0-5903-001-0000-6000-0000	
Check # 751272	21	425.25	Cleared		BRUNSON ASSOCIATES INC (BRUNSI/1)	425.25
4468					November Services 2022	
					21-9010-0-5800-150-0000-8500-9913	425.25
Check # 751273	01	475.00	Printed		CMC (000CMC/1)	475.00
DP23-00147					2022 Fall Season Entry Fees	
					01-0000-0-5800-150-1110-4200-0000	475.00



Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt
	01	29,562.21			SCHOOL SPECIALTY INC (SCHSP3/2) - continued	29,562.21
CREDIT					01-0795-0-4100-220-1110-1000-0000	27.88-
	12	83.78			SOLID WASTE OF WILLITS INC (SOLIDW/1)	83.78
05-229943-1 DEC 2022					12-6105-0-5540-222-7110-8200-0000	83.78
	01	465.90			SPORT & CYCLE TEAM ATHLETICS (SPORT&1)	465.90
225215					01-0000-0-4300-150-1110-4200-0000	
	63	3,079.69			SUMO FIBER (SUMOFI/1)	3,079.69
449687A					63-0000-0-5903-001-0000-6000-0000	3,079.69
	63	2,311.73			TPX COMMUNICATIONS (TPXCOM/1)	2,311.73
165586667-0					63-0000-0-5903-001-0000-6000-0000	
	01	75.00		Printed	TYLER GRINBERG (TGRINB/1)	75.00
DP23-00146					01-0000-0-5800-150-1110-4200-0000	75.00
	01	1,991.26			US BANK CORPORATE PAYMENT SYS (USBANK/2)	1,991.26
11665944					01-0000-0-4300-001-0000-7200-0000	41.08
DP23-00131					01-0795-0-4200-220-1110-1000-0000	463.40
DP23-00141					01-0000-0-5900-001-0000-2420-9987	1,297.52
DP23-00142					01-0000-0-4300-001-0000-7200-0000	47.31
DP23-00143					01-0000-0-5300-001-0000-7200-0000	149.95
DP23-00144					01-0794-0-4300-220-1110-1000-0000	8.00-
	13	3,368.43			US FOODS INC. SAN FRANCISCO (USFOOD/2)	3,368.43
3928308					13-5310-0-4700-001-0000-3700-0000	1,675.46
					13-5310-0-4700-001-0000-3700-8634	670.89
4098631					13-5310-0-4700-001-0000-3700-0000	849.32
					13-5310-0-4700-001-0000-3700-8634	172.76
	01	462.01			WAXIE SANITARY SUPPLY (009737/1)	462.01
81411420					01-0000-0-4300-001-0000-8200-0000	462.01
	63	110.30			Thryv (0000YP/1)	110.30
800438395JAN2023					63-0000-0-5811-001-0000-6000-0000	110.30
	01	68.19			ZANER - BLOSER (ZANERB/2)	68.19
INVB01851					01-6300-0-4100-220-1110-1000-0000	68.19
* Break in sequence						
	01	3,730.40		Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	3,730.40
0193638-IN					01-1100-0-5520-150-0000-8200-0000	3,730.40
	68	3,482.28		Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	3,482.28
DP23-00145					68-0000-0-5800-000-0000-6000-0000	2,490.53

Payment Id	Check #	VCH-00000035	68	Check Amt	3,482.28	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL*) - continued	
DP23-00145								69-0000-0-5800-000-0000-6000-0000	408.00
JANUARY 22-23								01-0000-0-9514-000-0000-0000-3498	400.75
								01-0000-0-9514-000-0000-0000-3499	183.00

Number of Items 35 1,171,455.71 Totals for Register 000248

2023 FUND-OBJ Expense Summary / Register 000248	
01-4100	29,771.02
01-4200	463.40
01-4300	1,640.92
01-4365	797.22
01-5200	107.50
01-5300	149.95
01-5520	8,255.35
01-5530	2,071.08
01-5600	119.58
01-5800	4,274.00
01-5900	1,297.52
01-5903	959.08
01-8699	128.73
01-9110*	50,619.10-
01-9514	583.75
<b>Totals for Fund 01</b>	<b>50,619.10</b>
12-5530	470.63
12-5540	83.78
12-5903	80.54
12-9110*	634.95-
<b>Totals for Fund 12</b>	<b>634.95</b>
13-4700	3,368.43
13-9110*	3,368.43-
<b>Totals for Fund 13</b>	<b>3,368.43</b>
21-5800	425.25
21-6200	1,106,283.55
21-9110*	1,106,708.80-

2023 FUND-OBJ Expense Summary / Register 000248 (continued)

Totals for Fund 21	1,106,708.80	1,106,708.80-
63-5530	121.44	
63-5800	219.55	
63-5811	110.30	
63-5903	6,680.92	
63-5904	93.69	
63-9110*		7,225.90-
<b>Totals for Fund 63</b>	<b>7,225.90</b>	<b>7,225.90-</b>
68-5800	2,490.53	
68-9110*		2,490.53-
<b>Totals for Fund 68</b>	<b>2,490.53</b>	<b>2,490.53-</b>
69-5800	408.00	
69-9110*		408.00-
<b>Totals for Fund 69</b>	<b>408.00</b>	<b>408.00-</b>
<b>Totals for Register 000248</b>	<b>1,171,455.71</b>	<b>1,171,455.71-</b>

\* denotes System Generated entry

Net change to Cash 9110 1,171,455.71 - Credit

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Payment Id	Check #	Check Amt	Comment	Status	Printed	13.15	46.68	207.62	83.20	57.21	132.00	3.33	227.50	2,333.00	152.57	93.66	33.70	113.72	100.00	360.00
	01		COMPTCHE STORE (COMPTCHE ST - Payee)																	
DP23-00151	01		Fuel for School Van																	
EP23-00160	01		Board Meeting Mileage																	
EP23-00157	01		Classroom Supplies																	
EP23-00158	01		Classroom Books and Supplies																	
EP23-00162	01		Board Meeting Mileage																	
EP23-00153	01		DMV Certificate, Ukiah Mileage																	
EP23-00163	01		Board Meeting Mileage																	
EP23-00154	01		Food Delivery Mileage																	
EP23-00159	01		Amazon Cards for FRC Students																	
EP23-00166	01		Pro-Act Training																	
EP23-00164	01		Classroom Supplies																	
EP23-00165	01		Mileage																	
EP23-00161	01		Board Meeting Mileage																	
EP23-00167	01		Board Meeting Mileage																	
EP23-00168	01		Board Meeting Mileage																	
EP23-00156	01		Food Card for Family																	
3012217-MENUUSD			Open P.O. Water Testing																	
3013036-MENUUSD			Open P.O. Water Testing																	

Payment Id	Check #	Check Amt	758.62	Status	Printed	Comment	130.55
	464886974447	Wall Calendars for DO			01-0000-0-4300-001-0000-7200-0000		130.55
	63388833843	Graph Paper			01-0794-0-4300-220-1110-1000-0000		29.38
	673965975383	Open PO for Maintenance Items			01-8150-0-4300-001-0000-8110-0000		44.76
	887863746474	Classroom Heaters			01-0794-0-4300-220-1110-1000-0000		157.48
	899758954456A	Will Receive Credit for This			01-0794-0-4300-220-1110-1000-0000		7.99
	BFJLTRNCLIFT	Computer Battery			01-0001-0-4300-150-1110-2420-9011		42.20
	BRAQFOSWOKDJ	2500 Window Envelopes, Customized			01-0000-0-4300-001-0000-7200-0000		346.26
	Check # 751671	BRS MEDIA INC. /IRRP/NET (BRSMED/1)	5,000.00	Status	Cleared		
	1-18-23	Services			63-0000-0-5800-001-0000-6000-0000		5,000.00
	Check # 751672	CALIFORNIA DEPT OF TAX AND FEE (CALTAX/3)	55.00	Status	Printed		
	DP23-00158	Diesel Fuel Tax			01-0740-0-5800-001-0000-3600-0000		55.00
	Check # 751673	COMMUNITY CENTER OF MENDOCINO (COMMUN/1)	2,283.00	Status	Printed		
	DP23-00152	Session 3 Scholarships			01-7425-0-5800-001-1110-4900-8343		2,283.00
	Check # 751674	FASTRAK INVOICE (FASTR/1)	7.00	Status	Cleared		
	I712148087413	Benicia-Martinez Bridge Toll, 12/22, Athletics			01-0000-0-5200-150-1110-4200-0000		7.00
	Check # 751675	FERRELL GAS (FERREL/1)	191.52	Status	Cleared		
	2030552118	Heating Fuel, Multiple Sites			12-6105-0-5520-222-7110-8200-0000		191.52
	Check # 751676	FORT BRAGG ADVOCATE-NEWS (FBADVO/3)	840.37	Status	Cleared		
	1363359	Open PO for Classified Advertising			01-0000-0-5811-001-0000-7200-0000		107.56
	1363360	Open PO for Classified Advertising			01-0000-0-5811-001-0000-7200-0000		732.81
	Check # 751677	FORT BRAGG UNIFIED (FBUSD/1)	740.03	Status	Printed		
	INV23-00072	Bus Driver Training			01-0740-0-5800-001-0000-3600-0000		740.03
	Check # 751678	CYPRESS HOLDINGS INC (HARVES/2)	1,523.89	Status	Printed		
	49062 DECEMBER 2022	Maintenance, Transportation, Cafeteria Supplies			13-5310-0-4700-001-0000-3700-0000		102.60
	49494 DECEMBER 2022	Maintenance, Transportation, Cafeteria Supplies			01-8150-0-4300-001-0000-8110-0000		584.15
					01-8150-0-4300-150-0000-8110-0000		25.27
					01-8150-0-4300-220-0000-8110-0000		213.51
					01-8150-0-4300-221-0000-8110-0000		26.18
	49495 DEC 2022	Culinary, Office Supplies			01-0794-0-4300-150-0000-2700-0000		35.81
					01-0794-0-4300-150-3800-1000-8171		478.57
	DP23-00159	Custodial Supplies			01-0000-0-4300-001-0000-8200-0000		57.80
	Check # 751679	HB&T ENVIRONMENTAL INC (HB&TEN/1)	2,046.00	Status	Printed		
	22-5839	Asbestos Work			01-8150-0-5800-222-0000-8110-0000		2,046.00
	Check # 751680	HI STAR ELECTRIC LLC (HISTAR/1)	480.00	Status	Cleared		
	428	Generator Work			01-8150-0-5800-220-0000-8110-0000		360.00

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Amount
	437				Generator Work	
	751680	480.00	Cleared		HI STAR ELECTRIC LLC (HISTAR1) - continued	120.00
	751681	762.59	Cleared		HOPPER DAIRY (HOPPER1)	
	67308838				Dairy for Cafeteria	21.31
	67309001				Dairy for Cafeteria	306.36
	67309054				Dairy for Cafeteria	214.14
	67309111				Dairy for Cafeteria	220.78
	751682	212.00	Printed		MCEH, AIT CONSUM PROTECTION (00MCEH1)	
	DP23-00149				Food Safety Class, Barbara Connelly	106.00
	DP23-00150				Food Safety Class, Isabel Martinez	106.00
	751683	134.55	Printed		NORTH COAST OPPORTUNITIES (MENDOLJ2)	
	56250				Produce for Cafeteria	134.55
	751684	210.00	Printed		MENDOCINO ART CENTER (MARTCE1)	
	20848				Youth Art Class	210.00
	751685	619.00	Printed		MENDOCINO COAST PRODUCE (MCPROJ2)	
	29054				Produce for Cafeteria	249.00
	29076				Produce for Cafeteria	76.00
	29136				Produce for Cafeteria	294.00
	751686	552.50	Cleared		MOUNTAIN FRESH SPRING WATER (MOUNTA1)	
	OCT-DEC K8 SCHOOL				Drinking Water	552.50
	751687	535.00	Printed		ORCA TOWING (ORCATO1)	
	13927				Maintenance Truck Tow	535.00
	751688	633.38	Printed		PG&E (00PG&E1)	
	0483535710-6DEC2022				Electricity for District	633.38
	751689	3,456.24	Printed		PG&E (00PG&E1)	
	4668452137-3DEC2022				Electricity for District	753.51
						1,369.64
						23.82
						232.77
						9.58
						431.06
						635.86
	751690	128.30	Printed		PG&E (00PG&E1)	
	8658020613-3DEC2022				Electricity for District	128.30
	751691	788.29	Cleared		RADIO ENGINEERING INDUSTRIES (RADIOE1)	
	493685				Radios for Busses	788.29

Payment Id	Check #	Check Amt	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed
	751692	01	2,307.11			REDWOOD WASTE SOLUTIONS INC (RWWAST/1)							
	174739874U039				01	Garbage Collection					1,822.92		
	174739875U039				01	Garbage Collection					382.43		
	174739885U039				01	Garbage Collection					101.76		
	751693	01	539.21			RHOADS AUTO PARTS INC. (RHOADS/1)							
	3140 DECEMBER 2022					Auto Repair Parts					107.50		
											431.71		
	751694	13	479.20			Roundman's (ROUND/1)							
	31349				13	Grass Fed Beef					479.20		
	751695	01	64.00			CA DEPT OF JUSTICE (STOFC2/1)							
	627257					Fingerprinting					64.00		
	751696	01	2,560.43			SWRCB ACCOUNTING OFFICE (STATEW/2)							
	SM-1039362				01	Water System, Annual Fee					1,835.43		
	SM-1039428				01	Water System, Annual Fee					725.00		
	751697	76	1,028.28			SUN LIFE FINANCIAL (SUNLIF/1)							
	FEBRUARY 22-23					Employee Life Insurance					1,028.28		
	751698	13	1,820.11			SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)							
	431118944					Cafeteria Food					1,232.18		
											587.93		
	751699	13	1,336.08			UKIAH PAPER SUPPLY INC (UKIAHP/1)							
	541352				13	Paper Products for Cafeteria					1,183.44		
	541511				13	Paper Products for Cafeteria					152.64		
	751700	13	764.24			WILD OAK DAIRY (UNNATU/2)							
	015208820-003					Cafeteria Food and Snack					764.24		
	751701	01	953.94			US BANK CORPORATE PAYMENT SYS (USBANK/2)							
	1090010672				01	Camera Equipment, MUSE Grant					919.03		
	DP23-00154				01	Dataworks Credit					75.00		
	DP23-00155				01	Face Masks					58.22		
	DP23-00156				01	Pizza for CAPS Network Meeting					51.69		
	751702	01	1,140.67			WAXIE SANITARY SUPPLY (009737/1)							
	81435224					Custodial Supplies					1,140.67		
	751703	01	100.00			WEX BANK (WEXBAN/1)							
	86410431				01	Fuel for Athletic Events					100.00		
	751704	01	1,035.75			XEROX CORPORATION (XEROXC/2)							
	017930957					Copy Machine Rental					191.76		

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt
	01			1,035.75	XEROX CORPORATION (XEROXC/2) - continued	
017930959	017930959				01-0000-0-5600-001-0000-7200-0000	209.86
017930961	017930961				01-0000-0-5600-220-0000-2700-0000	530.71
017930962	017930962				01-0000-0-5600-246-0000-2700-0000	52.35
017930963	017930963				12-6105-0-5600-222-7110-1000-0000	51.07

\* Break in sequence

Check #	VCH-00000036	01	Check Amt	902.97	Status	Printed	KONE INC (KONEIN/2)	902.97
Check #	962408942	68	Check Amt	1,468.58	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	1,468.58
Check #	DP23-00157	52	Check Amt	42,415.19	Status	Printed	Totals for Register 000249	42,415.19

2023 FUND-OBJ Expense Summary / Register 000249

01-4200	70.40
01-4300	5,955.03
01-4361	113.15
01-4365	895.79
01-5200	2,842.49
01-5510	3,582.06
01-5540	2,307.11
01-5600	984.68
01-5800	10,154.43
01-5811	840.37
01-5814	64.00
01-9110*	27,809.51-
<b>Totals for Fund 01</b>	<b>27,809.51</b>
12-5510	635.86
12-5520	191.52
12-5600	51.07
12-9110*	878.45-
<b>Totals for Fund 12</b>	<b>878.45</b>
13-4300	1,336.08
13-4700	4,682.29
13-5800	212.00
<b>Totals for Fund 13</b>	<b>878.45-</b>

2023 FUND-OBJ Expense Summary / Register 000249 (continued)

13-9110*		6,230.37-
<b>Totals for Fund 13</b>	<b>6,230.37</b>	<b>6,230.37-</b>
63-5800	5,000.00	
63-9110*		5,000.00-
<b>Totals for Fund 63</b>	<b>5,000.00</b>	<b>5,000.00-</b>
68-5800	1,468.58	
68-9110*		1,468.58-
<b>Totals for Fund 68</b>	<b>1,468.58</b>	<b>1,468.58-</b>
76-9110*		1,028.28-
76-9526	1,028.28	
<b>Totals for Fund 76</b>	<b>1,028.28</b>	<b>1,028.28-</b>
<b>Totals for Register 000249</b>	<b>42,415.19</b>	<b>42,415.19-</b>

\* denotes System Generated entry

Net change to Cash 9110 42,415.19- Credit

# Mendocino Unified School District



## MINUTES

### Regular Board Meeting

**JANUARY 19, 2023**

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

**CLOSED SESSION (at the conclusion of Open Session) – IN PERSON at K8**

**& 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/87212559542?pwd=azNOVEhoZFZBN1JlbnFR4b0J5Yjhjdz09>  
Passcode: 635180

Dial by your location +1 669 900 9128 US (San Jose)  
Webinar ID: 872 1255 9542 Passcode: 635180

*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](mailto:doerin@mcn.org).

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

**1. 5:00 P.M. OPEN SESSION**

- 1.1. Call to order and roll call

*The meeting was called to order at 5:01 PM. Present were Trustees Griffen, Gay, Morton, Aum, and Schaeffer.*

- 1.2. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

*MSA Morton/Griffen (5/0) to approve the agenda pulling Item 3.14 for discussion in Open Session.*

**2. 5:05 P.M. ALBION TRUSTEE AREA 2**

- 2.1. Albion Trustee Interview and Appointment

*Windspirit Aum was the only applicant for the vacant position.*

- 2.2. Swearing in Board Trustee

*Trustee Aum was sworn in as the Trustee for Area 2.*

**3. 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)

- 3.1. Approval of Warrants

3.1.1. 12/8/22, 12/15/22, 12/22/22, 1/5/23

- 3.2. Approval of Minutes

3.2.1. Board Meeting Minutes: 12/15/22, 1/4/23

- 3.3. Approval of Employment/Personnel Changes

3.3.1. Hire, Classified Employee, 6.5 hrs/day, effective 1/3/23

3.3.2. Accept resignation of .20 FTE, Certificated Employee from 1.0 FTE to .80 FTE, effective 1/17/23

- 3.4. Approval of the Current Budget Change Report

- 3.5. Approval of Enrollment and Attendance Report – Month 4

- 3.6. Approval of Student Body Reports – December 2022

- 3.7. Approval of MOU between Mendocino Unified School District and California State University East Bay for Student Teacher Placements to University Students

- 3.8. Approval of MCN 1<sup>st</sup> Quarter Report

- 3.9. Approval of MUSD Final Audit Report Fiscal Year 2021-22

- 3.10. Acknowledgment of donation from the Tarbell Family Foundation, per the request of Lucille Lawrence, in the amount of \$500 to the K-8 School for unrestricted and general use

- 3.11. Approval of Cafeteria Financial Report through December 2022

- 3.12. Approval of Quarter 3 Investment Reports

3.13. Approval of Williams Settlement Quarterly Uniform Complaint Report for Quarter 2 of the 2022-23 school year.

3.14. Final Approval of Board Policies and Administrative Regulations

3.14.1. BP/AR 6158: Independent Study (instruction)

*MSA Griffen/Morton (5/0) to approve the Consent Agenda as amended. (Item 3.14 was pulled to Open Session).*

#### **4. REPORTS**

4.1. Student Trustee – Bohdi Briggs

*Student Trustee Briggs reported that the last 2 months have been a rush as we near the end of the semester. The recent weather has caused school to be cancelled twice, which caused an increase in stress amongst students. Finals week went well in spite of the stress and weather. The school wide game of Bravo started which everyone loves to play. Bravo is a spoon game that involves a target. The goal is to remain one of the last people with your spoon.*

4.2. Administrative

4.2.1. Principal – Kim Humrichouse

*Principal Humrichouse gave the attached presentation.*

4.2.2. Superintendent – Jason Morse

*Superintendent, Jason Morse, reported that today was the first day without a rain storm/cyclone. Good to see the sun out. We did incur some damage. A tree fell between the District Office and the Bus Barn. It hit a storage container that broke the fall. It broke the window on a van and old school bus that was going to be traded in. A maintenance vehicle ran into a down tree on highway 1. There were no injuries. We are dealing with insurance to see what the next steps are. We closed school for 2 days. Power was out for 2 days at the K8 School and we will have to make those days up at the end of the year. Graduation will remain on Friday, June 9<sup>th</sup>. We will determine what the half days look like in the coming months. Storm days will be built into the calendar going forward. Had a meeting with Mendocino Coast Historical Review Board representative from the county for Phase II of the modernization project. January 31<sup>st</sup> we will co-host a community luncheon with the Chamber of Commerce. Will be a "state of our schools" presentation along with Fort Bragg Unified Superintendent. Scheduled staff meeting to discuss cuts was rescheduled to January 25<sup>th</sup>. Discussion will be on budget and cuts and what that looks like. Spelling Bee on Friday. Special guest judge is Jeanne Sullivan.*

4.3. Bargaining Units

4.3.1. Mendocino Teachers Association (MTA)

*MTA President, Diana Dominguez, reported that cuts to the budget are on the top of mind of teachers right now. Not unexpected given the uncertainty that comes with the process. Wonder how this will impact the services we provide and the District and work balance. Curious to what can be done going forward to ensure this doesn't happen again. Looking forward to hearing more from Jason at the meeting on the 25<sup>th</sup>. Not knowing is making people nervous.*

4.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

*There was no one present from CEMUS.*

4.4. Board Trustee Reports

*Trustee Aum: Discussion on cuts is going to take a lot of thought. It will definitely be a challenge.*

*Trustee Morton: Saturday at Crown Hall was a memorial for Dave Gross. Dave was a former teacher and principal in the District. He was very well regarded and was an inspiring individual.*

*Trustee Griffen: Dave Gross was Trustee Griffen's first basketball coach. Now as a coach herself she has fond memories of him and her time playing basketball under his leadership.*

## **5. 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.

*There were no parent/community comments.*

## **6. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

### **6.1. Board Organizational Meeting**

The Board is required to hold an annual organizational meeting (BB9100 attached) whereby it appoints Board representatives to various assignments and designated committees. The actions are required by law.

6.1.1.0. Board elections for President, Clerk, and official appointment of the Superintendent as Secretary to the Board (action)

6.1.2.0 Selection of Board Trustee appointments to committees (action)

Previous committees which Board members have participated on have been: Board Facilities Committee (two Trustees), Board Finance Committee (two Trustees plus an alternate), Superintendent's MCN Advisory Committee (two Trustees), MECCA (Board President), and Superintendent's Policy Committee (two Trustees) (action)

*MSA Aum/Gay (5/0) to approve the following appointments:*

*President: Trustee Schaeffer*

*Clerk: Trustee Griffen*

*Facilities: Trustees Morton and Aum*

*Finance: Trustees Griffen and Schaeffer with Trustee Gay as the alternate*

*MCN: Trustees Gay and Morton*

*MECCA: Trustee Schaeffer*

*Policy: To be handled by staff and brought forward to Board*

### **6.2. Modernization and Construction Management Update**

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

*Construction Manager, Don Alameida, gave the attached presentation.*

### **6.3. BP/AR 6158: Independent Study Policy (pulled from Consent Agenda 3.14)**

*MSA Aum/Morton (5/0) to approve the policy with the change as presented. It needs much more work which will be done over time.*

## **7. FUTURE AGENDA ITEMS**

MCN 2<sup>nd</sup> Quarter Report, Site Safety Plans, Superintendent Evaluation, Winter Consolidated Application, Layoffs, SARC's, CAASPP, Cafeteria Report

*Changing school start times (March)*

## **8. ADJOURNMENT**

The next regular Board meeting is scheduled for **February 9, 2023 at Comptche School.**

*The meeting was adjourned at 6:07 PM.*

## **9. CLOSED SESSION CALL TO ORDER AND ROLL CALL**

9.1. Call to order and roll call

*The meeting was called to order at 6:23 PM. Present were Trustees Griffen, Gay, Morton, Aum, and Schaeffer.*

9.2. 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.*

## **10. 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/83373730109?pwd=aStwa2tPeDZMc9NV0JTbnYwV3Iydz09>

Meeting ID: 833 7373 0109 Passcode: 842235

Dial by your location

+1 669 900 9128 US (San Jose) Meeting ID: 833 7373 0109 Passcode: 842235

## **11. CLOSED SESSION**

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

11.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative:

Superintendent Jason Morse

Employee organizations: CEMUS and MTA bargaining units and unrepresented employees

11.2. Public employee discipline/dismissal/release

11.3. Employment/Personnel Changes

## **12. ADJOURNMENT**

*The meeting was adjourned at 8:36 PM.*



# Mendocino K8 Schools

January 2023



## Busy Time of the Year

- End of the Semester - grade reporting & progress on goals
- Universal Screening - drives Rtl needs
- New Classes for 7/8 students
- Mendocino Dance Project (TK-5th grade)
- Spelling Bee (Friday @ 10:30)

# Mid-year Universal Screenings

Reading DIBELS: 3 things

- Rate (WPM)
- Accuracy (96%)
- Comprehension

Math - facts and local assessment

# 5th Grade DIBELS

	5th Grade Words Correct (122)	% Accurate (96)	Comprehension (>17)
Student 1	21	77.78%	17
Student 2	30	76.92%	0
Student 3	45	91.84%	11
Student 4	47	89.68%	7
Student 5	57	89.65%	13
Student 6	66	95.77%	17
Student 7	67	96.67%	11
Student 8	96	97.63%	16
Student 9	104	99.65%	16
Student 10	108	99.67%	16
Student 11	115	99.14%	18
Student 12	121	98.37%	
Student 13	123	97.62%	27
Student 14	123	97.62%	16
Student 15	129	99.23%	17
Student 16	135	99.26%	21
Student 17	138	99.28%	29
Student 18	140	99.29%	16
Student 19	144	98.63%	22
Student 20	148	98.67%	30
Student 21	154	98.99%	19
Student 22	156	100.00%	14
Student 23	158	100.00%	23
Student 24	158	99.36%	31
Student 25	158	99.36%	17
Student 26	159	99.38%	0
Student 27	159	99.38%	24
Student 28	165	99.40%	29
Student 29	172	99.42%	0
Student 30	183	99.46%	22
Student 31	186	98.94%	27

## 5th Grade Intervention

5th Grade		122 wpm, 96% accuracy		< 90% Chronically Absent
		September	January	Attendance
IEP	Student 1	21	30	83%
IEP	Student 2	23	21	95%
IEP	Student 3	29	45	88%
IEP	Student 4	43	57	75%
IEP	Student 5	47	47	84%
Rtl: Tier II	Student 6	50	68	87%
Rtl: Tier II	Student 7	65	98	90%
Rtl: Tier II	Student 8	74	104	90%
Rtl: Tier II (exit)	Student 9	77	123	96%
Rtl: Tier II	Student 10	80	106	89%
Rtl: Tier II (exit)	Student 11	82	129	87%
Rtl: Tier II (exit)	Student 13	92	123	91%
Rtl: Tier II	Student 14	93	87	92%

## Chronic Absenteeism

K-6: 62%

7/8: 53%

## Events/Activities

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- School-wide Spelling Bee (1/20 @ 10:30)
- Chinese New Year Parade (2/16 @ 10:45)
- 6th Grade Woodlands Trip (4/24 - 4/26)
- 8th Grade Ropes Course Leggett (6/5)

## Thank yous!

---

- Mendocino Volunteer Fire Department
- Tarbell Family Foundation (\$500)
- Mendo Hardware
- Special Education Staff
  - Sam Skowron
  - Josh Potter
  - Allie Hartley
- PTO - Popcorn Fridays!



**Mendocino Unified School District**

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

MUSD BOARD MEETING – JANUARY 2023

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	-
	<b>30,827,859</b>

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,111,915	1,624,745	488,353	2,117,586	-5,671
Bidding, Permitting, Misc	140,000	148,117	-8,117	178,185	-38,185
Construction	14,611,602	13,195,249	1,416,353	14,638,043	-26,441
8% Owners Contingency	1,104,000	0	1,104,000	556,420	547,580
Construction Support	441,774	582,522	-140,748	575,672	-133,898
Fixtures & furniture	250,000	0	250,000	250,000	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>19,669,291</b>	<b>16,660,633</b>	<b>3,107,641</b>	<b>18,316,908</b>	<b>343,385</b>

Available vs. budgeted  
soft cost vs. hard cost  
12,168,588 assumes 100% contingency expended  
25 99%

**Funding Status**

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

# Mendocino Unified School District

## 2020 Bond Program Phase One

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		Late February 2023

### Overall Project Status

Windows and Storefront Entries continue to be installed but hindered by extraordinary bad weather on the coast. Despite weather most of windows installed but remain to be caulked and trimmed out. Exterior flatwork, and landscape amenities also hindered by weather. Electrical switchgear was planned to be heated up but PG&E postponed due to the many power outages they are addressing from the storm. Fort Dragg Electric continue working on light fixture and power terminations throughout the building.

### Potential Issues:

Weather has impacted the pace of window and entries installations which delays the ability to install finish materials such as floors and ceilings.

### Next Steps ....

Continue work around severe weather toward project completion.

## CHANGE EVENTS

# CHANGE EVENTS	Description	Latest Price
47 Misc. Dry Rot Repair Work	PCO #047	\$1,260.33
33 T&M Repair of Existing Damaged Framing (March 2022)	PCO #33	\$12,252.77
29 Repair Leak & Investigate Existing Underground Water System	PCO #028	\$5,466.78
25 Salvage of Water Tank Redwood and Demo of Remaining Water Tank (ALDWANC)	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	\$12,037.85
4 Temporary Telephone Line to Gym Building Elevator	-	\$0.00
1 Temporary Power Measures to the Main Building and to Panel OA in Gym	PCO #001	\$54,112.61
	<b>Allowance</b>	<b>\$126,392.74</b>
6 Remove and Replace Perimeter Sealings in 7 Rooms	PCO #006	\$19,788.08
5 Connection of Telephone Service to the Main Building	-	\$0.00
3 Removal & Replacement of Existing Sub-on-Grade in Rooms #117, #118 & #119 (R#1 #003)	PCO #003	\$17,286.72
	<b>Contractor Contingency</b>	<b>\$37,124.80</b>
66 Add FRP at Sinks in Senery (ASI #036)	PCO #066	\$1,426.80
65 Appliance Circuit in Hallway A126	PCO #065	\$1,665.02
64 Extend Sloped Walk (ASI #34)	PCO #064	\$4,299.36
63 Fire Caulking at Existing Rafter & Joist in Corridor A142	PCO #063	\$4,361.83
62 Bottom of Exterior Wall Flashing (ASI #31)	PCO #062	\$4,664.06
61 Curb Adapters for Reduced Tubular Stairflights (RF# #154.2)	PCO #061	\$6,009.80
60 Frame Alcove for Display Case (RF# #211)	PCO #060	\$2,076.35
59 Demo and Re-Framing of Ceiling in Corridor A140 (RF# #117)	PCO #059	\$8,342.90
58 Adding Blocking at North Entry Soffit (RF# #205)	PCO #058	\$7,614.06
57 Install Furred Wall Over Concrete Wall in Corridor A141 (RF# #79.3)	PCO #057	\$3,249.79
56 Revise Ceiling Framing Heights in Admin Area	-	\$0.00
55 Revise Ceiling Framing Heights in Admin Area	PCO #055	\$7,795.03
54 Replace Fan Coil A138 with Cassette Type (RF# #153.3)	PCO #054	\$7,384.01
53 Add Interior Accent Walls (ASI #17)	PCO #053	\$2,214.30
52 Delete Drop Ceiling in Room A106 (RF# #112)	PCO #052	\$3,443.72
51 Framing Revisions at Teaching Walls (RF# #84 & #84.1)	PCO #051	\$1,634.42
50 Revised Electrical Routing for EV Charging Stations (RF# #207.1)	PCO #050	\$2,433.09
49 Shear Transfer Walls at Shared Restroom #101 (RF# #17)	PCO #049	\$2,594.68
48 Replace Rim Joist At Student Union (RF# #145)	PCO #048	\$1,690.84
46 Add Sional Framing at H Line to Align New Roof with Eave	PCO #046	\$1,552.12

### CHANGE EVENTS

45 Gable Wall at Line 16 (RFI #141)	—	\$1,936.92
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 Sill (RFI #118)	PCO #043	\$12,264.09
42.1 Tie-In of Existing Wall to Roof Joists at 15 Line (RFI #100)	PCO #042.1	\$3,318.01
41 Infill Framing at Sealing Alcoves in Corridor A140 (ASI #4)	PCO #41	\$12,408.09
40 Framing Revisions to Gable-Lam Beams in Admin Highway (RFI #25A)	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
37.1 Omnit 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 MOF Relocation (RFP #6.1)	PCO #35	\$14,559.55
34 Add Roof Drains to Low Roof - Roofing & Carpentry	PCO #034	\$17,117.86
33 Light Fixture & Receptacle in Attic Above Corridor A142	PCO #033	\$5,026.84
31 Additional Rough-in for Security System (ASI #8.1)	PCO #031	\$8,017.09
30 Revise Type of Rafter in Library Addition	PCO #30	(\$2,888.78)
29 Drywall at Roof Rafters in Library Addition Area	PCO #029	\$12,838.28
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 #75)	PCO #024	\$1,045.66
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	(\$7,188.47)
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	\$3,799.37
15 Remove & Replace Portion of SDG in Custodian Room A130	—	\$0.00
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 Sealing Alcoves in Corridor (ASI #004)	PCO #011	\$9,212.98
10 Testing of Existing Plumbing in Bathrooms	—	\$0.00
9 Plumbing Revisions to Existing Bathrooms	—	\$0.00
8 Fire Alarm to the Community School	PCO #008	\$9,545.42
	Owner Contingency	\$382,643.70

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

### PROGRESS PHOTOGRAPHS



# 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 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	1,057,846	747,185	281,512	1,011,534	2,957
Bedding, Permitting, Misc	70,000	64,300	5,700	70,000	0
Construction	9,577,968	0	9,577,968	9,280,285	0
Owners Contingency	478,899	0	478,899	478,899	0
Construction Support	470,000	27,800	422,200	476,000	0
Furniture & Fixture	0	0	0	0	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>11,683,773</b>	<b>839,285</b>	<b>10,748,299</b>	<b>11,310,798</b>	<b>-2,957</b>

Available vs. budgeted 1,132,863 assumes 100% contingency expended  
 soft cost vs. hard cost 22.04%

#### Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED			
	0%	1%	5%	8%
Series A bonds	12,821,636	1,611,762	1,515,983	1,132,863

# Mendocino Unified School District

## 2020 Bond Program – Phase 2

### Overall Project Status

Architect and their consultants have submitted Construction Documents to DSA in advance of the Building Code change on January 1, 2022. Documents appear to be more of a place holder to beat the December 31st deadline. Q&A to continue to progress documents.

### Potential Issues:

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

### Next Steps ....

Lathrop has prepared a preliminary review of the Construction Documents and begun the Value Engineering

# Mendocino Unified School District

## 2020 Bond Program – Phase 2



### Mendocino High School - Phase 2 Modernization of Gym and Tech Center

Mendocino Unified School District  
Mendocino, California  
DD Documents Budget

Project Summary	LCR Budget	TBD Construction DD Estimate 04/22		DELTA	
		Cost	Cost/SP		
Building Modernization/2020	14,265 SF	\$208,87	\$5,073,987	\$5,012,481	\$58,526
Building Modernization/Tech Center	5,346 SF	\$278,17	\$2,231,688	\$1,937,918	\$163,770
Site Works/20	5,750 SF	\$102,88	\$540,623	\$264,812	\$275,811
<b>Total Construction Hard Costs</b>		<b>\$7,833,308</b>		<b>\$7,117,011</b>	<b>\$716,297</b>
Site Preparation/Jobite Management		\$283,311		\$155,212	\$128,099
Construction Services (Per \$1,000,000 Bids)		\$1,158,250		\$7,271,213	\$6,112,963
Construction Contingency/Design/Procurement/Contingency		\$215%	\$2,027,897	\$157,222	\$1,870,675
Escalation to Construction Midpoint Sept. 23		12%	\$835,464	\$273,812	\$561,652
Owner's Construction		5.0%	\$409,785	\$205,112	\$204,673
Owner's Construction		10%	\$1,708,485	\$188,653	\$1,519,832
<b>Total Construction Costs</b>		<b>\$11,313,325</b>		<b>\$11,851,814</b>	<b>\$538,489</b>

\* Possible variances to LCR  
due to TBD Estimate

# Mendocino Unified School District

## 2020 Bond Program – Phase 2

12/30/22

Mendocino Phase 2

Mendocino HS - Phase 2 Modernization of Gym and Tech Center  
Mendocino Unified School District  
Mendocino, California  
DD Documents Budget

### Phase 2 Modernization Gym Summary

18,385 SF (incl covered area)

	LCR Budget		TBD ESTIMATE		DELTA
	Cost	Cost/SP	Cost	Cost/SP	
1.0 Foundations	\$28,478.00	\$1.74	\$28,478.00	\$1.74	\$0.00
2.0 Basement Construction	N/A	\$0.00	N/A	\$0.00	N/A
3.0 Floor & Roof Structures	\$337,036.00	\$20.65	\$252,366.00	\$15.42	\$84,670.00
4.0 Exterior Closure	\$449,388.00	\$27.48	\$449,388.00	\$27.48	\$0.00
5.0 Roofing & Waterproofing	\$584,729.00	\$33.96	\$568,340.00	\$32.73	\$16,389.00
6.0 Interior Partitions, Doors & Glazing	\$164,026.00	\$24.99	\$332,860.50	\$20.35	\$168,834.50
7.0 Stairs	\$70,520.00	\$4.31	\$70,520.00	\$4.31	\$0.00
8.0 Interior Finishes	\$387,149.00	\$23.66	\$461,536.50	\$28.20	(\$74,387.50)
9.0 Conveying Systems	N/A	\$0.00	N/A	\$0.00	N/A
10.0 Plumbing	\$370,608.00	\$22.66	\$227,447.50	\$13.90	\$143,160.50
11.0 Heating, Ventilating & Air Conditioning	\$859,000.00	\$58.60	\$915,106.50	\$55.82	(\$43,893.50)
12.0 Fire Protection Systems	\$233,700.00	\$14.28	\$48,096.50	\$3.00	\$185,603.50
13.0 Electrical Systems	\$628,000.00	\$39.60	\$1,225,188.25	\$78.06	(\$597,188.25)
14.0 Equipment	\$249,706.78	\$15.26	\$111,657.54	\$6.82	\$138,049.24
15.0 Retainings	\$28,000.00	\$1.77	\$28,000.00	\$1.77	\$0.00
16.0 Special Construction	N/A	\$0.00	N/A	\$0.00	N/A
17.0 Selective Building Demolition	\$211,453.50	\$12.92	\$197,386.50	\$11.82	\$14,067.00
<b>Subtotal Costs</b>	<b>\$5,870,987.28</b>	<b>\$309.87</b>	<b>\$5,012,480.79</b>	<b>\$306.29</b>	<b>\$858,506.49</b>

\* Possible variances to LCR  
due to TBD Estimate

**LCR Budget Constraints:** The scopes of work listed below were not seen in the DD set of Drawings, however, had been picked up in the TBD Estimate. Lathrop has created TBD's estimated costs for these items in this Budget.  
**Removal of existing roofing and installation of new roofing at Gym Building, new structural steel roof strengthening and new misc. metal, new exterior wall cladding (replacements), Dry rot repair work of existing soffits & fascia, new structural ceiling tile, removal and replacement of existing windows.**

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# Mendocino Unified School District

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## MINUTES

### Closed Session Board Meeting

**FEBRUARY 1, 2023**

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

**4:00 P.M. PUBLIC HEARING FOR CLOSED SESSION**

**4:05 P.M. CLOSED SESSION**

**VIA TELECONFERENCE**

Join Zoom Meeting

<https://us02web.zoom.us/j/85777761662?pwd=TTJHUXZRc0pzTUdUR01FdjhnVE14dz09>

Meeting ID: 857 7776 1662 Passcode: 903204

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

Meeting ID: 857 7776 1662

Passcode: 903204

*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.

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. Asst to the Superintendent at (707) 937-5868.

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

## **1. 4:00 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL**

### 1.1. Call to order and roll call

*The meeting was called to order at 4:03 PM. Present were Trustee's Schaeffer, Morton, Griffen. Virtually present were Trustee's Aum and Gay.*

### 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.*

### 1.3. Closed session open hearing

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 laws, 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).

*There were no public comments.*

### 1.4. Adjourn to closed session

*The meeting adjourned to closed session.*

## **2. CLOSED SESSION**

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962. Closed session attendees will include board members and Superintendent Jason Morse.

### 2.1. Public Employee Performance Evaluation (Government Code 54957)

Title: Superintendent

## **3. RECONVENE TO OPEN SESSION**

### 3.1. Closed session disclosure

Any reportable action taken during closed session will be disclosed at this time.

*There was nothing reported out of Closed Session.*

## **4. ADJOURNMENT**

The next regular board meeting is set for **February 9, 2023 at the Comptche School.**

*The meeting was adjourned at 5:35 PM.*

**Mendocino Unified School District**  
**2022-23 Combined General Fund Budget Change Report**  
**February 2023**

REVENUES:		January View 1/10/2023	February View 2/2/2023	Change
REVENUE LIMIT SOURCES				
8011	State Aid - Current Year	1,662,031	1,662,031	-
8012	Education Protection Account	88,158	88,158	-
8019	EPA Prior Year Adjustment			-
8021	Homeowners' Exemptions Tax	36,239	36,239	-
8022	Timber Yield Tax	70,596	70,596	-
8029	Other Subventions/In-Lieu Taxes	162	162	-
8041	Secured Roll Taxes	5,697,398	5,697,398	-
8042	Unsecured Taxes	169,599	169,599	-
8043	Prior Years' Taxes	10,254	10,254	-
8044	Supplemental Taxes	-	-	-
8091	Revenue Limit Transfers	(150,000)	(150,000)	-
Total Revenue Limit Sources		7,584,437	7,584,437	-
FEDERAL REVENUES				
8181	Special Education Entitlement	60,204	60,204	-
8182	Discretionary Grants	24,885	24,885	-
8285	Interagency Contracts between LEAs	-	-	-
8290	All other Federal Revenue	510,345	510,345	-
Total Federal Revenues		595,434	595,434	-
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	562,187	617,687	55,500
Total Other State Revenues		675,742	731,242	55,500
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	34,257	34,257	-
8689	Other Fees and Contracts	1,000	1,000	-
8699	All Other Local Revenue	36,700	36,700	-
8792	Transfer of Apportionment from COE	275,023	275,023	-
Total Other Local Revenues		453,540	453,540	-
TOTAL REVENUES		9,309,153	9,364,653	55,500

2022-23 CTEIG Award  
approved. Rev + assoc  
Exp Non-Recurring.

January                      February  
 View                              View                              Change  
 data as of:    1/10/2023                      2/2/2023

**EXPENDITURES:**

CERTIFICATED SALARIES				
1100	Teachers' Salaries	3,127,231	3,127,231	-
1200	Pupil Support Salaries	397,187	397,187	-
1300	Supervisors' and Admin Salaries	406,658	406,658	-
1900	Other Certificated Salaries			-
Total Certificated Salaries		3,931,075	3,931,075	-
CLASSIFIED SALARIES				-
2100	Instructional Aides' Salaries	566,676	566,676	-
2200	Support Salaries	673,310	673,310	-
2300	Supervisors' and Admin Salaries	380,605	380,605	-
2400	Clerical and Office Salaries	493,677	493,677	-
2900	Other Classified Salaries	14,021	14,021	-
Total Classified Salaries		2,128,288	2,128,288	-
EMPLOYEE BENEFITS				-
310X	STRS	1,120,646	1,120,646	-
320X	PERS	541,626	541,626	-
33XX	OASDI/Medicare	211,411	211,411	-
340X	Health & Welfare Benefits	884,511	884,511	-
350X	Unemployment Insurance	28,839	28,839	-
360X	Workers' Compensation	197,874	197,874	-
370X	Other Post-Employment Benefits	30,971	30,971	-
390X	Other Benefits (Ret. Inc. & Board	33,913	33,913	-
Total Employee Benefits		3,049,791	3,049,791	-
BOOKS AND SUPPLIES				-
4100	Approved Textbooks & Core Materials	57,087	57,087	-
4200	Books & Other Reference Materials	-	-	-
4300	Materials and Supplies	314,689	314,689	-
4400	Noncapitalized Equipment	55,086	107,426	52,340
Total Books and Supplies		426,861	479,201	52,340
SERVICES, OTHER OPERATING EXPENSES				-
5100	Subagreements for Services	30,000	30,000	-
5200	Travel & Conference	62,381	62,381	-
5300	Dues and Memberships	26,812	26,812	-
5450	Insurance	124,133	124,133	-
5500	Operation & Housekeeping Services	309,050	309,050	-
5600	Rentals, Leases, Repairs, Improvmts	44,661	44,661	-
5700		1	1	-
5800	Consulting Svcs and Op Expenses	288,216	288,216	-
5900	Communications	39,930	39,930	-
Total Services and Other Operating Expenses		925,183	925,183	-
CAPITAL OUTLAY				-
6100	Land	53,866	53,866	-
6400	Equipment / Equipment Replacement	42,231	42,231	-
Total Capital Outlay		96,097	96,097	-

2022-23 CTEIG Award approved. Rev + assoc Exp Non-Recurring.

January  
View  
1/10/2023

February  
View  
2/2/2023

Change

data as of:

OTHER OUTGO

7100	Other Tuition to COE (County Op ADA)	21,500	21,500	-
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		15,500	15,500	-
<b>TOTAL EXPENDITURES</b>		<b>10,572,795</b>	<b>10,625,135</b>	<b>52,340</b>
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	(126,073)	(126,073)	-
7619	Transfer Out to MCN - telecom	(8,190)	(8,190)	-
TOT. OTHER FINANCING SOURCES & USES		(151,874)	(151,874)	-
<b>NET INCREASE (DECR) IN FUND BALANCE</b>		<b>(1,415,516)</b>	<b>(1,412,356)</b>	<b>3,160</b>

CTEIG Reserve

<b>FUND BALANCE, RESERVES</b>				
Beginning Fund Balance		2,671,976	2,671,976	-
Ending Fund Balance		<b>1,256,461</b>	<b>1,259,621</b>	<b>3,160</b>
<b>COMPONENTS OF ENDING FUND BALANCE</b>				
9711	Revolving Cash	10,000	10,000	-
9740	Restricted Balances	261,492	261,492	-
9789	Designated for Econ Uncertainty	430,587	432,680	2,094
9780	Other Designations:			-
9780	SLIP/LUMP/Site Accts/Lottery	42,572	42,572	-
9790	General (Undesignated) Reserve	<b>511,809</b>	<b>512,876</b>	<b>1,066</b>

Inc in tandem with Exp

**9780 Other Designations:**

Locally Defined (Site Accts)	23,254.48	23,254.48
Supplemental Concentration	-	-
SLIP/LUMP	19,317.82	19,317.82
Lottery - Unrestricted	-	-
	<u>42,572.30</u>	<u>42,572.30</u>

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

Month: 5

		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	1.73	0.00	0.00	0.00	0.00	0.00	1.73	2	4
	1	3.62	0.00	0.00	0.00	0.00	0.00	3.62	4	4
	2	1.65	0.00	0.00	0.00	0.00	0.00	1.65	2	1
	3	<u>0.94</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.94</u>	<u>1</u>	<u>5</u>
	Total	7.94	0.00	0.00	0.00	0.00	0.00	7.94	9	14
Comptche	TK	2.54	0.00	0.00	0.00	0.00	0.00	2.54	3	0
	K	3.35	0.00	0.00	0.00	0.00	0.00	3.35	4	2
	1	0.58	0.00	0.00	0.00	0.00	0.00	0.58	1	5
	2	5.31	0.00	0.00	0.00	0.00	0.00	5.31	6	4
	3	<u>2.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.28</u>	<u>3</u>	<u>4</u>
	Total	14.06	0.00	0.00	0.00	0.00	0.00	14.06	17	15
MK-8	TK	1.56	0.00	0.00	0.00	0.00	0.00	1.56	2	2
	K	20.52	0.00	0.00	0.00	0.00	0.00	20.52	25	16
	1	12.32	0.00	0.86	0.00	0.00	0.00	13.18	15	18
	2	14.34	1.74	0.00	0.00	0.00	0.00	16.08	19	15
	3	14.20	0.93	0.00	0.00	0.00	0.00	15.13	17	25
	4	24.22	1.75	0.00	0.00	0.00	0.00	25.97	30	29
	5	25.93	0.73	0.00	0.00	0.00	0.00	26.66	32	27
	6	24.20	3.65	0.48	0.00	0.00	0.00	28.33	33	40
	7	34.51	1.78	0.00	0.00	0.00	0.00	36.29	42	30
	8	<u>27.63</u>	<u>2.62</u>	<u>0.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>31.04</u>	<u>35</u>	<u>26</u>
	Total	199.43	13.20	2.13	0.00	0.00	0.00	214.76	250	228
	9	27.93	4.53	0.00	0.00	0.00	0.00	32.46	35	48
	10	40.11	3.32	2.20	0.00	0.00	0.00	45.63	51	34
11	22.18	8.07	0.00	1.91	0.00	0.00	32.16	36	46	
12	<u>29.30</u>	<u>5.40</u>	<u>1.75</u>	<u>1.57</u>	<u>0.00</u>	<u>0.00</u>	<u>38.02</u>	<u>43</u>	<u>32</u>	
Total	119.52	21.32	3.95	3.48	0.00	0.00	148.27	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	0.04	0.00	0.00	0.00	0.04	0	1
	2	0.67	0.00	0.00	0.00	0.00	0.00	0.67	1	3
	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	4	2.93	0.00	0.00	0.00	0.00	0.00	2.93	3	0
	5	0.93	0.00	0.00	0.00	0.00	0.00	0.93	1	1
	6	0.00	1.00	0.03	0.00	0.00	0.00	1.03	1	0
	7	0.25	0.00	0.00	0.00	0.00	0.00	0.25	0	4
	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	5
	9	0.88	0.00	0.00	0.00	0.00	0.00	0.88	1	2
	10	3.16	0.00	0.00	0.00	0.00	0.00	3.16	4	3
	11	1.00	0.25	0.00	0.00	0.00	0.00	1.25	1	1
12	<u>0.82</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.82</u>	<u>1</u>	<u>0</u>	
Total	11.64	1.25	0.07	0.00	0.00	0.00	12.96	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	1.09	0.30	0.00	0.00	0.00	0.00	1.39	4	5
	12	<u>0.51</u>	<u>0.00</u>	<u>0.34</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.85</u>	<u>3</u>	<u>3</u>
	Total	1.60	0.30	0.34	0.00	0.00	0.00	2.24	7	9
<b>TOTAL</b>		<b>354.19</b>	<b>36.07</b>	<b>6.49</b>	<b>3.48</b>	<b>0.00</b>	<b>0.00</b>	<b>400.23</b>	<b>462</b>	<b>449</b>

**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	0.00	
	K	1.63	1.59	1.64	1.71	1.71		1.73	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	1	3.74	3.67	3.60	3.63	3.63		3.62	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	2	2.00	1.85	1.81	1.73	1.73		1.65	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	3	<u>0.79</u>	<u>0.90</u>	<u>0.92</u>	<u>0.93</u>	<u>0.93</u>		<u>0.94</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Total	8.16	8.01	7.97	8.00	8.00	12.91	7.94	0.00	0.00	0.00	0.00	0.00	12.32	0.00	0.00	0.00	0.00	12.18
Comptche	TK	2.42	2.59	2.60	2.58	2.58		2.54	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	K	3.84	3.77	3.61	3.48	3.48		3.35	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	1	0.84	0.87	0.81	0.64	0.64		0.58	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	2	5.74	5.67	5.55	5.33	5.33		5.31	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	3	<u>2.95</u>	<u>2.87</u>	<u>2.59</u>	<u>2.37</u>	<u>2.37</u>		<u>2.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Total	15.79	15.77	15.16	14.40	14.40	13.33	14.06	0.00	0.00	0.00	0.00	0.00	13.27	0.00	0.00	0.00	0.00	12.90
MK-8	TK	1.37	1.46	1.55	1.63	1.63		1.56	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	K	19.89	20.38	20.52	20.60	20.60		20.52	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	1	12.84	13.39	13.00	13.01	13.01		13.18	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	2	17.21	16.98	16.55	16.13	16.13		16.08	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	3	15.42	15.57	15.47	15.24	15.24		15.13	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	4	27.16	27.51	26.95	26.10	26.10		25.97	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	5	26.95	27.69	27.62	26.91	26.91		26.66	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	6	28.84	28.87	28.92	28.57	28.57		28.33	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	7	38.26	38.34	37.97	36.65	36.65		36.29	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	8	<u>32.47</u>	<u>32.23</u>	<u>32.11</u>	<u>31.20</u>	<u>31.20</u>		<u>31.04</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	220.41	222.42	220.66	216.04	216.04	210.11	214.76	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	33.30	32.72	32.72		32.46	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	10	47.85	48.06	47.30	46.11	46.11		45.63	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	11	33.16	33.13	33.02	32.32	32.32		32.16	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	12	<u>40.15</u>	<u>39.56</u>	<u>39.50</u>	<u>38.37</u>	<u>38.37</u>		<u>38.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Total	154.37	154.09	153.12	149.52	149.52	149.04	148.27	0.00	0.00	0.00	0.00	0.00	148.63	0.00	0.00	0.00	0.00	147.76
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	0.00	
	K	1.00	1.00	1.00	1.00	1.00		1.00	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		0.04	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	2	0.00	0.51	0.59	0.67	0.67		0.67	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	0.00	
	4	2.68	2.85	2.90	2.92	2.92		2.93	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	5	0.68	0.85	0.90	0.92	0.92		0.93	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	6	1.00	1.00	1.00	1.00	1.00		1.03	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	0.16	0.16		0.25	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	0.00	
	9	1.00	1.00	1.00	0.86	0.86		0.88	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	10	2.53	2.77	3.10	3.08	3.08		3.16	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	11	1.00	1.00	1.00	1.21	1.21		1.25	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
12	<u>0.53</u>	<u>0.77</u>	<u>0.75</u>	<u>0.81</u>	<u>0.81</u>		<u>0.82</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Total	10.42	11.75	12.24	12.63	12.63	21.81	12.96	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	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	0.00	
	11	1.68	1.41	1.27	1.16	1.16		1.39	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
	12	<u>1.24</u>	<u>0.91</u>	<u>0.77</u>	<u>0.69</u>	<u>0.69</u>		<u>0.85</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	2.92	2.32	2.04	1.86	1.86	3.68	2.24	0.00	0.00	0.00	0.00	0.00	2.84	0.00	0.00	0.00	0.00	3.14	
<b>TOTAL ADA</b>		<b>412.07</b>	<b>414.36</b>	<b>411.19</b>	<b>402.45</b>	<b>402.45</b>	<b>410.88</b>	<b>400.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>405.16</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>403.61</b>	

# 2022-23 Enrollment by District of Residence

Month: 5

		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	0	0	0	0	0	0	0	1	5
	2	8	0	0	0	0	0	8	6	4
	3	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>4</u>
	Total	17	0	0	0	0	0	17	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	15	0	0	0	0	0	15	15	18
	2	16	2	0	0	0	0	18	19	15
	3	16	1	0	0	0	0	17	17	25
	4	27	2	0	0	0	0	29	30	29
	5	30	1	0	0	0	0	31	32	27
	6	26	4	0	0	0	0	30	33	40
	7	39	2	0	0	0	0	41	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	226	15	1	0	0	0	242	250	228	
MHS	9	30	5	0	0	0	0	35	35	48
	10	44	3	2	0	0	0	49	51	34
	11	24	9	0	2	0	0	35	36	46
	12	<u>33</u>	<u>7</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>44</u>	<u>43</u>	<u>32</u>
	Total	131	24	4	4	0	0	163	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	1	0	0	0	1	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	1	0	0	0	2	1	0
	7	1	0	0	0	0	0	1	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	14	1	2	0	0	0	17	14	23	
SHS	9	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	1
	11	5	1	0	0	0	0	6	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	7	1	1	0	0	0	9	7	9
<b>TOTAL</b>		<b>404</b>	<b>41</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>457</b>	<b>462</b>	<b>449</b>

2/1/23  
ms

## 2022-23 Total Enrollment by Attendance Month

		22-23											Annual
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	Mo. 11	Avg
Albion	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	2	2	2	2	2	0	0	0	0	0	0	2
	1	4	4	4	4	4	0	0	0	0	0	0	4
	2	3	2	2	2	2	0	0	0	0	0	0	2
	3	<u>1</u>	<u>1</u>	<u>1</u>	<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>1</u>
	Total	10	9	9	9	9	0	0	0	0	0	0	9
Comptche	TK	3	3	3	3	3	0	0	0	0	0	0	3
	K	4	4	3	4	4	0	0	0	0	0	0	4
	1	1	1	0	0	0	0	0	0	0	0	0	0
	2	6	7	7	7	8	0	0	0	0	0	0	7
	3	<u>3</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>
	Total	17	18	15	16	17	0	0	0	0	0	0	17
MK-8	TK	2	2	2	2	2	0	0	0	0	0	0	2
	K	24	24	24	24	24	0	0	0	0	0	0	24
	1	15	14	16	15	15	0	0	0	0	0	0	15
	2	19	17	18	18	18	0	0	0	0	0	0	18
	3	17	17	17	17	17	0	0	0	0	0	0	17
	4	30	29	29	29	29	0	0	0	0	0	0	29
	5	30	30	31	31	31	0	0	0	0	0	0	31
	6	33	32	32	31	30	0	0	0	0	0	0	32
	7	42	42	42	41	41	0	0	0	0	0	0	42
	8	<u>35</u>	<u>35</u>	<u>35</u>	<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>35</u>
Total	247	242	246	243	242	0	0	0	0	0	0	244	
MHS	9	35	35	35	34	35	0	0	0	0	0	0	35
	10	51	51	49	49	49	0	0	0	0	0	0	50
	11	36	36	34	35	35	0	0	0	0	0	0	35
	12	<u>43</u>	<u>43</u>	<u>43</u>	<u>43</u>	<u>44</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	161	161	163	0	0	0	0	0	0	163
MAS	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	1	1	1	1	1	0	0	0	0	0	0	1
	1	0	0	0	0	1	0	0	0	0	0	0	0
	2	0	1	1	1	1	0	0	0	0	0	0	1
	3	0	0	0	0	0	0	0	0	0	0	0	0
	4	3	3	3	3	3	0	0	0	0	0	0	3
	5	1	1	1	1	1	0	0	0	0	0	0	1
	6	1	1	1	1	2	0	0	0	0	0	0	1
	7	0	0	0	1	1	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	0	0	0	0	0	0
	9	1	1	1	1	1	0	0	0	0	0	0	1
	10	4	4	4	4	4	0	0	0	0	0	0	4
	11	1	1	1	2	1	0	0	0	0	0	0	1
12	<u>1</u>	<u>1</u>	<u>1</u>	<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>1</u>	
Total	13	14	14	16	17	0	0	0	0	0	0	15	
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	6	6	6	0	0	0	0	0	0	5
	12	<u>3</u>	<u>3</u>	<u>3</u>	<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>3</u>
	Total	7	8	9	9	9	0	0	0	0	0	0	8
<b>TOTAL Enroll</b>		<b>459</b>	<b>456</b>	<b>454</b>	<b>454</b>	<b>457</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>456</b>

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

<b>DESCRIPTION</b>	<b>Beginning Balance</b>	<b>Income</b>	<b>Expenses</b>	<b>Ending Balance</b>
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		\$1,612.00	\$ 4,389.61
6-8 Trips	\$ -			\$ -
7-8 Boy's BB	\$ 2,194.12		\$515.73	\$ 1,678.39
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	\$ 2,780.67			\$ 2,780.67
Athletics	\$ 1,203.14			\$ 1,203.14
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 266.65			\$ 266.65
Film Club	\$ 86.78			\$ 86.78
Grad Dance	\$ -			\$ -
Leadership	\$ 181.00			\$ 181.00
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 141.61			\$ 141.61
Science	\$ 300.53			\$ 300.53
Student Council	\$ 1,515.64	\$1.18		\$ 1,516.82
Volleyball	\$ 9,554.97			\$ 9,554.97
Yearbook	\$ 572.26			\$ 572.26
Yearend Activities	\$ -			\$ -
*** Suspense	\$ -	\$100.00		\$ 100.00
<b>TOTAL</b>	<b>\$ 27,190.98</b>	<b>\$101.18</b>	<b>\$2,127.73</b>	<b>\$ 25,164.43</b>

\*\*\* Ck# 6375 was erroneously redeemed by bank with \$100 error.  
Check will be written in January to correct

# Mendocino Unified School District

44141 Little Lake Road Mendocino, CA 95460 ▪ [www.mendocinoused.org](http://www.mendocinoused.org)  
Jason Morse, Superintendent ▪ [jmorse@mcn.org](mailto:jmorse@mcn.org) ▪ (707) 937-5868



**SARC**  
2021-22

School Accountability  
Report Card  
Published in 2022-23

## Mendocino K-8 Schools

Grades K-8  
CDS Code 23-65581-6025167

Kim Humrichouse, Principal  
[khumrichouse@mcn.org](mailto:khumrichouse@mcn.org)

44261 Little Lake Road  
Mendocino, CA 95460  
(707) 937-0515

[www.mendocinoused.org/MES](http://www.mendocinoused.org/MES)





### Principal's Message

We are a dedicated staff committed to excellence at the Mendocino K-8 Schools. In addition to providing and supporting a rigorous academic curriculum for each child, we value social skills and instilling in our children the sense that they are a part of something greater, and that they have the ability and responsibility to contribute to our local and global community.

Our main goal during the 2021-22 school year was to safely bring all students back to in-person learning with a full schedule. Our focus was providing students with the extra social-emotional supports and academic skills required to return to a post-pandemic educational setting.

The 2022-23 school year brings a further step toward a more typical school year. We are reintroducing assemblies, social events and an active Parent Teacher Organization (PTO), all while still focusing on supporting students' mental and emotion health and providing specific skill supports that enable student success.



### School Accountability Report Card

In accordance with state and federal requirements, the School Accountability Report Card (SARC) is put forth annually by all public schools as a tool for parents and interested parties to stay informed of the school's progress, test scores and achievements.

### School Mission Statement

At the Mendocino K-8 Schools, we celebrate our differences and foster respect for others. We strive to create a safe, positive school, where students are encouraged to explore, create, and challenge themselves to maximize their academic learning and personal development. Together in our school community, our students discover they have a purpose in our local, national and global communities.

### School Safety

Our school safety plan is updated and reviewed annually by staff, parents and the School Site Council and then adopted by the MUSD Board of Trustees. Our school safety plan includes empathy education, violence and bullying prevention education, routine drills and practice procedures for safety. The staff receives regular and ongoing training in sexual harassment, behavioral emergencies, threat assessment and pandemic awareness. Staff receive professional development and protocol training for safety/behavioral issues for teachers and support staff. We have reporting forms and use counselor-led restorative groups to resolve issues. The school is part of the district's Standardized Emergency Management System (SEMS)/National Incident Management System (NIMS) emergency plan. The school safety plan was last reviewed, updated and discussed with the school faculty in February 2022.

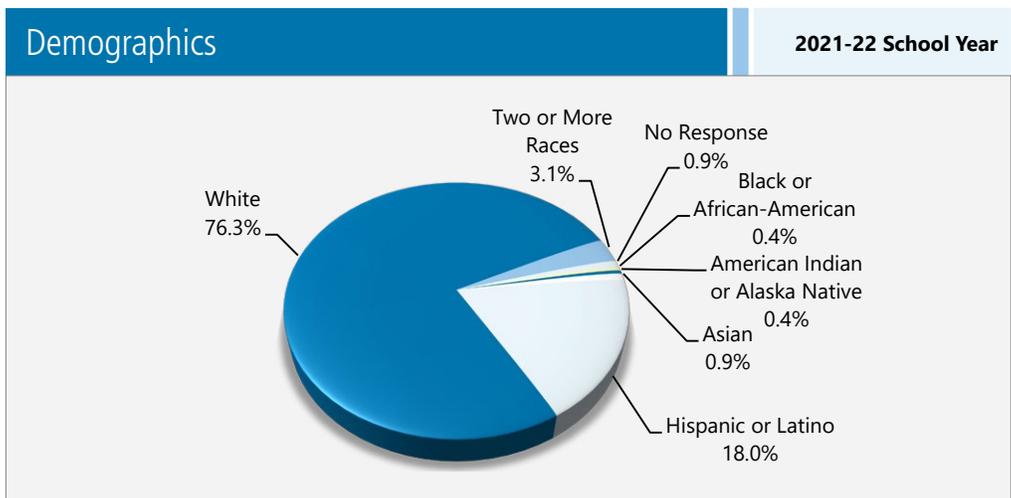
### District Mission and Vision Statement

Our vision is to provide an integrated learning community that fosters creativity, compassion and civic responsibility in a way that maximizes personal development.

*Learn. Explore. Create.*

### Enrollment by Student Group

The total enrollment at the school was 217 students for the 2021-22 school year. The pie chart displays the percentage of students enrolled in each group.



### Board Priorities

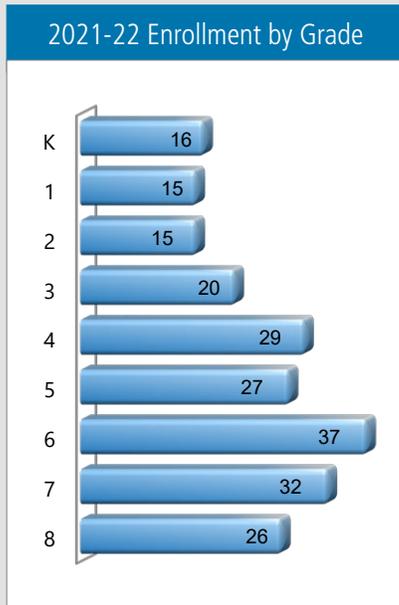
- Develop and expand community partnerships and communication
- Increase learning and achievement for all students, families and staff
- Plan wisely for the future while maintaining fiscal integrity
- Maintain and improve the physical plant

## Enrollment by Student Group

Demographics	
2021-22 School Year	
Female	46.90%
Male	53.10%
Non-Binary	0.00%
English learners	6.60%
Foster youth	0.00%
Homeless	3.50%
Migrant	0.00%
Socioeconomically Disadvantaged	51.80%
Students with Disabilities	11.80%

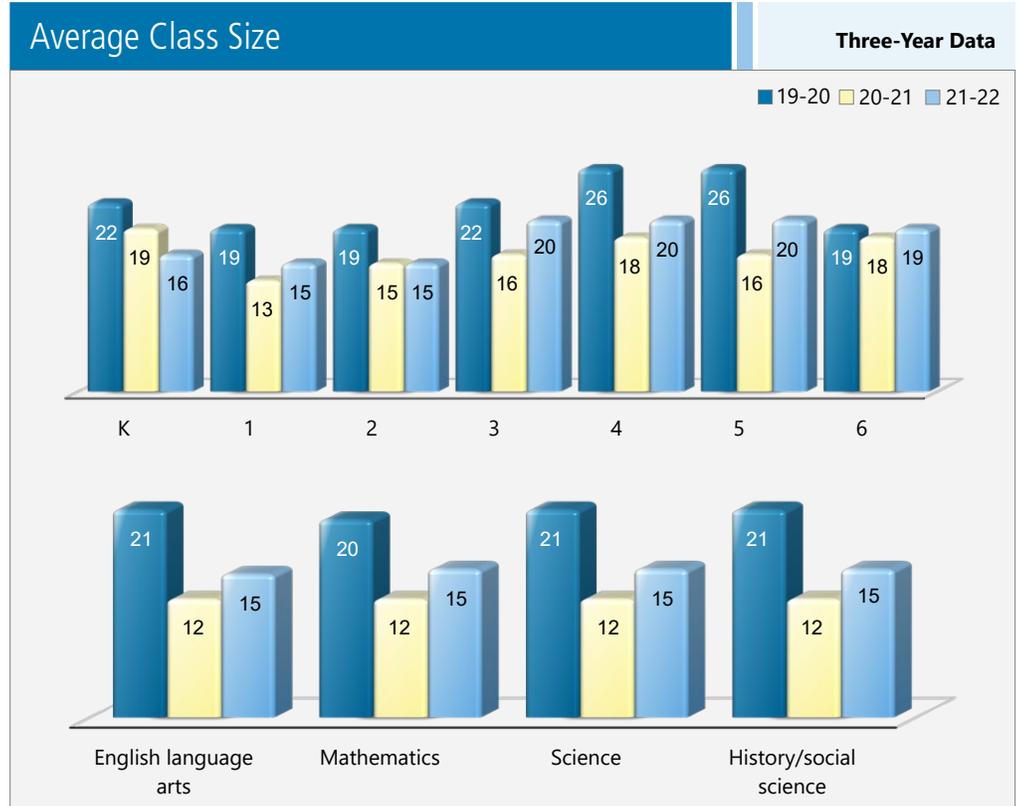
## Enrollment by Grade

The bar graph displays the total number of students enrolled in each grade for the 2021-22 school year.



## Class Size Distribution

The bar graphs display the three-year data for average class size, and the table displays the three-year data for the number of classrooms by size. The number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.



Number of Classrooms by Size

Three-Year Data

Grade	2019-20			2020-21			2021-22		
	1-20	21-32	33+	1-20	21-32	33+	1-20	21-32	33+
K		1		1			1		
1	1			1			1		
2	1			1			1		
3		1		1			1		
4		3		2			2	1	
5		3		2			2	1	
6	2			2			2		

Subject	2019-20			2020-21			2021-22		
	1-22	23-32	33+	1-22	23-32	33+	1-22	23-32	33+
English language arts	3	1		4			4		
Mathematics	4			4			4		
Science	3	1		4			3	1	
History/social science	3	1		4			4		





### Suspensions and Expulsions

This table shows the school, district, and state suspension and expulsion rates collected between July through June, each full school year respectively.

Suspensions and Expulsions					Two-Year Data	
	Mendocino K-8		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
<b>Suspension rates</b>	0.0%	3.3%	0.0%	4.3%	0.2%	3.4%
<b>Expulsion rates</b>	0.0%	0.0%	0.0%	0.0%	3.2%	0.1%

Note: Data collected during the 2020–21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

This table shows the school, district, and state suspension and expulsion rates collected between July through February, partial school year due to the COVID-19 pandemic.

Suspensions and Expulsions			2019-20 School Year
	Mendocino K-8	Mendocino USD	California
	19-20	19-20	19-20
<b>Suspension rates</b>	3.7%	3.4%	2.5%
<b>Expulsion rates</b>	0.0%	0.0%	0.1%

Note: The 2019–20 suspensions and expulsions rate data are not comparable to other year data because the 2019–20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019–20 school year compared to other school years.

### Suspensions and Expulsions by Student Group

Suspensions and Expulsions by Student Group		2021-22 School Year	
Student Group	Suspensions Rate	Expulsions Rate	
All Students	3.3%	0.0%	
Female	0.9%	0.0%	
Male	5.3%	0.0%	
Non-Binary	0.0%	0.0%	
American Indian or Alaska Native	0.0%	0.0%	
Asian	0.0%	0.0%	
Black or African American	0.0%	0.0%	
Filipino	0.0%	0.0%	
Hispanic or Latino	2.3%	0.0%	
Native Hawaiian or Pacific Islander	0.0%	0.0%	
Two or More Races	0.0%	0.0%	
White	2.7%	0.0%	
English Learners	5.6%	0.0%	
Foster Youth	0.0%	0.0%	
Homeless	0.0%	0.0%	
Socioeconomically Disadvantaged	4.3%	0.0%	
Students Receiving Migrant Education Services	0.0%	0.0%	
Students with Disabilities	9.3%	0.0%	

### Professional Development

Professional Development Days	
Number of school days dedicated to staff development and continuous improvement	
2020-21	9.5
2021-22	4.5
2022-23	4.5

### Parental Involvement

Parents are partners in their children’s education. Parents volunteer regularly in alignment with Mendocino Unified School District (MUSD) Board policies and Title I Parent Involvement Policy. Parents volunteer in a variety of capacities, from field trips to curricular projects and celebrations. Parents also serve as School Site Council (SSC) representatives and as members of the Mendocino Unified Schools Enrichment (MUSE) educational foundation.

We have an active Parent Teacher Organization that supports the school through book fairs, teacher-appreciation luncheons and student activities. Annual events such as back-to-school night, open house, parent-teacher conferences, along with flexible and ongoing opportunities from Title I and the SSC allow parents to be involved in their child’s education.

For more information on how to be involved, contact Principal Kim Humrichouse at (707) 937-0515 or khumrichouse@mcn.org.



## Types of Services Funded

There are a variety of services funded by categorical funds and other funds such as grants. These services include career and college exploration, personal and group counseling, tutorial classes, intervention services, school gardens, and art instruction.

*"At the Mendocino K-8 Schools, we celebrate our differences and foster respect for others. We strive to create a safe, positive school, where students are encouraged to explore, create, and challenge themselves to maximize their academic learning and personal development."*

## California Physical Fitness Test

Each spring, all students in grades 5, 7 and 9 are required to participate in the California Physical Fitness Test (PFT). The Fitnessgram is the designated PFT for students in California public schools put forth by the State Board of Education. Due to changes to the 2021–22 PFT administration, only participation results are required for the five fitness areas.

Encouraging and assisting students in establishing lifelong habits of regular physical activity is the primary goal of the Fitnessgram. The table shows the percentage of students participating in each of the five fitness components for the most recent testing period. For more detailed information on the California PFT, please visit [www.cde.ca.gov/ta/tg/pf](http://www.cde.ca.gov/ta/tg/pf).

### California Physical Fitness Test

2021-22 School Year

#### Percentage of Students Participating In Each Of The Five Fitness Components

Grade	Component 1:	Component 2:	Component 3:	Component 4:	Component 5:
	Aerobic Capacity	Abdominal Strength and Endurance	Trunk Extensor and Strength and Flexibility	Upper Body Strength and Endurance	Flexibility
5	100%	100%	100%	100%	100%
7	100%	100%	100%	100%	100%

## Chronic Absenteeism by Student Group

### Chronic Absenteeism by Student Group

2021-22 School Year

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	243	242	89	36.80%
Female	111	110	37	33.60%
Male	132	132	52	39.40%
American Indian or Alaska Native	1	1	0	0.00%
Asian	2	2	2	100.00%
Black or African American	1	1	0	0.00%
Filipino	0	0	0	0.00%
Hispanic or Latino	43	43	15	34.90%
Native Hawaiian or Pacific Islander	0	0	0	0.00%
Two or More Races	7	7	4	57.10%
White	186	185	68	36.80%
English Learners	18	18	6	33.30%
Foster Youth	0	0	0	0.00%
Homeless	9	9	4	44.40%
Socioeconomically Disadvantaged	139	139	63	45.30%
Students Receiving Migrant Education Services	0	0	0	0.00%
Students with Disabilities	43	43	26	60.50%

## California School Dashboard

The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.



## SARC Reporting in the 2020–21 School Year Only

Where the most viable option, LEAs were required to administer the statewide summative assessment in ELA and mathematics. Where a statewide summative assessment was not the most viable option for the LEA (or for one or more grade-level[s] within the LEA) due to the pandemic, LEAs were allowed to report results from a different assessment that met the criteria established by the State Board of Education (SBE) on March 16, 2021. The assessments were required to be:

- Aligned with CA CCSS for ELA and mathematics;
- Available to students in grades 3 through 8, and grade 11; and
- Uniformly administered across a grade, grade span, school, or district to all eligible students.

## Options

The CAAs could only be administered in-person following health and safety requirements. If it was not viable for the LEA to administer the CAAs in person with health and safety guidelines in place, the LEA was directed to not administer the tests. There were no other assessment options available for the CAAs. Schools administered the Smarter Balanced Summative Assessments for ELA and mathematics, other assessments that meet the SBE criteria, or a combination of both, and they could only choose one of the following:

- Smarter Balanced ELA and mathematics summative assessments;
- Other assessments meeting the SBE criteria; or
- Combination of Smarter Balanced ELA and mathematics summative assessments and other assessments.

## CAASPP Test Results in Science for All Students (grades 5, 8 and high school)

The table below shows the percent of students meeting or exceeding the State standard on the CAASPP – California Science Test (CAST) and the California Alternate Assessment for Science (CAA for Science) for grades 5, 8, and once in high school (i.e., grade 10, 11 or 12).

Percentage of Students Meeting or Exceeding State Standard					Two-Year Data	
Subject	Mendocino K-8		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
Science	**	28.85%	**	32.53%	28.50%	29.47%

## CAASPP Test Results in ELA and Mathematics for All Students

The table below shows the percent of students meeting or exceeding the State standards on the California Assessment of Student Performance and Progress (CAASPP) Smarter Balanced Summative Assessments and California Alternate Assessments (CAAs) for English language arts/literacy (ELA) and mathematics for grades 3-8 and 11.

Percentage of Students Meeting or Exceeding State Standard					Two-Year Data	
Subject	Mendocino K-8		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
English language arts/literacy	*	46%	*	49%	*	47%
Mathematics	*	38%	*	40%	*	33%

\*\* This school and district did not test students using the CAASPP for Science.

\* Data for 2020–21 are not comparable to other year data due to the COVID-19 pandemic during the 2020–21 school year. Where the CAASPP assessments in ELA and/or mathematics is not the most viable option, the LEAs were allowed to administer local assessments. Therefore, the 2020–21 data between school years for the school, district, state are not an accurate comparison. As such, it is inappropriate to compare results of the 2020–21 school year to other school years.

## Statewide Assessments

**Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).



## CAASPP by Student Group: Science, English Language Arts and Mathematics

The tables on the following pages display the percentage of students that met or exceeded state standards in science, English language arts/literacy and mathematics for the school by student groups.

The “percentage met or exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard on the CAA divided by the total number of students who participated in both assessments.

Note: The number of students tested includes all students who participated in the test whether they received a score or not. However, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

## CAASPP Test Results by Student Group: Science (grades 5 and 8)

## Percentage of Students Meeting or Exceeding State Standards

2021-22 School Year

Science					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	55	52	94.55%	5.45%	28.85%
Female	30	29	96.67%	3.33%	13.79%
Male	25	23	92.00%	8.00%	47.83%
American Indian or Alaska Native	❖	❖	❖	❖	❖
Asian	❖	❖	❖	❖	❖
Black or African American	❖	❖	❖	❖	❖
Filipino	❖	❖	❖	❖	❖
Hispanic or Latino	❖	❖	❖	❖	❖
Native Hawaiian or Pacific Islander	❖	❖	❖	❖	❖
Two or more races	❖	❖	❖	❖	❖
White	43	40	93.02%	6.98%	27.50%
English Learners	❖	❖	❖	❖	❖
Foster Youth	❖	❖	❖	❖	❖
Homeless	❖	❖	❖	❖	❖
Military	❖	❖	❖	❖	❖
Socioeconomically disadvantaged	29	27	93.10%	6.90%	22.22%
Students receiving Migrant Education services	❖	❖	❖	❖	❖
Students with Disabilities	❖	❖	❖	❖	❖

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.





### CAASPP Test Results by Student Group: English Language Arts (grades 3-8)

Percentage of Students Meeting or Exceeding State Standards					2021-22 School Year
English Language Arts					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	181	164	90.61%	9.39%	45.73%
Female	86	74	86.05%	13.95%	48.65%
Male	95	90	94.74%	5.26%	43.33%
American Indian or Alaska Native	❖	❖	❖	❖	❖
Asian	❖	❖	❖	❖	❖
Black or African American	❖	❖	❖	❖	❖
Filipino	❖	❖	❖	❖	❖
Hispanic or Latino	29	25	86.21%	13.79%	52.00%
Native Hawaiian or Pacific Islander	❖	❖	❖	❖	❖
Two or more races	❖	❖	❖	❖	❖
White	139	127	91.37%	8.63%	44.09%
English Learners	❖	❖	❖	❖	❖
Foster Youth	❖	❖	❖	❖	❖
Homeless	❖	❖	❖	❖	❖
Military	❖	❖	❖	❖	❖
Socioeconomically disadvantaged	96	82	85.42%	14.58%	45.12%
Students receiving Migrant Education services	❖	❖	❖	❖	❖
Students with Disabilities	29	23	79.31%	20.69%	30.43%

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.



## CAASPP Test Results by Student Group: Mathematics (grades 3-8)

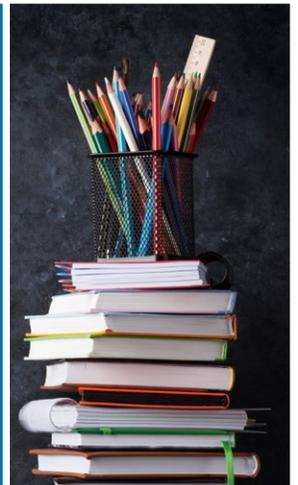
## Percentage of Students Meeting or Exceeding State Standards

2021-22 School Year

## Mathematics

Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
<b>All students</b>	181	164	90.61%	9.39%	38.41%
<b>Female</b>	86	74	86.05%	13.95%	36.49%
<b>Male</b>	95	90	94.74%	5.26%	40.00%
<b>American Indian or Alaska Native</b>	❖	❖	❖	❖	❖
<b>Asian</b>	❖	❖	❖	❖	❖
<b>Black or African American</b>	❖	❖	❖	❖	❖
<b>Filipino</b>	❖	❖	❖	❖	❖
<b>Hispanic or Latino</b>	29	25	86.21%	13.79%	48.00%
<b>Native Hawaiian or Pacific Islander</b>	❖	❖	❖	❖	❖
<b>Two or more races</b>	❖	❖	❖	❖	❖
<b>White</b>	139	127	91.37%	8.63%	36.22%
<b>English Learners</b>	❖	❖	❖	❖	❖
<b>Foster Youth</b>	❖	❖	❖	❖	❖
<b>Homeless</b>	❖	❖	❖	❖	❖
<b>Military</b>	❖	❖	❖	❖	❖
<b>Socioeconomically disadvantaged</b>	96	82	85.42%	14.58%	31.71%
<b>Students receiving Migrant Education services</b>	❖	❖	❖	❖	❖
<b>Students with Disabilities</b>	29	23	79.31%	20.69%	8.70%

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.





## Textbooks and Instructional Materials

In the Mendocino Unified School District, all students have access to their own textbooks and instructional materials that are adopted from the most recent state-approved list. Textbooks are consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education. The district adopts textbooks during the adoption cycles recommended by the state. Common Core State Standards math textbooks were purchased in 2013, 2014 and 2015. Textbooks for K-5 English language arts curriculum were purchased in 2016 and math was purchased in 2017. 6-8 English language arts textbooks were purchased in 2017 and 2018.

Textbooks and Instructional Materials List		2022-23 School Year
Subject	Textbook	Adopted
Reading/language arts	<i>SuperKids</i> (K-2)	2016
Reading/language arts	<i>Great Minds</i> (3-5)	2016
Reading/language arts	Literature-based curriculum (6)	2017
Reading/language arts	<i>Great Minds</i> (7-8)	2017
Mathematics	<i>Bridges in Mathematics</i> (K-5)	2015
Mathematics	College Preparatory Mathematics (CPM) (6-8)	2008
Science	FOSS, Delta Education (TK-5)	2022
Science	Prentice, McGraw-Hill	2007
History/social science	History Alive! (4-5)	2022
History/social science	California Edition, Houghton Mifflin	2006

## Quality of Textbooks

The following table outlines the criteria required for choosing textbooks and instructional materials.

Quality of Textbooks	
2022-23 School Year	
Criteria	Yes/No
Are the textbooks adopted from the most recent state-approved or local governing-board-approved list?	Yes

## Currency of Textbooks

This table displays the date when the most recent hearing was held to adopt a resolution on the sufficiency of instructional materials.

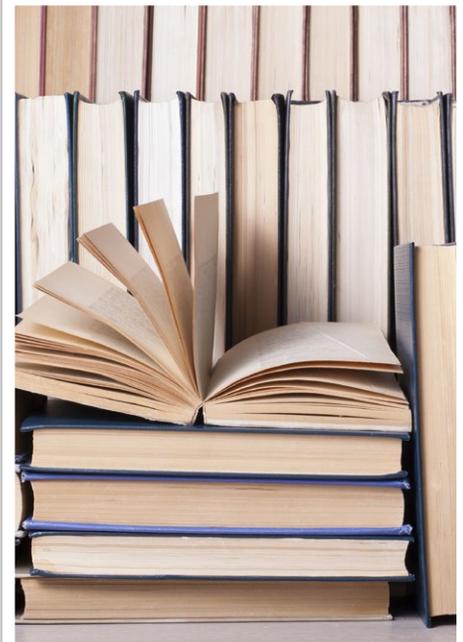
Currency of Textbooks	
2022-23 School Year	
Data collection date	9/8/2022

## Availability of Textbooks and Instructional Materials

The following lists the percentage of pupils who lack their own assigned textbooks and instructional materials.

Percentage of Students Lacking Materials by Subject		2022-23 School Year
Mendocino K-8	Percentage Lacking	
Reading/language arts	0%	
Mathematics	0%	
Science	0%	
History/social science	0%	
Visual and performing arts	0%	
Foreign language	◇	
Health	0%	

◇ Not applicable.





## School Facilities

In May 2008, a building and renovation project for a new K-8 campus began. Phase two was completed in August 2009, and the staff moved into the new K-4 facilities, which included new classrooms; specialized rooms for cooking, art and music; a K-8 library; and student-services building. Phase three was completed in April 2010 and included modernizing the 11 upper-grade classrooms, including two new computer labs, a new science classroom, family resource center and the gym. The K-8 campus also includes a large, renovated multipurpose room, which is used for the meal programs, as well as assemblies, programs and indoor physical education.

All classrooms have telephones, internet connections and computers. Play areas are cushioned with a rubberized mat. A large blacktop area is available for various games and includes eight basketball standards. Adults supervise children at play, as well as before and during school hours.

Campus facilities are well maintained by the MUSD maintenance and custodial staff, which oversee the safety, cleanliness and adequacy of the facilities, including routine inspections and repairs. The school has two full-time custodians for routine cleaning and maintenance. Restrooms are cleaned two times each day, and more if necessary. The Complaint Process for any complaints about facilities is posted in every classroom, the office, the library and all places where students gather for activities.

In 2014, wireless internet was added to the entire campus. This provides wireless internet to every classroom and indoor common area.

## School Facility Good Repair Status

The table shows the results of the school's most recent inspection using the Facility Inspection Tool (FIT) or equivalent school form. This inspection determines the school facility's good repair status using ratings of good condition, fair condition or poor condition. The overall summary of facility conditions uses ratings of exemplary, good, fair or poor.

School Facility Good Repair Status		2022-23 School Year
Items Inspected	Repair Status	
<b>Systems:</b> Gas leaks, sewer, mechanical systems (heating, ventilation and HVAC)	Good	
<b>Interior:</b> Interior surfaces (floors, ceilings, walls and window casings)	Good	
<b>Cleanliness:</b> Pest/vermin control, overall cleanliness	Good	
<b>Electrical:</b> Electrical systems	Good	
<b>Restrooms/fountains:</b> Restrooms, sinks and drinking fountains	Good	
<b>Safety:</b> Fire safety, emergency systems, hazardous materials	Good	
<b>Structural:</b> Structural condition, roofs	Fair	
<b>External:</b> Windows/doors/gates/fences, playgrounds/school grounds	Good	
<b>Overall summary of facility conditions</b>	Good	
<b>Date of the most recent school site inspection</b>	9/6/2022	

## Deficiencies and Repairs

The table lists the repairs required for all deficiencies found during the site inspection. Regardless of each item's repair status, all deficiencies are listed.

Deficiencies and Repairs		2022-23 School Year
Items Inspected	Deficiencies and Action Taken or Planned	Date of Action
<b>Structural</b>	Metal posts showing sign of rust. Work being done in-house. Work being done in-house.	TBD
<b>External</b>	Solar tube panels rusting. Playground structure rusting. Padded play area cracking. Estimates for repair received.	TBD

## Public Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.



*"Together in our school community, our students discover they have a purpose in our local, national and global communities."*



### Teacher Preparation and Placement

The teacher data displayed in this SARC is from the 2020-21 and the 2021-22 school years. This table displays the number and percent of teacher authorization/assignment as well as the total number and percent of teaching positions at the school, district, and state levels. For questions concerning the assignment of teachers outside their subject area of competence or the credential status of teachers, visit the California Commission on Teacher Credentialing website at <https://www.ctc.ca.gov/>.

Teacher Preparation and Placement					2020-21 School Year	
Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	15.2	74.1%	28.8	73.1%	228,366.1	83.1%
<b>Intern Credential Holders Properly Assigned</b>	0.0	0.0%	0.0	0.0%	4,205.9	1.5%
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	1.0	4.9%	3.2	8.3%	11,216.7	4.1%
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	2.7	13.1%	5.5	14.1%	12,115.8	4.4%
<b>Unknown</b>	1.6	7.9%	1.7	4.5%	18,854.3	6.9%
<b>Total Teaching Positions</b>	20.5	100.0%	39.5	100.0%	274,759.1	100.0%

Teacher Preparation and Placement					2021-22 School Year	
Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	**	**	**	**	**	**
<b>Intern Credential Holders Properly Assigned</b>	**	**	**	**	**	**
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	**	**	**	**	**	**
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	**	**	**	**	**	**
<b>Unknown</b>	**	**	**	**	**	**
<b>Total Teaching Positions</b>	**	**	**	**	**	**

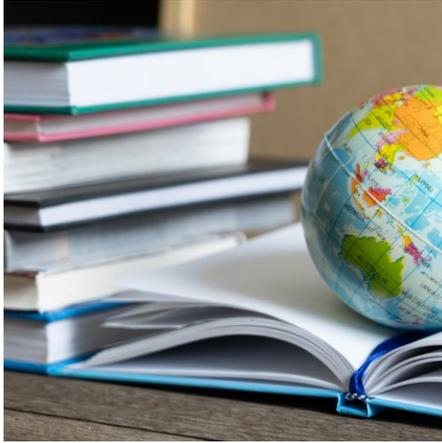
\*\* Data not available from the state at this time.

Note: The data in these tables is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned to based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

The data source is the California State Assignment Accountability System (CalSAAS) provided by the Commission on Teacher Credentialing. For information on the CalSAAS, visit the CALPADS web page at <https://www.cde.ca.gov/ds/sp/cl/calpadsupdfdash201.asp>.

For more information on the definitions listed above, refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.





## Academic Counselors and School Support Staff

This table displays information about academic counselors and support staff at the school and their full-time equivalent (FTE).

Ratio of Pupils to Academic Counselors and School Support Staff Data	
2021-22 School Year	
	Ratio
Pupils to Academic counselors	252:1
Support Staff	FTE
Counselor (academic, social/behavioral or career development)	0.8
Library media teacher (librarian)	0.0
Library media services staff (paraprofessional)	0.5
Psychologist	0.0
Social worker	0.5
Nurse	0.0
Speech/language/hearing specialist	1.0
Resource specialist (nonteaching)	2.0

## Teachers Without Credentials and Misassignments (considered "ineffective" under ESSA)

This table displays the number of authorization/assignments of teachers as well as the total number of teachers without credentials and misassignments at the school level. For questions concerning the permits, waivers, and misassignment of teachers, visit the California Commission on Teacher Credentialing website at <https://www.ctc.ca.gov/>.

Teachers Without Credentials and Misassignments	Two-Year Data	
Authorization/Assignment	2020-21	2021-22
Permits and Waivers	0.0	**
Misassignments	1.0	**
Vacant Positions	0.0	**
<b>Total Teachers Without Credentials and Misassignments</b>	1.0	**

\*\* Data not available from the state at this time.

## Credentialed Teachers Assigned Out-of-Field (considered "out-of-field" under ESSA)

This table displays the number of teachers and the total out-of-field teachers at the school level.

For more information on the definitions listed above, refer to the California Commission on Teacher Credentialing's Administrator's Assignment Manual at <https://www.ctc.ca.gov/credentials/manuals>.

Credentialed Teachers Assigned Out-of-Field	Two-Year Data	
Indicator	2020-21	2021-22
Credentialed Teachers Authorized on a Permit or Waiver	0.0	**
Local Assignment Options	2.7	**
<b>Total Out-of-Field Teachers</b>	2.7	**

\*\* Data not available from the state at this time.

## Class Assignments

This table displays the number of teachers and the total out-of-field teachers at the school level.

Misassignment and vacant teacher position data should be available in the district's personnel office.

Class Assignments	Two-Year Data	
Indicator	2020-21	2021-22
Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)	11.9%	**
No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0.0%	**

\*\* Data not available from the state at this time.

The data source is the California State Assignment Accountability System (CalSAAS) provided by the Commission on Teacher Credentialing. For information on the CalSAAS, visit the CALPADS web page at <https://www.cde.ca.gov/ds/sp/cl/calpadsup-dflash201.asp>.

For more information on the definitions listed above, refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

## Financial Data

The financial data displayed in this SARC is from the 2020-21 fiscal year. The most current fiscal information available provided by the state is always two years behind the current school year and one year behind most other data included in this report. For detailed information on school expenditures for all districts in California, see the California Department of Education (CDE) Current Expense of Education & Per-pupil Spending web page at [www.cde.ca.gov/ds/fd/ec](http://www.cde.ca.gov/ds/fd/ec). For information on teacher salaries for all districts in California, see the CDE Certificated Salaries & Benefits web page at [www.cde.ca.gov/ds/fd/cs](http://www.cde.ca.gov/ds/fd/cs). To look up expenditures and salaries for a specific school district, see the Ed-Data website at [www.ed-data.org](http://www.ed-data.org).

## District Financial Data

This table displays district teacher and administrative salary information and compares the figures to the state averages for districts of the same type and size based on the salary schedule. Note: The district salary data does not include benefits.

Salary Data	2020-21 Fiscal Year	
	Mendocino USD	Similar Sized District
<b>Beginning teacher salary</b>	\$40,402	\$46,419
<b>Midrange teacher salary</b>	\$64,714	\$69,902
<b>Highest teacher salary</b>	\$84,781	\$97,912
<b>Average elementary school principal salary</b>	\$112,064	\$111,731
<b>Average middle school principal salary</b>	\$112,064	\$122,012
<b>Average high school principal salary</b>	\$112,064	\$122,212
<b>Superintendent salary</b>	\$138,222	\$150,971
<b>Teacher salaries: percentage of budget</b>	30%	29%
<b>Administrative salaries: percentage of budget</b>	8%	6%

## Financial Data Comparison

This table displays the school's per-pupil expenditures from unrestricted sources and the school's average teacher salary and compares it to the district and state data.

Financial Data Comparison	2020-21 Fiscal Year	
	Expenditures Per Pupil From Unrestricted Sources	Annual Average Teacher Salary
<b>Mendocino K-8</b>	\$13,145	\$65,600
<b>Mendocino USD</b>	\$13,688	\$66,260
<b>California</b>	\$6,594	\$73,001
<b>School and district: percentage difference</b>	-4.0%	-1.0%
<b>School and California: percentage difference</b>	+99.3%	-10.1%

## School Financial Data

The following table displays the school's average teacher salary and a breakdown of the school's expenditures per pupil from unrestricted and restricted sources.

School Financial Data	
2020-21 Fiscal Year	
<b>Total expenditures per pupil</b>	\$19,907
<b>Expenditures per pupil from restricted sources</b>	\$6,762
<b>Expenditures per pupil from unrestricted sources</b>	\$13,145
<b>Annual average teacher salary</b>	\$65,600



## Expenditures Per Pupil

Supplemental/restricted expenditures come from money whose use is controlled by law or by a donor. Money that is designated for specific purposes by the district or governing board is not considered restricted. Basic/unrestricted expenditures are from money whose use, except for general guidelines, is not controlled by law or by a donor.

# Mendocino K-8 Schools

Data for this year's SARC was provided by the California Department of Education and school and district offices. For additional information on California schools and districts and comparisons of the school to the district, the county and the state, please visit DataQuest at <http://dq.cde.ca.gov/dataquest>. DataQuest is an online resource that provides reports for accountability, test data, enrollment, graduates, dropouts, course enrollments, staffing and data regarding English learners. Per Education Code Section 35256, each school district shall make hard copies of its annually updated report card available, upon request, on or before February 1.

All data accurate as of January 2023.

School Accountability Report Card

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# Mendocino Unified School District

44141 Little Lake Road Mendocino, CA 95460 ▪ [www.mendocinoused.org](http://www.mendocinoused.org)  
Jason Morse, Superintendent ▪ [jmorse@mcn.org](mailto:jmorse@mcn.org) ▪ (707) 937-5868



SARC  
2021-22

School Accountability  
Report Card  
Published in 2022-23

## Mendocino High School

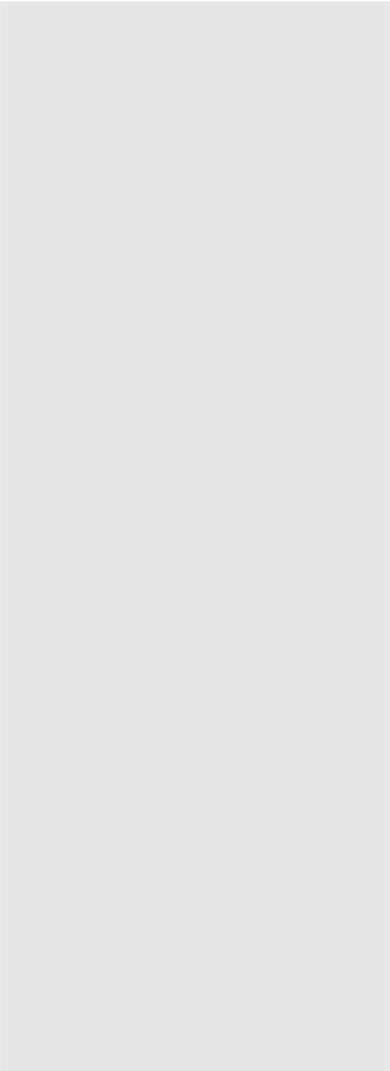
Grades 9-12  
CDS Code 23-65581-2333185

Tobin Hahn, Principal  
[thahn@mendocinoused.org](mailto:thahn@mendocinoused.org)

10700 Ford Street  
Mendocino, CA 95460  
(707) 937-5871

[www.mendocinoused.org/MHS](http://www.mendocinoused.org/MHS)







## Principal's Message

The original Mendocino High School was dedicated in 1894 overlooking the village of Mendocino and the Pacific Ocean. This year, we are in the middle of a modernization project that will see the rebuilding of the main campus and maintenance and remodeling on other areas of the campus. The project will create an updated and improved learning environment that takes advantage of the natural surroundings and promotes student and staff interaction and collaboration. The Mendocino High School and Mendocino Community High School together serve about 170 students from Mendocino Unified School District and neighboring districts. Mendocino High School offers a traditional college preparatory program, while Mendocino Community High School is a smaller "school within a school" that offers students a close-knit, family-like learning community.

For a small school, Mendocino High School offers a rich diversity of classes, including a fully developed Career Technical Education program with six pathways of study, a unique environmental science program that has students in the field doing meaningful science, and a week in the spring when students break from their regularly scheduled classes to participate in unique educational experiences and adventures on and off campus.

Many of the programs we have developed over the years, from a standards-based grading philosophy to a multi-tiered system of supports for academic, behavioral and social-emotional needs, have served our students well during these challenging times. Having recently received a six-year accreditation through WASC, we continue to build on and improve our systems as well as supporting the many varied needs of our students. Together, we strive for Excellence, Perseverance, Investment and Citizenship. Be EPIC!

## School Mission Statement

The Mendocino High Schools honor the district motto of "Learn, Explore, Create," by providing a variety of rigorous and relevant programs that empower each student to strive for excellence through perseverance, personal investment, and productive citizenship.

## School Vision Statement

Located in a small town of great natural beauty, the Mendocino High Schools are based on a foundation of strong personal relationships and respect for the whole child. We foster an individualized approach to education that inspires students to find their passions and develop strengths that will prepare them for college, career and lifelong learning. Through relevant and engaging learning experiences, all students are encouraged to strive for excellence, to persevere with creativity and resilience, to invest and engage in their education, and to be positive, productive and informed citizens of local and global communities.

## Parental Involvement

Parents have the opportunity to participate in a variety of activities such as the School Site Council, Mendocino Unified Schools Enrichment (fundraising and program enrichment), Club Cardinal (athletic boosters) and parent forums with the Principal. Parent volunteers are also invited to help with special events, presentations, field trips, and to support a variety of school programs such as athletics and class activities. Parents are invited to attend annual adviser conferences, a range of college and career guidance events, and awards ceremonies. For more information on how to become involved, contact Principal Tobin Hahn at (707) 937-5871 or thahn@mendocinoused.org.

## School Safety

The school safety plan emphasizes the important relationship of student safety and security to student learning. The school safety plan includes the following:

- Child abuse reporting procedures
- Disaster response procedures
- Suspension and expulsion policies
- Discrimination and harassment policy
- A schoolwide body positive dress code
- Yearly goals for a safe social and physical environment

The school safety plan was last reviewed, updated and discussed with the school faculty in September 2022.



## School Accountability Report Card

In accordance with state and federal requirements, the School Accountability Report Card (SARC) is put forth annually by all public schools as a tool for parents and interested parties to stay informed of the school's progress, test scores and achievements.

## District Mission and Vision Statement

Our vision is to provide an integrated learning community that fosters creativity, compassion and civic responsibility in a way that maximizes personal development.

*Learn. Explore. Create.*

## Board Priorities

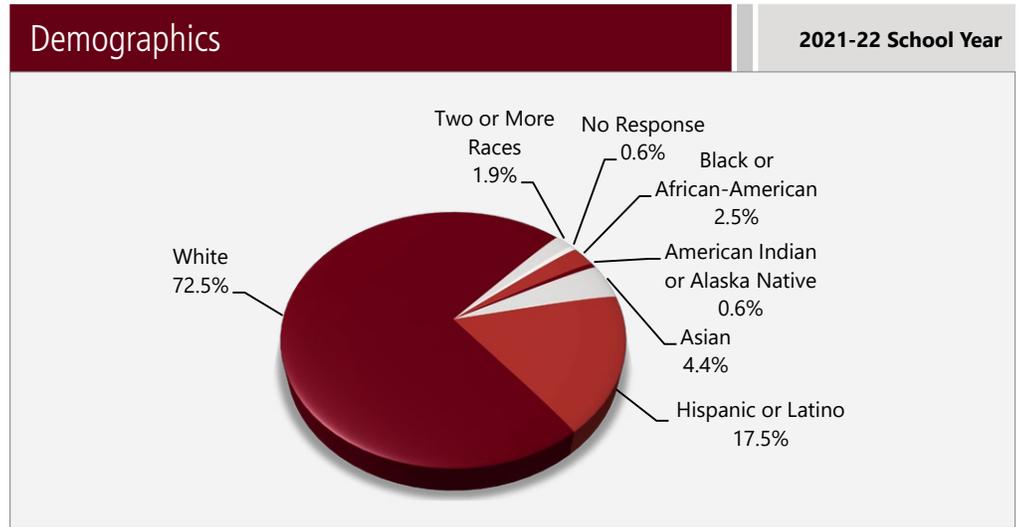
- Develop and expand community partnerships and communication
- Increase learning and achievement for all students, families and staff
- Plan wisely for the future while maintaining fiscal integrity
- Maintain and improve the physical plant

## Enrollment by Student Group

Demographics	
2021-22 School Year	
Female	50.00%
Male	49.40%
Non-Binary	0.60%
English learners	2.50%
Foster youth	0.00%
Homeless	3.80%
Migrant	0.00%
Socioeconomically Disadvantaged	42.50%
Students with Disabilities	10.00%

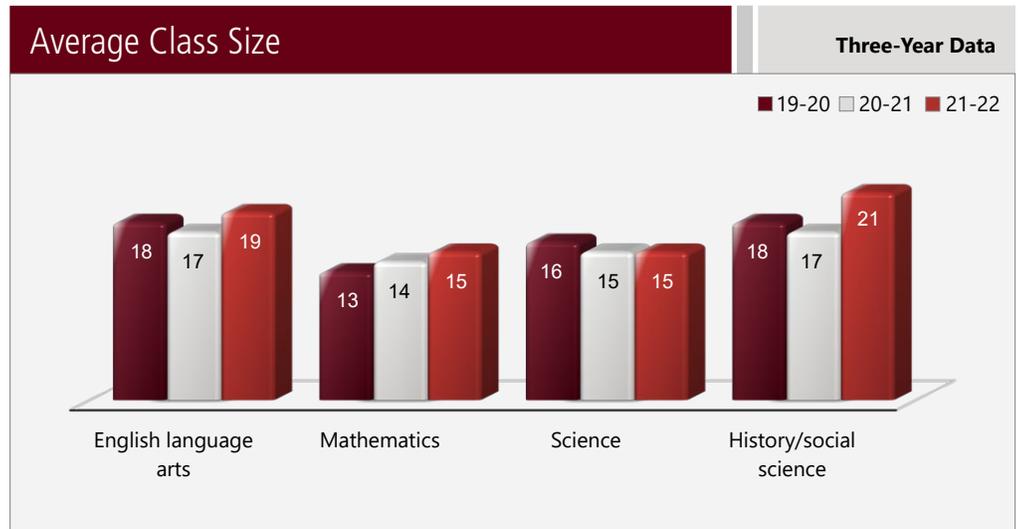
## Enrollment by Student Group

The total enrollment at the school was 160 students for the 2021-22 school year. The pie chart displays the percentage of students enrolled in each group.



## Class Size Distribution

The bar graph displays the three-year data for average class size, and the table displays the three-year data for the number of classrooms by size. The number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.



## Enrollment by Grade

The bar graph displays the total number of students enrolled in each grade for the 2021-22 school year.



## Number of Classrooms by Size

Subject	Three-Year Data								
	2019-20			2020-21			2021-22		
	Number of Students								
	1-22	23-32	33+	1-22	23-32	33+	1-22	21-32	33+
English language arts	6	3		7	2		7	2	
Mathematics	9	1		8	1		9		
Science	7	2		9			9	1	
History/social science	5	1		5	2		4	2	





## Suspensions and Expulsions

This table shows the school, district, and state suspension and expulsion rates collected between July through June, each full school year respectively.

Suspensions and Expulsions					Two-Year Data	
	Mendocino HS		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
<b>Suspension rates</b>	0.0%	5.3%	0.0%	4.3%	0.2%	3.4%
<b>Expulsion rates</b>	0.0%	0.0%	0.0%	0.0%	3.2%	0.1%

Note: Data collected during the 2020–21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

This table shows the school, district, and state suspension and expulsion rates collected between July through February, partial school year due to the COVID-19 pandemic.

Suspensions and Expulsions			2019-20 School Year
	Mendocino HS	Mendocino USD	California
	19-20	19-20	19-20
<b>Suspension rates</b>	3.6%	3.4%	2.5%
<b>Expulsion rates</b>	0.0%	0.0%	0.1%

Note: The 2019–20 suspensions and expulsions rate data are not comparable to other year data because the 2019–20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019–20 school year compared to other school years.

## Suspensions and Expulsions by Student Group

Suspensions and Expulsions by Student Group		2021-22 School Year
Student Group	Suspensions Rate	Expulsions Rate
<b>All Students</b>	5.3%	0.0%
<b>Female</b>	4.7%	0.0%
<b>Male</b>	6.0%	0.0%
<b>Non-Binary</b>	0.0%	0.0%
<b>American Indian or Alaska Native</b>	0.0%	0.0%
<b>Asian</b>	0.0%	0.0%
<b>Black or African American</b>	0.0%	0.0%
<b>Filipino</b>	0.0%	0.0%
<b>Hispanic or Latino</b>	6.7%	0.0%
<b>Native Hawaiian or Pacific Islander</b>	0.0%	0.0%
<b>Two or More Races</b>	0.0%	0.0%
<b>White</b>	4.1%	0.0%
<b>English Learners</b>	0.0%	0.0%
<b>Foster Youth</b>	0.0%	0.0%
<b>Homeless</b>	0.0%	0.0%
<b>Socioeconomically Disadvantaged</b>	8.2%	0.0%
<b>Students Receiving Migrant Education Services</b>	0.0%	0.0%
<b>Students with Disabilities</b>	10.0%	0.0%

## Career Technical Education Programs

Mendocino High School is a recipient of a Career Technical Education Implementation Grant and a K12 Strong Workforce Program Grant. For a small school, Mendocino High School offers students a variety of pathways:

- Cabinetmaking, Millwork and Woodworking Pathway
- Woodworking I/II, Advanced Woodworking
- Design, Visual, and Media Arts Pathway
- Desktop Publishing, 2-D Design, 3-D Design, Ceramics, Photography, AP 2-D Design
- Production and Managerial Arts Pathway
- Introduction to Multimedia, Radio Production, Music Production, Video Production
- Engineering and Technology Pathway
- E-Lab, Electronics
- Food Service and Hospitality Pathway
- Culinary
- Plant and Soil Science Pathway
- Agriculture, Botany

Many of the CTE courses offered are also A-G approved and meet rigorous academic standards. We also run a work-based learning program that places students into internships with industry partners.

## Career Technical Education Participation

This table displays information about participation in the school's Career Technical Education (CTE) programs.

### Career Technical Education Data

#### Mendocino HS

#### 2021-22 Participation

<b>Number of pupils participating in a CTE program</b>	249 (duplicated)
<b>Percentage of pupils who completed a CTE program and earned a high school diploma</b>	64%
<b>Percentage of CTE courses that are sequenced or articulated between a school and institutions of postsecondary education</b>	5%

## Student Learning Outcomes

We believe in...

### 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.

## California Physical Fitness Test

Each spring, all students in grades 5, 7 and 9 are required to participate in the California Physical Fitness Test (PFT). The Fitnessgram is the designated PFT for students in California public schools put forth by the State Board of Education. Due to changes to the 2021–22 PFT administration, only participation results are required for the five fitness areas.

Encouraging and assisting students in establishing lifelong habits of regular physical activity is the primary goal of the Fitnessgram. The table shows the percentage of students participating in each of the five fitness components for the most recent testing period. For more detailed information on the California PFT, please visit [www.cde.ca.gov/ta/tg/pf](http://www.cde.ca.gov/ta/tg/pf).

### California Physical Fitness Test

2021-22 School Year

#### Percentage of Students Participating In Each Of The Five Fitness Components

Grade	Component 1:	Component 2:	Component 3:	Component 4:	Component 5:
	Aerobic Capacity	Abdominal Strength and Endurance	Trunk Extensor and Strength and Flexibility	Upper Body Strength and Endurance	Flexibility
9	92%	92%	92%	92%	92%

## Chronic Absenteeism by Student Group

### Chronic Absenteeism by Student Group

2021-22 School Year

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	170	165	41	24.80%
Female	86	83	26	31.30%
Male	83	81	14	17.30%
American Indian or Alaska Native	1	1	0	0.00%
Asian	7	7	1	14.30%
Black or African American	4	3	0	0.00%
Filipino	0	0	0	0.00%
Hispanic or Latino	30	29	4	13.80%
Native Hawaiian or Pacific Islander	0	0	0	0.00%
Two or More Races	4	4	2	50.00%
White	122	119	33	27.70%
English Learners	5	5	2	40.00%
Foster Youth	0	0	0	0.00%
Homeless	10	9	4	44.40%
Socioeconomically Disadvantaged	85	81	26	32.10%
Students Receiving Migrant Education Services	0	0	0	0.00%
Students with Disabilities	20	19	6	31.60%

## Professional Development

### Professional Development Days

Number of school days dedicated to staff development and continuous improvement

2020-21	9.5
2021-22	4.5
2022-23	4.5

## California School Dashboard

The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.



## SARC Reporting in the 2020–21 School Year Only

Where the most viable option, LEAs were required to administer the statewide summative assessment in ELA and mathematics. Where a statewide summative assessment was not the most viable option for the LEA (or for one or more grade-level[s] within the LEA) due to the pandemic, LEAs were allowed to report results from a different assessment that met the criteria established by the State Board of Education (SBE) on March 16, 2021. The assessments were required to be:

- Aligned with CA CCSS for ELA and mathematics;
- Available to students in grades 3 through 8, and grade 11; and
- Uniformly administered across a grade, grade span, school, or district to all eligible students.

## Options

The CAAs could only be administered in-person following health and safety requirements. If it was not viable for the LEA to administer the CAAs in person with health and safety guidelines in place, the LEA was directed to not administer the tests. There were no other assessment options available for the CAAs. Schools administered the Smarter Balanced Summative Assessments for ELA and mathematics, other assessments that meet the SBE criteria, or a combination of both, and they could only choose one of the following:

- Smarter Balanced ELA and mathematics summative assessments;
- Other assessments meeting the SBE criteria; or
- Combination of Smarter Balanced ELA and mathematics summative assessments and other assessments.

## CAASPP Test Results in Science for All Students (grades 5, 8 and high school)

The table below shows the percent of students meeting or exceeding the State standard on the CAASPP – California Science Test (CAST) and the California Alternate Assessment for Science (CAA for Science) for grades 5, 8, and once in high school (i.e., grade 10, 11 or 12).

Subject	Percentage of Students Meeting or Exceeding State Standard				Two-Year Data	
	Mendocino HS		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
Science	**	40%	**	32.53%	28.50%	29.47%

## CAASPP Test Results in ELA and Mathematics for All Students

The table below shows the percent of students meeting or exceeding the State standards on the California Assessment of Student Performance and Progress (CAASPP) Smarter Balanced Summative Assessments and California Alternate Assessments (CAAs) for English language arts/literacy (ELA) and mathematics for grades 3-8 and 11.

Subject	Percentage of Students Meeting or Exceeding State Standard				Two-Year Data	
	Mendocino HS		Mendocino USD		California	
	20-21	21-22	20-21	21-22	20-21	21-22
English language arts/literacy	*	64%	*	49%	*	47%
Mathematics	*	45%	*	40%	*	33%

\*\* This school and district did not test students using the CAASPP for Science.

\* Data for 2020–21 are not comparable to other year data due to the COVID-19 pandemic during the 2020–21 school year. Where the CAASPP assessments in ELA and/or mathematics is not the most viable option, the LEAs were allowed to administer local assessments. Therefore, the 2020–21 data between school years for the school, district, state are not an accurate comparison. As such, it is inappropriate to compare results of the 2020–21 school year to other school years.

## Statewide Assessments

**Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).



## CAASPP by Student Group: Science, English Language Arts and Mathematics

The tables on the following pages display the percentage of students that met or exceeded state standards in science, English language arts/literacy and mathematics for the school by student groups.

The “percentage met or exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard on the CAA divided by the total number of students who participated in both assessments.

Note: The number of students tested includes all students who participated in the test whether they received a score or not. However, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

## CAASPP Test Results by Student Group: Science (high school)

## Percentage of Students Meeting or Exceeding State Standards

2021-22 School Year

Science					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	32	30	93.75%	6.25%	40.00%
Female	20	19	95.00%	5.00%	36.84%
Male	12	11	91.67%	8.33%	45.45%
American Indian or Alaska Native	❖	❖	❖	❖	❖
Asian	❖	❖	❖	❖	❖
Black or African American	❖	❖	❖	❖	❖
Filipino	❖	❖	❖	❖	❖
Hispanic or Latino	❖	❖	❖	❖	❖
Native Hawaiian or Pacific Islander	❖	❖	❖	❖	❖
Two or more races	❖	❖	❖	❖	❖
White	24	22	91.67%	8.33%	40.91%
English Learners	❖	❖	❖	❖	❖
Foster Youth	❖	❖	❖	❖	❖
Homeless	❖	❖	❖	❖	❖
Military	❖	❖	❖	❖	❖
Socioeconomically disadvantaged	13	11	84.62%	15.38%	27.27%
Students receiving Migrant Education services	❖	❖	❖	❖	❖
Students with Disabilities	❖	❖	❖	❖	❖

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.





### CAASPP Test Results by Student Group: English Language Arts (grade 11)

Percentage of Students Meeting or Exceeding State Standards					2021-22 School Year
English Language Arts					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	46	37	80.43%	19.57%	63.89%
Female	24	19	79.17%	20.83%	61.11%
Male	22	18	81.82%	18.18%	66.67%
American Indian or Alaska Native	❖	❖	❖	❖	❖
Asian	❖	❖	❖	❖	❖
Black or African American	❖	❖	❖	❖	❖
Filipino	❖	❖	❖	❖	❖
Hispanic or Latino	❖	❖	❖	❖	❖
Native Hawaiian or Pacific Islander	❖	❖	❖	❖	❖
Two or more races	❖	❖	❖	❖	❖
White	36	29	80.56%	19.44%	64.29%
English Learners	❖	❖	❖	❖	❖
Foster Youth	❖	❖	❖	❖	❖
Homeless	❖	❖	❖	❖	❖
Military	❖	❖	❖	❖	❖
Socioeconomically disadvantaged	19	14	73.68%	26.32%	57.14%
Students receiving Migrant Education services	❖	❖	❖	❖	❖
Students with Disabilities	❖	❖	❖	❖	❖

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.



## CAASPP Test Results by Student Group: Mathematics (grade 11)

## Percentage of Students Meeting or Exceeding State Standards

2021-22 School Year

## Mathematics

Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
<b>All students</b>	46	33	71.74%	28.26%	45.45%
<b>Female</b>	24	17	70.83%	29.17%	29.41%
<b>Male</b>	22	16	72.73%	27.27%	62.50%
<b>American Indian or Alaska Native</b>	❖	❖	❖	❖	❖
<b>Asian</b>	❖	❖	❖	❖	❖
<b>Black or African American</b>	❖	❖	❖	❖	❖
<b>Filipino</b>	❖	❖	❖	❖	❖
<b>Hispanic or Latino</b>	❖	❖	❖	❖	❖
<b>Native Hawaiian or Pacific Islander</b>	❖	❖	❖	❖	❖
<b>Two or more races</b>	❖	❖	❖	❖	❖
<b>White</b>	36	25	69.44%	30.56%	52.00%
<b>English Learners</b>	❖	❖	❖	❖	❖
<b>Foster Youth</b>	❖	❖	❖	❖	❖
<b>Homeless</b>	❖	❖	❖	❖	❖
<b>Military</b>	❖	❖	❖	❖	❖
<b>Socioeconomically disadvantaged</b>	19	13	68.42%	31.58%	30.77%
<b>Students receiving Migrant Education services</b>	❖	❖	❖	❖	❖
<b>Students with Disabilities</b>	❖	❖	❖	❖	❖

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.





## Graduation and Dropout Rates

This table displays the graduation and dropout rates for the most recent three-year period for which data is available. The four-year adjusted cohort graduation rate is the number of students who graduate in four years with a regular high school diploma divided by the number of students who form the adjusted cohort for the graduating class. From the beginning of grade 9 (or the earliest high school grade), students who are entering that grade for the first time form a cohort that is "adjusted" by adding any students who subsequently transfer into the cohort and subtracting any students who subsequently transfer out.

Graduation and Dropout Rates	Three-Year Data					
	Graduation Rate			Dropout Rate		
	19-20	20-21	21-22	19-20	20-21	21-22
<b>Mendocino HS</b>	*	97.50%	100.00%	*	2.50%	0.00%
<b>Mendocino USD</b>	*	95.50%	94.70%	*	4.50%	2.60%
<b>California</b>	84.20%	83.60%	87.00%	8.90%	9.40%	7.80%

\* Due to an error, the 19-20 graduation and dropout rates were not reported.

## Graduation Rate by Student Group (Four-Year Cohort Rate)

Graduation Rate by Student Group	2021-22 School Year		
	Number of Students in Cohort	Number of Cohort Graduates	Cohort Graduation Rate
<b>All Students</b>	32	32	100.00%
<b>Female</b>	20	20	100.00%
<b>Male</b>	12	12	100.00%
<b>Non-Binary</b>	❖	❖	❖
<b>American Indian or Alaska Native</b>	❖	❖	❖
<b>Asian</b>	❖	❖	❖
<b>Black or African American</b>	❖	❖	❖
<b>Filipino</b>	❖	❖	❖
<b>Hispanic or Latino</b>	❖	❖	❖
<b>Native Hawaiian or Pacific Islander</b>	❖	❖	❖
<b>Two or More Races</b>	❖	❖	❖
<b>White</b>	24	24	100.00%
<b>English Learners</b>	❖	❖	❖
<b>Foster Youth</b>	❖	❖	❖
<b>Homeless</b>	❖	❖	❖
<b>Socioeconomically Disadvantaged</b>	17	17	100.00%
<b>Students Receiving Migrant Education Services</b>	❖	❖	❖
<b>Students with Disabilities</b>	❖	❖	❖

For information on the Four-Year Adjusted Cohort Graduation Rate (ACGR), visit the CDE Adjusted Cohort Graduation Rate web page at <https://www.cde.ca.gov/ds/ad/acgrinfo.asp>.

❖ Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

## Advanced Placement Courses

The following is a list of Advanced Placement (AP) courses offered by subject at the school.

Advanced Placement Courses	
2021-22 School Year	
<b>Number of AP courses offered at the school</b>	5
Number of AP Courses by Subject	
<b>Computer science</b>	0
<b>English</b>	3
<b>Fine and performing arts</b>	0
<b>Foreign language</b>	0
<b>Mathematics</b>	2
<b>Science</b>	0
<b>Social science</b>	0

## Courses for University of California (UC) and/or California State University (CSU) Admission

The table displays two measures related to the school's courses that are required for University of California and California State University admission for the most recent year for which data is available. For more detailed information, visit <http://dq.cde.ca.gov/dataquest>. For general admissions requirements, please visit the UC Admissions Information web page at <http://admission.universityofcalifornia.edu>. For admission, application and fee information, see the CSU web page at [www.calstate.edu/admission/admission.shtml](http://www.calstate.edu/admission/admission.shtml).

UC/CSU Admission	
Mendocino HS	
2020-21 and 2021-22 School Years	
<b>Percentage of students enrolled in courses required for UC/CSU admission in 2021-22</b>	98.78%
<b>Percentage of graduates who completed all courses required for UC/CSU admission in 2020-21</b>	67.50%

## Availability of Textbooks and Instructional Materials

The following lists the percentage of pupils who lack their own assigned textbooks and instructional materials.

Percentage of Students Lacking Materials by Subject	
2022-23 School Year	
Reading/language arts	0%
Mathematics	0%
Science	0%
History/social science	0%
Visual and performing arts	0%
Foreign language	0%
Health	0%
Science laboratory equipment	0%

## Currency of Textbooks

This table displays the date when the most recent hearing was held to adopt a resolution on the sufficiency of instructional materials.

Currency of Textbooks	
2022-23 School Year	
Data collection date	9/8/2022

## Textbooks and Instructional Materials

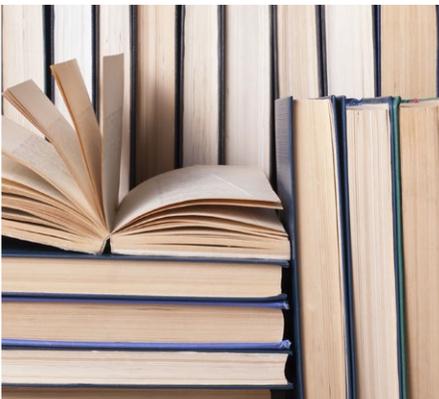
In the Mendocino Unified School District, all students have access to their own textbooks and instructional materials that are adopted from the most recent state-approved list. Textbooks are consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education. The district adopts textbooks during the adoption cycles recommended by the state. Common Core State Standards math textbooks were purchased in 2013, 2014 and 2015. Textbooks for K-5 English language arts curriculum were purchased in 2016 and math was purchased in 2017. 6-8 English language arts textbooks were purchased in 2017 and 2018.

Textbooks and Instructional Materials List		2022-23 School Year
Subject	Textbook	Adopted
Reading/language arts	<i>Edge 2014 B: Student Edition</i>	2015
Reading/language arts	Literature-based curriculum	2001
Reading/language arts	<i>Modern World Literature, McDougal Littell</i>	2001
Mathematics	<i>Algebra 2 and Precalculus, CPM</i>	2013
Mathematics	<i>Calculus, 2nd Edition; CPM</i>	2015
Mathematics Common Core	<i>Core Connections: Geometry, CPM</i>	2013
Mathematics Common Core	<i>Core Connections: Algebra, CPM</i>	2013
Mathematics Common Core	<i>Core Connections: Algebra 2, CPM</i>	2014
Science	<i>Environmental Science for AP, Second Edition</i>	2015
Science	California: The Living Earth, Miller and Levine	2020
Science	<i>Experience Chemistry for California</i>	2020
Science	<i>Conceptual Physics, Hewitt</i>	2017
Science	<i>Earth Science, McGraw-Hill</i>	2004
History/social science	<i>A Young People's History of the United States</i>	2015
History/social science	<i>United States History and Government, Prentice Hall</i>	2003
History/social science	<i>World History: Traditions &amp; Encounters, McGraw-Hill</i>	2008

## Quality of Textbooks

The following table outlines the criteria required for choosing textbooks and instructional materials.

Quality of Textbooks		2022-23 School Year
Criteria	Yes/No	
Are the textbooks adopted from the most recent state-approved or local governing-board-approved list?	Yes	





### School Facility Good Repair Status

The table shows the results of the school’s most recent inspection using the Facility Inspection Tool (FIT) or equivalent school form. This inspection determines the school facility’s good repair status using ratings of good condition, fair condition or poor condition. The overall summary of facility conditions uses ratings of exemplary, good, fair or poor.

School Facility Good Repair Status		2022-23 School Year
Items Inspected	Repair Status	
<b>Systems:</b> Gas leaks, sewer, mechanical systems (heating, ventilation and HVAC)	Good	
<b>Interior:</b> Interior surfaces (floors, ceilings, walls and window casings)	Poor	
<b>Cleanliness:</b> Pest/vermin control, overall cleanliness	Good	
<b>Electrical:</b> Electrical systems	Good	
<b>Restrooms/fountains:</b> Restrooms, sinks and drinking fountains	Good	
<b>Safety:</b> Fire safety, emergency systems, hazardous materials	Good	
<b>Structural:</b> Structural condition, roofs	Fair	
<b>External:</b> Windows/doors/gates/fences, playgrounds/school grounds	Fair	
<b>Overall summary of facility conditions</b>	Fair	
<b>Date of the most recent school site inspection</b>	9/5/2022	

### Deficiencies and Repairs

The table lists the repairs required for all deficiencies found during the site inspection. Regardless of each item’s repair status, all deficiencies are listed.

Deficiencies and Repairs		2022-23 School Year
Items Inspected	Deficiencies and Action Taken or Planned	Date of Action
<b>Systems</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Interior</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Cleanliness</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Electrical</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Restrooms/fountains</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Safety</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>Structural</b>	Woodshop main door is rusted. Boys/Girls locker room have broken air handlers Bond work has begun on the main building. Complete remodel project	Complete in 2023
<b>External</b>	Bond work has begun on the main building. Complete remodel project	Complete in 2023

### School Facilities

Construction on the original Mendocino High School, one of two original schools in the county, began in 1893. That building stood for more than 50 years before being replaced in the late 1940s. Some 70 years later, the main campus building will again be replaced, thanks to a modernization bond that passed in March of 2020. Campus facilities will receive an upgrade between 2021 and 2023.

The main building and oldest structure sits on the highest part of the school property and has nine classrooms, a library, computer lab, teachers’ lounge and main office. This building will be reconfigured in the modernization project and will include a new student union and expanded offices. A separate newer building houses the gym, locker rooms, multipurpose room and two additional classrooms. The Community School is housed in another newer building with a great room, office, three classrooms, a kitchen and small meeting room. The lower part of the campus includes another computer lab, media lab and woodshop. The newest part of the campus is the Performing Arts Center and band room.

The district’s maintenance department oversees safety, cleanliness and adequacy of school facilities, including any needed maintenance to ensure good repair. Custodians work throughout the day to keep the campus clean and safe. Classrooms and restrooms are cleaned daily. Both the custodial and maintenance staff clean and maintain the grounds throughout the day.

Students and staff enjoy a high level of safety and security on campus. They pride themselves on a sense of trust and mutual respect that allows students to leave their backpacks and other belongings in the hallways and around campus without a need for secured lockers. There is a low incidence of theft and fights among students. The school has an open-campus policy, which allows students to go into town during lunch breaks. All school activities during and after school are well supervised by staff.



*“Through relevant and engaging learning experiences, all students are encouraged to strive for excellence, to persevere with creativity and resilience, to invest and engage in their education, and to be positive, productive and informed citizens of local and global communities.”*

## Teacher Preparation and Placement

The teacher data displayed in this SARC is from the 2020-21 and the 2021-22 school years. This table displays the number and percent of teacher authorization/assignment as well as the total number and percent of teaching positions at the school, district, and state levels. For questions concerning the assignment of teachers outside their subject area of competence or the credential status of teachers, visit the California Commission on Teacher Credentialing website at <https://www.ctc.ca.gov/>.

Teacher Preparation and Placement					2020-21 School Year	
Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	11.0	76.9%	28.8	73.1%	228,366.1	83.1%
<b>Intern Credential Holders Properly Assigned</b>	0.0	0.0%	0.0	0.0%	4,205.9	1.5%
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	2.2	15.9%	3.2	8.3%	11,216.7	4.1%
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	0.8	6.1%	5.5	14.1%	12,115.8	4.4%
<b>Unknown</b>	0.1	0.9%	1.7	4.5%	18,854.3	6.9%
<b>Total Teaching Positions</b>	14.3	100.0%	39.5	100.0%	274,759.1	100.0%

Teacher Preparation and Placement					2021-22 School Year	
Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	**	**	**	**	**	**
<b>Intern Credential Holders Properly Assigned</b>	**	**	**	**	**	**
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	**	**	**	**	**	**
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	**	**	**	**	**	**
<b>Unknown</b>	**	**	**	**	**	**
<b>Total Teaching Positions</b>	**	**	**	**	**	**

\*\* Data not available from the state at this time.

Note: The data in these tables is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned to based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

The data source is the California State Assignment Accountability System (CalSAAS) provided by the Commission on Teacher Credentialing. For information on the CalSAAS, visit the CALPADS web page at <https://www.cde.ca.gov/ds/sp/cl/calpadsupdfash201.asp>.

For more information on the definitions listed above, refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.





### Teachers Without Credentials and Misassignments (considered "ineffective" under ESSA)

This table displays the number of authorization/assignments of teachers as well as the total number of teachers without credentials and misassignments at the school level. For questions concerning the permits, waivers, and misassignment of teachers, visit the California Commission on Teacher Credentialing website at <https://www.ctc.ca.gov/>.

Teachers Without Credentials and Misassignments	Two-Year Data	
	2020-21	2021-22
<b>Authorization/Assignment</b>		
<b>Permits and Waivers</b>	0.3	**
<b>Misassignments</b>	1.9	**
<b>Vacant Positions</b>	0.0	**
<b>Total Teachers Without Credentials and Misassignments</b>	2.2	**

\*\* Data not available from the state at this time.

### Credentialed Teachers Assigned Out-of-Field (considered "out-of-field" under ESSA)

This table displays the number of teachers and the total out-of-field teachers at the school level.

For more information on the definitions listed above, refer to the California Commission on Teacher Credentialing's Administrator's Assignment Manual at <https://www.ctc.ca.gov/credentials/manuals>.

Credentialed Teachers Assigned Out-of-Field	Two-Year Data	
	2020-21	2021-22
<b>Indicator</b>		
<b>Credentialed Teachers Authorized on a Permit or Waiver</b>	0.0	**
<b>Local Assignment Options</b>	0.8	**
<b>Total Out-of-Field Teachers</b>	0.8	**

\*\* Data not available from the state at this time.

### Class Assignments

This table displays the number of teachers and the total out-of-field teachers at the school level.

Misassignment and vacant teacher position data should be available in the district's personnel office.

Class Assignments	Two-Year Data	
	2020-21	2021-22
<b>Indicator</b>		
<b>Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)</b>	23.0%	**
<b>No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)</b>	2.2%	**

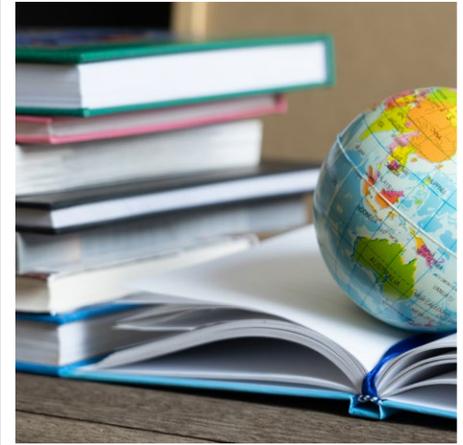
\*\* Data not available from the state at this time.

### Public Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

The data source is the California State Assignment Accountability System (CalSAAS) provided by the Commission on Teacher Credentialing. For information on the CalSAAS, visit the CALPADS web page at <https://www.cde.ca.gov/ds/sp/cl/calpadsup-dflash201.asp>.

For more information on the definitions listed above, refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.



### Academic Counselors and School Support Staff

This table displays information about academic counselors and support staff at the school and their full-time equivalent (FTE).

Ratio of Pupils to Academic Counselors and School Support Staff Data	
2021-22 School Year	
	Ratio
<b>Pupils to Academic counselors</b>	168:1
<b>Support Staff</b>	FTE
<b>Counselor (academic, social/behavioral or career development)</b>	1.5
<b>Library media teacher (librarian)</b>	0.0
<b>Library media services staff (paraprofessional)</b>	0.0
<b>Psychologist</b>	0.0
<b>Social worker</b>	0.4
<b>Nurse</b>	0.0
<b>Speech/language/hearing specialist</b>	0.2
<b>Resource specialist (nonteaching)</b>	0.4

## Types of Services Funded

There are a variety of services funded by categorical funds and other funds such as grants. These services include career and college exploration, personal and group counseling, tutorial classes, intervention services, school gardens, and art instruction.



## School Financial Data

The following table displays the school's average teacher salary and a breakdown of the school's expenditures per pupil from unrestricted and restricted sources.

School Financial Data	
2020-21 Fiscal Year	
<b>Total expenditures per pupil</b>	\$22,736
<b>Expenditures per pupil from restricted sources</b>	\$7,936
<b>Expenditures per pupil from unrestricted sources</b>	\$14,800
<b>Annual average teacher salary</b>	\$65,600

## Expenditures Per Pupil

Supplemental/restricted expenditures come from money whose use is controlled by law or by a donor. Money that is designated for specific purposes by the district or governing board is not considered restricted. Basic/unrestricted expenditures are from money whose use, except for general guidelines, is not controlled by law or by a donor.

## Financial Data

The financial data displayed in this SARC is from the 2020-21 fiscal year. The most current fiscal information available provided by the state is always two years behind the current school year and one year behind most other data included in this report. For detailed information on school expenditures for all districts in California, see the California Department of Education (CDE) Current Expense of Education & Per-pupil Spending web page at [www.cde.ca.gov/ds/fd/ec](http://www.cde.ca.gov/ds/fd/ec). For information on teacher salaries for all districts in California, see the CDE Certificated Salaries & Benefits web page at [www.cde.ca.gov/ds/fd/cs](http://www.cde.ca.gov/ds/fd/cs). To look up expenditures and salaries for a specific school district, see the Ed-Data website at [www.ed-data.org](http://www.ed-data.org).

## District Financial Data

This table displays district teacher and administrative salary information and compares the figures to the state averages for districts of the same type and size based on the salary schedule. Note: The district salary data does not include benefits.

Salary Data	2020-21 Fiscal Year	
	Mendocino USD	Similar Sized District
<b>Beginning teacher salary</b>	\$40,402	\$46,419
<b>Midrange teacher salary</b>	\$64,714	\$69,902
<b>Highest teacher salary</b>	\$84,781	\$97,912
<b>Average elementary school principal salary</b>	\$112,064	\$111,731
<b>Average middle school principal salary</b>	\$112,064	\$122,012
<b>Average high school principal salary</b>	\$112,064	\$122,212
<b>Superintendent salary</b>	\$138,222	\$150,971
<b>Teacher salaries: percentage of budget</b>	30%	29%
<b>Administrative salaries: percentage of budget</b>	8%	6%

## Financial Data Comparison

This table displays the school's per-pupil expenditures from unrestricted sources and the school's average teacher salary and compares it to the district and state data.

Financial Data Comparison	2020-21 Fiscal Year	
	Expenditures Per Pupil From Unrestricted Sources	Annual Average Teacher Salary
<b>Mendocino HS</b>	\$14,800	\$65,600
<b>Mendocino USD</b>	\$13,688	\$66,260
<b>California</b>	\$6,594	\$73,001
<b>School and district: percentage difference</b>	+8.1%	-1.0%
<b>School and California: percentage difference</b>	+124.4%	-10.1%

## School Accountability Report Card

PUBLISHED BY:



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Data for this year's SARC was provided by the California Department of Education and school and district offices. For additional information on California schools and districts and comparisons of the school to the district, the county and the state, please visit DataQuest at <http://dq.cde.ca.gov/dataquest>. DataQuest is an online resource that provides reports for accountability, test data, enrollment, graduates, dropouts, course enrollments, staffing and data regarding English learners. Per Education Code Section 35256, each school district shall make hard copies of its annually updated report card available, upon request, on or before February 1.

All data accurate as of January 2023.

**2021-2022**

**SCHOOL ACCOUNTABILITY REPORT CARD (SARC)**

Please use the following links to access the 2021-2022 SARC'S:

Albion School:

<https://sarconline.org/public/summary/23655816116149/2021%E2%80%932022>

Comptche School:

<https://sarconline.org/public/summary/23655816025142/2021%E2%80%932022>

Mendocino Alternative School:

<https://sarconline.org/public/summary/23655812330306/2021%E2%80%932022>

Mendocino Sunrise School:

<https://sarconline.org/public/summary/23655812330090/2021%E2%80%932022>

# 2022-23 Cafeteria Report

Through November 2022

# 2022-23 Cafeteria Report: 2021-22 Recap

## Meals/Participation:

	2017-18	2018-19	CEP		
			COVID pt 2019-20	COVID all 2020-21	In Person 2021-22
Days	180	180	180	180	180
Lunch	23,147	27,051	25,973	21,784	24,823
Breakfast	11,584	12,647	15,999	21,784	14,940
<b>Total Meals</b>	<b>34,731</b>	<b>39,698</b>	<b>41,972</b>	<b>43,568</b>	<b>39,763</b>
Meals per Day	193	221	233	242	221
Lunch %	66.6%	68.1%	61.9%	50.0%	62.4%
Breakfast %	33.4%	31.9%	38.1%	50.0%	37.6%
Lunch Meals per day	129	150	144	121	138
Breakfast meals per day	64	70	89	121	83
Enrollment - Census Day	509	536	525	476	449
% Lunch Participation	25.3%	28.0%	27.5%	25.4%	30.7%
% Breakfast Participation	12.6%	13.1%	16.9%	25.4%	18.5%

- Averaged 221 meals per day (62% lunch, 38% breakfast)
- 31% lunch participation, 18.5% breakfast participation

CEP – Community Eligibility Provision – allows schools with an Identified Student Percentage (ISP) of greater than 40% to participate, and eliminate the administrative burden of school meal applications and still serve breakfast and lunch at no charge to all students.

## Revenue/Expenditure

	2017-18	2018-19	CEP		
			COVID pt yr 2019-20	COVID all yr 2020-21	In Person 2021-22
<b>Revenue</b>					
Cash Sales	55,666	67,427	42,275	1,060	16,844
Federal Reimb.	75,474	86,568	106,033	127,654	148,854
State Reimb.	5,911	6,681	8,674	10,652	9,889
Other	20,193	5,863	(2,577)	40,344	17,789
Contribution	102,577	115,985	113,025	133,000	96,264
<b>Total Revenue</b>	<b>259,820</b>	<b>282,525</b>	<b>267,430</b>	<b>312,710</b>	<b>289,641</b>
<b>Expenditures</b>					
Salaries	93,541	95,071	96,410	99,271	103,887
Benefits	51,111	64,561	55,151	57,497	60,552
Supplies	7,436	9,843	11,739	14,222	13,131
Non-Cap Equipment	-	-	-	-	2,409
Food	92,671	101,331	92,101	131,854	83,908
Travel & oper. exp.	9,061	5,719	6,029	3,866	3,269
Indirect costs	6,000	6,000	6,000	6,000	6,000
<b>Total Expenditures</b>	<b>259,820</b>	<b>282,525</b>	<b>267,430</b>	<b>312,710</b>	<b>273,156</b>
Surplus/(Deficit)	-	-	(0)	-	16,485

- Cash Sales rebounding after COVID.
- Fed'l Reimb includes 1x COVID Seamless Summer enhancement.
- Surplus = Stores value.

## 2022-23 Cafeteria Report: November-period Comparison

### Meals Served thru November:

	2017-18	2018-19	CEP			
			COVID pt 2019-20	COVID all 2020-21	In Person 2021-22	2022-23
Days	61	62	62	58	64	66
Lunch	7,270	8,618	8,690	8,029	8,381	8,949
Breakfast	3,814	4,220	4,023	8,029	4,685	6,191
Total Meals Served	11,084	12,838	12,713	16,058	13,066	15,140
Avg Meals/Day	182	207	205	277	204	229
<i>Lunch %</i>	<i>65.6%</i>	<i>67.1%</i>	<i>68.4%</i>	<i>50.0%</i>	<i>64.1%</i>	<i>59.1%</i>
<i>Breakfast %</i>	<i>34.4%</i>	<i>32.9%</i>	<i>31.6%</i>	<i>50.0%</i>	<i>35.9%</i>	<i>40.9%</i>
<i>Lunch Meals per day</i>	<i>119</i>	<i>139</i>	<i>140</i>	<i>138</i>	<i>131</i>	<i>136</i>
<i>Breakfast meals per day</i>	<i>63</i>	<i>68</i>	<i>65</i>	<i>138</i>	<i>73</i>	<i>94</i>
Enrollment - Census Day	509	536	525	476	449	462
% Lunch Participation	23.4%	25.9%	26.7%	29.1%	29.2%	29.3%
% Breakfast Participation	12.3%	12.7%	12.4%	29.1%	16.3%	20.3%

### Revenue/Expense thru November:

	2017-18	2018-19	CEP			
			COVID pt 2019-20	COVID all 2020-21	In Person 2021-22	2022-23
<b>Revenue</b>						
Cash Sales	18,785	22,405	20,708	530	5,638	7,173
Federal Reimb.	23,770	26,385	29,499	47,050	47,722	40,885
Fed Performance	436	502	608	562	-	716
State Reimb.	1,860	2,060	2,326	3,926	3,249	28,124
Total Revenue	44,415	50,850	52,533	51,506	56,609	76,897
<b>Expenditures</b>						
Salaries	29,753	30,583	29,999	30,660	32,479	37,046
Benefits	18,915	19,533	19,317	19,371	20,397	23,272
Supplies	3,663	4,697	4,742	6,245	5,033	5,809
Non-Cap Equip	-	-	-	-	1,572	-
Food	27,161	38,473	34,605	38,457	28,130	38,523
Operations	4,543	3,950	4,270	4,250	4,844	5,328
Indirect costs	-	-	-	-	-	-
Total Expenditures	84,035	97,236	92,933	98,983	92,454	109,978
Suplus/(Deficit)	(39,621)	(46,386)	(40,400)	(47,477)	(35,845)	(33,081)

- Increased breakfast participation.
- Cash Sales continue to grow, still far short of historical.
- Fed'l Reimb – Seamless Summer enhancement eliminated/Keep Kids Fed Act enhancement added (22-23 only).
- State Reimb – includes ongoing Prop 98 increase. 2022-23 first year of Universal Meals.



10700 Ford Street  
P.O. Box 2445  
Mendocino, CA 95460  
(707) 937-1444 • (800) 796-3896  
www.mcn.org • manager@mcn.org

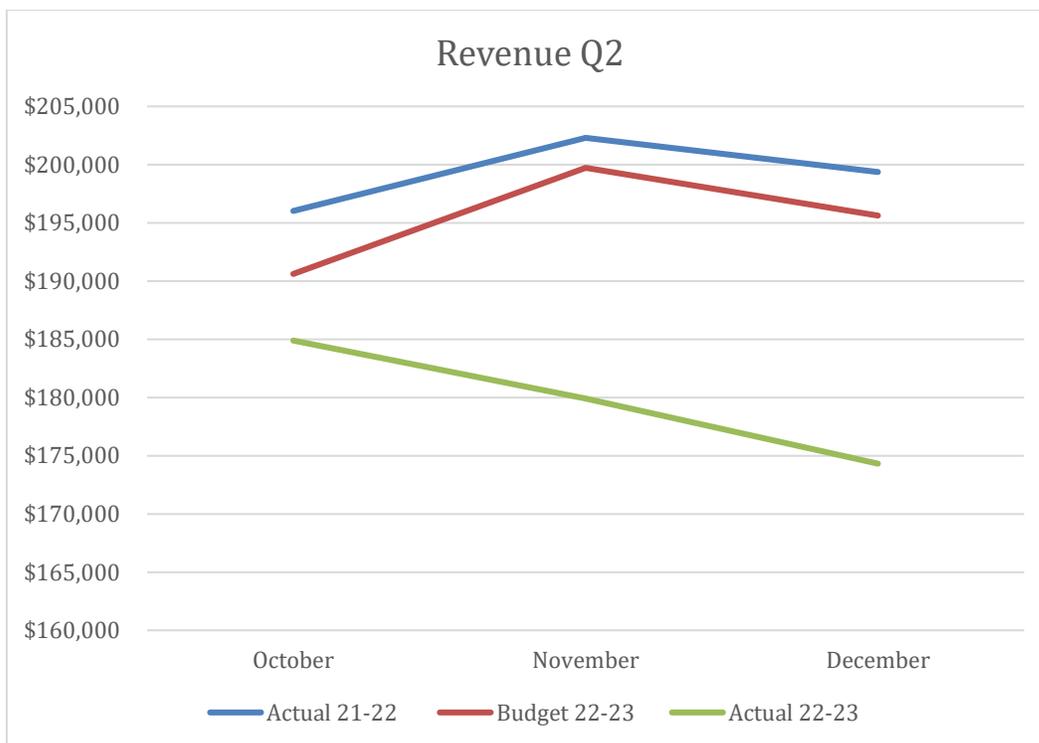
## MCN Manager's Second Quarter 2022-2023 Report MUSD Board of Directors January 31, 2023

### Second Quarter

- **Revenue**

- a. Revenue for Q2 22-23 was \$539,124 compared to \$597,683 for Q2 21-22 and a budgeted amount of \$585,957.

	Actual 21-22	Budget 22-23	Actual 22-23
<b>October</b>	\$196,020	\$190,610	\$184,890
<b>November</b>	\$202,300	\$199,725	\$179,920
<b>December</b>	\$199,363	\$195,622	\$174,314
<b>Total</b>	\$597,683	\$585,957	\$539,124

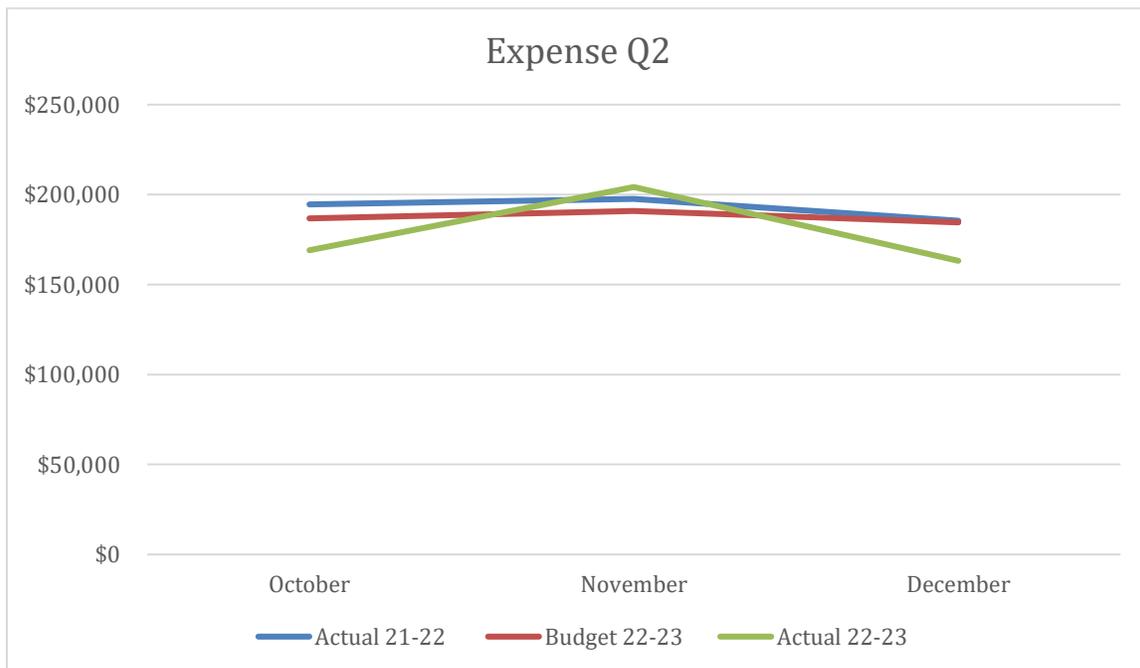




10700 Ford Street  
 P.O. Box 2445  
 Mendocino, CA 95460  
 (707) 937-1444 • (800) 796-3896  
 www.mcn.org • manager@mcn.org

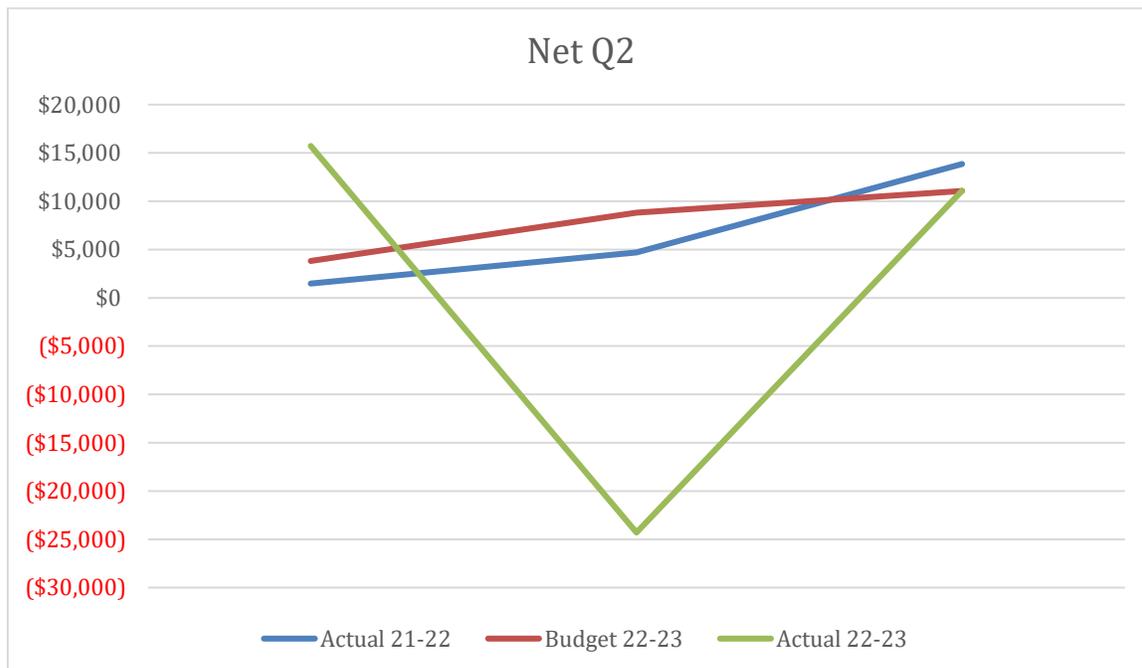
- **Expense**
  - Expense for Q2 22-23 was \$536,600 compared to \$577,662 for Q1 21-22 and a budgeted amount of \$562,262.

	Actual 21-22	Budget 22-23	Actual 22-23
<b>October</b>	\$194,540	\$186,792	\$169,163
<b>November</b>	\$197,614	\$190,914	\$204,218
<b>December</b>	\$185,508	\$184,556	\$163,219
<b>Total</b>	\$577,662	\$562,262	\$536,600



- Net
  - a. Profit for Q2 22-23 was \$2,542 compared to a profit of \$20,021 for Q2 21-22 and a budgeted amount of \$23,695.

	Actual 21-22	Budget 22-23	Actual 22-23
<b>October</b>	\$1,480	\$3,818	\$15,727
<b>November</b>	\$4,686	\$8,811	(\$24,298)
<b>December</b>	\$13,855	\$11,066	\$11,095
<b>Total</b>	\$20,021	\$23,695	\$2,524



### 1. Quarter 2 Analysis

- Our budgeted revenue amount for Q2 was projected to be greater than the actual revenue for Q2.
- We were unable to bill for extra email storage for most of the 2<sup>nd</sup> quarter due to a software error. Extra email storage accounts for roughly \$6500 a month in revenue. The issue has since been fixed going forward.
- The expenses for November increased slightly due to renewal of contracts, licenses, and the newly hired tech.
- The acquisition of the Seakay Broadband (wireless) customers did not complete in Q2 of 2022 as expected. A new date of January 1<sup>st</sup>, 2023 for the transition to begin was agreed upon.
- Due to a FCC decision, AT&T will no longer be required to give access to smaller companies. This means we are not be able to provide any NEW Fusion service after January 27<sup>th</sup>, 2023. All existing Fusion services will continue to be supported for now, but with a Sonic price increase coming soon.

### 2. Connectivity

- At the end of Q2 in 2021, we had 1,557 active Fusion circuits. As of the end of Q2 in 2022, we had 1,404 Fusion circuits for a net loss 153. Of those customers, 27 converted to Open Air.
- At the end of Q2 in 2021, we had 162 active Open Air customers. As of the end of Q2 in 2022, we had 245 active Open Air customers.
- At the end of Q2 in 2021, we had 705 Digital Voice extensions. As of the end of quarter two in 2022, we had 704 Digital Voice extensions.

### 3. Open Air Access Points

- No new access points were added in this quarter. However, as of February 1<sup>st</sup>, we have completed our Seakay customer acquisition. Their customers have been transferred to our billing system and we are working on updating the payment information for the new customers.
- We are working on contracts for multiple locations in Fort Bragg to create new access point locations.

# Mendocino Unified School District

## COVID-19 Safety Plan

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: February 9th, 2023

### Authority and Responsibility

Jason Morse has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

### Introduction

The MUSD COVID-19 Safety Plan addresses both the Cal/OSHA COVID-19 Prevention Program requirements and the COVID-19 School Guidance Checklist requirements.

Schools will implement strategies to encourage behaviors that reduce the spread of COVID-19. Each school site will have a **COVID-19 School Site-Specific Protection Plan (SSPP)** outlining safety protocols and procedures that follow guidelines presented in this document.

This COVID-19 Safety Plan is in line with the new CDPH guidance, Cal/OSHA, and local health orders and mandates. Additionally, it includes the necessary components of a COVID-19 Prevention Program (Cal/OSHA). This plan will be updated as needed when state and local requirements change.

### Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.

### Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards.

MUSD has a designated COVID-19 Liaison for each campus. The COVID-19 Liaisons are listed below:

- MUSD – Jason Morse (707) 937-5868 [jmorse@mcn.org](mailto:jmorse@mcn.org)
  - MHS, MAS, and MCHS – Tobin Hahn (707) 937-5871 [thahn@mendocinoused.org](mailto:thahn@mendocinoused.org)
  - K-8, Albion, and Comptche Schools – Kim Humrichouse (707) 937-0515 [khumrichouse@mcn.org](mailto:khumrichouse@mcn.org)
  - Greenwood Preschool – Jessica Ballard (707) 877-3361 [jessiballa7@aol.com](mailto:jessiballa7@aol.com)

Any employee, community member, parent, guardian or student may call or email the site COVID-19 Liaison to report any COVID-19 related issues.

### **General Guidelines in Working with COVID-19**

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose, eyes, or mouth, causing infection. Therefore, personal prevention practices (such as handwashing, staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this document. Fortunately, there are a number of actions schools can take to help reduce the risk of COVID-19 exposure and spread during school sessions and activities.

**Supplies for School Sites and Classrooms** to maintain an environment that is as safe as possible and mitigates various risks of transmission. (Cal/OSHA)

1. **Barriers** which include: Gloves, face masks, face shields, goggles, plastic/plexi-glass barriers.
2. **Cleaning Supplies** which include: Soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and various custodial cleaning products.

## **Strategies to Prevent the Spread of COVID-19 - Infection Mitigation Strategies**

### **1. Face Coverings and Personal Protective Equipment and Supplies (Cal/OSHA)**

Unless otherwise directed by local health departments or Mendocino Unified, staff should follow CDPH masking guidance for the general public, as well as masking guidance for specific situations such as when having symptoms, being infected, or exposed. The District will communicate changes in local or CDPH guidance on masks.

The District will provide schools a supply of face coverings for students or staff who forget to bring a face covering to school. Staff will also be provided with disposable 3-ply surgical masks, N95 masks and face shields upon request.

The District will provide adequate supplies including soap, hand sanitizer with at least 60 percent alcohol (children under 6 years old should use hand sanitizer under adult supervision), paper towels, tissues, disinfectant wipes, gloves, face coverings, or shields.

The District will continue to monitor and evaluate the need for PPE as required by CCR Title I, section 3380, and CCR Title 8, section 5144. The District will provide such PPE as needed.

### **2. Optimizing Indoor Air Quality (Cal/OSHA)**

The risk of getting COVID-19 is greater in indoor settings with poor air quality. Effective ventilation and filtration can curb the spread of COVID-19 and other infectious diseases. It may also protect students and staff from exposure to wildfire smoke and other airborne allergens and pollutants.

Outdoor activities, including snacks/meals, active exercise, and instruction, will be encouraged. Students should come prepared for increased outdoor activities. They should wear layers of clothing or bring additional clothing.

Ventilation systems are continually monitored for proper operation. Heating, Ventilation & Air Conditioning (HVAC) Merv 8 and 10 filters are replaced on a scheduled replacement cycle. The district uses filters above industry standard at all of our school sites. Replacement cycles will be adjusted accordingly based on guidance or need. In addition to HVAC, when practicable classroom and office ventilation are to have windows and doors open to allow air flow to provide as much fresh air as possible.

Measures will be implemented to reduce risk on the school bus. Masks or face coverings are highly recommended while on a bus but not required. Bus windows shall be kept open whenever possible to maximize ventilation. A minimum of at least two windows on a bus should be opened fully. Each bus will be equipped with extra unused face coverings for students who may have inadvertently failed to bring one.

### **3. Maintaining Clean Hands (Cal/OSHA)**

Hand hygiene can prevent the spread of infectious diseases, including COVID-19.

Schools will teach and reinforce proper handwashing to lower the risk of spreading viruses, including the virus that causes COVID-19.

Schools should ensure adequate supplies to support hand hygiene behaviors, including soap, tissues, no-touch trash cans, and hand sanitizers with at least 60 percent alcohol for staff and children who can safely use hand sanitizer. Hand sanitizers should be stored up, away, and out of sight of younger children and should be used only with adult supervision for children under 6 years of age.

Schools should teach and reinforce covering coughs and sneezes to help keep individuals from getting and spreading infectious diseases, including COVID-19.

### **4. Getting Tested for COVID-19**

Testing remains a key mitigation layer to detect and curb transmission of COVID-19. Schools are encouraged to ensure access to COVID-19 testing for students and staff. Antigen tests are the primary option for detecting COVID-19.

Schools may allow visitors, volunteers, and activities involving external groups or organizations if they are fully vaccinated or agree to weekly Antigen testing. At home over-the-counter tests are accepted with submission of a photo of the negative test with the volunteer's name, date test was taken and test result written on the test and submitted to the office as part of the volunteer approval process.

Due to the increased travel and social interactions that often occur during school breaks, it is recommended that students and staff get tested for COVID-19 prior to returning to school following major breaks (e.g., summer, winter, spring).

## **5. Staying Up-To-Date on Vaccinations**

Vaccinations prevent illness by working with the body's natural defenses to help safely develop immunity to disease. Not only do vaccinations provide individual-level protection, but high vaccination coverage reduces the burden of disease in schools and communities and may help protect individuals who are not vaccinated or those who may not develop a strong immune response from vaccination.

California strongly recommends that all eligible individuals get vaccinated against COVID-19 and remain up-to-date to protect oneself and reduce transmission of the virus.

## **6. Checking for Signs, Symptoms and Exposures (Cal/OSHA)**

Staying home when sick can lower the risk of spreading infectious diseases, including COVID-19, to other people.

In most situations, any student who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.

Additionally, if symptoms are concerning for COVID-19, it is strongly recommended that students wear a mask and get tested immediately. Students should also follow CDPH recommendations for retesting and/or isolating if results are positive.

Students and staff will continue to notify the District and/or school site when they need to stay home.

- For staff members, please contact the Human Resources Department if you need to stay home due to a COVID-19 exposure, are experiencing COVID-19 symptoms, or have been diagnosed with COVID-19.

## **7. Managing Students Exposed to COVID-19**

Families will notify schools if their child has COVID-19 and was on school grounds during their infectious period.

Schools will provide a general notification to the entire school community during times of elevated community transmission of COVID-19. This communication will alert all to the increased potential of being exposed to COVID-19 due to a rise in cases among school and community members, and remind all to monitor for symptoms and get tested.

## **8. Reporting COVID-19 to Public Health**

Notifying local health authorities of the disease burden in schools can help gain additional resources to manage illness and contain transmission and outbreaks.

Schools will report to Mendocino County Public Health and Yuba County Public Health of escalating COVID-19 situations/outbreaks, including when there are 3 or more positive COVID cases over a two-week span among students and staff who share the same indoor airspace for 15 minutes or more over a 24-hour period.

## **9. Managing COVID-19 Outbreaks**

Broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted, and only after conferring with local health officials.

## **10. Staff Training (Cal/OSHA)**

Staff will receive training in:

- o Proper use of face coverings
- o COVID-19 specific symptom identification
- o How COVID-19 is spread
- o The importance of staff and students not coming to work they have symptoms
- o The employer's plan and procedures to follow when staff or students become sick at school
- o The employer's plan and procedures to protect staff from COVID-19 illness

## **11. Maintain Healthy Operations (Cal/OSHA)**

COVID safety concerns should be directed to the site principal or appropriate administrator who will ensure that all possible exposures to COVID-19 are documented and tracked in order to notify local health officials, staff, and families in a prompt and responsible manner.

Employees should report COVID-19 related concerns to their supervisor without fear of reprisal.

In the event that staff has been exposed to an individual who has tested positive for COVID-19, those who have had contact with the individual will be contacted as soon as is practicable.

In general, routine cleaning is enough to sufficiently remove the virus that causes COVID-19 from surfaces. If disinfectants are used, use asthma-safer products.

Staff members requesting accommodations related to COVID-19 shall notify their immediate supervisor and contact the Human Resources Department.

## **12. Confirmed COVID-19 Case (Cal/OSHA)**

Parents are asked to notify the school site office if their student tests positive for COVID-19. Staff members who become aware of a student who has tested positive for COVID-19 are to contact their school site office immediately. Each site will appoint a person to work as the COVID-19 Liaison with Public Health and the District.

Staff members who test positive for COVID-19 are to contact the Human Resources Department and site administrator immediately.

The District will report immediately to Cal/OSHA any COVID-19-related serious illness or death related to COVID-19. The steps taken to implement the COVID Safety Plan will be maintained and the plan is available on the District website and at the worksites. Records of employees who test positive for COVID-19 will be maintained by the Human Resources Department.

### **13. School Events and Activities**

School dances, large assemblies, and other school-based crowded events, all have the potential to cause substantial spread of COVID-19 within and beyond the school community. Therefore, schools are encouraged to:

- Host such events outdoors whenever possible.
- Separate the event into smaller cohorts (by grade, for example) whenever possible.
- Promote vaccines for all eligible attendees (students and adults). Consider pre-entry testing for all unvaccinated attendees at or just prior to the event.
- Plan in advance how to identify close contacts or exposed groups if it is later discovered that someone with COVID-19 attended the event.
- Consider requiring the use of masks at school-based large, crowded indoor events.
- If food or drinks are to be served, serve them outdoors whenever possible and/or place them away from other areas to clearly designate spaces where masks should be worn.

### **Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices or procedures will be documented on the MUSD COVID-19 Self Reporting form that may be accessed from any MUSD school or district website. ([www.mendocinoused.org](http://www.mendocinoused.org)) All safety hazards will be addressed within 24 hours. If a specific concern is not able to be mitigated within this time frame, the administration will provide an alternative to temporarily address the concern.



**Mendocino Unified School District**

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

**Monthly Progress Report  
FEBUARY 2023**

Prepared By

Alameida  
Architecture

555 South Main Street, Suite 2  
Sebastopol, California 95472  
(707) 824-1219  
[www.alameida.com](http://www.alameida.com)

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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

# Budget

## M.U.S.D. PHASE ONE PROJECT

### Source of Funds:

<b>Source Code:</b>	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	-
		30,827,859

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,161,629	1,625,095	535,717	2,167,650	-6,021
Bidding, Permitting, Misc.	140,000	148,117	-8,117	178,185	-38,185
Construction	14,846,602	13,195,249	1,651,353	14,893,283	-46,681
8% Owners Contingency	1,366,140	388,184	977,956	565,820	800,320
Construction Support	441,774	587,854	-146,080	617,614	-175,840
Fixtures & furniture	250,000	0	250,000	250,000	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>19,206,145</b>	<b>15,944,499</b>	<b>3,260,829</b>	<b>18,672,552</b>	<b>533,593</b>

**Available vs. budgeted**      **11,621,714**    *assumes 100% contingency expended*  
*soft cost vs. hard cost*                      *27.68%*

### Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	30,827,859	12,987,854	12,839,388	12,245,524	11,621,714

### 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		Late February 2023

### Overall Project Status

All but two windows installed and exterior trim and caulking occurring. Exterior flatwork, and landscape amenities scheduled around weather events. Last component of electrical switchgear was delivered and PG&E rescheduled to come on heat up power. Mechanical, electrical and plumbing above ceiling completed and ceiling tiles beginning to be installed. Concrete moisture test completed for flooring installation may require high adhesive floor glue. Few Casework items remain to be delivered.

### Potential Issues:

Conforming planned asphalt and site work from new to existing conditions requiring evaluation of the paving scope.

### Next Steps ....

Continue working toward completion and building hand over to the district.

# Budget

## M.U.S.D. PHASE TWO PROJECT

### Source of Funds:

<b>Source Code:</b>	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	747,165	261,512	1,011,634	-2,957
Bidding, Permitting, Misc.	70,000	64,300	5,700	70,000	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	34,300	415,700	470,000	0
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>11,688,773</b>	<b>845,765</b>	<b>10,739,799</b>	<b>11,310,799</b>	<b>-2,957</b>
<b>Available vs. budgeted</b>	<b>1,132,863</b>	<i>assumes 100% contingency expended</i>			
<i>soft cost vs. hard cost</i>	<i>22.04%</i>				

### Funding Status

AVAILABLE FUNDS		PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED			
		0%	1%	5%	8%
Series A bonds	12,821,636	1,611,762	1,515,983	1,132,863	1,132,863

### 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

First Owner, Architect, Contractor (OAC) meeting occurred since plans submitted to DSA and Lathrop's start at value engineering review. Updated cost estimate from TBD, QKA's estimator is reportedly 9.15 million. Review of estimate by district and confirmation estimate by Lathrop remains to validate cost. at face value the estimate is slightly less than budgeted.

We must stay vigilant on cost to Phase 2, overall budget dependent on what is surplus from Phase One Contingency.

### Next Steps ....

Lathrop to provide the Value Engineering suggestions.

## **SCHEDULED BOND SALES**

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



# PROGRESS PHOTOGRAPHS



# **COST CHANGE EVENTS**

#	Change Event	Description	Cost
1	Temporary Power Measures to the Main Building and to Panel DA in Gym	PCO #001	\$54,112.62
4	Temporary Telephone Line to Gym Building Elevator	--	\$0.00
5	Connection of Telephone Service to the Main Building	--	\$0.00
7.1	Removal of Additional Layers of Drywall at Walls & Ceilings	PCO #007.1	\$12,037.86
8	Fire Alarm to the Community School	PCO #008	\$9,545.42
		<b>Allowance</b>	<b>\$75,695.90</b>
3	Removal & Replacement of Existing Slab-on-Grade in Rooms A117, A118 & A119 (ASI #001	PCO #003	\$17,356.72
6	Remove and Replace Perimeter Ceilings in 7 Rooms	PCO #006	\$19,768.08
9	Plumbing Revisions to Existing Bathrooms		\$0.00
10	Testing of Existing Plumbing in Bathrooms	--	\$0.00
		<b>Contractor's Contingency</b>	<b>\$37,124.80</b>
11	Seating Alcoves in Corridor (ASI #004)	PCO #011	\$9,212.98
12	Added Fire Sprinkler Heads to Ensure Adequate Coverage	PCO #012	\$2,450.40
13	Handling and Disposal of Liquids from Fuel Tank and Acid Waste Tank	PCO #013	\$20,997.58
14	Remove & Replace Existing Damaged Shear Ply at Library Addition	--	\$0.00
15	Remove & Replace Portion of SOG in Custodian Room A130	--	\$0.00
16	Security System Provisions	PCO #016	\$33,769.37
17	Add Expansion Loops on Fire Sprinkler System Piping	PCO #017	\$14,774.45
18	Second PG&E Trench Crossing at Kasten Street	PCO #018	\$6,877.92
19	Delete Assisted Listening System	PCO #019	<b>(\$7,186.47)</b>
20	Revised Luminaires in Rooms A117, A118, A119, A120, A122 & A123 (RFI #102)	PCO #20	\$7,206.40
21	Route Domestic Water Lines on Roof (RFI #105)	--	\$0.00
22	Add Double Detector Check Assembly at Site Fire Water Connection (RFI #131)	PCO #22	\$15,687.24
24	Added Trap Primer to Floor Drain in Room A100 (RFI #76)	PCO #024	\$3,045.46
25	Salvage of Water Tank Redwood and Demo of Remaining Water Tank (ALLOWANCE)	PCO #25	\$19,764.80
26	Re-Route Fire Sprinkler Piping on Roof & at Alcove (RFI #129)	PCO #26	\$16,501.01
27	Revised Exterior Light Fixture above West Exterior Door to Courtyard (RFI #157)	PCO #027	\$1,311.63
28	Repair Leak & Investigate Existing Underground Water System	PCO #028	\$5,466.78
29	Drywall at Roof Rafters in Library Addition Area	PCO #029	\$12,836.28

30	Revise Type of Flagpole (ASI #21)	PCO #30	(\$2,690.00)
31	Additional Rough-in for Security System (ASI #8.1)	PCO #031	\$8,017.09
32	Light Fixture & Receptacle in Attic Above Corridor A142	PCO #032	\$5,026.84
33	T&M Repair of Existing Damaged Framing (March 2022)	PCO #33	\$12,252.77
34	Add Roof Drains to Low Roof - Roofing & Carpentry	PCO #034	\$17,127.86
35	Provisions for Future MDF Relocation (RFP #6.1)	PCO #35	\$14,559.55
36	Light Fixtures & Receptacles in Attic Above Admin Area	PCO #036	\$8,102.72
37.1	Omit Heat Detectors in Sprinkler Protected Attic Spaces	PCO #037.1	(\$1,396.34)
38	EV Parking Underground Infrastructure Updates	PCO #038	\$973.94
39	Security Wire to Door Frame Contacts	PCO #039	\$1,311.60
40	Framing Revisions to Glu-Lam Beam in Admin Hallway (RFI #25R)	PCO #040	\$7,080.02
41	Infill Framing at Seating Alcoves in Corridor A140 (ASI #4)	PCO #41	\$12,408.09
42.1	Tie-In of Existing Wall to Roof Joists at 15 Line (RFI #100)	PCO #042.1	\$3,318.01
43	Replace Window Sills (RFI #70)	PCO #043	\$12,344.09
44	New Rafter in Student Union (RFI #139)	PCO #044	\$2,787.20
45	Gable Wall at Line 16 (RFI #141)	--	\$1,936.92
46	Additional Framing at H Line to Align New Roof with Existing Roof (RFI #142)	PCO #046	\$1,552.12
47	Misc. Dry Rot Repair Work	PCO #047	\$1,760.33
48	Replace Rim Joist At Student Union Entry (RFI #145)	PCO #045	\$1,690.64
49	Shear Transfer Walls at Shared Prep Room A101 (RFI #171)	PCO #049	\$2,694.88
50	Revised Electrical Routing for EV Charging Stations (RFI #207.1)	PCO #050	\$2,433.09
51	Framing Revisions at Teaching Walls (RFI's #84 & #84.1)	PCO #051	\$1,634.42
52	Delete Drop Ceiling in Room A106 (RFI #212)	PCO #052	(\$939.00)
53	Added Interior Accent Walls (ASI #17)	PCO #053	\$3,443.72
54	Revise Light Fixtures in Flex Room A138 (RFI #219)	PCO #054	\$2,214.30
55	Replace Fan Coil A138 with Cassette Type (RFI #153.2)	PCO #055	\$7,384.01
56	Revise Ceiling Framing Heights in Admin Area	--	\$0.00
56	Revise Ceiling Framing Heights in Admin Area	PCO #056	\$7,791.33
57	Install Furred Wall Over Concrete Wall in Corridor A141 (RFI #79.3)	PCO #057	\$3,249.79
58	Adding Blocking at North Entry Soffit (RFI #205)	PCO #058	\$2,613.26
59	Demo and Re-Framing of Ceiling in Corridor A140 (RFI #127)	PCO #059	\$4,342.90
60	Frame Alcove for Display Case (RFI #211)	PCO #060	\$2,076.35
61	Curb Adapters for Reduced Tubular Skylights (RFI #164.2)	PCO #061	\$6,009.80
62	Bottom of Exterior Wall Flashing (ASI #31)	PCO #062	\$43,664.26
63	Fire Caulking at Existing Rafters & Joist in Corridor A142	PCO #063	\$4,361.83
64	Extend Sloped Walk (ASI #34)	PCO #064	\$4,299.38

65 Appliance Circuit in Hallway A126	PCO #065	\$1,665.22
66 Add FRP at Sinks in Servery (ASI #036)	PCO #066	\$1,624.80
67.1 Add Conduit for Future Antenna (ASI #35)	PCO #067	\$1,764.79
	<b>Owner's Contingency</b>	<b>\$363,995.43</b>

# SCHEDULE STATUS

## Mendocino High School Main Building Modernization Project: **December 2022 Schedule Update Narrative**

- Original Final Completion Date	Dec. 16, 2022
- October 2022 Schedule Update Completion Date	Feb. 13, 2023
- December 2022 Schedule Update Completion Date	March 21, 2023
- Total Float on this December 2022 Schedule Update (from projected completion date in October 2022 Schedule Update)	-25 WD's
- Total Float on this December 2022 Schedule Update (from original Final Completion Date)	-66 WD's

### **Overall:**

This December 2022 Schedule Update has been updated to status the actual field progress made during the months of November and December on the Mendocino High School Main Building Modernization Project and updates the anticipated lead times for outstanding procurement items.

The Project's projected completion date has regressed 25-workdays in this December 2022 Update in comparison to the projected completion date in the October 2022 Schedule update; this updated completion date is 66-workdays behind the original completion date for the Project. Similar to the October 2022 Update, this regression is directly related to the extended, unanticipated lead time on the storefront materials and the aluminum window materials which has been compounded due to the severe, unprecedented weather endured over the last 3-4 weeks (note, there was an additional 12-workday delay in receiving the aluminum window materials and an additional 6-workday delay in receiving the aluminum storefront materials from what had been anticipated in the October 2022 Schedule Update).

### **Items negatively impacting the progress of the Project's Critical Path Activities:**

As noted above, the unanticipated extension to the lead times for the aluminum storefront materials and the aluminum window materials, along with the impacts the severe weather has had on the efficiency of installation of these materials since their arrival, continues to drive the critical path of the schedule.

In addition, we are also beginning to see the impacts of the delays in PG&E providing the Project with permanent power. This permanent power tie-in was scheduled for January 11<sup>th</sup>; however, due to the emergency repair work PG&E is responding to elsewhere in the wake of the last 3-4 weeks of severe weather, PG&E canceled our tie-in appointment and we have been unable to reschedule a new tie-in date with PG&E. Without this permanent power tie-in, we are unable to perform start-up on the HVAC units thus cannot provide conditioned air to the building using the Projects HVAC system. With that said, Lathrop Construction is implementing alternative measures to provide conditioned air to the building so that we can continue with interior finish work without the Project's permanent power being connected.

Furthermore, the remaining site-work activities have not been able to proceed due to the severe, unprecedented weather observed over the last 3-4 weeks. That said, the latest weather forecasts are showing promising weather for the latter part of January 2023; we intend to perform as much of the remaining site work during this time as possible.

### **Summary:**

Impacts outside of our control continue to negatively impact the final completion date of the Project; however, Lathrop Construction and our Subcontractors remain committed to working diligently on the remaining activities to deliver the District a quality Project in as timely a manner as possible.

Feel free to contact me with any questions and / or concerns you may have.



**Austin Gray**, Project Manager  
Lathrop Construction Associates, Inc.

Activity ID	Activity Name	Original Duration	Remaining Duration	Physical % Complete	Start	Finish	Total Float	2023	Jan	Feb	Mar	Apr	May
<b>Mendocino High School - Modernization</b>													
<b>Summary &amp; Milestones</b>													
MS020	Main High School Building - Construction	333	56	16-Nov-21A	21-Mar-23	-66							
MS000	Substantial Completion - Phase 1	333	56	24-Nov-21A	21-Mar-23	-66							
MS050	Closeout - Phase 1	252	41	0%	24-Nov-21A	28-Feb-23	-66						
MS000	Substantial Completion - Phase 1	56	0	0%	02-Jan-23	21-Mar-23	-66						
MS000	Final Completion - Phase 1	0	0	0%	02-Jan-23	21-Mar-23	-66						
<b>Submittals</b>													
09-0512	Subm Rev. - Concrete Floor Moisture & PH Testing	15	5	16-Nov-21A	06-Jan-23	-20							
23-0593	Subm Rev. - TAB for HVAC	15	5	16-Nov-21A	06-Jan-23	-33							
26-0800	Subm Rev. - Testing	15	5	16-Nov-21A	06-Jan-23	-20							
32-0113	Subm Rev. - Flexible Paving Surface Treatment	15	5	16-Nov-21A	06-Jan-23	-35							
32-1223	Subm Rev. - Pavement Markings & Signs	15	5	16-Nov-21A	06-Jan-23	-31							
<b>Material Procurement</b>													
<b>Site Procurement</b>													
SITE1059	Procure - AC Paving Materials	5	5	02-Jan-23	06-Jan-23	-35							
SITE1189	Procure - Irrigation & Landscaping	5	5	02-Jan-23	06-Jan-23	-40							
<b>Interior Finishes Procurement</b>													
NT9069	Procure - Window Coverings	20	20	30-Dec-22A	27-Jan-23	-51							
<b>Exterior Procurement</b>													
EXTS609	Procure - Expansion Joint Cover Assemblies	15	10	01-Dec-22A	13-Jan-23	-40							
<b>Building Construction</b>													
<b>Sitework</b>													
<b>South Site Area &amp; Parking Lot</b>													
S-SITE1080	Site Lighting Fixtures	28	15	19-Dec-22A	20-Jan-23	-30							
N-S-SITE1130	Wood Benches	5	5	10%	19-Dec-22A	06-Jan-23	-20						
S-SITE1140	AC Paving	2	2	0%	02-Jan-23	03-Jan-23	-27						
S-SITE1150	Slurry Seal (N) & (E) AC Paving	2	2	0%	09-Jan-23	10-Jan-23	-35						
S-SITE1155	Striping	1	1	0%	11-Jan-23	11-Jan-23	-35						
S-SITE1160	Bollards	2	2	0%	12-Jan-23	12-Jan-23	-34						
S-SITE1170	Flag Pole	2	2	0%	12-Jan-23	13-Jan-23	-35						
S-SITE1180	Relocated Plaque	2	2	0%	02-Jan-23	03-Jan-23	-27						
S-SITE1200	Landscaping	1	1	0%	02-Jan-23	02-Jan-23	-26						
S-SITE1210	Knox Box	10	10	0%	09-Jan-23	20-Jan-23	-40						
<b>West Site Area</b>													
W-SITE1080	Site Lighting Fixtures	20	7	19-Dec-22A	10-Jan-23	-17							
W-SITE1140	AC Paving	5	5	10%	19-Dec-22A	06-Jan-23	-20						
<b>North Site Area</b>													
N-SITE1120	Plug Pave	10	10	02-Jan-23	13-Jan-23	-35							
N-SITE1150	Slurry Seal (N) & (E) AC Paving	2	2	0%	02-Jan-23	03-Jan-23	-33						
N-SITE1200	Landscaping	5	5	0%	04-Jan-23	04-Jan-23	-33						
<b>East Site Area &amp; Courtyard</b>													
E-SITE1080	Site Lighting Fixtures	52	15	02-Dec-22A	20-Jan-23	-30							
E-SITE1120	Plug Pave	5	5	10%	19-Dec-22A	06-Jan-23	-20						
E-SITE1150	Slurry Seal (N) & (E) AC Paving	2	2	0%	02-Jan-23	03-Jan-23	-33						
E-SITE1160	Bollards	1	1	0%	04-Jan-23	04-Jan-23	-33						
E-SITE1200	Landscaping	2	2	0%	05-Jan-23	06-Jan-23	-30						
E-SITE1210	Bike Racks	10	10	0%	09-Jan-23	20-Jan-23	-40						
E-SITE1220	Site Furnishings - Picnic Tables & Trash Bins	1	1	0%	02-Jan-23	02-Jan-23	-26						
E-SITE2020	Donor Pavers on Curved Bench Face	1	1	0%	02-Jan-23	02-Jan-23	-26						
E-SITE2020	Donor Pavers on Curved Bench Face	3	3	0%	02-Jan-23	04-Jan-23	-28						

Activity ID	Activity Name	Original Duration	Remaining Duration	Physical % Complete	Start	Finish	Total Float	2023					
								Jan	Feb	Mar	Apr	May	
E-SITE2050	Redwood Decking at Courtyard Platform	5	5	100%	02-Dec-22 A	06-Jan-23	-30						
<b>Building - Area 1</b>													
<b>Interior Rough-in - Area 1</b>													
NJNR8000	Set Electrical Switchgear & Panelboards	1	1	80%	31-Aug-22 A	02-Jan-23	-11						
NJNR8010	Pull Wire in Conduit - Power & Lighting	5	1	90%	12-Sep-22 A	02-Jan-23	-11						
NJNR8020	Pull wire in Conduit - Low Voltage	5	1	90%	12-Sep-22 A	02-Jan-23	-11						
NJNR8030	Make-up Electrical Panels - Power & Lighting	5	1	90%	26-Sep-22 A	02-Jan-23	-16						
NJNR8040	Make-up Electrical Panels - Low Voltage	5	1	90%	26-Sep-22 A	02-Jan-23	-14						
<b>Interior Finishes - Area 1</b>													
NJNT3550	Drop Acoustical Tile in Ceiling Grid	115	39	21%	21-Sep-22 A	24-Feb-23	-49						
NJNT4000	Casework, incl. Countertops	5	5	0%	02-Jan-23	06-Jan-23	-55						
NJNT4010	Lab Casework, incl. Epoxy Resin Countertops	15	1	90%	21-Sep-22 A	02-Jan-23	-48						
NJNT4500	Finish Carpentry - Sills/Trim/Column Covers	5	5	0%	02-Jan-23	02-Jan-23	-42						
NJNT4560	Sinks, incl. Trim at Casework	10	1	90%	31-Oct-22 A	02-Jan-23	-48						
NJNT5000	HVAC Finish & Trim	1	1	0%	02-Jan-23	02-Jan-23	-58						
NJNT5010	HVAC Controls Finish & Trim	10	10	0%	03-Jan-23	16-Jan-23	-58						
NJNT5100	Electrical Trim - Power & Lighting	15	15	0%	02-Jan-23	20-Jan-23	-57						
NJNT5110	Electrical Trim - Low Voltage	10	10	0%	02-Jan-23	13-Jan-23	-57						
NJNT5500	Access Panels	3	3	0%	09-Jan-23	11-Jan-23	-55						
NJNT5510	Interior Doors, incl. Hardware	5	5	0%	02-Jan-23	06-Jan-23	-52						
NJNT5560	Sliding Folding Wall/Door	1	1	0%	02-Jan-23	02-Jan-23	-48						
NJNT6050	Paint Touch-Up at Toilet Rooms	2	2	0%	02-Jan-23	03-Jan-23	-12						
NJNT6100	Final Clean at Toilet Rooms	1	1	0%	02-Jan-23	02-Jan-23	-29						
NJNT6800	Clean Prep for Flooring Finishes	2	2	0%	25-Jan-23	26-Jan-23	-64						
NJNT8005	Moisture Control for Floor Finishes	4	4	0%	27-Jan-23	01-Feb-23	-64						
NJNT8010	Seal Concrete	5	5	0%	02-Feb-23	08-Feb-23	-57						
NJNT8100	Vinyl Sheet Flooring at Science Classrooms	10	10	0%	02-Feb-23	15-Feb-23	-64						
NJNT8110	Carpet	3	3	0%	02-Feb-23	06-Feb-23	-57						
NJNT8120	Linoletum Flooring	10	10	0%	02-Feb-23	15-Feb-23	-64						
NJNT8130	Linoletum School Logo	2	2	0%	14-Feb-23	15-Feb-23	-61						
NJNT9010	AV Mounts & Brackets	3	3	0%	16-Feb-23	21-Feb-23	-64						
NJNT9050	FEC's	1	1	0%	16-Feb-23	16-Feb-23	-63						
NJNT9060	FEC's	1	1	0%	17-Feb-23	17-Feb-23	-63						
NJNT9070	Window Coverings	3	3	0%	16-Feb-23	21-Feb-23	-64						
NJNT9080	Building Signage	1	1	0%	16-Feb-23	16-Feb-23	-62						
NJNT9360	Corner Guards	1	1	0%	16-Feb-23	16-Feb-23	-62						
NJNT9900	Final Clean	3	3	0%	22-Feb-23	24-Feb-23	-64						
<b>Building - Area 2</b>													
<b>Foundation - Area 2</b>													
SFND3070	Pour Back Concrete at Column Blockouts	1	1	0%	02-Jan-23	02-Jan-23	-11						
<b>Interior Rough-in - Area 2</b>													
S.NR8000	Set Electrical Switchgear & Panelboards	10	3	70%	31-Aug-22 A	04-Jan-23	-13						
S.NR8010	Pull Wire in Conduit - Power & Lighting	5	1	90%	12-Sep-22 A	02-Jan-23	-11						
S.NR8020	Pull wire in Conduit - Low Voltage	5	1	90%	12-Sep-22 A	02-Jan-23	-11						
S.NR8030	Make-up Electrical Panels - Power & Lighting	5	1	90%	26-Sep-22 A	02-Jan-23	-16						
S.NR8040	Make-up Electrical Panels - Low Voltage	5	1	90%	26-Sep-22 A	02-Jan-23	-14						
<b>Interior Finishes - Area 2</b>													
S.NT3550	Drop Acoustical Tile in Ceiling Grid	113	41	24%	24-Oct-22 A	28-Feb-23	-51						
S.NT4000	Casework, incl. Countertops	5	5	0%	02-Jan-23	06-Jan-23	-36						
S.NT4500	Finish Carpentry - Sills/Trim/Column Covers	15	10	30%	24-Oct-22 A	13-Jan-23	-59						
S.NT4500	Finish Carpentry - Sills/Trim/Column Covers	5	5	0%	02-Jan-23	06-Jan-23	-54						

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

Task filter: Work Incomplete.

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Activity ID	Activity Name	Original Duration	Remaining Duration	Physical % Complete	Start	Finish	Total Float	2023					
								Jan	Feb	Mar	Apr	May	
S.NT4560	Sinks, incl. Trim at Casework	10	3	70%	12-Dec-22 A	13-Jan-23	-59						
S.NT4700	Tackable Wall Panels	20	5	75%	24-Oct-22 A	06-Jan-23	-54						
S.NT5000	HVAC Finish & Trim	1	1	0%	02-Jan-23	02-Jan-23	-39						
S.NT5010	HVAC Controls Finish & Trim	10	10	0%	03-Jan-23	16-Jan-23	-39						
S.NT5100	Electrical Trim- Power & Lighting	15	15	0%	09-Jan-23	27-Jan-23	-48						
S.NT5110	Electrical Trim- Low Voltage	10	10	0%	09-Jan-23	20-Jan-23	-28						
S.NT5500	Access Panels	3	3	0%	09-Jan-23	11-Jan-23	-36						
S.NT5510	Interior Doors, incl. Hardware	5	5	0%	02-Jan-23	06-Jan-23	-54						
S.NT6050	Paint Touch-Up at Toilet Rooms	2	2	0%	02-Jan-23	03-Jan-23	-12						
S.NT6100	Final Clean at Toilet Rooms	1	1	0%	02-Jan-23	02-Jan-23	-26						
S.NT7430	Self Food Service Equipment	3	3	0%	16-Jan-23	18-Jan-23	-44						
S.NT7440	Plumbing Connections to Food Service Equipment	3	3	0%	19-Jan-23	23-Jan-23	-44						
S.NT7450	Electrical Connections to Food Service Equipment	3	3	0%	19-Jan-23	23-Jan-23	-44						
S.NT8000	Clean/Prep for Flooring Finishes	3	3	0%	25-Jan-23	27-Jan-23	-66						
S.NT8005	Moisture Control for Floor Finishes	5	5	0%	30-Jan-23	03-Feb-23	-66						
S.NT8010	Seal Concrete	5	5	0%	06-Feb-23	10-Feb-23	-59						
S.NT8110	Carpet	3	3	0%	06-Feb-23	08-Feb-23	-59						
S.NT8120	Linoleum Flooring	10	10	0%	06-Feb-23	17-Feb-23	-66						
S.NT8130	Linoleum School Logo	2	2	0%	16-Feb-23	17-Feb-23	-63						
S.NT9010	AV Mounts & Brackets	3	3	0%	09-Feb-23	13-Feb-23	-59						
S.NT9050	FEC's	1	1	0%	21-Feb-23	21-Feb-23	-65						
S.NT9060	FE's	1	1	0%	22-Feb-23	22-Feb-23	-65						
S.NT9070	Window Coverings	3	3	0%	21-Feb-23	23-Feb-23	-66						
S.NT9080	Building Signage	1	1	0%	21-Feb-23	21-Feb-23	-64						
S.NT9360	Corner Guards	1	1	0%	21-Feb-23	21-Feb-23	-64						
S.NT9370	Interior Exp. Joints	2	2	0%	21-Feb-23	22-Feb-23	-65						
S.NT9900	Final Clean	3	3	0%	24-Feb-23	28-Feb-23	-66						
<b>Exterior</b>		<b>64</b>	<b>21</b>	<b>03-Aug-22 A</b>	<b>30-Jan-23</b>	<b>-31</b>							
<b>Exterior Walls</b>		<b>64</b>	<b>21</b>	<b>03-Aug-22 A</b>	<b>30-Jan-23</b>	<b>-35</b>							
EXT3030	Fiber Cement Siding at Ext. Walls/Soffits	15	3	85%	03-Aug-22 A	13-Jan-23	-45						
EXT4000	Aluminum Exterior Windows	10	8	20%	19-Nov-22 A	11-Jan-23	-35						
EXT4100	Aluminum Storefront Framing	10	10	10%	30-Dec-22 A	13-Jan-23	-66						
EXT4110	Aluminum Storefront Glass & Glazing	5	5	0%	16-Jan-23	20-Jan-23	-66						
EXT4120	Aluminum Storefront Door Hardware	1	1	0%	23-Jan-23	23-Jan-23	-41						
EXT5000	HM Doors, incl. Hardware at Exterior Doors	2	2	0%	16-Jan-23	17-Jan-23	-45						
EXT5550	Rainwater Leaders	3	3	0%	16-Jan-23	18-Jan-23	-40						
EXT5600	Louvers at Exterior	2	2	0%	18-Jan-23	19-Jan-23	-45						
EXT5700	Caulking & Sealants at Exterior	2	2	0%	19-Jan-23	20-Jan-23	-40						
EXT6000	Paint Exterior	5	5	0%	20-Jan-23	26-Jan-23	-45						
EXT7000	Light Fixtures & Trim at Exterior	2	2	0%	27-Jan-23	30-Jan-23	-36						
EXT7010	Plumbing Fixtures & Trim at Exterior	2	2	0%	27-Jan-23	30-Jan-23	-35						
EXT7050	Signage at Exterior	1	1	0%	27-Jan-23	27-Jan-23	-45						
EXT9010	Electrical Connections to Exterior HVAC Units	3	1	70%	30-Dec-22 A	02-Jan-23	-52						
EXT9030	HVAC System Start-Up	2	2	0%	23-Jan-23	24-Jan-23	-66						
<b>BUP Roofing</b>		<b>5</b>	<b>5</b>	<b>02-Jan-23</b>	<b>06-Jan-23</b>	<b>-33</b>							
REXT1390	Test & Bump Motors HVAC Equipment at Roof	3	3	0%	02-Jan-23	04-Jan-23	-31						
REXT1400	Tube Skylights	5	5	0%	02-Jan-23	06-Jan-23	-56						
<b>Shingle Roofing</b>		<b>5</b>	<b>5</b>	<b>02-Jan-23</b>	<b>06-Jan-23</b>	<b>-15</b>							
REXT4020	Tube Skylights at Shingle Roof	5	5	0%	02-Jan-23	06-Jan-23	-15						
<b>Closetout</b>		<b>56</b>	<b>56</b>	<b>02-Jan-23</b>	<b>21-Mar-23</b>	<b>-66</b>							

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

TASK filter: Work Incomplete.

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Mendocino High School - Modernization		Plot - Progress Update 11x17 through 01-Jan-23					2023					Data Date 01-Jan-23	
Activity ID	Activity Name	Original Duration	Remaining Duration	Physical % Complete	Start	Finish	Total Float	Jan	Feb	Mar	Apr	May	
CL01000	Test & Flush Fire Sprinkler System	2	2	0%	02-Jan-23	03-Jan-23	-27	■ Test & Flush Fire Sprinkler System					
CL02000	Chlorinate Domestic Water System	2	2	0%	31-Jan-23	01-Feb-23	-35	■ Chlorinate Domestic Water System					
CL03000	Test and Balance HVAC System	3	3	0%	25-Jan-23	27-Jan-23	-45	■ Test and Balance HVAC System					
CL04000	Pre-function Checkout - Power & Lighting System	5	5	0%	31-Jan-23	06-Feb-23	-36	■ Pre-function Checkout - Power & Lighting System					
CL04100	Pre-function Checkout - Fire Alarm System	3	3	0%	23-Jan-23	25-Jan-23	-28	■ Pre-function Checkout - Fire Alarm System					
CL04200	Pre-function Checkout - Communications	3	3	0%	23-Jan-23	25-Jan-23	-28	■ Pre-function Checkout - Communications					
CL06000	FPT for Plumbing Systems	2	2	0%	02-Feb-23	03-Feb-23	-35	■ FPT for Plumbing Systems					
CL06100	FPT for HVAC Systems	2	2	0%	30-Jan-23	31-Jan-23	-32	■ FPT for HVAC Systems					
CL07000	Ready for Architects Review	0	0	0%		28-Feb-23	-66	■ Ready for Architects Review					
CL08000	Architects Review	5	5	0%	01-Mar-23	07-Mar-23	-66	■ Architects Review					
CL08500	Punch List	10	10	0%	08-Mar-23	21-Mar-23	-66	■ Punch List					
CL09000	Final Completion	0	0	0%		21-Mar-23	-66	◆ Final Completion					

# 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		
	<b>30,827,859</b>	-

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
*Construction Total (LLB GMP)w/ allowance	14,145,498	12,564,618	1,580,880	14,145,498	-
*Construction Contingency (per GMP)	1,366,140	388,184	977,956	565,820	800,320
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>	<i>11,016</i>	<i>(5,016)</i>	<i>11,016</i>	(5,016)
DSA Permit Fees	<i>125,000</i>	<i>94,931</i>	<i>30,069</i>	<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)	1,578,664	1,213,934	364,729	1,578,664	-
A / E Add Fire Sprinkler Engineer (QKA)	33,000	<i>17,770</i>	<i>15,230</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	<i>83,215</i>	<i>18,185</i>	101,400	-
A / E Temporary Classrooms design (QKA)	89,300	<i>88,764</i>	<i>536</i>	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>		
	<b>30,827,859</b>	-

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E reimbursables, Blueprinting (QKA)	25,000	20,627	4,373	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	165,675	34,125	199,800	-
Materials Testing and Inspection (Laco)	38,000	77,840	(39,840)	77,840	(39,840)
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	46,083	(31,283)	46,083	(31,283)
CEQA Environmental Consultant (Rincon) & Archiological monitor	31,174	141,517	(110,343)	141,517	(110,343)
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	-			-	-
	19,206,145	15,944,499	3,260,829	18,672,552	533,593

*\*GMP allowances added to original budget and Contingency reconciled*

# 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

<b>12,821,636</b>	<b>-</b>
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Description	Revised 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 (ph 2 fees added)	70,000	64,300	5,700	70,000	-
County of Mendocino Fees	-	-	-	-	-
Facility Master Plan (QKA)		-	-		-
A / E Basic Services Gym & tech (QKA)	955,527	737,673	217,854	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	<sup>19</sup> 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	Revised 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)		2,957	(2,957)	2,957	(2,957)
Energy Consultant (Sage)		-	-		-
Project/Construction Management (A Arc)	120,000	34,300	85,700	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	-			-	-
	11,688,773	845,765	10,739,799	11,310,799	(2,957)

*Projected Balance of funds on hand*      1,510,837

**Erin Placido**

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**From:** Anna Levy <alevy@mendocinoused.org>  
**Sent:** Thursday, February 2, 2023 2:54 PM  
**To:** Erin Placido  
**Subject:** 2023-2024 request

Hi Erin,

I'd like to put in my formal request for a continued 50% uncompensated leave of absence for the 2023-2024 school year. I am happy to give the School Board any additional information they may need.

Thank you,

Anna

--

Anna Levy, MA, LPCC, NCC  
District Counselor  
Mendocino Unified School District  
pronouns: she/her  
*Online/on campus: Monday, Wednesday, Thursday*



2/4/23

**Bids**

The District has adopted the Uniform Public Construction Cost Accounting Act (Public Contract Code 22000) and therefore shall utilize informal bidding procedures for contracts involving an expenditure between \$60,000 to \$200,000 for a public project, and will utilize formal bidding procedures for a public project involving an expenditure of \$200,000 or more "Public project" includes construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a District owned, leased, or operated facility.

The amount by which contracts other than those for public projects shall be competitively bid shall escalate automatically based upon the annual adjustment by the Superintendent of Public Instruction.

Competitive bids shall be sought through advertisement for contracts exceeding ~~\$99,100~~ **\$109,300** (technical revision) for the following: (PCC 20111)

- 1) The purchase, rent, or lease of equipment, material, or supplies
- 2) Services excluding construction services, professional services or advice, and insurance services
- 3) Repairs, including maintenance that is not a public project

"Maintenance work" means routine, recurring, and usual work for preserving, protecting, and keeping a District facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. "Maintenance" includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. This definition does not include, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include painting, repainting, or decorating other than touchup. (PCC 20115)

Unless otherwise authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Governing Board requires, or else all bids shall be rejected. (PCC 20111, 20112)

When letting a contract for the procurement and/or maintenance of electronic data processing systems and supporting software, the Board may contract with any one of the three lowest responsible bidders. (PCC 20118.1)

The Board shall secure bids for any transportation service expenditure of more than \$10,000 when contemplating that such a contract may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported. The Board may let this contract to other than the lowest bidder. (Ed Code 39802)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20110-20116 for contracting after competitive bidding. (PCC 20116)

**Instructions and Procedures for Bids:**

In order to facilitate the informal bidding process, the District shall maintain a list of qualified contractors. The list of contractors is established each November, by mailing a notice to the North Coast and Humboldt Builder's Exchange trade journals inviting all licensed contractors to submit certain information to the District for inclusion on the list. This information includes the following:

- 1) The name and address to which a notice or proposal should be mailed or emailed;
- 2) A telephone number at which they can be reached;
- 3) The type of work in which the contractor is interested and for which they are currently licensed; and
- 4) The class of license(s) they currently possess.

*In addition, the District may include any contractor it desires and must include any contractor who requests to be added to the list during the year, so long as the contractor provides the required information.*

*In order to request bids utilizing the **informal** process, the Superintendent or designee shall call for bids by contacting qualified contractors engaged in the appropriate trades two weeks prior to the bid date. The bid request may also be advertised at the option of the Superintendent or designee.*

*In order to request bids utilizing the **formal** process, The Superintendent or designee shall call for bids by advertising in a local newspaper at least once a week for two weeks. The notice shall state the work to be done or materials or supplies to be furnished and the time and place where bids will be opened. The Superintendent shall also provide the North Coast and Humboldt Builder's Exchange trade journals with the Notice Inviting Formal Bids for the Large Contract at least fifteen (15) calendar days before the date of opening the bids. (PCC 22037) The informal or formal notice shall contain the time, date and location of any mandatory pre-bid conference, site visit or meeting. The notice shall also detail when and where project documents, including final plan and specifications, are available. Any such mandatory visit or meeting shall not occur within a minimum of five calendar days of the publication of the initial notice. (PCC 6610)*

*Bid instructions and specifications shall include the following requirements and information:*

- 1) All bidders, including bidders for printing contracts, shall specify the minimum, if not exact, percentage of recycled product in the products offered, and both the postconsumer and secondary waste content. (PCC 12169, 12213)*
  - 2) All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (PCC 20107, 20111)*
    - a) Cash*
    - b) A cashier's check made payable to the district*
    - c) A certified check made payable to the District*
    - d) A bidder's bond executed by an admitted surety insurer and made payable to the District*
- The security of unsuccessful bidders shall be returned in a reasonable period of time, in no event any later than 60 days after the bid is awarded. (PCC 20111)*
- 3) Under no condition shall bids be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (PCC 20112)*
  - 4) When two or more identical bids are received, the Board may determine by lot which bid shall be accepted (PCC 20117)*
  - 5) If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, depending on the availability of funds, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #a, below, will be used: (PCC 20103.8)*
    - a. The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.*
    - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.*
    - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items taken in order from a specifically identified list of those items, depending on available funds as identified in the solicitation.*
    - d. The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders from being revealed to the public entity before the ranking of all bidders from lowest to highest has been determined.*

- 6) *Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.*
- 7) *After being opened, all advertised bids shall be made available for review by all interested parties. (Gov Code 6252)*

*Bids Not Required:* *Upon a case-by-case determination that it is in the best interests of the District and to the extent permitted by law, the Board may authorize the purchase, lease, or contract for equipment and supplies through a public corporation or agency without advertised bids. (PCC 20118) For projects between \$1000 and \$59,999, the District will attempt to secure 3 quotes for the project and choose the quote that best fits the needs of the District. For projects under \$1000, the District may contact a trusted and proven contractor to complete the job.*

*Supplementary textbooks, library books, periodicals, educational films, audiovisual materials, test materials, workbooks, and instructional computer software packages may be purchased without taking estimates or advertising for bids. (PCC 20118.3)*

*Perishable commodities such as foodstuffs may be purchased through bid or on the open market, depending on District preference (EC 39873)*

*In an emergency when repairs, alterations, work, or improvement is necessary for the continuance of existing school classes or to avoid danger to life or property, the Board, by unanimous vote and with the approval of the County Superintendent of Schools, may contract for labor and materials or supplies without advertising for or inviting bids. (PCC 20113)*

*Bids shall also not be required for day labor under circumstances specified in law. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (PCC 20114)*

*Whenever the total number of hours on the job does not exceed 350 hours, day labor may be used to erect new buildings and for the following purposes: (PCC 20114)*

- 1) *School building repairs, alterations, additions*
- 2) *Painting, repainting, or decorating of school buildings*
- 3) *Repair or building of apparatus or equipment*
- 4) *Improvements on school grounds*
- 5) *Maintenance work as defined above*

*Sole Sourcing:* *Specifications for contracts for construction, alteration, or repair of school facilities may not limit bidding to any one product or supplier. Specifications designating a particular brand name shall list at least two brands of comparable quality and follow the description with the words "or equal." (PCC 3400)*

*Specifications for contracts may designate a product by brand or trade name (sole sourcing) when one or more of the following conditions apply: (PCC 3400)*

- 1) *The product is designated to match others in use on a particular public improvement that has been completed or is in the course of completion.*
- 2) *One product has a unique application required to be used in the public interest.*
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*Prequalification Procedure:* *For any contract for which bids are legally required, the Board may require that each prospective bidder complete and submit a standardized questionnaire and financial statement. For this purpose, the Superintendent or designee shall supply a form which requires a complete statement of the bidder's financial ability and experience in performing public works. Prospective bidders shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids. The information shall be verified as prescribed by law, and*

*bidders must be deemed prequalified by the District at least one day before the fixed bid-opening date. The questionnaires and financial statement shall not be public records and shall not be open to public inspection. (PCC 20111.5)*

*The Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. Bidders must be deemed prequalified by the district at least one day before the fixed bid-opening date. (PCC 20111.5) The Superintendent or designee shall furnish each qualified bidder with a standardized proposal form. Bids not presented on the standard form shall be disregarded. (PCC 20111.5)*

*The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (PCC 20111.5)*

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*(10/22)*

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The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (PCC [20111.5](#))

#### Protests by Bidders

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The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 days. The Superintendent or designee also may convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the contract award. The Board's decision shall be final.

**Students**

***Promotion/Acceleration/Retention***

*The Governing Board expects students to progress through each grade within one school year. To accomplish this, instruction should accommodate the variety of ways that students learn and include strategies for addressing academic deficiencies when needed.*

*Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.*

*When high academic achievement is evident, the Superintendent or designee may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.*

*Students shall be identified on the basis of multiple measures of academic achievement, which may include developmental profiles, grades, attendance, teacher and parent observation, the state's Standardized Testing and Reporting Program, portfolios, and other assessment measures which are developmentally appropriate.*

*When a student in grades 2-9 is retained or recommended for retention the Superintendent or designee shall offer programs of direct, systematic, and intensive supplemental instruction in accordance with Education Code 37252.2 and Board policy.*

*Legal Reference:*

**EDUCATION CODE**

37252-37253.5 Supplemental instruction  
41505-41508 Pupil Retention Block Grant  
46300 Method of computing ADA

49900 Promotion/retention following one year of kindergarten  
48070-48070.5 Promotion and retention  
48431.6 Required systematic review of students and grading  
60641-60648 Standardized Testing and Reporting Program  
60850-60859 Exit examination

**REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS**

37252.8 Supplemental instruction for students at risk of retention

**CODE OF REGULATIONS, TITLE 5**

200-202 Admission and exclusion of students



**Students**

**Promotion/Acceleration/Retention**

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

When high academic achievement is evident, the teacher may recommend a student for acceleration to a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)

1. Between grades 2 and 3
2. Between grades 3 and 4
3. Between grades 4 and 5
4. Between the end of the intermediate grades and the beginning of the middle school grades
5. Between the end of the middle school grades and the beginning of the high school grades

**OPTION 1:** Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades and the following additional indicators of academic achievement:

[Redacted]

**OPTION 1 ENDS HERE**

**OPTION 2:** Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments administered pursuant to Education Code 60640-60649 and the following additional indicators of academic achievement:

[Redacted]

**OPTION 2 ENDS HERE**

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When any student in grades 2-9 is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code 48070.5)

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 200-202	<u>Admission and exclusion of students</u>
Ed. Code 37252-37254.1	<u>Supplemental instruction</u>
Ed. Code 41505-41508	<u>Pupil Retention Block Grant</u>
	<u>Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten</u>
Ed. Code 46300	
Ed. Code 48010	<u>Admittance to first grade</u>
	<u>Admission from kindergarten or other school; minimum age</u>
Ed. Code 48011	
Ed. Code 48070-48070.5	<u>Promotion and retention</u>
	<u>Elements of individualized education plan</u>
Ed. Code 56345	
	<u>California Assessment of Student Performance and Progress</u>
Ed. Code 60640-60649	

**Management Resources**

	<b>Description</b>
California Department of Education Publication	<u>01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015</u>
Website	<u>AASA The School Superintendents Association</u>

**Students**

**Promotion/Acceleration/Retention**

**Acceleration from Kindergarten to First Grade**

*A student enrolled in kindergarten may be admitted to the first grade at the discretion of the Superintendent or designee upon determination that the child is ready for first grade work and with consent of the parents/guardians.*

*Admission shall be subject to the following minimum criteria (5 CCR 200).*

- 1) The student is at least five years of age.*
- 2) The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.*
- 3) The physical development and social maturity of the student are consistent with his/her advanced mental ability.*
- 4) The parent/guardian of the student has filed a written statement with the school district approving the placement in first grade.*

**Acceleration at Other Grade Levels**

*A team consisting of the administrator, behaviorist (if available), psychologist, teachers, and parents meet to discuss the academic, social, and emotional needs of the student. When the team feels a student would benefit from accelerating a grade (K-8) or course (High School), the student would be asked to demonstrate mastery of the standards for the grade/course that would be skipped.*

**Continuation in Kindergarten:**

*Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the District agree that the student shall continue in kindergarten for not more than one additional school year. (EC 48011)*

*Whenever a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (EC 46300)*

**Retention at Other Grade Levels**

*The Superintendent or designee shall identify students who should be retained or who are at risk of being retained at the following grade levels:*

- 1. Between grades 2 and 3*
- 2. Between grades 3 and 4*
- 3. Between grades 4 and 5*
- 4. Between grades 5 and 6*
- 5. Between grades 8 and 9*

*Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (EC 48070.5)*

*Students shall be identified on the basis of either statewide assessment results or grades and other indicators of academic achievement, as established by Board policy.*

*If a student is identified as performing below the minimum standard for promotion, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate intervention for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall*

*include recommendations for interventions other than retention that, in the opinion of the teacher, are necessary to assist the student in attaining acceptable levels of academic achievement. (EC 48070.5)*

*If the teacher's recommendation to promote is contingent on the student's participation in a summer school or interim session remediation program, the student's academic performance shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be reevaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination of retention or promotion (EC 48070.5).*

*If the student does not have a single regular classroom teacher, the principal or designee shall specify the teacher(s) responsible for the decision to promote or retain the student.*

*When a student is identified as being at risk of retention, the Superintendent or designee shall so notify the student's parents/guardians as early in the school year as practicable. The student's parent/guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student (EC 48070.5).*

*The teacher's decision to promote or retain a student may be appealed consistent with Board policy, administrative regulation, and law. The burden shall be on the appealing party to show why the teacher's decision should be overruled.*

*To appeal a teacher's decision, the appealing party shall submit a written request to the Superintendent or designee specifying the reasons why the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion. The teacher shall be provided an opportunity to state orally and/or in writing the criteria on which his/her decision was based.*

*Within 30 days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the appealing party and the teacher. If the Superintendent or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.*

*The Superintendent or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with the appealing party, the teacher, and the Superintendent/designee to decide the appeal. The decision of the Board shall be final.*

*If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.*

**Students**

**Promotion/Acceleration/Retention**

**Acceleration from Kindergarten to First Grade**

Any student who meets the age eligibility requirement and has completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten. (Education Code 48010, 48011)

A student who does not meet the age eligibility requirement may be admitted to first grade at the discretion of the Superintendent or designee and with the consent of the parent/guardian upon determination that the student is ready for first-grade work, subject to the following minimum criteria: (Education Code 48011; 5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the district approving the placement in first grade.

**Continuation in Kindergarten**

Whenever the Superintendent or designee and the parents/guardians agree that a student shall continue in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (Education Code 46300, 48011)

The Superintendent or designee shall not approve a student's continuation in kindergarten until the student has been enrolled in kindergarten for close to one school year.

**Retention at Other Grade Levels**

If a student is identified as performing below the minimum standard for promotion to the next grade level based on the indicators specified in Board policy, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate intervention for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall include recommendations for interventions other than retention that, in the opinion of the teacher, are necessary to assist the student in attaining acceptable levels of academic achievement. (Education Code 48070.5)

If the teacher's recommendation to promote is contingent on the student's participation in a summer school or

interim session remediation program, the student's academic performance shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be reevaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination of retention or promotion. (Education Code 48070.5)

When a student is identified as being at risk of retention, the Superintendent or designee shall so notify the student's parent/guardian as early in the school year as practicable. The student's parent/guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

The Superintendent or designee shall also provide a copy of the district's promotion/retention policy and administrative regulation to those parents/guardians who have been notified that their child is at risk of retention.

### **Appeal Process**

Whenever a student's parent/guardian appeals the teacher's decision to promote or retain a student, the burden shall be on the parent/guardian to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the parent/guardian shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

The teacher shall be provided an opportunity to state orally and/or in writing the criteria on which his/her decision was based.

Within 30 days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the parent/guardian and the teacher. If the Superintendent or designee determines that the parent/guardian has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

The Superintendent or designee's determination may be appealed by submitting a written appeal to the Governing Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with the parent/guardian, the teacher, and the Superintendent or designee to decide the appeal. The decision of the Board shall be final.

If the final decision is unfavorable to the parent/guardian, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.

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<b>State</b>	<b>Description</b>
5 CCR 200-202	<u><a href="#">Admission and exclusion of students</a></u>
Ed. Code 37252-37254.1	<u><a href="#">Supplemental instruction</a></u>
Ed. Code 41505-41508	<u><a href="#">Pupil Retention Block Grant</a></u>

**State**

**Description**

Ed. Code 46300  
Ed. Code 48010  
  
Ed. Code 48011  
Ed. Code 48070-48070.5  
  
Ed. Code 56345  
  
Ed. Code 60640-60649

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Admittance to first grade  
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**Management Resources**

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