



**TYPE:** Regular Board Meeting

**DATE:** 9/13/2021 **TIME:** 6:00 PM **CODE:**

**LOCATION:** Via Zoom Teleconferencing

Closed session begins at 6 pm; open session at 7 pm. All documents relating to the following agenda items are available for public review in the Administrative Office and on the website (www.harmonyusd.org) of the Harmony Union School District during office hours at least 72 hours prior to the scheduled Board meeting. The Harmony District Board of Education meetings are open to the public, except for certain subjects that are addressed in closed session in accordance with the Ralph M. Brown Act. If anyone wishes to attend and requires special accommodations due to a handicapping condition, as outlined in the Americans with Disabilities Act, please contact the superintendent at least two working days prior to the meeting.

**1.0 Call to Order**

**2.0 Pledge of Allegiance**

**3.0 Approval of the Agenda**

**4.0 Public Comment**

- 4.1 For Closed Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting. Info

**5.0 Closed Session**

- 5.1 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: HUTA Info/Action
- 5.2 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6 CONFERENCE WITH LABOR NEGOTIATOR Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: CSEA Info/Action

**6.0 Reconvene to Open Session**

- 6.1 Report out on any action taken during closed session Info

**7.0 Communication**

- A) Reports
  - 7.1 HUTA Report
  - 7.2 ARK Report

- 7.3 Student Report
- 7.4 Board Member Reports
- 7.5 Superintendent/Principal's Report
- 7.6 Pathways Director Report
- B) Public Comment
  - 7.7 Public Comment
  - 7.8 For Open Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.
- C) Correspondence

<b>8.0 Consent Agenda</b>	<b>Action</b>
8.1 Vendor Warrants	Action
8.2 Approve the minutes from regular meeting held August 19, 2021	Action
8.3 Approve the Consent Agenda	Action
<b>9.0 Information/Correspondence/Discussion</b>	
9.1 Enrollment Report	Info
9.2 Public Hearing- Sufficient Instructional Materials	Info
9.3 Discussion of positive covid case guidelines and notifications	Info
<b>10.0 Action Items</b>	
10.1 Board to consider Resolution 2021/2022-2 , declaring that the District has sufficient textbooks and instructional materials for students.	Action
10.2 Interview, select and provisionally appoint a citizen to the Board of Trustees for a seven month term, to begin 30 days after this action, providing there is no public challenge to this action, and to continue until November 2022 . Following approval: Announcement of the Provisional Appointment: President Mariah Lander announces the provisional appointment of (name of appointee) to the Board of Trustees. Swearing in of the Appointed Board Member: Board President Mariah Lander administers the oath of office for the position of Provisional Board of Trustees member.	Action

- |       |  |        |
|-------|--|--------|
| 10.3  | Consideration of Unaudited Actuals for 2020-2021   | Action |
| 10.4  | Consideration of 21-22 Contract for Office Manager   | Action |
| 10.5  | Consideration of 21-22 Contract for School Nurse   | Action |
| 10.6  | Consideration of 21-22 Contract for CBO  | Action |
| 10.7  | Consideration of Contract for 21-22: Superintendent/Principal                                  | Action |
| 10.8  | Consideration of Gann Limit Resolution 2021/22-3   | Action |
| 10.9  | Consideration of TLCD contract amendment proposal for added parking lot scope                  | Action |
| 10.10 | Consideration of MOU between HUSD and USF to provide teaching and counseling experience        | Action |
| 10.11 | Consideration of MOU between HUSD and HUTA (Harmony Union Teachers Association) re Fire Season | Action |
| 10.12 | Consideration of adoption of Revised Covid Safety Plan   | Action |

**11.0 Next Board Meeting**

**12.0 Adjournment**

- |      |             |        |
|------|-------------|--------|
| 12.1 | Adjournment | Action |
|------|-------------|--------|

Agendas have been posted at the Harmony School public bulletin board and the Harmony Union School District Website at [www.harmonyusd.org](http://www.harmonyusd.org).



**Meeting Date:** 9/13/2021 - 6:00 PM

**Category:** Public Comment

**Type:** Info

**Subject:**

4.1 For Closed Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures.

Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**


**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal





<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Closed Session
<b>Type:</b>	Info/Action
<b>Subject:</b>	5.1 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR  Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: HUTA
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	-
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Closed Session  
**Type:** Info/Action  
**Subject:** 5.2 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Matthew Morgan  
Name of organization representing employees: CSEA

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background Information:**

**Fiscal Implications:**

**Recommendation:** -

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Reconvene to Open Session
<b>Type:</b>	Info
<b>Subject:</b>	6.1 Report out on any action taken during closed session
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	none- information only

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.1 HUTA Report
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	
<b>Approvals:</b>	



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM

**Category:** Reports

**Type:** Info

**Subject:** 7.2 ARK Report

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM

**Category:** Reports

**Type:** Info

**Subject:** 7.3 Student Report

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.4 Board Member Reports
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal





# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Reports  
**Type:** Info  
**Subject:** 7.5 Superintendent/Principal's Report  
**Strategic Plans:**  
**Policy:**  
**Enclosure**

### File Attachment:

 Master Schedule 2021-2022  
Final.xlsx - Final Schedule.pdf

 Superintendent's Report  
2021-09-13.pdf

### Description:

### Background Information:

### Fiscal Implications:

### Recommendation:

### Approvals:

Recommended  
By:

A handwritten signature in black ink that reads "Matthew Morgan".

Matthew Morgan - Superintendent/Principal



			Monday	Tuesday	Wednesday	Thursday	Friday				
1st Period	8:30	9:10	TK								
			K								
			1								
			2								
			3A								
			3B								
			4								
			5								
			Math/Science	Math/Science	Math/Science	Math/Science	Math/Science				
			PE/Health	PE/Health	PE/Health	PE/Health	PE/Health				
Passing	9:10	9:15									
2nd Period	9:15	10:00	TK								
			K	Music				Music			
			1	ACT	ACT	ACT	ACT	Art			
			2								
			3A								
			3B	Garden	Music	Music	Music	Garden			
			4		PE/Health	PE/Health	PE/Health				
			5	PE/Health				PE/Health			
			Math/Science	Math/Science	Math/Science	Math/Science					
			ELA/Humanities	ELA/Humanities	ELA/Humanities	Library					
Brunch	10:00	10:20	T-K	Snack	Kinder Play	Snack	Kinder Play	Snack	Kinder Play	Snack	Kinder Play
			1/2	Snack	Dragon Play	Snack	Dragon Play	Snack	Dragon Play	Snack	Dragon Play
			3/4	Snack	Structure	Snack	Structure	Snack	Structure	Snack	Structure
			5/6	Structure	Snack	Structure	Snack	Structure	Snack	Structure	Snack
			7/8	Blacktop	Snack	Blacktop	Snack	Blacktop	Snack	Blacktop	Snack
									Library		
3rd Period	10:20	11:05	TK								
			K								
			1	Music	Art	Art	Art	Music			
			2	ACT	ACT	ACT	ACT	Art			
			3A	Garden	Music	Music	Music	Garden			
			3B								
			4		Garden						
			5								
			PE/Health	PE/Health	PE/Health	PE/Health					
			ELA/Humanities	ELA/Humanities	ELA/Humanities	ELA/Humanities					
Passing	11:05	11:10									
4th Period	11:10	11:55	TK								
			K		Garden		Garden	Library			
			1								
			2	Music	Art	Art	Art	Music			
			3A	ACT	ACT	ACT	ACT	Art			
			3B	ACT	ACT	ACT	ACT	PE/Health			
			4								
			5		Music	Garden	Music	Garden			
			PE/Health	PE/Health	PE/Health						
			ELA/Humanities	ELA/Humanities	ELA/Humanities	Library					
			Math/Science	Math/Science	Math/Science	Math/Science					
5th Period A Early Lunch	11:55	12:40 Stop	TK	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play
			K								
			1	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play
			2								
			3A	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch
			3B								
			4								
			5								
6			Library	Library							
7	5 min passing	12:45	ELA/Humanities	ELA/Humanities	ELA/Humanities	ELA/Humanities	ELA/Humanities	ELA/Humanities			
8	12:00		Math/Science	Math/Science	Math/Science	Math/Science	Math/Science				
5th Period B Late Lunch	12:45	1:30	T/K								
			K	Art	Art	Art	Art				
			1			Garden					
			2		Garden						
			3A								
			3B				Library				
			4	Music	Music	Music	Garden				
			5								
6	12:45 - 1:05 Lunch	1:05 - 1:30 South Play	12:45 - 1:05 Lunch	1:05 - 1:30 South Play	12:45 - 1:05 Lunch	1:05 - 1:30 South Play	12:45 - 1:00 Lunch	1:00 - 1:10 South Play	12:45 - 1:05 Lunch	1:05 - 1:30 South Play	
7	12:45 - 1:10 South Play	1:10 - 1:30 Lunch	12:45 - 1:10 South Play	1:10 - 1:30 Lunch	12:45 - 1:10 South Play	1:10 - 1:30 Lunch	12:45 - 12:55 South Play	12:55 - 1:10 Lunch	12:45 - 1:10 South Play	1:10 - 1:30 Lunch	
8											
6th Period	1:30	2:15	TK								
			K								
			1								
			2				Garden				
			3A				Library				
			3B	PE/Health		PE/Health					
			4	Library	Art						
			5	Art	PE/Health	Library					
6		PBL									
7	PBL	Music	Music								
8	Music	Art	PBL								
Passing	2:15	2:20					Faculty Meeting 1:30 - 3:30				
7th Period	2:20	3:05	TK								
			K								
			1		Library		Garden				
			2	Library							
			3A	PE/Health		PE/Health	PE/Health				
			3B	Art							
			4								
			5			Library					
6	Music	PBL	Music	Music							
7	PBL	Art	Enrichment	Art							
8	Art	Enrichment	PBL	Enrichment							



## Superintendent Report 2021-09-13

### **Academic Coaching Teams**

Our intrepid faculty and intervention team are implementing a new academic supports throughout the grades this year. One element of is Academic Coaching Team program for grades 1-3 which sees a collaboration of an expanded intervention team along with classroom based staff. By expanding staff for one period daily, the Academic Coaching Team is able to provide targeted small group instruction in reading, writing or math. Thanks to the leadership of Elizabeth Weiss, Melina Porter and lower grades staff, we are excited to see this project begin its implementation. Important to the success of this project was a cohesive master schedule that allows for cross grade synchronization of support staff. As well, a common planning period for the Academic Coaching Team has been built into the schedule to support ongoing collaboration and development of the program.

### **Finance**

Unaudited Actuals have been prepared by Stacy Kalember. Many thanks to Stacy Kalember for her work to pull together this report in the midst of a challenging reopening. Thanks also to SCOE for their continued support and review of our financials.

### **Community Connections**

The Bohemian Hwy fire prevention grant was not awarded funding. Though the funds did not come through, the relationships established through the collaborative to put together the bond will persist and continue to improve fire prevention and emergency planning for the region.

Harmony is working with the county to finalize an MOU for management of the Veteran's building in Occidental. This document will be brought to the October Board meeting for review.

### **Hiring**

Harmony completed hires for PBL Teacher, Art Teacher, Paraprofessional and Full Inclusion Paraprofessional since the start of August. 3 positions are still open (Para and Full Inclusion). Additional candidates having completed initial interviews and the hiring committee continue to review and determine offers of employment.

### **Garden Thefts**

The garden continues to be impacted from thefts including plants being removed wholesale from the ground. In addition, trash has been left in the garden by the public over the weekend. Staff will be locking the garden for the near future to curb these activities.

### **Testing**

Harmony is now working with 2 providers for COVID testing: COLOR/Valencia Labs and Concentric/Ginkgo. COLOR provides individual PCR testing, Concentric provides pool testing with follow up rapid antigen testing. Though late in receiving our initial shipment of test materials, we now have extensive supply. Test result latency has grown however. We enjoyed 3 day results in the spring, given the increase in testing at school this fall, the results are now taking 4 days to return. We have also placed an order for rapid antigen tests through the county. These antigen tests will allow us to provide rapid response testing separate from the Concentric contingent rapid tests that require a positive pool test prior to utilization.



### **Bond Project**

Staff met with architects to review changes to parking and drop off layout in order to meet DSA requirements for modernization prior to the approval of the field project.

### **Forestry Management**

Staff met with Harold Appleton to discuss fire prevention/mitigation planning for lower campus and upland forest regions. Harmony expects a contract proposal for the development of a comprehensive fuel reduction and forest sustainability plan.




**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Reports  
**Type:** Info  
**Subject:** 7.6 Pathways Director Report


**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

 PCS Report to HUSD Sept.  
2021 (1).docx

 Aug 2021-PATH-Board  
Summary (1).pdf

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**



# Pathways Charter School

Monthly Financial Presentation – August 2021

# August Highlights

## Highlights

- Forecast surplus **\$272K**.
- Revenue reduced for forecast enrollment (**\$112K**) and grants recognized 20/21 (**\$78K**).
- Expenses forecast below budget **+\$138K**, **+\$60K** and grant expenses recognized 20/21 **+\$78K**.
- Cash ended month **\$1.76 million**, 38% of expenses.

## Compliance and Reporting

- 2020/21 annual audit begins during September.
- CBEDS Information Day Oct 6th.
- ESSER III Expenditure Plan requires Board approval in Oct.
- Quarterly reporting will be completed during Oct.

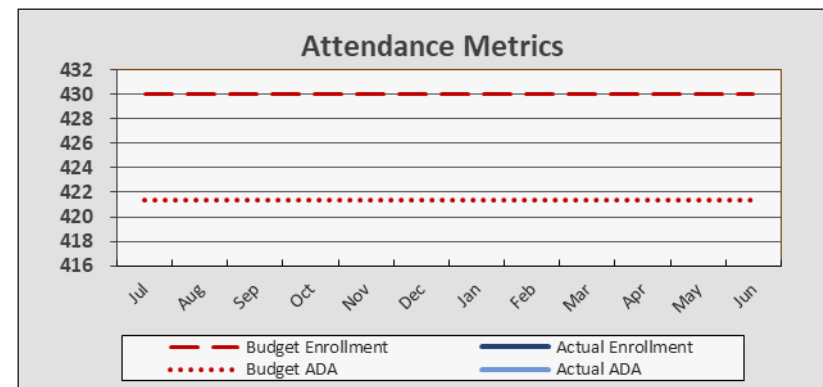
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<b>Enrollment &amp; Per Pupil Data</b>			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	n/a	415	430
ADA	n/a	407	421
Attendance Rate	n/a	98.0%	98.0%
Unduplicated %	40.4%	40.4%	40.5%
Revenue per ADA		\$12,195	\$12,219
Expenses per ADA		\$11,526	\$11,452

## Attendance Metrics



Forecast 415 enrollment, 98% P-2 ADA (406.70) and UPP 40.39%.  
LCFF is calculated at \$9,924 per ADA.

# Revenue

## August Updates

- Reduced enrollment forecast cuts (\$112K) from revenue.
- \$78K grants recognized during 2020/21, reducing 2021/22 forecast.
- ELO funding re-allocated between federal (\$124K) and state (\$156K) sources.

	2020/21	2021/22	2022/23	2023/24
Expanded Learning Opportunities Grant	\$ 21,307	\$ 258,127	\$ -	\$ -
ESSER II	56,685	92,406	-	-
ESSER III	-	-	123,608	123,608
<b>One-Time Funding plan</b>	<b>\$ 77,992</b>	<b>\$ 350,534</b>	<b>\$ 123,608</b>	<b>\$ 123,608</b>

## Revenue

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 274,917	\$ 183,019	\$ 91,898
Federal Revenue	-	76,917	(76,917)
Other State Revenue	27,997	151,037	(123,040)
Other Local Revenue	319	667	(348)
<b>Total Revenue</b>	<b>\$ 303,233</b>	<b>\$ 411,641</b>	<b>\$ (108,408)</b>

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 4,036,007	\$ 4,196,248	\$ (160,240)
Federal Revenue	364,174	274,312	89,862
Other State Revenue	555,750	674,645	(118,895)
Other Local Revenue	3,652	4,000	(348)
<b>Total Revenue</b>	<b>\$ 4,959,583</b>	<b>\$ 5,149,205</b>	<b>\$ (189,622)</b>





# Expenses

- **August Updates**
  - **Expenses decrease:**
    - **Salaries – Reduced enrollment and staff.**
    - **Operations – increased insurance cost.**
    - **\$78K reduction for grant expenses during 2020/21.**

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	<b>Actual</b>	<b>Budget</b>	<b>Fav/(Unf)</b>	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
<b>Expenses</b>						
Certificated Salaries	\$ 190,852	\$ 211,451	\$ 20,599	\$ 2,087,077	\$ 2,162,335	\$ 75,257
Classified Salaries	39,876	49,321	9,444	362,301	371,745	9,444
Benefits	105,910	110,421	4,511	847,162	849,801	2,639
Books and Supplies	78,849	26,288	(52,561)	374,800	450,308	75,508
Subagreement Services	1,919	30,412	28,493	214,921	216,163	1,242
Operations	16,745	17,768	1,024	126,254	106,609	(19,645)
Facilities	64,347	55,605	(8,742)	338,039	333,629	(4,410)
Professional Services	22,824	46,724	23,900	313,729	311,971	(1,758)
Depreciation	3,866	3,866	0	23,198	23,198	0
<b>Total Expenses</b>	<b>\$ 525,187</b>	<b>\$ 551,855</b>	<b>\$ 26,668</b>	<b>\$ 4,687,482</b>	<b>\$ 4,825,760</b>	<b>\$ 138,278</b>

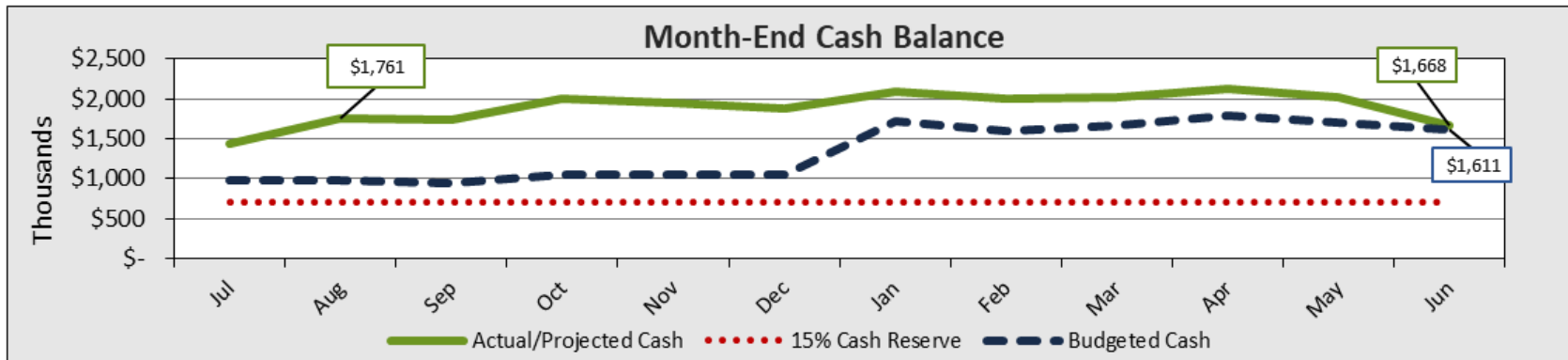
# Surplus / (Deficit) & Fund Balance

- Forecast surplus 6%.
- Fund balance is forecast **\$2.3 million**, 49%, maintaining balance above recommended 17% reserve.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ (221,954)	\$ (140,214)	\$ (81,740)	\$ 272,101	\$ 323,445	\$ (51,344)
Beginning Fund Balance	<u>2,042,729</u>	<u>2,042,729</u>		<u>2,042,729</u>	<u>2,042,729</u>	
<b>Ending Fund Balance</b>	<u><b>\$ 1,820,775</b></u>	<u><b>\$ 1,902,515</b></u>		<u><b>\$ 2,314,831</b></u>	<u><b>\$ 2,366,174</b></u>	
<i>As a % of Annual Expenses</i>	38.8%	39.4%		49.4%	49.0%	

# Cash Balance

- Current cash \$1.76 million, 38% of expenses.
- Cash surplus is forecast to remain steady throughout the year.



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Set by Authorizer	<b>Unaudited Actual Reports</b> - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	<a href="https://www.cde.ca.gov/sf/fr/cs/alternative.asp">https://www.cde.ca.gov/sf/fr/cs/alternative.asp</a>
FINANCE	Sep-30	<b>Prop 39 (CA Clean Energy Jobs Act) - Annual progress reports must include project work for the period of July 1, 2020 through June 30, 2021, due September 30, 2021.</b> LEAs must provide an annual progress report to the CEC for each approved energy expenditure plan until all energy measures within the expenditure plan are completed/installed. As the project installation deadline is June 30, 2021, this will be the final year for annual reports. Annual progress report templates will be made available July 1, 2021, through the Energy Expenditure Plan Online Reporting system found at <a href="https://www.p39plan.org">https://www.p39plan.org</a> .	PCS	No	No	<a href="https://www.energy.ca.gov/programs-and-topics/programs/california-clean-energy-jobs-act-proposition-39-k-12-program">https://www.energy.ca.gov/programs-and-topics/programs/california-clean-energy-jobs-act-proposition-39-k-12-program</a>
DATA TEAM	Oct-06	<b>California Basic Educational Data System (CBEDS) Information Day</b> - The first Wed in Oct is CBEDS Information Day, used to collect information on student and staff demographics. Schools must complete the School Information Form (SIF). The SIF is used to report the count of classified staff, kindergarten program type, educational calendars, work visa applications, multilingual instructional programs, and languages of instruction. Data is due to CDE on <b>October 29th</b> .	PCS	No	No	<a href="http://www.cde.ca.gov/ds/dc/cb/">http://www.cde.ca.gov/ds/dc/cb/</a>
FINANCE	Oct-06	<b>Federal Stimulus Reporting</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP, including ESSER I, GEER I, ESSER II and ESSER III. Reporting for the preceding quarter (July 1 - Sep 30) are due October 6th. Additionally, CRF may report corrections for expenditures through May 31, 2021.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/cr/reporting.asp">https://www.cde.ca.gov/fg/cr/reporting.asp</a>
DATA TEAM	Oct-29	<b>CBEDS-ORA</b> - Collection of FTE of classified staff, estimated teacher hires, Kindergarten program types, H-1B work visa application, education calendar, multilingual instructional programs, languages of instruction and district of choice transfer requests and transportation data.	PCS	No	No	<a href="https://www.cde.ca.gov/ds/dc/cb/">https://www.cde.ca.gov/ds/dc/cb/</a>
FINANCE	Oct-29	<b>ESSER III Expenditure Plan</b> - Local educational agencies (LEAs) that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the ARP Act, referred to as ESSER III funds, are required to develop a plan detailing how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address the academic impact of lost instructional time as well as respond to the academic, social, emotional, and mental health needs of all students, particularly those students disproportionately impacted by the COVID-19 pandemic. <b>The ESSER III Expenditure Plan must be adopted by the local governing board or body of the LEA at a public meeting on or before October 29, 2021.</b>	Charter Impact with PCS support	Yes	No	<a href="https://www.cde.ca.gov/cr/arpact.asp">https://www.cde.ca.gov/cr/arpact.asp</a>
FINANCE	Oct-31	<b>Federal Cash Management - Period 2</b> - Charter schools that are awarded a grant under any of these programs: <b>Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; and Title III Immigrant programs</b> must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	<a href="http://www.cde.ca.gov/fg/aa/cm/">http://www.cde.ca.gov/fg/aa/cm/</a>
FINANCE	Oct-31	<b>Collect National School Lunch Program (NSLP) applications</b> - Schools must collect or receive National School Lunch Program (NSLP) applications by October 31. Schools may process those applications after October 31, and if students are found to be eligible for free or reduced-price meals (FRPMs), those schools may update FRPM program records for eligible students with a start date before Census Day.	PCS	No	No	<a href="https://www.cde.ca.gov/fg/aa/nt/index.asp?tabsection=1">https://www.cde.ca.gov/fg/aa/nt/index.asp?tabsection=1</a>
FINANCE	Nov-01	<b>Low Performing Student Block Grant Report #2</b> - LEAs that have accepted LPSBG funds are required to report to the State Superintendent regarding the implementation of the plan, the strategies used, and whether those strategies increased the academic performance of the pupils identified, pursuant to EC Section 41570(d).	PCS with Charter Impact support	No	Yes	<a href="https://www.cde.ca.gov/fg/aa/ca/lpsbgprinfo.asp#reportingreq">https://www.cde.ca.gov/fg/aa/ca/lpsbgprinfo.asp#reportingreq</a>

# Appendices

## As of August 31, 2021

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Detailed Month and YTD Budget vs. Actual
- Accounts Payable Aging
- Check Register

# *Pathways Charter School*

**Financial Package**

**August 31, 2021**

*Presented by:*



# PATHWAYS CHARTER SCHOOL

## Monthly Cash Flow/Forecast FY21-22

Revised 9/08/21

ADA = 406.70



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)	
<b>Revenues</b>															<b>ADA = 421.40</b>		
<b>State Aid - Revenue Limit</b>																	
8011 LCFF State Aid	86,875	86,875	156,375	156,375	156,375	156,375	156,375	157,201	157,201	157,201	157,201	-	157,200	1,741,629	1,841,794	(100,165)	
8012 Education Protection Account	-	-	-	158,071	-	-	158,071	-	-	158,071	-	-	-	158,071	632,285	632,285	-
8019 State Aid - Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8096 In Lieu of Property Taxes	-	101,167	193,547	129,031	129,031	129,031	129,031	129,031	240,741	120,371	120,371	120,371	120,371	1,662,093	1,722,169	(60,076)	
	<b>86,875</b>	<b>188,042</b>	<b>349,922</b>	<b>443,477</b>	<b>285,406</b>	<b>285,406</b>	<b>443,477</b>	<b>286,232</b>	<b>397,942</b>	<b>435,643</b>	<b>277,572</b>	<b>120,371</b>	<b>435,642</b>	<b>4,036,007</b>	<b>4,196,248</b>	<b>(160,240)</b>	
<b>Federal Revenue</b>																	
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	79,307	79,307	82,173	(2,867)	
8290 Title I, Part A - Basic Low Income	-	-	-	14,711	-	-	14,711	-	-	14,711	-	-	14,711	58,842	46,000	12,842	
8291 Title II, Part A - Teacher Quality	-	-	-	2,512	-	-	2,512	-	-	2,512	-	-	2,512	10,046	-	10,046	
8296 Other Federal Revenue	-	-	-	107,990	-	-	107,990	-	-	-	-	-	-	215,979	146,139	69,840	
8299 Prior Year Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	-	-	-	125,212	-	-	125,212	-	-	17,222	-	-	96,529	364,174	274,312	89,862	
<b>Other State Revenue</b>																	
8311 State Special Education	13,233	13,233	23,819	23,819	23,819	23,819	23,819	23,819	23,819	23,819	23,819	-	23,819	264,656	246,384	18,272	
8550 Mandated Cost	-	-	-	-	-	12,281	-	-	-	-	-	-	-	12,281	12,032	249	
8560 State Lottery	-	-	-	-	-	-	22,496	-	-	22,496	-	-	47,736	92,728	87,230	5,498	
8598 Prior Year Revenue	1,531	-	-	-	-	-	-	-	-	-	-	-	-	1,531	-	1,531	
8599 Other State Revenue	-	-	-	92,277	-	-	92,277	-	-	-	-	-	-	184,554	328,999	(144,445)	
	<b>14,764</b>	<b>13,233</b>	<b>23,819</b>	<b>116,096</b>	<b>23,819</b>	<b>36,100</b>	<b>138,592</b>	<b>23,819</b>	<b>23,819</b>	<b>46,315</b>	<b>23,819</b>	<b>-</b>	<b>71,555</b>	<b>555,750</b>	<b>674,645</b>	<b>(118,895)</b>	
<b>Other Local Revenue</b>																	
8660 Interest Revenue	142	177	333	333	333	333	333	333	333	333	333	333	-	3,652	4,000	(348)	
	142	177	333	333	333	333	333	333	333	333	333	333	-	3,652	4,000	(348)	
<b>Total Revenue</b>	<b>101,781</b>	<b>201,452</b>	<b>374,074</b>	<b>685,118</b>	<b>309,558</b>	<b>321,840</b>	<b>707,614</b>	<b>310,384</b>	<b>422,095</b>	<b>499,513</b>	<b>301,724</b>	<b>120,704</b>	<b>603,726</b>	<b>4,959,583</b>	<b>5,149,205</b>	<b>(189,622)</b>	
<b>Expenses</b>																	
<b>Certificated Salaries</b>																	
1100 Teachers' Salaries	-	110,364	113,528	113,528	113,528	113,528	113,528	113,528	113,528	113,528	113,528	113,528	-	1,245,643	1,315,348	69,705	
1170 Teachers' Substitute Hours	-	-	1,591	1,591	1,591	1,591	1,591	1,591	1,591	1,591	1,591	1,591	-	15,909	17,500	1,591	
1175 Teachers' Extra Duty/Stipends	5,914	2,597	4,455	4,455	4,455	4,455	4,455	4,455	4,455	4,455	4,455	4,455	-	53,057	49,000	(4,057)	
1200 Pupil Support Salaries	-	21,336	28,355	28,355	28,355	28,355	28,355	28,355	28,355	28,355	28,355	28,355	-	304,882	311,900	7,019	
1300 Administrators' Salaries	9,754	40,887	41,695	41,695	41,695	41,695	41,695	41,695	41,695	41,695	41,695	41,695	-	467,587	468,586	1,000	
	<b>15,668</b>	<b>175,184</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>189,623</b>	<b>-</b>	<b>2,087,077</b>	<b>2,162,335</b>	<b>75,257</b>	
<b>Classified Salaries</b>																	
2400 Clerical and Office Staff Salaries	16,965	22,912	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	-	362,301	371,745	9,444	
	16,965	22,912	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	-	362,301	371,745	9,444	
<b>Benefits</b>																	
3101 STRS	2,651	27,435	29,770	29,770	29,770	29,770	29,770	29,770	29,770	29,770	29,770	29,770	-	327,781	320,889	(6,892)	
3202 PERS	3,887	7,983	10,360	10,360	10,360	10,360	10,360	10,360	10,360	10,360	10,360	10,360	-	115,473	116,925	1,452	
3301 OASDI	1,017	2,107	2,804	2,804	2,804	2,804	2,804	2,804	2,804	2,804	2,804	2,804	-	31,162	31,505	343	
3311 Medicare	461	2,689	3,241	3,241	3,241	3,241	3,241	3,241	3,241	3,241	3,241	3,241	-	35,558	36,744	1,186	
3401 Health and Welfare	33,669	21,016	25,575	25,575	25,575	25,575	25,575	25,575	25,575	25,575	25,575	25,575	-	310,435	316,800	6,365	
3501 State Unemployment	(1,743)	927	78	78	78	78	391	313	156	78	78	78	-	590	1,598	1,007	
3601 Workers' Compensation	1,906	1,906	2,235	2,235	2,235	2,235	2,235	2,235	2,235	2,235	2,235	2,235	-	26,163	25,341	(822)	
	<b>41,848</b>	<b>64,062</b>	<b>74,063</b>	<b>74,063</b>	<b>74,063</b>	<b>74,063</b>	<b>74,375</b>	<b>74,297</b>	<b>74,141</b>	<b>74,063</b>	<b>74,063</b>	<b>74,063</b>	<b>-</b>	<b>847,162</b>	<b>849,801</b>	<b>2,639</b>	

# PATHWAYS CHARTER SCHOOL

## Monthly Cash Flow/Forecast FY21-22

Revised 9/08/21

ADA = 406.70



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Books and Supplies</b>																
4100 Textbooks and Core Materials	-	(961)	1,096	1,096	1,096	1,096	1,096	1,096	1,096	1,096	1,096	1,096	-	10,000	10,000	-
4302 School Supplies	538	974	11,676	11,676	11,676	11,676	11,676	11,676	11,676	11,676	11,676	11,676	-	118,275	122,550	4,275
4305 Software	5,197	15,742	6,688	6,688	6,688	6,688	6,688	6,688	6,688	6,688	6,688	6,688	-	87,819	87,819	-
4310 Office Expense	229	2,396	3,138	3,138	3,138	3,138	3,138	3,138	3,138	3,138	3,138	3,138	-	34,000	34,000	-
4311 Business Meals	-	-	250	250	250	250	250	250	250	250	250	250	-	2,500	2,500	-
4400 Noncapitalized Equipment	34,834	19,494	6,108	6,108	6,108	6,108	6,108	6,108	6,108	6,108	6,108	6,108	-	115,406	186,639	71,233
4700 Food Services	-	406	639	639	639	639	639	639	639	639	639	639	-	6,800	6,800	-
	40,798	38,050	29,595	29,595	29,595	29,595	29,595	29,595	29,595	29,595	29,595	29,595	-	374,800	450,308	75,508
<b>Subagreement Services</b>																
5102 Special Education	-	-	17,800	17,800	17,800	17,800	17,800	17,800	17,800	17,800	17,800	17,800	-	178,000	178,000	-
5105 Security	94	581	188	188	188	188	188	188	188	188	188	188	-	2,559	2,559	-
5106 Other Educational Consultants	630	614	3,312	3,312	3,312	3,312	3,312	3,312	3,312	3,312	3,312	3,312	-	34,362	35,604	1,242
	724	1,195	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	-	214,921	216,163	1,242
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	-	24	898	898	898	898	898	898	898	898	898	898	-	9,000	9,000	-
5300 Dues & Memberships	1,154	994	677	677	677	677	677	677	677	677	677	677	-	8,917	8,917	-
5400 Insurance	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	-	49,645	30,000	(19,645)
5501 Utilities	621	1,459	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	-	25,000	25,000	-
5502 Janitorial Services	200	2,522	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	-	15,800	15,800	-
5900 Communications	76	1,355	1,266	1,266	1,266	1,266	1,266	1,266	1,266	1,266	1,266	1,266	-	14,092	14,092	-
5901 Postage and Shipping	-	64	374	374	374	374	374	374	374	374	374	374	-	3,800	3,800	-
	6,188	10,556	10,951	10,951	10,951	10,951	10,951	10,951	10,951	10,951	10,951	10,951	-	126,254	106,609	(19,645)
<b>Facilities, Repairs and Other Leases</b>																
5601 Rent	19,465	23,965	25,450	25,450	25,450	25,450	25,450	25,450	25,450	25,450	25,450	25,450	-	297,929	305,398	7,469
5602 Additional Rent	213	213	371	371	371	371	371	371	371	371	371	371	-	4,132	4,447	315
5603 Equipment Leases	1,374	817	1,149	1,149	1,149	1,149	1,149	1,149	1,149	1,149	1,149	1,149	-	13,678	13,785	106
5610 Repairs and Maintenance	-	18,299	400	400	400	400	400	400	400	400	400	400	-	22,300	10,000	(12,300)
	21,053	43,294	27,369	27,369	27,369	27,369	27,369	27,369	27,369	27,369	27,369	27,369	-	338,039	333,629	(4,410)
<b>Professional/Consulting Services</b>																
5802 Audit & Taxes	-	-	-	3,933	3,933	3,933	-	-	-	-	-	-	-	11,800	11,800	-
5803 Legal	-	1,407	1,099	1,099	1,099	1,099	1,099	1,099	1,099	1,099	1,099	1,099	-	12,400	12,400	-
5804 Professional Development	-	190	981	981	981	981	981	981	981	981	981	981	-	10,000	10,000	-
5805 General Consulting	-	5,200	15,850	15,850	15,850	15,850	15,850	15,850	15,850	15,850	15,850	15,850	-	163,700	158,500	(5,200)
5806 Special Activities/Field Trips	-	-	320	320	320	320	320	320	320	320	320	320	-	3,200	3,200	-
5807 Bank Charges	30	30	92	92	92	92	92	92	92	92	92	92	-	977	1,100	123
5809 Other taxes and fees	94	185	28	28	28	28	28	28	28	28	28	28	-	560	560	-
5810 Payroll Service Fee	20	475	581	581	581	581	581	581	581	581	581	581	-	6,300	6,300	-
5811 Management Fee	7,509	7,509	7,233	7,233	7,233	7,233	7,233	7,122	7,122	7,122	7,122	7,122	-	86,793	90,111	3,318
5813 County Fees	-	-	-	-	-	-	-	-	-	-	-	16,800	-	16,800	16,800	-
5815 Public Relations/Recruitment	-	175	103	103	103	103	103	103	103	103	103	103	-	1,200	1,200	-
	7,653	15,171	26,286	30,219	30,219	30,219	26,286	26,175	26,175	26,175	26,175	42,975	-	313,729	311,971	(1,758)
<b>Depreciation</b>																
6900 Depreciation Expense	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	-	23,198	23,198	0
	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	-	23,198	23,198	0
<b>Total Expenses</b>	<b>152,830</b>	<b>372,357</b>	<b>413,362</b>	<b>417,296</b>	<b>417,296</b>	<b>417,296</b>	<b>413,675</b>	<b>413,486</b>	<b>413,330</b>	<b>413,252</b>	<b>413,252</b>	<b>430,052</b>	-	<b>4,687,482</b>	<b>4,825,760</b>	<b>138,278</b>
<b>Monthly Surplus (Deficit)</b>	<b>(51,049)</b>	<b>(170,905)</b>	<b>(39,288)</b>	<b>267,823</b>	<b>(107,737)</b>	<b>(95,456)</b>	<b>293,939</b>	<b>(103,102)</b>	<b>8,765</b>	<b>86,261</b>	<b>(111,528)</b>	<b>(309,348)</b>	<b>603,726</b>	<b>272,101</b>	<b>323,445</b>	<b>(51,344)</b>



# PATHWAYS CHARTER SCHOOL

## Monthly Cash Flow/Forecast FY21-22

Revised 9/08/21

ADA = 406.70



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Cash Flow Adjustments</b>																
Monthly Surplus (Deficit)	(51,049)	(170,905)	(39,288)	267,823	(107,737)	(95,456)	293,939	(103,102)	8,765	86,261	(111,528)	(309,348)	603,726	<b>272,101</b>		
Cash flows from operating activities																
Depreciation/Amortization	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	1,933	-	<b>23,198</b>		
Public Funding Receivables	281,349	447,030	13,233	74,080	51,844	-	-	-	-	-	-	76,559	(603,726)	<b>340,369</b>		
Grants and Contributions Rec.	(94)	-	-	-	-	-	-	-	-	-	-	-	-	<b>(94)</b>		
Prepaid Expenses	(25,006)	5,539	4,161	1,660	1,660	1,660	1,660	1,660	1,660	1,660	7,703	7,703	-	<b>11,719</b>		
Accounts Payable	(103,733)	-	-	-	-	-	-	-	-	-	-	-	-	<b>(103,733)</b>		
Accrued Expenses	(14,233)	31,633	(11,403)	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	(131,544)	-	<b>(63,891)</b>		
Deferred Revenue	-	16,385	10,452	(92,277)	-	-	(87,302)	-	-	-	-	-	-	<b>(152,742)</b>		
<b>Total Change in Cash</b>	<b>89,167</b>	<b>331,614</b>	<b>(20,912)</b>	<b>260,926</b>	<b>(44,593)</b>	<b>(84,156)</b>	<b>217,937</b>	<b>(91,802)</b>	<b>20,065</b>	<b>97,561</b>	<b>(94,185)</b>	<b>(354,697)</b>				
Cash, Beginning of Month	1,340,618	1,429,785	1,761,399	1,740,487	2,001,413	1,956,819	1,872,664	2,090,601	1,998,800	2,018,865	2,116,426	2,022,241				
<b>Cash, End of Month</b>	<b>1,429,785</b>	<b>1,761,399</b>	<b>1,740,487</b>	<b>2,001,413</b>	<b>1,956,819</b>	<b>1,872,664</b>	<b>2,090,601</b>	<b>1,998,800</b>	<b>2,018,865</b>	<b>2,116,426</b>	<b>2,022,241</b>	<b>1,667,544</b>				

**Pathways Charter School**  
**Statement of Financial Position**

August 31, 2021

	<b>Current Balance</b>	<b>Beginning Year Balance</b>	<b>YTD Change</b>	<b>YTD % Change</b>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ 1,761,399	\$ 1,340,618	\$ 420,781	31%
Accounts Receivable	265	171	94	55%
Public Funding Receivables	215,717	944,096	(728,379)	-77%
Prepaid Expenses	89,454	69,986	19,468	28%
<b>Total Current Assets</b>	<b>2,066,835</b>	<b>2,354,871</b>	<b>(288,036)</b>	<b>-12%</b>
<b>Long-Term Assets</b>				
Property & Equipment, Net	23,232	27,099	(3,866)	-14%
Deposits	4,500	4,500	-	0%
<b>Total Long Term Assets</b>	<b>27,732</b>	<b>31,599</b>	<b>(3,866)</b>	<b>-12%</b>
<b>Total Assets</b>	<b>\$ 2,094,567</b>	<b>\$ 2,386,470</b>	<b>\$ (291,903)</b>	<b>-12%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ -	\$ 103,733	\$ (103,733)	-100%
Accrued Liabilities	94,214	76,814	17,400	23%
Deferred Revenue	179,578	163,193	16,385	10%
<b>Total Current Liabilities</b>	<b>273,792</b>	<b>343,741</b>	<b>(69,948)</b>	<b>-20%</b>
<b>Total Liabilities</b>	<b>273,792</b>	<b>343,741</b>	<b>(69,948)</b>	<b>-20%</b>
<b>Total Net Assets</b>	<b>1,820,775</b>	<b>2,042,729</b>	<b>(221,954)</b>	<b>-11%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 2,094,567</b>	<b>\$ 2,386,470</b>	<b>\$ (291,903)</b>	<b>-12%</b>

## Pathways Charter School

### Statement of Cash Flows

For the period ended August 31, 2021

	Month Ended 08/31/21	YTD Ended 08/31/21
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ (170,905)	\$ (221,954)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,933	3,866
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	447,030	728,379
Grants, Contributions & Pledges Receivable	-	(94)
Prepaid Expenses	5,539	(19,468)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	-	(103,733)
Accrued Expenses	31,633	17,400
Deferred Revenue	16,385	16,385
<b>Total Cash Flows from Operating Activities</b>	<b>331,614</b>	<b>420,781</b>
Change in Cash & Cash Equivalents	331,614	420,781
Cash & Cash Equivalents, Beginning of Period	1,429,785	1,340,618
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 1,761,399</b>	<b>\$ 1,761,399</b>

# Pathways Charter School

## Budget vs Actual

For the period ended August 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
State Aid - Revenue Limit							
LCFF State Aid	\$ 86,875	\$ 86,246	\$ 629	\$ 173,750	\$ 86,246	\$ 87,504	\$ 1,841,794
Education Protection Account	-	-	-	-	-	-	632,285
In Lieu of Property Taxes	101,167	96,773	4,394	101,167	96,773	4,394	1,722,169
Total State Aid - Revenue Limit	188,042	183,019	5,023	274,917	183,019	91,898	4,196,248
Federal Revenue							
Special Education - Entitlement	-	3,848	(3,848)	-	3,848	(3,848)	82,173
Title I, Part A - Basic Low Income	-	-	-	-	-	-	46,000
Other Federal Revenue	-	73,070	(73,070)	-	73,070	(73,070)	146,139
Total Federal Revenue	-	76,917	(76,917)	-	76,917	(76,917)	274,312
Other State Revenue							
State Special Education	13,233	11,537	1,696	26,466	11,537	14,929	246,384
Mandated Cost	-	-	-	-	-	-	12,032
State Lottery	-	-	-	-	-	-	87,230
Prior Year Revenue	-	-	-	1,531	-	1,531	-
Other State Revenue	-	-	-	-	139,500	(139,500)	328,999
Total Other State Revenue	13,233	11,537	1,696	27,997	151,037	(123,040)	674,645
Other Local Revenue							4,000
Interest Revenue	177	333	(157)	319	667	(348)	4,000
Total Other Local Revenue	177	333	(157)	319	667	(348)	4,000
<b>Total Revenues</b>	<b>\$ 201,452</b>	<b>\$ 271,808</b>	<b>\$ (70,356)</b>	<b>\$ 303,233</b>	<b>\$ 411,641</b>	<b>\$ (108,408)</b>	<b>\$ 5,149,205</b>
<b>Expenses</b>							
Certificated Salaries							
Teachers' Salaries	\$ 110,364	\$ 119,577	\$ 9,214	\$ 110,364	\$ 119,577	\$ 9,214	\$ 1,315,348
Teachers' Substitute Hours	-	1,591	1,591	-	1,591	1,591	17,500
Teachers' Extra Duty/Stipends	2,597	4,455	1,858	8,511	4,455	(4,057)	49,000
Pupil Support Salaries	21,336	27,771	6,435	21,336	34,188	12,852	311,900
Administrators' Salaries	40,887	41,695	807	50,641	51,641	1,000	468,586
Total Certificated Salaries	175,184	195,088	19,904	190,852	211,451	20,599	2,162,335
Classified Salaries							
Support Salaries	-	-	-	-	-	-	-
Clerical and Office Staff Salaries	22,912	32,242	9,331	39,876	49,321	9,444	371,745
Total Classified Salaries	22,912	32,242	9,331	39,876	49,321	9,444	371,745
Benefits							
State Teachers' Retirement System, certificated position	27,435	28,951	1,516	30,086	31,379	1,293	320,889
Public Employees' Retirement System, classified position	7,983	10,141	2,158	11,869	15,513	3,643	116,925
OASDI/Medicare/Alternative, certificated positions	2,107	2,733	625	3,124	4,180	1,056	31,505
Medicare/Alternative, certificated positions	2,689	3,296	608	3,149	3,781	632	36,744
Health and Welfare Benefits, certificated positions	21,016	26,400	5,384	54,685	52,800	(1,885)	316,800
State Unemployment Insurance, certificated positions	927	80	(847)	(816)	160	976	1,598
Workers' Compensation Insurance, certificated position	1,906	2,273	367	3,812	2,608	(1,204)	25,341
Total Benefits	64,062	73,874	9,812	105,910	110,421	4,511	849,801
Books & Supplies							
Textbooks and Core Materials	(961)	833	1,795	(961)	1,667	2,628	10,000
School Supplies	974	557	(417)	1,512	1,097	(415)	122,550
Software	15,742	7,318	(8,424)	20,940	14,637	(6,303)	87,819
Office Expense	2,396	2,833	438	2,624	5,667	3,042	34,000
Business Meals	-	208	208	-	417	417	2,500
Noncapitalized Equipment	19,494	848	(18,646)	54,328	1,671	(52,657)	186,639
Food Services	406	567	161	406	1,133	727	6,800
Total Books & Supplies	38,050	13,165	(24,885)	78,849	26,288	(52,561)	450,308
Subagreement Services							
Special Education	-	14,833	14,833	-	29,667	29,667	178,000
Security	581	213	(367)	675	427	(248)	2,559
Other Educational Consultants	614	162	(452)	1,244	319	(925)	35,604
Total Subagreement Services	1,195	15,208	14,014	1,919	30,412	28,493	216,163
Operations & Housekeeping							
Auto and Travel	24	750	726	24	1,500	1,476	9,000
Dues & Memberships	994	743	(251)	2,149	1,486	(662)	8,917

## Pathways Charter School

### Budget vs Actual

For the period ended August 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Insurance	4,137	2,500	(1,637)	8,274	5,000	(3,274)	30,000
Utilities	1,459	2,083	624	2,081	4,167	2,086	25,000
Janitorial Services	2,522	1,317	(1,205)	2,722	2,633	(89)	15,800
Communications	1,355	1,174	(181)	1,431	2,349	918	14,092
Postage and Shipping	64	317	252	64	633	569	3,800
<b>Total Operations &amp; Housekeeping</b>	<b>10,556</b>	<b>8,884</b>	<b>(1,672)</b>	<b>16,745</b>	<b>17,768</b>	<b>1,024</b>	<b>106,609</b>
<b>Facilities, Repairs &amp; Other Leases</b>							
Rent	23,965	25,450	1,485	43,431	50,900	7,469	305,398
Additional Rent	213	371	157	426	741	315	4,447
Equipment Leases	817	1,149	332	2,191	2,297	106	13,785
Repairs and Maintenance	18,299	833	(17,465)	18,299	1,667	(16,632)	10,000
<b>Total Facilities, Repairs &amp; Other Leases</b>	<b>43,294</b>	<b>27,802</b>	<b>(15,491)</b>	<b>64,347</b>	<b>55,605</b>	<b>(8,742)</b>	<b>333,629</b>
<b>Professional/Consulting Services</b>							
Audit & Taxes	-	-	-	-	-	-	11,800
Legal	1,407	1,033	(374)	1,407	2,067	660	12,400
Professional Development	190	833	643	190	1,667	1,477	10,000
General Consulting	5,200	13,208	8,008	5,200	26,417	21,217	158,500
Special Activities/Field Trips	-	15	15	-	29	29	3,200
Bank Charges	30	92	62	60	183	123	1,100
Other Taxes and Fees	185	47	(138)	279	93	(186)	560
Payroll Service Fee	475	525	50	495	1,050	555	6,300
Management Fee	7,509	7,509	0	15,018	15,019	1	90,111
County Fees	-	-	-	-	-	-	16,800
Public Relations/Recruitment	175	100	(75)	175	200	25	1,200
<b>Total Professional/Consulting Services</b>	<b>15,171</b>	<b>23,362</b>	<b>8,192</b>	<b>22,824</b>	<b>46,724</b>	<b>23,900</b>	<b>311,971</b>
<b>Depreciation</b>							
Depreciation Expense	1,933	1,933	0	3,866	3,866	0	23,198
<b>Total Depreciation</b>	<b>1,933</b>	<b>1,933</b>	<b>0</b>	<b>3,866</b>	<b>3,866</b>	<b>0</b>	<b>23,198</b>
Interest Expense	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 372,357</b>	<b>\$ 391,560</b>	<b>\$ 19,203</b>	<b>\$ 525,187</b>	<b>\$ 551,855</b>	<b>\$ 26,668</b>	<b>\$ 4,825,760</b>
<b>Change in Net Assets</b>	<b>(170,905)</b>	<b>(119,752)</b>	<b>(51,153)</b>	<b>(221,954)</b>	<b>(140,214)</b>	<b>(81,740)</b>	<b>323,445</b>
Net Assets, Beginning of Period	1,991,681			2,042,729			
<b>Net Assets, End of Period</b>	<b>\$ 1,820,775</b>			<b>\$ 1,820,775</b>			

**Pathways Charter School**

*Accounts Payable Aging*

August 31, 2021

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
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Total Outstanding Invoices \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ -

## Pathways Charter School

### Check Register

For the period ended August 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
13469	Air Doctor	8/6/2021	\$ 12,300.00
13470	Blue Duck Education, LTD.	8/6/2021	4,995.00
13471	BrainPOP, LLC	8/6/2021	3,250.00
13472	Hampton Maintenance, LLC	8/6/2021	582.00
13473	Inland Leasing	8/6/2021	405.85
13474	Intrinsic Environment, Health, and Safety	8/6/2021	5,200.00
13475	Kaiser Foundation Health Plan	8/6/2021	28,331.23
13476	Office Depot	8/6/2021	1,377.92
13477	Sonoma County Office of Education	8/6/2021	175.00
13478	T-Mobile	8/6/2021	910.00
13479	Vision Service Plan - (CA)	8/6/2021	358.46
13480	SCOE	8/9/2021	4,256.98
13481	SCOE	8/9/2021	5,074.18
13482	Accrediting Commission for Schools	8/13/2021	1,780.00
13483	Allied Administrators for Delta Dental	8/13/2021	4,135.32
13484	Bay Alarm Company	8/13/2021	486.57
13485	Law Office of Young, Minney & Corr, LLP	8/13/2021	1,406.95
13486	Office Depot	8/13/2021	494.23
13487	PG&E	8/13/2021	24.64
13488	PG&E	8/13/2021	48.10
13489	PG&E	8/13/2021	36.92
13490	PG&E	8/13/2021	189.89
13491	PG&E	8/13/2021	46.54
13492	SHI International Corp	8/13/2021	1,625.00
13493	Sonic	8/13/2021	54.75
13494	Sylvan Learning of Santa Rosa	8/13/2021	614.00
13495	Carolina Biological Supply Company	8/20/2021	38.04
13496	F3 Law	8/20/2021	115.00
13497	Office Depot	8/20/2021	203.42
13498	Rainbow Resource Center, Inc.	8/20/2021	90.50
13499	RHA Builders inc.	8/20/2021	5,578.74
13500	SHI International Corp	8/20/2021	2,925.00
13501	Tom Bagot	8/20/2021	420.00
13502	WageWorks, Inc.	8/20/2021	34.56
13503	150-170 Professional Center Drive, LLC	8/24/2021	15,181.55
13504	Georgia Street Plaza	8/24/2021	5,515.65
13505	La Plaza Offices, LLC	8/24/2021	3,481.21
13506	Department of Justice	8/25/2021	1,707.60
13507	PenServ Plan Services, Inc.	8/25/2021	100.00
13508	Reliastar Life Insurance Company	8/25/2021	400.00
13509	Voya CALSTRS Plan Admin	8/25/2021	3,150.00
13510	AT&T	8/26/2021	23.94
13511	AT&T	8/26/2021	20.45
13512	Canon Financial Services, Inc	8/26/2021	937.85
13513	City of Rohnert Park	8/26/2021	666.53
13514	City of Rohnert Park	8/26/2021	128.88
13515	Department Of Justice	8/26/2021	64.00
13516	First Choice Coffee Services	8/26/2021	244.15
13517	Hampton Maintenance, LLC	8/26/2021	1,940.00
13518	Houghton Mifflin Harcourt Publishing Co.	8/26/2021	871.12
13519	SHI International Corp	8/26/2021	19,177.85
13520	U.S. Bank	8/26/2021	346.09
13521	Warren Security Systems, Inc.	8/26/2021	94.00
PCS210806-01	Charter Impact Inc.	8/6/2021	7,509.00
PCS210806-02	Charter Impact Inc.	8/6/2021	353.75
PCS210813-01	PRIME65	8/13/2021	345.63
PCS210820-01	Christine Bendik	8/20/2021	75.86

**Pathways Charter School**

**Check Register**

For the period ended August 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
PCS210820-02	Naomi Yedlosky	8/20/2021	45.00
PCS210826-01	Andriana Sierra	8/26/2021	23.74
PCS210826-02	Charter Impact Inc.	8/26/2021	64.45
PCS210826-03	Tina Moore	8/26/2021	<u>19.29</u>

**Total Disbursements issued in August \$ 150,052.38**





<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Public Comment
<b>Type:</b>	Info
<b>Subject:</b>	7.7 Public Comment
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	

**Description:**

Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures.

Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

**Background Information:****Fiscal Implications:****Recommendation:****Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



**Meeting Date:** 9/13/2021 - 6:00 PM

**Category:** Public Comment

**Type:** Info

**Subject:**

7.8 For Open Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures.

Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**


Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Consent Agenda
<b>Type:</b>	Action
<b>Subject:</b>	8.1 Vendor Warrants
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Vendor Warrants 09132021.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Approve through the consent agenda

**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal

## Checks Dated 08/20/2021 through 09/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1851584	08/20/2021	Morgan, Matthew D	01-5200	Reimbursement for Staff PD/workday	25.59	
			03-5200	Reimbursement for Staff PD/workday	102.34	127.93
1851585	08/20/2021	Allen Brothers	13-4710	Meat for the Cafeteria		793.49
1851586	08/20/2021	Amazon Capital Services	01-4310	Classroom and Cafeteria supplies		179.41
1851587	08/20/2021	Anova Inc.	01-5811	SPED - Summer School for student		1,528.11
1851588	08/20/2021	Castino Inc.	13-4390	supplies for the cafeteria		188.96
1851589	08/20/2021	Office Depot	01-4310	Classroom and Cafeteria supplies	561.13	
			03-4310	Classroom and Cafeteria supplies	175.00	736.13
1851590	08/20/2021	Sonoma County Office Of Ed.	01-4350	Print shop, conferences/workshops, etc.	8.68	
			03-4350	Print shop, conferences/workshops, etc.	34.72	43.40
1851591	08/20/2021	Zoom Video Communications Inc.	01-5900	Zoom meetings overages [June 2021] 2020/2021 SY	28.00	
			03-5900	Zoom meetings overages [June 2021] 2020/2021 SY	112.00	140.00
1852138	08/25/2021	Ginn, Dawn M	01-4310	Reimbursement for bookbags		67.24
1852139	08/25/2021	Calvi, Michelle M	01-4340	Malwarebytes annual software	8.00	
			03-4340	Malwarebytes annual software	31.99	39.99
1852140	08/25/2021	Chadwick, Rebecca	01-4210	Reimbursement for supplies & books	28.63	
			03-4210	Reimbursement for supplies & books	114.54	
			03-4310	Reimbursement for supplies & books	149.49	292.66
1852141	08/25/2021	Alpha Analytical Lab, Inc.	01-5884	Water testing	13.80	
			03-5884	Water testing	55.20	69.00
1852142	08/25/2021	Amazon Capital Services	01-4210	reading books for the classroom	227.52	
			01-4310	Classroom and Cafeteria supplies	169.39	
			01-4350	School, Biz & custodial Supplies	68.07	
			03-4310	Supplies for the library	215.47	
			03-4350	School, Biz & custodial Supplies	272.28	952.73
1852143	08/25/2021	Brelje & Race	21-6210	professional services - July 2021		645.00
1852144	08/25/2021	Clover Stornetta Farms	13-4710	Dairy for the cafeteria		294.84
1852145	08/25/2021	TLCD Architecture	21-6210	Field & playground - professional services		814.16
1853200	09/01/2021	Lanning, Morgen	03-3441	Vision reimbursement [sunglasses]		38.17
1853201	09/01/2021	Amazon Capital Services	01-4310	Classroom and Cafeteria supplies	512.25	
				Spiral notebook journals for PBL	7.42	
			03-4310	Spiral notebook journals for PBL	29.67	549.34
1853202	09/01/2021	Nordby Electric, Inc.	21-6200	Staff room outlets, breakers & wiremold repair/fixes		5,863.94
1853203	09/01/2021	Office Depot	01-4310	Classroom and Cafeteria supplies		59.44
1853204	09/01/2021	US Bancorp Service Center	01-4210	Credit Card Statement	1,669.20	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 08/20/2021 through 09/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1853204	09/01/2021	US Bancorp Service Center	01-4310	Credit Card Statement	667.90	
			01-4340	Credit Card Statement	7.99	
			01-4370	Credit Card Statement	9.12	
			01-5200	Credit Card Statement	71.04	
			01-5300	Credit Card Statement	160.00	
			01-5950	Credit Card Statement	7.18	
			03-4210	Credit Card Statement	6,676.78	
			03-4240	Credit Card Statement	230.00	
			03-4310	Credit Card Statement	1,136.78	
			03-4340	Credit Card Statement	20.00	
			03-4370	Credit Card Statement	36.47	
			03-5200	Credit Card Statement	284.15	
			03-5300	Credit Card Statement	640.00	
			03-5830	Credit Card Statement	879.75	
			03-5950	Credit Card Statement	28.70	
			13-4390	Credit Card Statement	470.08	
			13-4710	Credit Card Statement	232.17	13,227.31
1853205	09/01/2021	Veritable Vegetable	13-4710	Produce for the Cafeteria		576.65
1853206	09/01/2021	Turneaure, Tanya	03-4310	Reimbursement for curriculum materials & classroom supplies		304.89
1853207	09/01/2021	Doherty, Joseph	13-4390	Reimbursement for 2 chef coats		89.56
1853208	09/01/2021	Mills, Jordan	01-4310	Reimbursement for supplies	4.46	
			03-4310	Reimbursement for supplies	17.82	22.28
1853209	09/01/2021	Amazon Capital Services	01-4310	Art room supplies	6.51	
				Classroom and Cafeteria supplies	1,154.33	
			01-4370	COVID supplies	14.32	
			01-4400	Sanitary Napkin & Tampon Dispenser	190.80	
			03-4310	Art room supplies	26.03	
			03-4370	COVID supplies	57.28	
1853210	09/01/2021	Clover Stornetta Farms	03-4400	Sanitary Napkin & Tampon Dispenser	763.20	2,212.47
			13-4710	Cafeteria		507.27
1853211	09/01/2021	Fishman Supply Company	01-4370	Custodial & Maintenance Supplies	39.50	
			03-4370	Custodial & Maintenance Supplies	158.01	197.51
1853212	09/01/2021	Home Depot	01-4370	Custodial supplies	20.29	
			03-4370	Custodial supplies	81.17	101.46
1853213	09/01/2021	Occidental Hardware	01-4370	Garden & Custodial/Maintenance Supplies	49.37	
			03-4370	Garden & Custodial/Maintenance Supplies	197.47	246.84
1853214	09/01/2021	Office Depot	01-4310	Classroom and Cafeteria supplies	41.21	

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ESCAPE ONLINE

## Checks Dated 08/20/2021 through 09/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1853214	09/01/2021	Office Depot	03-4310	Classroom and Cafeteria supplies	114.46	
			13-4390	Classroom and Cafeteria supplies	81.69	237.36
1853215	09/01/2021	Pacific Gas & Electric Company	01-5520	Electricity [July 14 - Aug 12-2021]	159.62	
			03-5520	Electricity [July 14 - Aug 12-2021]	638.50	798.12
1853216	09/01/2021	School Nurse Supply, Inc.	01-4310	Care Corner Supplies		49.88
1853217	09/01/2021	Sonoma County Office Of Ed.	01-4351	Copy Paper for 2021-2022	144.83	
			01-5800	Payroll services [P. McDaniel - July 2021]	64.35	
			03-4351	Copy Paper for 2021-2022	579.30	788.48
1853218	09/01/2021	Veritable Vegetable	13-4710	Cafeteria		490.65
1853219	09/01/2021	Verizon Wireless	01-5911	Cell phones/service & hot spots w/cancellation	35.84	
			01-5912	Cell phones/service & hot spots w/cancellation	250.62	
				Hot spots w/cancellation fees	831.76	
			03-5911	Cell phones/service & hot spots w/cancellation	143.38	
			03-5912	Cell phones/service & hot spots w/cancellation	1,002.48	
				Hot spots w/cancellation fees	3,327.07	5,591.15
1853220	09/01/2021	Weeks Drilling & Pump Co.	01-6170	Install watermeter in garden	294.94	
			03-6170	Install watermeter in garden	1,179.75	1,474.69
1853834	09/03/2021	Allen Brothers	13-4710	Cafeteria		961.55
1853835	09/03/2021	Alpha Analytical Lab, Inc.	01-5884	Water Testing	11.20	
			03-5884	Water Testing	44.80	56.00
1853836	09/03/2021	Amazon Capital Services	01-4310	PBL Purchases	43.25	
			01-4350	School, Biz & custodial Supplies	23.77	
			01-4370	Covid supplies	21.10	
			03-4310	PBL Purchases	172.99	
			03-4350	School, Biz & custodial Supplies	95.09	
			03-4370	Covid supplies	84.42	440.62
1853837	09/03/2021	Comdata	01-4340	Comdata Credit Card payment	20.00	
			01-5912	Comdata Credit Card payment	11.13	
			03-4340	Comdata Credit Card payment	79.93	
			03-5912	Comdata Credit Card payment	44.59	155.65
1853838	09/03/2021	KAMIND IT, Inc.	01-4340	Office 265	9.75	
			03-4340	Office 265	39.00	48.75
1853839	09/03/2021	Major Alarm, Inc.	01-5590	Fire & Security and Repairs	11.00	
			03-5590	Fire & Security and Repairs	44.00	55.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 08/20/2021 through 09/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1853840	09/03/2021	Recology Sonoma Marin	01-5560	Garbage & recycle bin	91.37	
			03-5560	Garbage & recycle bin	365.49	456.86
1853841	09/03/2021	Sebastopol Hardware	01-4370	Garden & Custodial/Maintenance Supplies	3.28	
			03-4370	Garden & Custodial/Maintenance Supplies	13.10	16.38
1853842	09/03/2021	Towne Communications, Inc. dba Quest UCCS	01-5830	Remote Labor for support worked on 911 programming	15.50	
			03-5830	Remote Labor for support worked on 911 programming	62.00	77.50
1854367	09/08/2021	Gaspar, Krista M	01-4310	Reimburse [garden supplies & cooking in the garden supplies]	33.49	
			01-4370	Reimburse [garden supplies & cooking in the garden supplies]	15.12	
			03-4310	Reimburse [garden supplies & cooking in the garden supplies]	133.94	
			03-4370	Reimburse [garden supplies & cooking in the garden supplies]	60.49	243.04
1854368	09/08/2021	Alvarado Street Bakery	13-4710	Cafetera - Fund 13		139.64
1854369	09/08/2021	Amazon Capital Services	01-4310	Classroom and Cafeteria supplies	117.65	
				Tech Supplies/Needs	8.75	
			01-4350	Open/Blanket PO for Superintendent/Principal School, Biz & custodial Supplies	3.47	
			01-4370	COVID Supplies - purchased through Amazon	6.41	
					111.21	
			01-4390	RESIG Safety Funds	166.43	
			03-4310	Tech Supplies/Needs	34.99	
			03-4350	Open/Blanket PO for Superintendent/Principal School, Biz & custodial Supplies	13.88	
					25.62	
			03-4370	COVID Supplies - purchased through Amazon	444.85	933.26
1854370	09/08/2021	Clover Stornetta Farms	13-4710	Cafeteria		175.94
1854371	09/08/2021	Counterpoint, Inc.	21-5830	New Athletic fiels/playground/rain catchement		827.50
1854372	09/08/2021	Falcon Trading Company, Inc.	13-4710	Cafeteria - Fund 13		384.22
1854373	09/08/2021	Office Depot	01-4350	School, Biz & custodial Supplies	19.17	
			03-4310	Classroom and Cafeteria supplies	63.60	
			03-4350	School, Biz & custodial Supplies	76.67	
			13-4390	Classroom and Cafeteria supplies	19.51	178.95

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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**Checks Dated 08/20/2021 through 09/09/2021**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1854374	09/08/2021	PTS Communications	01-5911	Payphone	14.60	
			03-5911	Payphone	58.40	73.00
1854375	09/08/2021	U. S. Bank Equipment Finance	01-5881	Copiers	388.83	
			03-5881	Copiers	1,555.31	1,944.14
1854376	09/08/2021	Veritable Vegetable	13-4710	Cafeteria		349.70
<b>Total Number of Checks</b>					<b>56</b>	<b>47,858.21</b>



**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	38	10,584.22
03	General Fund/charter School	35	23,367.47
13	Cafeteria Fund	15	5,755.92
21	Building Fund	4	8,150.60
Total Number of Checks		<b>56</b>	47,858.21
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>47,858.21</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.





<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Consent Agenda
<b>Type:</b>	Action
<b>Subject:</b>	8.2 Approve the minutes from regular meeting held August 19, 2021
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 draft minutes 8192021.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Approve through the consent agenda
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

**Harmony Union School District**  
**Board Meeting Minutes**  
**Thursday, August 19, 2021 (6:00 PM)**

---

**ROLL CALL**

Charlie Laird  
Mariah Lander  
Yuri Koslen  
Amanda Solter

**1.0 Call to Order**

Meeting called to order at 6:05 pm

**2.0 Pledge of Allegiance**

**3.0 Approval of the Agenda**

Motion to approve the agenda made by Yuri Koslen; seconded by Charlie Laird. All in favor, motion passed.

**4.0 Public Comment- Closed Session**

**4.1 For Closed Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.**

**Recommendation:**

None

**5.0 Closed Session**

**5.2 With respect to every item of business to be discussed in closed session  
Gov. Code Section 54957.6 - Personnel**

**Recommendation:**

**6.0 Reconvene to Open Session**

**6.1 Report out on any action taken during closed session**

**Recommendation:** none- information only

Nothing to report out

**7.0 Communication**

**A) Reports**

**7.1 HUTA Report**

Morgen Lanning presented the HUTA report. A lot of positive energy with kids on campus- nice to have the kids back. Great to be back and the kids are happy.

**7.2 ARK Report**

**7.3 Student Report**

**7.4 Board Member Reports**

Amanda Solter reported that her third grader is super happy to be back at school. Yuri Koslen reported his son: loves pe and music and ecstatic to be back at school. playing soccer on the field- had concerns about the field but its working out. Mariah Lander reported that now she has a high school student- doing well. thanks the k-8 teachers who helped prepare her!

**7.5 Pathways Director Report**

Executive Director Sara Jordan presented her reports- Pathways will be starting soon.

**7.6 Superintendent/Principal's Report**

Superintendent/Principal Matthew Morgan presented the new master schedule. Super excited about the new music teacher and program. We invested about 20 k in new music, and donation of grand piano. PBL is starting up, and the Art hire should be done within the next couple of weeks. We still have 2 para positions open. Teresa Raef has left the district. New covid guidance is coming- probable outdoor masking, testing might start next week or the week after. New filters across the entire campus (thanks David Moore) we may replace more often depends on the smoke season. most of our classrooms can function well with doors and windows closed. looking at new windows for library, and fire panel and security cameras- increased break ins at the garden.

**B) Correspondence**

## 8.0 Public Comment

**8.1 For Open Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.**

none

## 9.0 Consent Agenda

### 9.1 Vendor Warrants

**Recommendation:** Approve through the consent agenda

**ORIGINAL - Motion**

Member **(Charlie Laird)** Moved, Member **(Amanda Solter)** Seconded to approve the **ORIGINAL** motion 'Approve through the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

### 9.2 Approve Quarterly report, April 1 to June 30, 2021, regarding any complaints covered by the Williams Act

**Recommendation:** Approval through the Consent Agenda vote

**ORIGINAL - Motion**

Member **(Charlie Laird)** Moved, Member **(Amanda Solter)** Seconded to approve the **ORIGINAL** motion 'Approval through the Consent Agenda vote'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

### 9.3 Approve the minutes from regular meeting held June 16, 2021

**Recommendation:** Approve through the consent agenda

**ORIGINAL - Motion**

Member (**Charlie Laird**) Moved, Member (**Amanda Solter**) Seconded to approve the **ORIGINAL** motion 'Approve through the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

#### **9.4 Approve the minutes from special meeting held June 17, 2021**

**Recommendation:** Approve through the consent agenda

**ORIGINAL - Motion**

Member (**Charlie Laird**) Moved, Member (**Amanda Solter**) Seconded to approve the **ORIGINAL** motion 'Approve through the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

#### **9.5 Approve the minutes from special meeting held July 16, 2021**

**Recommendation:** Approve through the consent agenda

**ORIGINAL - Motion**

Member (**Charlie Laird**) Moved, Member (**Amanda Solter**) Seconded to approve the **ORIGINAL** motion 'Approve through the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

#### **9.6 Approve the minutes from special meeting held August 12, 2021**

**Recommendation:** Approve through the consent agenda

**ORIGINAL - Motion**

Member (**Charlie Laird**) Moved, Member (**Amanda Solter**) Seconded to approve the **ORIGINAL** motion 'Approve through the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

#### **9.7 Approve the Consent Agenda**

The Consent Agenda, sometimes called the Consent Calendar, is for routine items that require Board action. Board members may request that any consent item be removed for purposes of discussion, and then acted upon as a separate item.

**Recommendation:** That Board approves the consent agenda as shown.

**ORIGINAL - Motion**

Member (**Charlie Laird**) Moved, Member (**Amanda Solter**) Seconded to approve the **ORIGINAL** motion 'That Board approves the consent agenda as shown'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes  
Mariah Lander Yes  
Yuri Koslen Yes  
Amanda Solter Yes

## **10.0 Information/Correspondence/Discussion**

### **10.1 Enrollment Report**

**Recommendation:** Information - No action needed

### **10.2 Business Office Updates- Stacy Kalember**

Stacy presented a 45 day review since budget adoption in June. We are currently 15k in the black. Adjustments have been made for the AP salary being removed and additional ESSR funds. We also have additional hiring happening and part time nurse that was not in last year's budget. We have a bid for new tinted windows in the library (panes and tinting the windows on the south and east side of building) and the atrium in the science room.

### **10.3 Discussion of board member appointment for vacated seat**

**Recommendation:**

for seat that will be to finish out the 2022 term. Appointment interviews will happen at the Sept 9th meeting. If no appointment is made then the seat will go to the general election. Board discussed how they will conduct the interview. Yuri and the board will compile questions and send to Suzi and she will process and put together and get to the board a few days before the meeting. YK- onboarding and a thank you to outgoing member Steve Bair. Ideas? A germinating tree from our garden? We plant a tree in their honor on campus? This can be done offline as it is not a brown act covered subject. Create a subcommittee for board development? Yuri and Amanda will be on that subcommittee.

### **10.4 COVID 19 Update**

CDPH and CDC updated mask requirements inside classrooms.

**Recommendation:** None- information only

outdoor masking, weekly testing, no overnight field trips, youth vaccination rate, soco is at 80% and youth is at 64%. masking on campus is

### **10.5 Discussion regarding plan of engaging with stakeholders regarding FCMAT report and history of budget stabilization fund.**

**Recommendation:** Discussion only.

Matthew Morgan explained the history of LCFF and Basic Aid funding and the history with the district and HUTA. HUTA had a desire to process what happened with stakeholders and board. Looking for next steps for structure, timing and sequence. How to we as a community discuss this issue and how do we manage the revelations that have come forward? After discussion the board agreed they would like the meeting to be done in person, not on Zoom, with open comment. Susan McGovern has been made spoke person for HUTA on this issue. HUTA is looking for ways to move

forward, not to rehash. Use an outside facilitator with restorative justice. look at the impact and how do we move forward to make sure the impact doesn't happen again. Need to choose a model. Collaborate iwth HUTA to choose a model and how to move forward- CSEA as well. coplanning. much good will with both parties at the moment- good opportunity to reset. HUTA is not interested in a protracted process.

## 11.0 Action Items

### 11.1 Consideration of appointment of new staff.

**Recommendation:** That the Board ratifies and approves the employment contract for Special Education Paraprofessional Allie Rogers

Allison Rogers and Jordan Mills spec ed para and PBL

#### **ORIGINAL - Motion**

Member **(Yuri Koslen)** Moved, Member **(Amanda Solter)** Seconded to approve the **ORIGINAL** motion 'That the Board ratifies and approves the employment contract for Special Education Paraprofessional Allie Rogers'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Charlie Laird Yes

Mariah Lander Yes

Yuri Koslen Yes

Amanda Solter Yes

### 11.2 Consideration of MOU between County of Sonoma and HUSD re: Occidental Community Center

**Recommendation:** That the board approves the MOU between the County of Sonoma and HUSD re Occidental Community Center

#### **ORIGINAL - Motion**

Member **(xxxxx)** Moved, Member **(xxxxx)** Seconded to approve the **ORIGINAL** motion 'That the board approves the MOU between the County of Sonoma and HUSD re Occidental Community Center'. Upon a roll call vote being taken, the vote was: Aye: **(xx)** Nay: **(xx)**. The motion **( )**. **(xx) - (xx)**

## 12.0 Next Board Meeting

## 13.0 Adjournment

### 13.1 Adjournment

Followed by signing of papers of a routine nature.

**Recommendation:** Adjourn the meeting.

next board meeting will be moved to Monday the 13th. 8:37 pm

#### **ORIGINAL - Motion**

Member **(xxxxx)** Moved, Member **(xxxxx)** Seconded to approve the **ORIGINAL** motion 'Adjourn the meeting'. Upon a roll call vote being taken, the vote was: Aye: **(xx)** Nay: **(xx)**. The motion **( )**. **(xx) - (xx)**



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Consent Agenda  
**Type:** Action  
**Subject:** 8.3 Approve the Consent Agenda

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

The Consent Agenda, sometimes called the Consent Calendar, is for routine items that require Board action. Board members may request that any consent item be removed for purposes of discussion, and then acted upon as a separate item.

**Background Information:**

**Fiscal Implications:**

**Recommendation:** That Board approves the consent agenda as shown.

**Approvals:**

Recommended  
By:


Matthew Morgan - Superintendent/Principal





<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info
<b>Subject:</b>	9.1 Enrollment Report
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	

**File Attachment:**

 SEPTEMBER\_HUSD  
ENROLLMENT REPORT 2021-  
2022.pdf

**Description:****Background  
Information:****Fiscal Implications:**

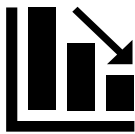
**Recommendation:** Information - No action needed

**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal



Harmony Union School District  
**Enrollment Report**  
 SEPTEMBER 2021

Teacher	Grade	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022
Johnston	TK - Non ADA	0	0									
Johnston	TK - ADA	5	5									
Golden	K	18	18									
Ginn	1st	21	21									
Home/Hospital		0	0	0	0	0	0	0	0	0	0	0
		<b>44</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Teacher	Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Figueroa	2nd	18	19									
Gehring	3rd	15	15									
Monroe	3rd	17	17									
Ferguson	4th	14	14									
McGovern	5th	23	22									
Guthrie	6th	23	22									
Collins	7th	13	13									
Lanning/Turneure	8th	20	20									
		<b>143</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL</b>	<b>187</b>	<b>186</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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Date Entered:

8/19/2021	9/10/2021											
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Enrolled:

Un-Enrolled:

In-House Changes:



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info
<b>Subject:</b>	9.2 Public Hearing- Sufficient Instructional Materials
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	

**File Attachment:**  \_Public Hearing Sufficient Textbooks 21-22 (1).pdf

**Description:** In the Process of assuring the Harmony and Salmon Creek Elementary Schools have sufficient instructional materials for each student and each classroom, a Public Hearing of the Harmony Union School District Board of Education will be held. This notice is posted in compliance with Education Code 60119. At this meeting it is the intention of the HUSD Board to further assure that the materials used are aligned to the content standards pursuant to EC 60605 or 60605.8 and 60119 and are consistent with the content and cycles of the California curriculum frameworks in reading/language arts, mathematics, science, and history/social studies.

**Background Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal



## **Public Hearing Notice**

In the Process of assuring the Harmony and Salmon Creek Elementary Schools have sufficient instructional materials for each student and each classroom, a Public Hearing of the Harmony Union School District Board of Education will be held. This notice is posted in compliance with Education Code 60119. At this meeting it is the intention of the HUSD Board to further assure that the materials used are aligned to the content standards pursuant to EC 60605 or 60605.8 and 60119 and are consistent with the content and cycles of the California curriculum frameworks in reading/language arts, mathematics, science, and history/social studies.

**Place:** HUSD Board Meeting via Zoom Teleconferencing

**Time:** 7 p.m. Monday, September 13, 2021

**Posted:** on or before **Aug 31, 2021**

Posting locations:

School Bulletin Board

Harmony Union School District Website [www.harmonyusd.org](http://www.harmonyusd.org)

Occidental Community Bulletin Board





# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info
<b>Subject:</b>	9.3 Discussion of positive covid case guidelines and notifications
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

### Approvals:

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.1 Board to consider Resolution 2021/2022-2 , declaring that the District has sufficient textbooks and instructional materials for students.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 RESOLUTION 2021-2022-02.pdf
<b>Description:</b>	This agenda item involves the Board approval by resolution of the District's declaration that it meets the requirements of the Williams Settlement that textbooks for core academic areas are current and from the State adopted textbook list.
<b>Background Information:</b>	<p>Districts are required annually under the terms of the Williams Act to attest to the quality and quantity of the adopted textbooks and instructional materials used in the core areas of English-language arts, mathematics, science and social studies.</p> <p>District staff has sufficient textbooks and instructional materials available for use with the students of the District.</p> <p>Accompanying this agenda item was the earlier public hearing for public comment regarding the sufficiency of the District's textbooks and instructional materials.</p>
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Board consider approval of Resolution 2021/22-2 of the sufficiency of textbooks and instructional materials.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



## **RESOLUTION 2021/2022-2**

### **RESOLUTION REGARDING SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS:**

Whereas, the governing board of Harmony Union School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 13, 2021 at 7:00 pm o'clock, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the governing board provided at least 10 days' notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and;

### **FOR A FINDING OF SUFFICIENT INSTRUCTIONAL MATERIALS:**

Whereas, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district county office of education, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

NOTE: The definition of sufficient textbooks or instructional materials no longer includes the phrase "to complete required homework assignments." Students must now be able to take their instructional materials home.

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:



NOTE: To insure that complete and accurate information has been provided upon which to base the board's findings, governing boards may wish to include in their resolution the names of the textbooks or instructional materials programs, or both, that have been adopted by the governing board and were provided to pupils in the district to determine the sufficiency.

- Mathematics – TK-5: Bridges published by The Mathematics Learning Center. Grades 6-8 CPM Core Connections, published by CPM Education Program. Teachers have transitioned into CA Common Core State Standards.
- Science -Grades TK-1: FOSS, Lawrence Hall of Science, distributed by Delta Education, Inc. Board adopted 2006. Grades 2-5: FOSS, Lawrence Hall of Science, distributed by Delta Education, Inc. 6-8 Focus on CA Earth, Physical, and Life, published by Prentice Hall: Board adopted 2006.
- History-social science: Grades TK-5: California Vistas, published by Macmillan/McGraw -Hill. Board adopted 2006. Grades 2-5: California Vistas, published by Macmillan/McGraw-Hill. 6-8 History Alive!, published by History Alive!: Board adopted 2006.
- English/language arts, including the English language development component of an adopted program Grades TK-1: Reading California, published by Houghton- Mifflin. Board adopted 2005. Differentiated Reading Program using Guided Reading and Daily 5 . Grades K-1: Writing by Design, A Systematic Approach to School-Wide Standards Based Writing Instruction, published by Education Consultants. Board Approved 2011. Transitional Kindergarten: Handwriting Without Tears and incorporated Learning Foundations Teachers are transitioning into Common Core State Standards .Grades 2-6: Reading California, published by Houghton- Mifflin. Grades 7-8 Pearson Literature CA Reading and Language: Board adopted 2005 .Differentiated Reading Program using Guided Reading and Daily 5 in grades 2-3, core literature and novel studies in grades 4-8. Grades K-8 Writing By Design A Systematic Approach to School-Wide Standards Based Writing Instruction, published by Education Consultants (Proven Solutions from Experts). Teachers have transitioned into CA Common Core State Standards.
- Therefore, it is resolved that for the 2021-2022 school year, the Harmony Union School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Harmony Union School District  
Resolution #2021/22-2  
September 13, 2021

After a public hearing held on September 13, 2021 on the quality and quantity of textbooks and instructional materials as required by the Williams Act, the Board of Trustees of the Harmony Union School District affirms that there is sufficient quality and quantity of textbooks and instructional materials for the core instructional areas of English-language arts, mathematics, science and social studies for students in grades TK-8 for the 2021-22 school year.

Aye

No

Board Members

\_\_\_\_\_

\_\_\_\_\_

Mariah Lander

Yuri Koslen


Charlie Laird

Amanda Solter

Mariah Lander, Board President



Date



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	<p>10.2 Interview, select and provisionally appoint a citizen to the Board of Trustees for a seven month term, to begin 30 days after this action, providing there is no public challenge to this action, and to continue until November 2022 .</p> <p>Following approval: Announcement of the Provisional Appointment: President Mariah Lander announces the provisional appointment of (name of appointee) to the Board of Trustees.</p> <p>Swearing in of the Appointed Board Member: Board President Mariah Lander administers the oath of office for the position of Provisional Board of Trustees member.</p>
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Recommend the Board of Trustees nominate Bradley Mills to a 14 month term as a member of the Harmony Union School District Board of Trustees.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.3 Consideration of Unaudited Actuals for 2020-2021
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	

<b>File Attachment:</b>	 Board Cliff's Notes.pdf   UAs SACS Board Packet (1).pdf
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**Description:** This agenda item involves the presentation of the District’s Unaudited Actuals for the 2020-2021 school year. The Board has the opportunity to review and discuss the information provided by CBO, Stacy Kalember

**Background Information:** The Unaudited Actuals is the budget tool that describes the actual income and expenditures that the District experienced during the prior school year. Typically the business staff of a district finishes out a school year and closes the books during the month of July. Usually by that time a new budget has been approved by the state and districts are required to have passed a budget by June 30th. All this usually takes place prior to staff having a final handle on revenue and expenditures for the prior year. The Unaudited Actuals report gives the District the opportunity to more clearly see what its position is in terms of the ending balance of the prior year and what would then be the opening balance for the new year. This is a process that takes place over the summer months.

**Fiscal Implications:**

**Recommendation:** That the Board approve Unaudited Actuals for 2020-2021

**Approvals:** Recommended By:   
Matthew Morgan - Superintendent/Principal

**HARMONY UNION SCHOOL DISTRICT**  
**2020-21 Budget Development Comparison to Unaudited Actuals**  
**FUNDS 01 and 03**  
**Analysis of Changes**

BEGINNING BALANCE                    \$3,627,815                    \$3,627,815                    \$3,627,815                    \$3,627,815

REVENUE	2020-21 Budget	1st Interim	2nd Interim	Unaudited Actuals	Difference	Comments
LCFF Revenue	\$2,222,036	\$2,170,394	\$2,212,899	\$2,171,407	(\$50,629)	LCFF Calc was updated using most recent calculator still using hold harmless data.
Basic Aid Charter Supplemental	\$1,750,000	\$1,813,215	\$1,852,213	\$1,886,260	\$136,260	Basic Aid Supplemental was updated by CDE.
Sp. Ed. In Lieu Property Tax	\$25,884	\$25,884	\$32,535	\$34,121	\$8,237	Recalculation from SELPA re Property Taxes
Federal Revenues	\$103,579	\$236,653	\$337,603	\$275,597	\$172,018	COVID Funding; Cares Act ESSER II
State Revenues	\$202,652	\$338,389	\$338,389	\$418,511	\$215,859	FEMA Reimbursement and State Learning Loss Mitigation Funding
Local Revenues	\$238,803	\$263,883	\$150,195	\$224,633	(\$14,170)	Interest Revenue recalculated by 3rd Quarter amounts
<b>Total Revenue</b>	<b>\$4,542,954</b>	<b>\$4,848,418</b>	<b>\$4,923,834</b>	<b>\$5,010,529</b>	<b>\$467,575</b>	<b>Increase (Decrease) in Revenue</b>

EXPENDITURES	2020-21 Budget	1st Interim	2nd Interim		Difference	Comments
Certificated Salaries	\$1,576,819	\$1,663,608	\$1,631,220	\$1,635,794	\$58,975	Estimated salaries at accurate calculation now, plus 1 teacher moved to correct step.
Classified Salaries	\$798,322	\$757,480	\$759,882	\$807,308	\$8,986	Increased due to school nurse needed April through June.
Employee Benefits	\$1,237,469	\$1,201,572	\$1,223,356	\$1,256,250	\$18,781	Estimated medical costs at accurate amount per employee usage.
Books and Supplies	\$99,200	\$396,054	\$342,313	\$329,679	\$230,479	Increase primarily due to Air Purifiers. Other increases due to technology, backpack supplies and antiracism books for multiple LEAs.
Services and other Operating Expenditures	\$771,556	\$803,675	\$780,581	\$778,932	\$7,376	Increase in professional development.
Capital Outlay	\$10,500	\$10,500	\$207,532	\$102,359	\$91,859	Increase due to land development re COVID.
Transfers In/Out	\$74,830	\$59,830	\$39,830	\$85,235	\$10,405	Transfers out include site council and Cafeteria.
<b>Total Expenditures</b>	<b>\$4,568,696</b>	<b>\$4,892,719</b>	<b>\$4,984,713</b>	<b>\$4,995,557</b>	<b>\$416,456</b>	<b>Increase (Decrease) in Expenses</b>

**Totals for the following Balances:**

					Change
Excess/Deficit	(\$25,742)	(\$44,301)	(\$60,879)	\$14,972	\$40,714
<b>ENDING BALANCE</b>	<b>\$3,527,243</b>	<b>\$3,523,684</b>	<b>\$3,507,106</b>	<b>\$3,582,957</b>	<b>\$55,714</b>
Economic Uncertainties	\$228,435	\$244,636	\$249,236	\$249,778	\$21,343
Restricted Ending Balance	\$384,837	\$261,644	\$213,198	\$191,576	(\$193,261)
Difference between transfer in/out	(\$74,830)	(\$59,830)	(\$39,830)	(\$85,235)	(\$10,405)
Revolving Fund	\$500	\$500	\$500	\$500	\$0
Assigned Ending Balance	\$319,487	\$319,487	\$319,487	\$319,487	\$0
Budget Stabilization	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000	\$0
Unassigned Ending Balance	\$193,984	\$297,417	\$324,685	\$421,616	\$227,632

**MULTI-YEAR BUDGETS: ACTUAL AND PROJECTED**

	<b>Actuals</b>	<b>Actuals</b>	<b>UAs</b>	<b>Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>Budget</b>	<b>Budget</b>
			<b>2020-21</b>	<b>2021-22</b>
<b>Projected Budgeted ADA (Hold Harmless)</b>				
<b>COLA (Cost of Living Adj. on the Revenue Limit)</b>	3.00%	3.24%	0.00%	3.84%
<b>BEGINNING BALANCE</b>	<b>\$3,533,559</b>	<b>\$3,834,393</b>	<b>\$3,627,815</b>	<b>\$3,642,787</b>
<b>REVENUE</b>				
<b>LCFF Revenue</b>	\$2,298,483	\$2,118,374	\$2,171,407	\$2,213,846
<b>Basic Aid Supplemental</b>	\$1,653,618	\$1,813,215	\$1,886,260	\$1,889,257
<b>Special Ed In-Lieu Property Tax</b>	\$24,366	\$34,485	\$34,121	\$34,121
<b>Federal Revenues</b>	\$104,179	\$110,463	\$275,597	\$296,064
<b>State Revenues</b>	\$413,864	\$241,897	\$418,511	\$298,860
<b>Local Revenues</b>	\$221,768	\$292,516	\$224,633	\$132,405
<b>TOTAL REVENUE:</b>	\$4,716,278	\$4,610,950	\$5,010,529	\$4,864,553
<b>EXPENDITURES</b>				
<b>Certificated Salaries</b>	\$1,488,487	\$1,735,646	\$1,635,794	\$1,701,481
<b>Classified Salaries</b>	\$638,323	\$683,848	\$807,308	\$825,979
<b>Employee Benefits (5% increase 2020-21)</b>	\$1,198,022	\$1,191,387	\$1,256,250	\$1,381,345
<i>STRS included in employee benefits</i>	\$469,094	\$491,212	\$417,098	\$415,000
<i>PERS included in employee benefits</i>	\$143,980	\$125,449	\$139,782	\$145,000
<i>Retiree Health Benefits</i>	\$55,824	\$45,405	\$35,170	\$34,380
<b>Books, Supplies &amp; Equipment</b>	\$129,591	\$159,394	\$329,679	\$103,200
<b>Services and other Operating Expenses (including transp</b>	\$955,466	\$990,764	\$778,932	\$748,364
<b>Capital Outlay and Land Improvements</b>	\$1,380	\$9,613	\$102,359	\$10,500
<b>TOTAL EXPENSE:</b>	\$4,411,267	\$4,770,652	\$4,910,322	\$4,770,869
<b>EXCESS (DEFICIT) BEFORE TRANSFERS:</b>	\$305,010	(\$159,701)	\$100,207	\$93,684
<b>Transfer In from Retiree Benefits Fund</b>	\$55,824	\$45,405	\$35,170	\$27,130
<b>Transfers In from Fund 17</b>	\$0	\$34,718	\$20,000	\$0
<b>Transfer In to Salmon Creek Charter (from Fund 01)</b>	\$740,000	\$2,340,000	\$2,103,105	\$880,000
<b>Transfer Out to Salmon Creek Charter</b>	(\$700,000)	(\$2,300,000)	(\$2,148,510)	(\$850,000)
<b>Transfer Out to SC Advisory Board (site council)</b>	(\$40,000)	(\$40,000)	\$0	(\$30,000)
<b>Transfer Out to Cafeteria</b>	(\$60,000)	(\$127,000)	(\$95,000)	(\$95,000)
<b>EXCESS (DEFICIT) AFTER TRANSFERS:</b>	\$300,834	(\$206,578)	\$14,972	\$25,814
<b>ENDING BALANCE:</b>	\$3,834,393	\$3,627,815	\$3,642,787	\$3,668,601
<b>Components of Above Ending Balance</b>				
<b>Economic Uncertainties Board Designated 5%</b>	\$220,563	\$238,533	\$245,516	\$238,543
<b>Budget Stabilization</b>	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000
<b>1) Revolving Fund</b>	\$500	\$500	\$500	\$500
<b>2) Restricted Ending Balance</b>	\$200,284	\$203,682	\$191,576	\$341,837
<b>3) Assigned Ending Balance (Lottery &amp; EPA)</b>	\$271,109	\$224,996	\$154,041	\$150,000
<b>4) Unassigned Ending Balance</b>	\$741,937	\$560,105	\$651,154	\$537,721

**FUND: 14 Restricted Maintenance**

		<b>Previous Year</b>	<b>Current Year</b>	<b>Projection Year</b>
<b>Object Codes</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
<b><u>Revenue</u></b>				
Transfer from General Fund	8091	\$75,000		\$75,000
Transfer from Fund 40	8919	\$80,000		
Interest	8660	\$1,145	\$530	\$600
<b>Total Revenue</b>		\$156,145	\$530	\$75,600
<b><u>Expenditures</u></b>				
Custodial Supplies	4370	\$90		
Repairs and Maintenance	5630	\$0	\$3,300	
Services and Operating Exp.	5800			
Professional Services - Property Management Fee	5830	\$2,613	\$523	
Professional Services - Tree work	5830	\$115,658	\$6,500	
Other Outgo	7100-7499			
<b>Total Expenditures</b>		\$118,360	\$10,323	\$0
<b>Net Increase (Decrease)</b>		\$37,785	<b>(\$9,793)</b>	\$75,600
<b><u>Fund Balance</u></b>				
Beginning Balance		\$33,539	\$71,324	\$61,532
Audit Adjustment(s)				
Net Ending Balance		\$71,324	\$61,532	\$137,132

**FUND: 17 Special Reserve Fund for Instructional Programs**

		Previous Year	Current Year	Projection Year
		2019-20	2020-21	2021-22
<b>Revenue</b>				
Interest	8660	\$10,527	\$4,014	\$6,500
<b>Total Revenue</b>		\$10,527	\$4,014	\$6,500
<b>Expenditures</b>				
Salaries & Benefits	1000-3999	\$0	\$0	\$0
Supplies, Svcs., Exp., & Capital Outlay	4000-6999	\$0	\$0	\$0
Chromebooks	4400	\$17,668		
Professional Development	5202	\$17,050	\$20,000	
Other Outgo	7100-7499			
Special Ed Settlement				
<b>Total Expenditures</b>		\$34,718	\$20,000	\$0
<b>Net Increase (Decrease)</b>		<b>(\$24,191)</b>	<b>(\$15,986)</b>	\$6,500
<b>Fund Balance</b>				
Beginning Balance		\$546,395	\$522,204	\$506,217
Audit Adjustment(s)				
<b>Net Ending Balance</b>		\$522,204	\$506,217	\$512,717

*Notes/Assumptions: Expenses reported in FD 17 are transfers made into FD 01 to balance the budget for that year. The transfers in will offset expenditures for instructional programs such as curriculum and field trips.*



**FUND: 40 Capital Outlay**

		<b>Previous Year</b>	<b>Current Year</b>	<b>Projection Year</b>
<b>Object Codes</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
<b><u>Revenue</u></b>				
Insurance payout re stolen tractor	8699	\$17,739		
Interest	8660	\$8,417	\$2,862	\$3,300
<b>Total Revenue</b>		\$26,156	\$2,862	\$3,300
<b><u>Expenditures</u></b>				
Remodel Tractor Shed	6200		\$10,079	
Replacement Tractor	6500		\$23,341	
Transfer to Fund 14 re Trees	7100-7499	\$80,000		
<b>Total Expenditures</b>		\$80,000	\$33,420	\$0
<b>Net Increase (Decrease)</b>		<b>(\$53,844)</b>	<b>(\$30,558)</b>	\$3,300
<b><u>Fund Balance</u></b>				
Beginning Balance		\$433,445	\$379,601	\$349,043
Audit Adjustment(s)				
<b>Net Ending Balance</b>		\$379,601	\$349,043	\$352,343

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2020-21 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

Signed: \_\_\_\_\_  
Clerk/Secretary of the Governing Board  
(Original signature required)

Date of Meeting: Sep 13, 2021

To the Superintendent of Public Instruction:

2020-21 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed: \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

Date: \_\_\_\_\_

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For School District:

Nancy Linder  
Name  
District Fiscal Management Advisor  
Title  
707-524-2849  
Telephone  
nlinder@scoe.org  
E-mail Address

Stacy Kalember  
Name  
Chief Business Official  
Title  
707-874-1205 ext 44  
Telephone  
skalember@harmonyusd.org  
E-mail Address

Unaudited Actuals  
FINANCIAL REPORTS  
2020-21 Unaudited Actuals  
Summary of Unaudited Actual Data Submission

Following is a summary of the critical data elements contained in your unaudited actual data. Since these data may have fiscal implications for your agency, please verify their accuracy before filing your unaudited actual financial reports.

Form	Description	Value
CEA	Percent of Current Cost of Education Expended for Classroom Compensation Must equal or exceed 60% for elementary, 55% for unified, and 50% for high school districts or future apportionments may be affected. (EC 41372)	61.53%
	CEA Deficiency Amount Applicable to districts not exempt from the requirement and not meeting the minimum classroom compensation percentage - see Form CEA for further details.	\$0.00
ESMOE	Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Determination If MOE Not Met, the 2022-23 apportionment may be reduced by the lesser of the following two percentages: MOE Deficiency Percentage - Based on Total Expenditures MOE Deficiency Percentage - Based on Expenditures Per ADA	MOE Met
GANN	Adjustments to Appropriations Limit Per Government Code Section 7902.1 If this amount is not zero, it represents an increase to your Appropriations Limit. The Department of Finance must be notified of increases within 45 days of budget adoption.	\$0.00
	Adjusted Appropriations Limit	\$4,366,168.25
	Appropriations Subject to Limit These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7906 and EC 42132.	\$4,366,168.25
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2022-23, subject to CDE approval.	7.15%

1/15/2021

Description	2020-21 Unaudited Actuals			2021-22 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	57.57	57.57	57.57	45.60	45.60	45.60
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	57.57	57.57	57.57	45.60	45.60	45.60
<b>5. District Funded County Program ADA</b>						
a. County Community Schools						
b. Special Education-Special Day Class	0.99	0.99	0.99	0.00	0.00	0.00
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	0.99	0.99	0.99	0.00	0.00	0.00
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	58.56	58.56	58.56	45.60	45.60	45.60
<b>7. Adults in Correctional Facilities</b>						
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

Description	2020-21 Unaudited Actuals			2021-22 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
<b>C. CHARTER SCHOOL ADA</b>						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools. Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
<b>FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.</b>						
<b>1. Total Charter School Regular ADA</b>	157.13	157.13	157.13	153.90	153.90	153.90
<b>2. Charter School County Program Alternative Education ADA</b>						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>3. Charter School Funded County Program ADA</b>						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
<b>f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)</b>	157.13	157.13	157.13	153.90	153.90	153.90
<b>FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.</b>						
<b>5. Total Charter School Regular ADA</b>						
<b>6. Charter School County Program Alternative Education ADA</b>						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>7. Charter School Funded County Program ADA</b>						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
<b>f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)</b>	157.13	157.13	157.13	153.90	153.90	153.90

Unaudited Actuals  
2020-21  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Allocation Factors (AF) for Support Costs

	----- Teacher Full-Time Equivalents -----				----- Classroom Units -----		Pupils Transported
	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)
<b>A. Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0000 and 9000 (will be allocated based on factors input)</b>	0.00	0.00	14,405.78	0.00	276,947.76	0.00	146,928.18
<b>B. Enter Allocation Factor(s) by Goal:</b> (Note: Allocation factors are only needed for a column if there are undistributed expenditures in line A.)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	CU Factor(s)	CU Factor(s)	PT Factor(s)
<b>Instructional Goals Description</b>							
0001 Pre-Kindergarten							
1110 Regular Education, K-12		15.70	15.70		15.00		70.00
3100 Alternative Schools							
3200 Continuation Schools							
3300 Independent Study Centers							
3400 Opportunity Schools							
3550 Community Day Schools							
3700 Specialized Secondary Programs							
3800 Career Technical Education							
4110 Regular Education, Adult							
4610 Adult Independent Study Centers							
4620 Adult Correctional Education							
4630 Adult Career Technical Education							
4760 Bilingual							
4850 Migrant Education							
5000-5999 Special Education (allocated to 5001)		2.00	2.00		2.00		
6000 ROC/P							
<b>Other Goals Description</b>							
7110 Nonagency - Educational							
7150 Nonagency - Other							
8100 Community Services							
8500 Child Care and Development Services							
<b>Other Funds Description</b>							
-- Adult Education (Fund 11)							
-- Child Development (Fund 12)							
-- Cafeteria (Funds 13 & 61)							
<b>C. Total Allocation Factors</b>	0.00	17.70	17.70	0.00	17.00	0.00	70.00

Unaudited Actuals  
2020-21  
General Fund and Charter Schools Funds  
Program Cost Report

Goal	Program/Activity	----- Direct Costs -----			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
<b>Instructional Goals</b>							
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	
1110	Regular Education, K-12	3,359,874.22	404,071.86	3,763,946.08	366,317.69	4,130,263.77	
3100	Alternative Schools	0.00	0.00	0.00	0.00	0.00	
3200	Continuation Schools	0.00	0.00	0.00	0.00	0.00	
3300	Independent Study Centers	0.00	0.00	0.00	0.00	0.00	
3400	Opportunity Schools	0.00	0.00	0.00	0.00	0.00	
3550	Community Day Schools	0.00	0.00	0.00	0.00	0.00	
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00	0.00	
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	
4610	Adult Independent Study Centers	0.00	0.00	0.00	0.00	0.00	
4620	Adult Correctional Education	0.00	0.00	0.00	0.00	0.00	
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	
4760	Bilingual	0.00	0.00	0.00	0.00	0.00	
4850	Migrant Education	0.00	0.00	0.00	0.00	0.00	
5000-5999	Special Education	568,322.68	34,209.86	602,532.54	58,640.14	661,172.68	
6000	Regional Occupational Ctr/Prg (ROC/P)	0.00	0.00	0.00	0.00	0.00	
<b>Other Goals</b>							
7110	Nonagency - Educational	0.00	0.00	0.00	0.00	0.00	
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	
8100	Community Services	0.00	0.00	0.00	0.00	0.00	
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	
<b>Other Costs</b>							
----	Food Services					610.00	
----	Enterprise					0.00	
----	Facilities Acquisition & Construction					102,358.60	
----	Other Outgo					2,243,510.00	
<b>Other Funds</b>							
----	Adult Education, Child Development, Cafeteria, Foundation ([Column 3 + CAC, line C5] times CAC, line E)		0.00	0.00	15,916.70	15,916.70	
----	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62, Function 7210, Object 7350)				0.00	0.00	
----	<b>Total General Fund and Charter Schools Funds Expenditures</b>	3,928,196.90	438,281.72	4,366,478.62	440,874.53	2,346,478.60	
						7,153,831.75	

Unaudited Actuals  
2020-21  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000-1999)	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110-3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000-4999)	Community Services (Functions 5000-5999)	General Administration (Functions 7000-7999, except 7210)*	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Total
<b>Instructional Goals</b>													
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	2,938,058.85	40,869.73	8,205.00	372,740.64	0.00	0.00	0.00			0.00	0.00	3,359,874.22
3100	Alternative Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3200	Continuation Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3300	Independent Study Centers	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4610	Adult Independent Study Centers	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4620	Adult Correctional Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4760	Bilingual	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4850	Migrant Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	534,625.29	0.00	0.00	0.00	11,771.45	21,925.94	0.00			0.00	0.00	568,322.68
6000	ROC/P	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
<b>Other Goals</b>													
7110	Nonagency - Educational	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8100	Community Services		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Direct Charged Costs</b>		3,472,684.14	40,869.73	8,205.00	372,740.64	11,771.45	21,925.94	0.00	0.00	0.00	0.00	0.00	3,928,196.90

\* Functions 7100-7199 for goals 8100 and 8500



Unaudited Actuals  
2020-21  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Allocated Support Costs (AC)

Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
<b>Instructional Goals</b>					
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
1110	Regular Education, K-12	12,778.01	244,365.67	146,928.18	404,071.86
3100	Alternative Schools	0.00	0.00	0.00	0.00
3200	Continuation Schools	0.00	0.00	0.00	0.00
3300	Independent Study Centers	0.00	0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00
4610	Adult Independent Study Centers	0.00	0.00	0.00	0.00
4620	Adult Correctional Education	0.00	0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00
4760	Bilingual	0.00	0.00	0.00	0.00
4850	Migrant Education	0.00	0.00	0.00	0.00
5000-5999	Special Education (allocated to 5001)	1,627.77	32,582.09	0.00	34,209.86
6000	ROC/P	0.00	0.00	0.00	0.00
<b>Other Goals</b>					
7110	Nonagency - Educational	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00
8100	Community Services	0.00	0.00	0.00	0.00
8500	Child Care and Development Svcs.	0.00	0.00	0.00	0.00
<b>Other Funds</b>					
--	Adult Education (Fund 11)		0.00		0.00
--	Child Development (Fund 12)	0.00	0.00	0.00	0.00
--	Cafeteria (Funds 13 and 61)		0.00		0.00
<b>Total Allocated Support Costs</b>		14,405.78	276,947.76	146,928.18	438,281.72

Unaudited Actuals  
2020-21  
Program Cost Report  
Schedule of Central Administration Costs (CAC)

<b>A. Central Administration Costs in General Fund and Charter Schools Funds</b>		
1	Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7180, Goals 0000-6999 and 9000, Objects 1000-7999)	145,745.62
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	13,440.00
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	276,853.91
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	4,835.00
5	Total Central Administration Costs in General Fund and Charter Schools Funds	440,874.53
<b>B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds</b>		
1	Total Direct Charged Costs (from Form PCR, Column 1, Total)	3,928,196.90
2	Total Allocated Costs (from Form PCR, Column 2, Total)	438,281.72
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	4,366,478.62
<b>C. Direct Charged Costs in Other Funds</b>		
1	Adult Education (Fund 11, Objects 1000-5999, except 5100)	0.00
2	Child Development (Fund 12, Objects 1000-5999, except 5100)	0.00
3	Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	163,545.45
4	Foundation (Funds 19 & 57, Objects 1000-5999, except 5100)	0.00
5	Total Direct Charged Costs in Other Funds	163,545.45
<b>D. Total Direct Charged and Allocated Costs (B3 + C5)</b>		4,530,024.07
<b>E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)</b>		9.73%

Unaudited Actuals  
2020-21  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Other Costs (OC)

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000-9999)	Total
Food Services (Objects 1000-5999, 6400, and 6500)	610.00				610.00
Enterprise (Objects 1000-5999, 6400, and 6500)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6500)			102,358.60		102,358.60
Other Outgo (Objects 1000-7999)				2,243,510.00	2,243,510.00
<b>Total Other Costs</b>	610.00	0.00	102,358.60	2,243,510.00	2,346,478.60

Current Expense Formula/Minimum Classroom Compensation

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	1,635,793.52	301	0.00	303	1,635,793.52	305	10,000.00		307	1,625,793.52	309
2000 - Classified Salaries	807,308.35	311	0.00	313	807,308.35	315	6,345.00		317	800,963.35	319
3000 - Employee Benefits	1,256,250.21	321	27,936.00	323	1,228,314.21	325	1,215.26		327	1,227,098.95	329
4000 - Books, Supplies Equip Replace. (6500)	329,678.87	331	0.00	333	329,678.87	335	61,216.41		337	268,462.46	339
5000 - Services. . . & 7300 - Indirect Costs	778,932.20	341	610.00	343	778,322.20	345	196,098.57		347	582,223.63	349
TOTAL					4,779,417.15	365			TOTAL	4,504,541.91	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

\* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No.
1. Teacher Salaries as Per EC 41011. . . . .		1100	375
2. Salaries of Instructional Aides Per EC 41011. . . . .		2100	380
3. STRS. . . . .		3101 & 3102	382
4. PERS. . . . .		3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative. . . . .		3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans). . . . .		3401 & 3402	385
7. Unemployment Insurance. . . . .		3501 & 3502	390
8. Workers' Compensation Insurance. . . . .		3601 & 3602	392
9. OPEB, Active Employees (EC 41372). . . . .		3751 & 3752	
10. Other Benefits (EC 22310). . . . .		3901 & 3902	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10). . . . .			395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2. . . . .			
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted). . . . .			396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*. . . . .			396
14. TOTAL SALARIES AND BENEFITS. . . . .			397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372. . . . .			61.53%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X') . . . . .			

PART III: DEFICIENCY AMOUNT	
A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.	
1. Minimum percentage required (60% elementary, 55% unified, 50% high) . . . . .	60.00%
2. Percentage spent by this district (Part II, Line 15) . . . . .	61.53%
3. Percentage below the minimum (Part III, Line 1 minus Line 2) . . . . .	0.00%
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369). . . . .	4,504,541.91
5. Deficiency Amount (Part III, Line 3 times Line 4) . . . . .	0.00

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)	

**Part I - General Administrative Share of Plant Services Costs**

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

**A. Salaries and Benefits - Other General Administration and Centralized Data Processing**

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 7200-7700, goals 0000 and 9000) 182,292.44
- 2. Contracted general administrative positions not paid through payroll
  - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. \_\_\_\_\_
  - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

**B. Salaries and Benefits - All Other Activities**

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 3,489,123.64

**C. Percentage of Plant Services Costs Attributable to General Administration**

- (Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 5.22%

**Part II - Adjustments for Employment Separation Costs**

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

**A. Normal Separation Costs (optional)**

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. 0.00  
Retain supporting documentation.

**B. Abnormal or Mass Separation Costs (required)**

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

**Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)**

**A. Indirect Costs**

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	270,690.13
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	4,835.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	14,456.67
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	289,981.80
9. Carry-Forward Adjustment (Part IV, Line F)	19,478.06
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	309,459.86

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	3,291,443.52
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	436,221.15
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	34,307.39
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	0.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	145,745.62
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	13,440.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	6,163.78
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	262,491.09
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	7,894.28
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	131,863.72
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	4,329,570.55

**C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment**

<b>(For information only - not for use when claiming/recovering indirect costs)</b> (Line A8 divided by Line B19)	6.70%
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**D. Preliminary Proposed Indirect Cost Rate**

<b>(For final approved fixed-with-carry-forward rate for use in 2022-23 see <a href="http://www.cde.ca.gov/fg/ac/ic">www.cde.ca.gov/fg/ac/ic</a>)</b> (Line A10 divided by Line B19)	7.15%
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**Part IV - Carry-forward Adjustment**

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

<b>A. Indirect costs incurred in the current year (Part III, Line A8)</b>	<u>289,981.80</u>
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	<u>68,934.59</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
<b>C. Carry-forward adjustment for under- or over-recovery in the current year</b>	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (7.84%) times Part III, Line B19); zero if negative	<u>19,478.06</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (7.84%) times Part III, Line B19) or (the highest rate used to recover costs from any program (2.59%) times Part III, Line B19); zero if positive	<u>0.00</u>
<b>D. Preliminary carry-forward adjustment (Line C1 or C2)</b>	<u>19,478.06</u>
<b>E. Optional allocation of negative carry-forward adjustment over more than one year</b>	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>not applicable</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
<b>F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)</b>	<u>19,478.06</u>

Approved indirect cost rate: 7.84%  
 Highest rate used in any program: 2.59%

<b>Fund</b>	<b>Resource</b>	<b>Eligible Expenditures (Objects 1000-5999 except Object 5100)</b>	<b>Indirect Costs Charged (Objects 7310 and 7350)</b>	<b>Rate Used</b>
01	4035	5,801.00	150.00	2.59%



	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
<b>Governmental Activities:</b>						
Capital assets not being depreciated:						
Land	753,579.00		753,579.00			753,579.00
Work in Progress	355,648.00	2,528,148.00	2,883,796.00			2,883,796.00
Total capital assets not being depreciated	1,109,227.00	2,528,148.00	3,637,375.00	0.00	0.00	3,637,375.00
Capital assets being depreciated:						
Land Improvements	1,089,135.00	5,316.00	1,094,451.00			1,094,451.00
Buildings	9,593,353.00		9,593,353.00			9,593,353.00
Equipment	42,057.00	(25,300.00)	16,757.00		0.00	16,757.00
Total capital assets being depreciated	10,724,545.00	(19,984.00)	10,704,561.00	0.00	0.00	10,704,561.00
Accumulated Depreciation for:						
Land Improvements	(407,975.00)	(46,026.00)	(454,001.00)			(454,001.00)
Buildings	(3,236,529.00)	(214,235.00)	(3,450,764.00)			(3,450,764.00)
Equipment	(37,032.00)	23,624.00	(13,408.00)		0.00	(13,408.00)
Total accumulated depreciation	(3,681,536.00)	(236,637.00)	(3,918,173.00)	0.00	0.00	(3,918,173.00)
Total capital assets being depreciated, net	7,043,009.00	(256,621.00)	6,786,388.00	0.00	0.00	6,786,388.00
Governmental activity capital assets, net	8,152,236.00	2,271,527.00	10,423,763.00	0.00	0.00	10,423,763.00
<b>Business-Type Activities:</b>						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals  
2020-21 Unaudited Actuals  
Schedule of Long-Term Liabilities

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
<b>Governmental Activities:</b>							
General Obligation Bonds Payable	4,002,267.00	2,832,286.00	6,834,553.00			6,834,553.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability	3,741,665.00	(3,741,665.00)	0.00			0.00	
Total/Net OPEB Liability	845,514.00	(552,540.00)	292,974.00			292,974.00	
Compensated Absences Payable			0.00			0.00	
Governmental activities long-term liabilities	8,589,446.00	(1,461,919.00)	7,127,527.00	0.00	0.00	7,127,527.00	0.00
<b>Business-Type Activities:</b>							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Section I - Expenditures	Funds 01, 09, and 62			2020-21 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	7,153,831.75
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	317,722.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	102,358.60
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	0.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	2,243,510.00
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	0.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				2,345,868.60
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	94,335.55
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				4,584,576.70

<b>Section II - Expenditures Per ADA</b>		<b>2020-21 Annual ADA/ Exps. Per ADA</b>
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		215.69
B. Expenditures per ADA (Line I.E divided by Line II.A)		21,255.40
<b>Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)</b>		
	<b>Total</b>	<b>Per ADA</b>
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	4,577,389.78	21,222.08
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	4,577,389.78	21,222.08
B. Required effort (Line A.2 times 90%)	4,119,650.80	19,099.87
C. Current year expenditures (Line I.E and Line II.B)	4,584,576.70	21,255.40
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2022-23 may be reduced by the lower of the two percentages)	0.00%	0.00%

<b>SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)</b>		
<b>Description of Adjustments</b>	<b>Total Expenditures</b>	<b>Expenditures Per ADA</b>
<b>Total adjustments to base expenditures</b>	<b>0.00</b>	<b>0.00</b>

Unaudited Actuals  
2020-21 Unaudited Actuals  
LOTTERY REPORT  
Revenues, Expenditures and  
Ending Balances - All Funds

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
<b>A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>					
1. Adjusted Beginning Fund Balance	9791-9795	71,079.68		39,141.09	110,220.77
2. State Lottery Revenue	8560	35,186.99		15,802.70	50,989.69
3. Other Local Revenue	8600-8799	0.00		0.00	0.00
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
6. Total Available (Sum Lines A1 through A5)		106,266.67	0.00	54,943.79	161,210.46
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>					
1. Certificated Salaries	1000-1999	0.00			0.00
2. Classified Salaries	2000-2999	6,345.00			6,345.00
3. Employee Benefits	3000-3999	1,215.26			1,215.26
4. Books and Supplies	4000-4999	39,065.55		19,904.46	58,970.01
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	16,129.54			16,129.54
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800				
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800				
6. Capital Outlay	6000-6999	0.00			0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211,7212,7221, 7222,7281,7282	0.00			0.00
b. To JPAs and All Others	7213,7223, 7283,7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399				
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11 )		62,755.35	0.00	19,904.46	82,659.81
<b>C. ENDING BALANCE</b> (Must equal Line A6 minus Line B12)					
	979Z	43,511.32	0.00	35,039.33	78,550.65
<b>D. COMMENTS:</b>					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

\*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>A. REVENUES</b>									
1) LCFF Sources		8010-8099	4,057,667.27	34,121.00	4,091,788.27	4,105,944.00	31,280.00	4,137,224.00	1.1%
2) Federal Revenue		8100-8299	0.00	275,597.00	275,597.00	0.00	296,064.00	296,064.00	7.4%
3) Other State Revenue		8300-8599	89,964.49	328,546.70	418,511.19	36,910.00	261,950.00	298,860.00	-28.6%
4) Other Local Revenue		8600-8799	168,449.61	56,183.00	224,632.61	83,300.00	49,105.00	132,405.00	-41.1%
5) TOTAL, REVENUES			4,316,081.37	694,447.70	5,010,529.07	4,226,154.00	638,399.00	4,864,553.00	-2.9%
<b>B. EXPENDITURES</b>									
1) Certificated Salaries		1000-1999	1,440,900.81	194,892.71	1,635,793.52	1,506,745.99	194,735.43	1,701,481.42	4.0%
2) Classified Salaries		2000-2999	699,326.81	107,981.54	807,308.35	696,347.68	129,631.18	825,978.86	2.3%
3) Employee Benefits		3000-3999	982,128.15	274,122.06	1,256,250.21	1,112,344.40	269,000.73	1,381,345.13	10.0%
4) Books and Supplies		4000-4999	188,850.29	140,828.58	329,678.87	87,950.00	15,250.00	103,200.00	-68.7%
5) Services and Other Operating Expenditures		5000-5999	458,490.58	320,441.62	778,932.20	443,493.00	304,871.00	748,364.00	-3.9%
6) Capital Outlay		6000-6999	20,000.00	82,358.60	102,358.60	0.00	10,500.00	10,500.00	-89.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(150.00)	150.00	0.00	(150.00)	150.00	0.00	0.0%
9) TOTAL, EXPENDITURES			3,789,546.64	1,120,775.11	4,910,321.75	3,846,731.07	924,138.34	4,770,869.41	-2.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>									
			526,534.73	(426,327.41)	100,207.32	379,422.93	(285,739.34)	93,683.59	-6.5%
<b>D. OTHER FINANCING SOURCES/USES</b>									
1) Interfund Transfers									
a) Transfers In		8900-8929	2,158,275.00	0.00	2,158,275.00	1,747,130.00	0.00	1,747,130.00	-19.0%
b) Transfers Out		7600-7629	2,243,510.00	0.00	2,243,510.00	1,815,000.00	0.00	1,815,000.00	-19.1%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(520,475.49)	520,475.49	0.00	(436,000.00)	436,000.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(605,710.49)	520,475.49	(85,235.00)	(503,870.00)	436,000.00	(67,870.00)	-20.4%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(79,175.76)	94,148.08	14,972.32	(124,447.07)	150,260.66	25,813.59	72.4%
<b>F. FUND BALANCE, RESERVES</b>									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	3,572,214.88	186,763.84	3,758,978.72	3,451,211.12	191,575.92	3,642,787.04	-3.1%
b) Audit Adjustments		9793	(41,828.00)	(89,336.00)	(131,164.00)	0.00	0.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			3,530,386.88	97,427.84	3,627,814.72	3,451,211.12	191,575.92	3,642,787.04	0.4%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,530,386.88	97,427.84	3,627,814.72	3,451,211.12	191,575.92	3,642,787.04	0.4%
2) Ending Balance, June 30 (E + F1e)			3,451,211.12	191,575.92	3,642,787.04	3,326,764.05	341,836.58	3,668,600.63	0.7%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	500.00	0.00	500.00	0.00	0.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	15,111.35	0.00	15,111.35	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	191,575.92	191,575.92	0.00	341,836.58	341,836.58	78.4%
c) Committed									
Stabilization Arrangements		9750	2,400,000.00	0.00	2,400,000.00	2,400,000.00	0.00	2,400,000.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	1,035,599.77	0.00	1,035,599.77	926,764.05	0.00	926,764.05	-10.5%



Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>G. ASSETS</b>									
1) Cash									
a) in County Treasury		9110	2,603,579.29	198,998.91	2,802,578.20				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Cash Account		9130	500.00	0.00	500.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	40,000.00	0.00	40,000.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	129,769.18	107,354.50	237,123.68				
4) Due from Grantor Government		9290	1,066,054.00	110,913.00	1,176,967.00				
5) Due from Other Funds		9310	0.00	33,786.00	33,786.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	15,111.35	0.00	15,111.35				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			3,855,013.82	451,052.41	4,306,066.23				
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
<b>I. LIABILITIES</b>									
1) Accounts Payable		9500	373,647.70	190,700.50	564,348.20				
2) Due to Grantor Governments		9590	30,155.00	34,989.99	65,144.99				
3) Due to Other Funds		9610	0.00	33,786.00	33,786.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			403,802.70	259,476.49	663,279.19				
<b>J. DEFERRED INFLOWS OF RESOURCES</b>									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
<b>K. FUND EQUITY</b>									
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			3,451,211.12	191,575.92	3,642,787.04				

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>LCFF SOURCES</b>									
Principal Apportionment									
State Aid - Current Year		8011	2,915,694.00	0.00	2,915,694.00	3,001,464.00	0.00	3,001,464.00	2.9%
Education Protection Account State Aid - Current Year		8012	204,575.00	0.00	204,575.00	186,894.00	0.00	186,894.00	-8.6%
State Aid - Prior Years		8019	(3,793.00)	0.00	(3,793.00)	0.00	0.00	0.00	-100.0%
Tax Relief Subventions									
Homeowners' Exemptions		8021	14,465.44	0.00	14,465.44	24,400.00	0.00	24,400.00	68.7%
Timber Yield Tax		8022	2,007.73	0.00	2,007.73	3,000.00	0.00	3,000.00	49.4%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes									
Secured Roll Taxes		8041	2,560,499.46	0.00	2,560,499.46	2,630,400.00	0.00	2,630,400.00	2.7%
Unsecured Roll Taxes		8042	77,921.39	0.00	77,921.39	82,200.00	0.00	82,200.00	5.5%
Prior Years' Taxes		8043	1,093.25	0.00	1,093.25	0.00	0.00	0.00	-100.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>5,772,463.27</b>	<b>0.00</b>	<b>5,772,463.27</b>	<b>5,928,358.00</b>	<b>0.00</b>	<b>5,928,358.00</b>	<b>2.7%</b>
<b>LCFF Transfers</b>									
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00		0.00	0.00		0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(1,714,796.00)	0.00	(1,714,796.00)	(1,822,414.00)	0.00	(1,822,414.00)	6.3%
Property Taxes Transfers		8097	0.00	34,121.00	34,121.00	0.00	31,280.00	31,280.00	-8.3%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>4,057,667.27</b>	<b>34,121.00</b>	<b>4,091,788.27</b>	<b>4,105,944.00</b>	<b>31,280.00</b>	<b>4,137,224.00</b>	<b>1.1%</b>
<b>FEDERAL REVENUE</b>									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	(6,995.00)	(6,995.00)	0.00	34,652.00	34,652.00	-595.4%
Special Education Discretionary Grants		8182	0.00	(1,438.00)	(1,438.00)	0.00	927.00	927.00	-164.5%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		32,966.00	32,966.00		32,763.00	32,763.00	-0.6%
Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290		5,951.00	5,951.00		5,951.00	5,951.00	0.0%
Title III, Part A, Immigrant Student Program	4201	8290		0.00	0.00		0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Title III, Part A, English Learner Program	4203	8290		0.00	0.00		0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128, 5510, 5630	8290		10,000.00	10,000.00		10,000.00	10,000.00	0.0%
Career and Technical Education	3500-3599	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	235,113.00	235,113.00	0.00	211,771.00	211,771.00	-9.9%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	275,597.00	275,597.00	0.00	296,064.00	296,064.00	7.4%
<b>OTHER STATE REVENUE</b>									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	4,488.00	0.00	4,488.00	6,985.00	0.00	6,985.00	55.6%
Lottery - Unrestricted and Instructional Materials		8560	35,186.99	15,802.70	50,989.69	29,925.00	9,775.00	39,700.00	-22.1%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		0.00	0.00		0.00	0.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590		0.00	0.00		0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590		0.00	0.00		0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	50,289.50	312,744.00	363,033.50	0.00	252,175.00	252,175.00	-30.5%
<b>TOTAL, OTHER STATE REVENUE</b>			89,964.49	328,546.70	418,511.19	36,910.00	261,950.00	298,860.00	-28.6%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>OTHER LOCAL REVENUE</b>									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	256.91	0.00	256.91	0.00	0.00	0.00	-100.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds									
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from									
Delinquent Non-LCFF									
Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	27,791.39	0.00	27,791.39	25,000.00	0.00	25,000.00	-10.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	140,401.31	1,500.00	141,901.31	58,300.00	1,500.00	59,800.00	-57.9%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		54,683.00	54,683.00		47,605.00	47,605.00	-12.9%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>168,449.61</b>	<b>56,183.00</b>	<b>224,632.61</b>	<b>83,300.00</b>	<b>49,105.00</b>	<b>132,405.00</b>	<b>-41.1%</b>
<b>TOTAL, REVENUES</b>			<b>4,316,081.37</b>	<b>694,447.70</b>	<b>5,010,529.07</b>	<b>4,226,154.00</b>	<b>638,399.00</b>	<b>4,864,553.00</b>	<b>-2.9%</b>

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>CERTIFICATED SALARIES</b>									
Certificated Teachers' Salaries		1100	1,209,706.58	163,564.88	1,373,271.46	1,251,590.59	194,735.43	1,446,326.02	5.3%
Certificated Pupil Support Salaries		1200	0.00	10,000.00	10,000.00	0.00	0.00	0.00	-100.0%
Certificated Supervisors' and Administrators' Salaries		1300	231,194.23	21,327.83	252,522.06	255,155.40	0.00	255,155.40	1.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,440,900.81</b>	<b>194,892.71</b>	<b>1,635,793.52</b>	<b>1,506,745.99</b>	<b>194,735.43</b>	<b>1,701,481.42</b>	<b>4.0%</b>
<b>CLASSIFIED SALARIES</b>									
Classified Instructional Salaries		2100	350,704.24	107,338.16	458,042.40	357,196.71	129,631.18	486,827.89	6.3%
Classified Support Salaries		2200	109,959.42	0.00	109,959.42	109,492.56	0.00	109,492.56	-0.4%
Classified Supervisors' and Administrators' Salaries		2300	94,137.12	0.00	94,137.12	96,961.20	0.00	96,961.20	3.0%
Clerical, Technical and Office Salaries		2400	132,949.78	643.38	133,593.16	132,697.21	0.00	132,697.21	-0.7%
Other Classified Salaries		2900	11,576.25	0.00	11,576.25	0.00	0.00	0.00	-100.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>699,326.81</b>	<b>107,981.54</b>	<b>807,308.35</b>	<b>696,347.68</b>	<b>129,631.18</b>	<b>825,978.86</b>	<b>2.3%</b>
<b>EMPLOYEE BENEFITS</b>									
STRS		3101-3102	249,603.28	203,153.54	452,756.82	254,996.29	181,887.74	436,884.03	-3.5%
PERS		3201-3202	127,369.61	14,732.43	142,102.04	145,366.12	12,464.71	157,830.83	11.1%
OASDI/Medicare/Alternative		3301-3302	74,612.27	6,948.41	81,560.68	80,593.44	7,832.74	88,426.18	8.4%
Health and Welfare Benefits		3401-3402	461,172.83	46,684.47	507,857.30	538,722.77	60,234.79	598,957.56	17.9%
Unemployment Insurance		3501-3502	2,144.01	134.97	2,278.98	26,602.77	3,275.89	29,878.66	1211.1%
Workers' Compensation		3601-3602	27,902.63	2,468.24	30,370.87	27,214.93	3,304.86	30,519.79	0.5%
OPEB, Allocated		3701-3702	27,936.00	0.00	27,936.00	27,130.00	0.00	27,130.00	-2.9%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	11,387.52	0.00	11,387.52	11,718.08	0.00	11,718.08	2.9%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>982,128.15</b>	<b>274,122.06</b>	<b>1,256,250.21</b>	<b>1,112,344.40</b>	<b>269,000.73</b>	<b>1,381,345.13</b>	<b>10.0%</b>
<b>BOOKS AND SUPPLIES</b>									
Approved Textbooks and Core Curricula Materials		4100	30,358.88	21,207.18	51,566.06	12,000.00	0.00	12,000.00	-76.7%
Books and Other Reference Materials		4200	22,802.37	131.22	22,933.59	0.00	2,500.00	2,500.00	-89.1%
Materials and Supplies		4300	81,446.36	61,588.16	143,034.52	59,050.00	10,350.00	69,400.00	-51.5%
Noncapitalized Equipment		4400	54,242.68	57,902.02	112,144.70	16,900.00	2,400.00	19,300.00	-82.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>188,850.29</b>	<b>140,828.58</b>	<b>329,678.87</b>	<b>87,950.00</b>	<b>15,250.00</b>	<b>103,200.00</b>	<b>-68.7%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>									
Subagreements for Services		5100	174,539.76	153,629.04	328,168.80	176,248.00	219,100.00	395,348.00	20.5%
Travel and Conferences		5200	14,077.17	13,714.00	27,791.17	24,850.00	250.00	25,100.00	-9.7%
Dues and Memberships		5300	18,016.26	0.00	18,016.26	16,830.00	0.00	16,830.00	-6.6%
Insurance		5400 - 5450	39,148.00	0.00	39,148.00	39,645.00	0.00	39,645.00	1.3%
Operations and Housekeeping Services		5500	24,664.72	764.61	25,429.33	37,870.00	1,100.00	38,970.00	53.2%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,608.12	6,331.00	9,939.12	2,000.00	9,150.00	11,150.00	12.2%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	159,779.41	125,345.59	285,125.00	102,500.00	75,271.00	177,771.00	-37.7%
Communications		5900	24,657.14	20,657.38	45,314.52	43,550.00	0.00	43,550.00	-3.9%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>458,490.58</b>	<b>320,441.62</b>	<b>778,932.20</b>	<b>443,493.00</b>	<b>304,871.00</b>	<b>748,364.00</b>	<b>-3.9%</b>

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>CAPITAL OUTLAY</b>									
Land		6100	20,000.00	81,851.10	101,851.10	0.00	10,500.00	10,500.00	-89.7%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	507.50	507.50	0.00	0.00	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>20,000.00</b>	<b>82,358.60</b>	<b>102,358.60</b>	<b>0.00</b>	<b>10,500.00</b>	<b>10,500.00</b>	<b>-89.7%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments All Other		7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>									
Transfers of Indirect Costs		7310	(150.00)	150.00	0.00	(150.00)	150.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(150.00)</b>	<b>150.00</b>	<b>0.00</b>	<b>(150.00)</b>	<b>150.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>3,789,546.64</b>	<b>1,120,775.11</b>	<b>4,910,321.75</b>	<b>3,846,731.07</b>	<b>924,138.34</b>	<b>4,770,869.41</b>	<b>-2.8%</b>

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals			2021-22 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>INTERFUND TRANSFERS</b>									
<b>INTERFUND TRANSFERS IN</b>									
From: Special Reserve Fund		8912	20,000.00	0.00	20,000.00	0.00	0.00	0.00	-100.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	2,138,275.00	0.00	2,138,275.00	1,747,130.00	0.00	1,747,130.00	-18.3%
(a) TOTAL, INTERFUND TRANSFERS IN			2,158,275.00	0.00	2,158,275.00	1,747,130.00	0.00	1,747,130.00	-19.0%
<b>INTERFUND TRANSFERS OUT</b>									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	95,000.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.0%
Other Authorized Interfund Transfers Out		7619	2,148,510.00	0.00	2,148,510.00	1,720,000.00	0.00	1,720,000.00	-19.9%
(b) TOTAL, INTERFUND TRANSFERS OUT			2,243,510.00	0.00	2,243,510.00	1,815,000.00	0.00	1,815,000.00	-19.1%
<b>OTHER SOURCES/USES</b>									
<b>SOURCES</b>									
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>									
Contributions from Unrestricted Revenues		8980	(520,475.49)	520,475.49	0.00	(436,000.00)	436,000.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(520,475.49)	520,475.49	0.00	(436,000.00)	436,000.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>									
(a - b + c - d + e)			(605,710.49)	520,475.49	(85,235.00)	(503,870.00)	436,000.00	(67,870.00)	-20.4%

<b>Resource</b>	<b>Description</b>	<b>2020-21 Unaudited Actuals</b>	<b>2021-22 Budget</b>
3212	Elementary and Secondary School Relief II (ESSER II) Fund	0.00	185,771.00
6300	Lottery: Instructional Materials	35,039.33	39,164.33
6500	Special Education	0.00	4,945.29
6512	Special Ed: Mental Health Services	18,166.00	18,166.00
7311	Classified School Employee Professional Development Block Grant	2,487.24	2,487.24
7425	Expanded Learning Opportunities (ELO) Grant	58,709.98	18,966.98
7426	Expanded Learning Opportunities (ELO) Grant: Paraprofessional Sta	13,014.73	6,927.10
8150	Ongoing & Major Maintenance Account (RMA: Education Code Secti	64,001.64	65,251.64
9010	Other Restricted Local	157.00	157.00
Total, Restricted Balance		<u>191,575.92</u>	<u>341,836.58</u>



<b>Fund: 01 General Fund</b>		
<b>Resource: 0000 Unrestricted</b>		
<b>Description</b>	<b>Object</b>	<b>2020-21 Unaudited Actuals</b>
<b>Ending Fund Balance</b>	979Z	3,137,764.92
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	500.00
Stores	9712	0.00
Prepaid Expenditures	9713	13,111.35
All Others	9719	0.00
<b>Restricted</b>		
	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	2,400,000.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	724,153.57

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	58,295.85	50,000.00	-14.2%
3) Other State Revenue		8300-8599	10,644.64	30,000.00	181.8%
4) Other Local Revenue		8600-8799	269.41	20,260.00	7420.1%
5) TOTAL, REVENUES			69,209.90	100,260.00	44.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	69,117.50	68,932.81	-0.3%
3) Employee Benefits		3000-3999	55,323.61	60,201.86	8.8%
4) Books and Supplies		4000-4999	35,526.54	63,000.00	77.3%
5) Services and Other Operating Expenditures		5000-5999	3,577.80	2,550.00	-28.7%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			163,545.45	194,684.67	19.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(94,335.55)	(94,424.67)	0.1%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	95,000.00	95,000.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			95,000.00	95,000.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			664.45	575.33	-13.4%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	38,631.82	39,296.27	1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			38,631.82	39,296.27	1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			38,631.82	39,296.27	1.7%
2) Ending Balance, June 30 (E + F1e)			39,296.27	39,871.60	1.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	1,000.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			38,296.27	39,871.60	4.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<b>Resource</b>	<b>Description</b>	<b>2020-21 Unaudited Actuals</b>	<b>2021-22 Budget</b>
5310	Child Nutrition: School Programs (e.g., School Lunch, School I	36,064.27	37,639.60
5316	Child Nutrition: COVID CARES Act Supplemental Meal Reimb	2,232.00	2,232.00
Total, Restricted Balance		<u>38,296.27</u>	<u>39,871.60</u>

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	529.84	600.00	13.2%
5) TOTAL, REVENUES			529.84	600.00	13.2%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	10,322.50	15,000.00	45.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			10,322.50	15,000.00	45.3%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(9,792.66)	(14,400.00)	47.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(9,792.66)	(14,400.00)	47.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	71,324.16	61,531.50	-13.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			71,324.16	61,531.50	-13.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			71,324.16	61,531.50	-13.7%
2) Ending Balance, June 30 (E + F1e)			61,531.50	47,131.50	-23.4%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	61,531.50	47,131.50	-23.4%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	4,013.53	3,500.00	-12.8%
5) TOTAL, REVENUES			4,013.53	3,500.00	-12.8%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			4,013.53	3,500.00	-12.8%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	20,000.00	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(20,000.00)	0.00	-100.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(15,986.47)	3,500.00	-121.9%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	522,203.70	506,217.23	-3.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			522,203.70	506,217.23	-3.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			522,203.70	506,217.23	-3.1%
2) Ending Balance, June 30 (E + F1e)			506,217.23	509,717.23	0.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	506,217.23	509,717.23	0.7%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6,606.74	5,000.00	-24.3%
5) TOTAL, REVENUES			6,606.74	5,000.00	-24.3%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			6,606.74	5,000.00	-24.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	45,405.00	0.00	-100.0%
b) Transfers Out		7600-7629	35,170.00	27,130.00	-22.9%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			10,235.00	(27,130.00)	-365.1%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			16,841.74	(22,130.00)	-231.4%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	824,005.39	840,847.13	2.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			824,005.39	840,847.13	2.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			824,005.39	840,847.13	2.0%
2) Ending Balance, June 30 (E + F1e)			840,847.13	818,717.13	-2.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	840,847.13	818,717.13	-2.6%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	22,252.69	26,000.00	16.8%
5) TOTAL, REVENUES			22,252.69	26,000.00	16.8%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	148,406.00	0.00	-100.0%
6) Capital Outlay		6000-6999	1,800,777.30	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,949,183.30	0.00	-100.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,926,930.61)	26,000.00	-101.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	3,043,256.96	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			3,043,256.96	0.00	-100.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			1,116,326.35	26,000.00	-97.7%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,999,166.47	4,091,776.82	36.4%
b) Audit Adjustments		9793	(23,716.00)	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			2,975,450.47	4,091,776.82	37.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,975,450.47	4,091,776.82	37.5%
2) Ending Balance, June 30 (E + F1e)			4,091,776.82	4,117,776.82	0.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	4,091,776.82	4,117,776.82	0.6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,582.48	1,800.00	13.7%
5) TOTAL, REVENUES			1,582.48	1,800.00	13.7%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	6,165.02	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			6,165.02	0.00	-100.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(4,582.54)	1,800.00	-139.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(4,582.54)	1,800.00	-139.3%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	204,961.68	200,379.14	-2.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			204,961.68	200,379.14	-2.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			204,961.68	200,379.14	-2.2%
2) Ending Balance, June 30 (E + F1e)			200,379.14	202,179.14	0.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			200,379.14	202,179.14	0.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.09	0.12	33.3%
5) TOTAL, REVENUES			0.09	0.12	33.3%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.09	0.12	33.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.09	0.12	33.3%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	10.58	10.67	0.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10.58	10.67	0.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10.58	10.67	0.9%
2) Ending Balance, June 30 (E + F1e)			10.67	10.79	1.1%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			10.67	10.79	1.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,861.78	3,300.00	15.3%
5) TOTAL, REVENUES			2,861.78	3,300.00	15.3%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	33,419.50	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			33,419.50	0.00	-100.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(30,557.72)	3,300.00	-110.8%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(30,557.72)	3,300.00	-110.8%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	379,601.07	349,043.35	-8.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			379,601.07	349,043.35	-8.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			379,601.07	349,043.35	-8.0%
2) Ending Balance, June 30 (E + F1e)			349,043.35	352,343.35	0.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	349,043.35	352,343.35	0.9%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.4 Consideration of 21-22 Contract for Office Manager
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the Board consider and approve the 21-22 Office Manager contract

**Approvals:**


Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.5 Consideration of 21-22 Contract for School Nurse
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Nurse contract.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the Board consider and approve the 21-22 School Nurse contract

**Approvals:**

Recommended  
By:

A handwritten signature in black ink that reads "Matthew Morgan".

Matthew Morgan - Superintendent/Principal

Harmony Union School District  
Employment Agreement/Contract for School Nurse

This Agreement is made by and between the Governing Board of the Harmony Union School District ("District") and Susan Timko ("School Nurse").

**TERM:**

The District hereby employs the School Nurse on August 24, 2021, through June 3, 2022.

**SALARY:**

Placement under this Agreement shall be at \$45 per hour.

**FRINGE BENEFITS:**

The School Nurse shall be entitled to receive District paid health benefits not to exceed the Kaiser Family Middle rate plus dental and vision benefits. If a unit member's health benefits increase the School Nurse's health benefits will follow the same increase. The District contribution will be at the same rate provided for the classified unit.

**TRAVEL:**

Travel by private vehicle that is required for District business shall be reimbursed at the Internal Revenue Service (IRS) established mileage rate.

**SICK LEAVE:**

The School Nurse shall be allocated 9 (9) days of sick leave August 24, 2021, through June 3, 2022.

**DUTIES:**

The School Nurse provides individual health care to ill, medically fragile and/or injured students; is responsible for providing health information; and serves as a resource to teachers, staff and administration in identifying health problems and treatment recommendations.

- Administers first aid, medication and specialized medical treatment to students
- Conducts health screening and assessment to identify problems and refer for proper treatment
- Conducts COVID or other sample processing as necessary
- Provides COVID procedure oversight and advice
- Triage's symptomatic students, provides isolation space and facilitates dismissal
- Communicates with staff, other agencies and parents regarding health problems and treatment
- Evaluates student health records
- Monitoring of students with health monitoring devices
- Providing health support services in compliance with relevant IEP/504 plans
- Prepares reports, referrals and other forms or documentation
- Provides training on various health related subjects to staff, teachers, parents and others
- Maintains current health records and files
- Performs related duties as assigned

#### EVALUATION:

The School Nurse shall report to and be evaluated by the Superintendent-Principal. The evaluation shall be based on the School Nurse's performance of the full range of duties as prescribed by the laws of the State of California, Board Policies, this Agreement, and any District job description for this position. Nothing herein shall be construed to prohibit or in any manner limit the District from conducting additional evaluations of the School Nurse at any time during the school year. If the performance of the School Nurse is deemed by the District Board or Superintendent-Principal to be unsatisfactory in any area, the District Superintendent-Principal may provide the School Nurse a written description of the specific unsatisfactory performance and a recommendation for improvement. Nothing in this evaluation article prohibits the exercise of termination rights provided by law or this Agreement in the absence of any written evaluation of expression of unsatisfactory performance described herein.

#### TERMINATION PRIOR TO END OF CONTRACT TERM:

This Agreement may be terminated at any time by mutual consent of the Board and School Nurse with not less than thirty (30) days prior written notice.

#### DISCHARGE FOR CAUSE:

This Agreement and all of the School Nurse's employment rights may be terminated by the District for breach of contract or for cause at any time. Termination under this section shall not occur before the Board and the School Nurse have had an informal discussion in closed session regarding specific problems. If no informal resolution can be found, the School Nurse shall be served with a written statement of the alleged grounds for his/her removal and will have a reasonable opportunity, with a representative of his/her choice, to be heard by the Board by way of an explanation and defense. If the School Nurse chooses to be represented by legal counsel, he/she will assume the cost of his/her legal expenses. The Board's decision shall be provided in writing and shall be final. The conference with the Board shall be the School Nurse's exclusive right to any hearing that otherwise might be required by law.

#### TERMINATION WITHOUT CAUSE:

The Board may determine not to continue the employment of the School Nurse during the term of this Agreement by a majority vote. The School Nurse will be given a forty-five (45) day written notice of termination under this section. At the end of the forty-five (45) day notice period the School Nurse shall receive all aggregate salary that he/she would have earned from the termination date until the next June 30.

#### TERMINATION UPON BREACH OF CONTRACT:

If, during the term of this Agreement, the School Nurse commits a material breach of this Agreement or for cause the District may immediately terminate this Agreement. Prior to termination, the District shall give the School Nurse written notice of the grounds for termination and an opportunity to be heard before the Governing Board in closed session. If this Agreement is terminated for cause pursuant to this section, the School Nurse's compensation and benefits shall cease at the time of termination.

#### GOVERNING LAW AND VENUE:

This Agreement, and the rights and obligations of the parties, shall be construed and enforced in accordance with the laws of the State of California. The parties also agree that in the event of litigation, venue shall be the United States District Court, Northern District of California, or the appropriate State court located in Sonoma County, California, and no other place.

**ENTIRE AGREEMENT:**

This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.

**NON- ASSIGNMENT:**

This is a contract for personal services. The School Nurse shall have neither the right nor the power to transfer or assign his/her rights under this Agreement.

**AMENDMENTS:**

This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.

**WORK RECORDS:**

All documents, daily logs, and any other written or computer work product the School Nurse generates while working under the terms of this Agreement shall be the District's sol and exclusive property.

**SEVERABILITY:**

If any provisions of this Agreement are held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.

**BOARD APPROVAL:**

The salary range and any amendments are contingent upon approval by the District's Governing Board.

  
\_\_\_\_\_  
Superintendent-Principal

8/25/2021  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
School Nurse

8/25/21  
\_\_\_\_\_  
Date



**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Action Items  
**Type:** Action  
**Subject:** 10.6 Consideration of 21-22 Contract for CBO

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:** That the board consider and approve the 2021-2022 contract CBO

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal





# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 9/13/2021 - 6:00 PM  
**Category:** Action Items  
**Type:** Action  
**Subject:** 10.7 Consideration of Contract for 21-22:  
Superintendent/Principal

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:** That the board approves the Contract for 21-22:  
Superintendent/Principal

**Approvals:**


Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.8 Consideration of Gann Limit Resolution 2021/22-3
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	

**File Attachment:**

 GANN Limit Resolution 2020-2021-3.pdf

 GANN (1).pdf

 GANN Resolution (2).pdf

**Description:** This item involves the annual preparation and approval of the District's Gann Limit appropriation limit for this fiscal year.

**Background Information:** In 1979 Proposition 4 was approved by the voters of California. This constitutional amendment placed limits on the growth of expenditures. Each school district is required to adopt its appropriations limit. The Gann Limit has become an exercise in number crunching since the Gann Limit has grown significantly faster than the appropriations subject to this limit.

**Fiscal Implications:** At this time, there are no implications.

**Recommendation:** That the Board consider for approval the Gann Limit Resolution 2021/22-3

**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal



**RESOLUTION 2021/2022-3 FOR ADOPTING THE "GANN" LIMIT**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2019-2020 fiscal year and a projected Gann Limit for the 2021-2022 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2020-2021 2021-2022 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2020-2021 and 2021-2022 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

The foregoing resolution was introduced by Board Member \_\_\_\_\_

who moved its adoption, seconded by Board Member \_\_\_\_\_

and adopted on September 13, 2021 by the following vote:

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstentions: \_\_\_\_\_

PASSED AND ADOPTED, on this 13th day of September 2021 by the Governing Board of the Harmony Union School District.

\_\_\_\_\_

Clerk of the Board

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
<b>A. PRIOR YEAR DATA</b> (2019-20 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	<b>2019-20 Actual</b>			<b>2020-21 Actual</b>		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	4,212,536.37		4,212,536.37			4,366,168.25
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	610.16		610.16			609.69
ADJUSTMENTS TO PRIOR YEAR LIMIT	<b>Adjustments to 2019-20</b>			<b>Adjustments to 2020-21</b>		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
<b>B. CURRENT YEAR GANN ADA</b> (2020-21 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	<b>2020-21 P2 Report</b>			<b>2021-22 P2 Estimate</b>		
1. Total K-12 ADA (Form A, Line A6)	58.56		58.56	45.60		45.60
2. Total Charter Schools ADA (Form A, Line C9)	157.13	394.00	551.13	153.90	421.40	575.30
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			609.69			620.90
<b>C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED</b>	<b>2020-21 Actual</b>			<b>2021-22 Budget</b>		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	14,465.44		14,465.44	24,400.00		24,400.00
2. Timber Yield Tax (Object 8022)	2,007.73		2,007.73	3,000.00		3,000.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	2,560,499.46		2,560,499.46	2,630,400.00		2,630,400.00
5. Unsecured Roll Taxes (Object 8042)	77,921.39		77,921.39	82,200.00		82,200.00
6. Prior Years' Taxes (Object 8043)	1,093.25		1,093.25	0.00		0.00
7. Supplemental Taxes (Object 8044)	0.00		0.00	0.00		0.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	0.00		0.00	0.00		0.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	256.91		256.91	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	2,656,244.18	0.00	2,656,244.18	2,740,000.00	0.00	2,740,000.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	2,656,244.18	0.00	2,656,244.18	2,740,000.00	0.00	2,740,000.00

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
<b>EXCLUDED APPROPRIATIONS</b>						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			66,382.00			71,967.00
<b>OTHER EXCLUSIONS</b>						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			66,382.00			71,967.00
<b>STATE AID RECEIVED (Funds 01, 09, and 62)</b>						
24. LCFF - CY (objects 8011 and 8012)	3,120,269.00	2,065,153.00	5,185,422.00	3,188,358.00	2,474,079.00	5,662,437.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(3,793.00)	(37,723.00)	(41,516.00)	0.00	0.00	0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	3,116,476.00	2,027,430.00	5,143,906.00	3,188,358.00	2,474,079.00	5,662,437.00
<b>DATA FOR INTEREST CALCULATION</b>						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	5,010,529.07	4,969,246.13	9,979,775.20	4,864,553.00	5,149,205.00	10,013,758.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	27,791.39	3,084.35	30,875.74	25,000.00	4,000.00	29,000.00
<b>D. APPROPRIATIONS LIMIT CALCULATIONS</b>			<b>2020-21 Actual</b>			<b>2021-22 Budget</b>
<b>PRELIMINARY APPROPRIATIONS LIMIT</b>						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			4,212,536.37			4,366,168.25
2. Inflation Adjustment			1.0373			1.0573
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9992			1.0184
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			4,366,168.25			4,701,290.53
<b>APPROPRIATIONS SUBJECT TO THE LIMIT</b>						
5. Local Revenues Excluding Interest (Line C18)			2,656,244.18			2,740,000.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			73,162.80			74,508.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			1,776,306.07			2,033,257.53
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			1,776,306.07			2,033,257.53
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			13,756.12			13,863.58
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			2,670,000.30			2,753,863.58
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			1,762,549.95			2,019,393.95
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			2,670,000.30			
b. State Subventions (Line D8)			1,762,549.95			
c. Less: Excluded Appropriations (Line C23)			66,382.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			4,366,168.25			

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
<b>10. Adjustments to the Limit Per Government Code Section 7902.1</b> (Line D9d minus D4; if negative, then zero)  If not zero report amount to: Keely Bosler, Director State Department of Finance Attention: School Gann Limits State Capitol, Room 1145 Sacramento, CA 95814			0.00			
<b>SUMMARY</b>	<b>2020-21 Actual</b>			<b>2021-22 Budget</b>		
<b>11. Adjusted Appropriations Limit</b> (Lines D4 plus D10)			4,366,168.25			4,701,290.53
<b>12. Appropriations Subject to the Limit</b> (Line D9d)			4,366,168.25			

\* Please provide below an explanation for each entry in the adjustments column.

Line B2 is the ADA for Pathways Charter.

Line 24 is Pathways' 8011 & 8012.

Line 25 is Pathways' 8019.

Line 27 is Pathways' Total Revenue.

Line 28 is Pathways' Total Interest.

Stacy Kalember  
Gann Contact Person

707-874-1205 ext 44  
Contact Phone Number

**RESOLUTION FOR ADOPTING THE “GANN” LIMIT**

***(Normal, no increase to Limit pursuant to G.C. 7902.1 (ZERO ON LINE 10))***

(The resolution template below, is located on the IT website under Forms, Gann Limit)

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2019-20 fiscal year and a projected Gann Limit for the 2020-21 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2019-20 and 2020-21 fiscal years are made in accord with applicable constitutional and statutory law;



AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2019-20 and 2020-21 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.9 Consideration of TLCD contract amendment proposal for added parking lot scope
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 210723 HUSD FieldPlaygroundAmend 02 PENDING.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board approve the TLCD contract amendment proposal for added parking lot scope
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



DATE: JULY 23, 2021  
AMENDMENT NO. TWO  
TO: MATTHEW MORGAN  
OWNER: HARMONY UNION SCHOOL DISTRICT  
PROJECT: HARMONY USD FIELD AND PLAYGROUND  
TLCD PROJECT NO. 19046

# CONTRACT AMENDMENT

The following revisions shall be made part of the previously signed Agreement for Architectural Services between Harmony Union School District and TLCD Architecture, dated October 2, 2019.

**Item No. 2:** Add parking lot improvements required by DSA in the current scope of work under review. Includes the following:

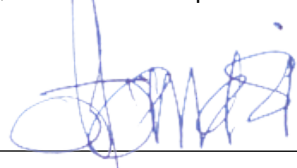
- a. Schematic design of the parking lot, including ADA compliance, striping and geometric layout, utilities, preliminary grading, and stormwater management.
- b. Parking Lot Improvement Drawings to address current DSA review comments, including accessible parking and accessible passenger drop-off and loading zones.

The total additional fee of **\$35,000** shall increase the current fee of \$342,682 to \$377,682.

In witness whereof, the parties hereto have executed this Amendment on the day and year first written above.

DISTRICT:  
Harmony Union School District  
1935 Bohemian Highway  
Occidental, CA 95465

ARCHITECT:  
TLCD Architecture  
(A California Corporation)





\_\_\_\_\_  
Matthew Morgan  
Superintendent

\_\_\_\_\_  
Don Tomasi AIA  
Principal/President  
CA License No.: C14948  
7/23/2021

Date

Date



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.10 Consideration of MOU between HUSD and USF to provide teaching and counseling experience
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Harmony USD MOU 2021 _ SMSigned (2).pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board approve the MOU between HUSD and USF for teaching and counseling experience
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

**MEMORANDUM OF UNDERSTANDING**  
**AND AGREEMENT TO PROVIDE TEACHING and COUNSELING EXPERIENCE**

This Memorandum of Understanding and Agreement to Provide Teaching and Counseling Experience ("Agreement"), is entered into this 1<sup>st</sup> day of May 2021, by and between the *University of San Francisco* ("University") and the *Harmony Union School District* ("District").

**RECITALS**

WHEREAS, pursuant to the provisions of the Education Code of the State of California, the governing board of any school district is authorized to enter into agreements with any institution approved by the Commission on Teacher Credentialing as a teacher and counselor education institution to provide teaching or counseling experience to students enrolled in the teacher or counselor training curricula of such institutions; and

WHEREAS, University is approved by the Commission on Teacher Credentialing as a teacher and counselor education institution; and

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district in any amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the value of the services to be rendered to District under this Agreement do not exceed the actual cost to District of the services rendered by District.

**TERMS**

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, University and District agree as follows:

**I. DISTRICT RESPONSIBILITIES**

**A.** District shall provide teaching experience in the schools or classes of District, not to exceed **30** students from University possessing valid certificates of clearance and assigned by University to teach in the schools and classes of District. Such teaching shall be provided in such schools or classes of District, and under the direct supervision, evaluation, and instruction of such employees of District, as District and University, through their duly authorized representatives, may agree upon.

“Teaching” as used herein and elsewhere in this Agreement means active participation in the duties and functions of classroom teaching under the supervision and instruction of employees of District holding valid teaching credentials issued by the State Board of Education and/or the Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes of District.

The assignment of a student of University to teach in District shall be deemed effective for the purpose of this Agreement as of the date the student presents the assignment letter to District.

**B.** District shall provide counseling experience in the schools or classes of District, not to exceed **30** students from University possessing valid certificates of clearance and assigned by University to counsel in the schools and classes of District. Such counseling shall be provided in such schools or classes of District, and under the direct supervision and instruction of such employees of District, as District and University, through their duly authorized representatives, may agree upon.

“Counseling” as used herein and elsewhere in this Agreement means active participation in the duties and functions of school counseling under the supervision and instruction of employees of District holding valid PPS credentials issued by the State Board of Education and/or the Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as school counselors in the schools and classes of District.

The assignment of a student of University to counsel in District shall be deemed effective for the purpose of this Agreement as of the date the student presents the assignment letter to District.

**C.** District may, for good cause, refuse to accept for supervised teaching or counseling any student of University assigned to teach or counsel in District, and upon request of District, made for good cause, University shall terminate the assignment of any student of University to teach or counsel in District.

## **II. UNIVERSITY RESPONSIBILITIES**

**A.** The assignment of a University student to teach in the schools or classes of District shall be at the discretion of University and shall be for a period of approximately eighteen (18) weeks. University may give students more than one assignment to teach in such schools or classes.

**B.** The assignment of a University student to counsel in the schools or classes of District shall be at the discretion of the University and shall be for a period of approximately one academic year. University may give students more than one assignment to counsel in such schools or classes.

University agrees that University students receiving counseling experience within District may not displace certificated District employees. University acknowledges that District hiring policies must comply with local teacher union contracts.

## **III. COMPENSATION FOR MASTER TEACHERS**

University will pay District, for the performance by its teachers of all services required to be performed by District under this Agreement, financial compensation for serving as full-time Master Teachers at the rate of two hundred fifty dollars (\$250.00) per student for each semester within District, said payment to be distributed among the supervising teacher(s) to whom students of University are assigned. University shall determine the number of semester units of credit for teaching to be provided for each student of University assigned to teach under this Agreement.

If University terminates the assignment of a student to teach in the schools or classes of District, District shall receive payment of an amount for such student as though there had been no termination of the assignment, except that if such assignment is terminated before the end of the eighth week of the term of the assignment, District shall receive payment for an assignment for nine (9) weeks only.

Within a reasonable time following the close of each semester of the University of San Francisco, the University shall submit and process an invoice, in duplicate, for payment, for all supervised teaching under and in accordance with this agreement during said semester.

#### **IV. INDEMNITY**

University and District agree to defend, indemnify and hold one another, their respective officers, employees, students and agents harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result of negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

#### **V. DISTRICT AND UNIVERSITY INSURANCE**

District and University each agree to keep in full force and effect, during the term of this Agreement, insurance to meet their respective obligations and liabilities hereunder and such insurance shall include but not be limited to the following:

Commercial General Liability and Auto Liability with limits of not less than \$1,000,000 per occurrence, and \$3,000,000 in the aggregate, for bodily injury, personal injury and property damage, endorsed to name the other party to the contract as additional insured;

Workers' Compensation coverage with statutory limits; and

Employers Liability coverage with limits of not less than \$1,000,000 per occurrence, and \$3,000,000 in the aggregate.

Each insurance policy required above shall be endorsed to state that coverage shall not be suspended, voided, or canceled by either party, except after sixty (60) days prior written notice by certified mail, return receipt requested, has been given to the other party to this Agreement.

Upon request, District and University shall each cause to be issued to the other evidence of such insurance prior to the commencement of this Agreement and annually thereafter.

#### **VI. DISPUTES**

In the event that a dispute arises between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue.

In the event the parties are unable to informally resolve the dispute within thirty (30) days after the dispute has arisen, the parties agree to decide whether to attempt to settle the dispute through arbitration or litigation. In order to send a dispute to arbitration, both parties must agree in writing that arbitration is their chosen method of resolving the dispute in question.

## **VII. GENERAL PROVISIONS**

**A. Term of Agreement.** The term of this Agreement shall commence on the 1<sup>st</sup> day of *May 2021* and shall terminate on the 30<sup>th</sup> day of *June 2026*.

**B. Termination.** This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice; provided, however, that any such termination by District shall not be effective as to any student who at the date of mailing of the notice by District was receiving teaching or counseling experience within District until the student has completed his or her assignment, except at the election of University.

**C. Entire Agreement; Modification.** This Agreement contains all the terms between the parties and may be modified only in writing signed by both parties.

**D. Applicable Law.** The terms and conditions of this Agreement shall be interpreted in accordance with the laws of the State of California.

**E. Severability.** In the event any court of competent jurisdiction determines that any paragraph or subparagraph of this Agreement is invalid or unenforceable for any reason, all remaining paragraphs or subparagraphs shall remain in full force and effect.

**F. Confidentiality.** Both parties shall protect the confidentiality of each others records and information, and shall not disclose confidential information without the prior written consent of the other party. University agrees to comply with District policy and procedure related to patient confidentiality.

**G. Notices.** Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be served either personally or by registered or certified mail addressed as follows:

To University:

Dean Shabnam Koirala-Azad  
USF School of Education  
2130 Fulton Street  
San Francisco, CA 94117

With a copy to:

General Counsel  
University of San Francisco  
101 Howard Street, Suite 200  
San Francisco, CA 94105

To District:

Harmony Union School District Attn: Matthew Morgan – Superintendent/Principal 1935 Bohemian Hwy Occidental, CA 95465
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**H. Non-Discrimination.** The parties agree not to discriminate in employment, academic programs, or the provision of services on the basis of an individual's race, color, religion, religious creed, ancestry, national origin, age (except minors), sex, sexual orientation, marital status, medical condition (cancer-related) or disability and otherwise as required or permitted by law.

**I. Status of the Parties.** It is expressly understood and agreed that this Agreement is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture or association between University and District; rather it is an affiliation between independent contractors, these being University and District.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

University of San Francisco

Harmony Union School District

By:   
\_\_\_\_\_  
Shirley McGuire, Ph.D.

By: \_\_\_\_\_  
Name (Signature)

\_\_\_\_\_  
Senior Vice Provost  
Title

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
05/05/2021  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/4/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher & Co. Insurance Brokers of CA Inc. LIC #0726293 595 Market Street, Suite 2100 San Francisco CA 94105	<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext):</b>		<b>FAX (A/C, No):</b>	
	<b>E-MAIL ADDRESS:</b>			
<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>	
<b>INSURED</b> University of San Francisco 2130 Fulton Street San Francisco, CA 94117-1080	UNIVOF07	<b>INSURER A:</b> United Educators Ins, a Reciprocal Risk Retention		10020
		<b>INSURER B:</b> Travelers Property Casualty Co of America		25674
		<b>INSURER C:</b> QBE Specialty Insurance Company		11515
		<b>INSURER D:</b>		
		<b>INSURER E:</b>		
	<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 856676505

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			I2334S (USF)	7/1/2020	7/1/2021	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 750,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
							SIR Limit	\$ 250,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			I2334S (USF)	7/1/2020	7/1/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							SIR Limit	\$ 250,000
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 1,000,000			I2334S (USF)	7/1/2020	7/1/2021	EACH OCCURRENCE	\$ 25,000,000
							AGGREGATE	\$ 25,000,000
								\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-8N792634-21-51-K	1/1/2021	1/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Internship Prof Liab (IPL)			I2334S (USF)	7/1/2020	7/1/2021	IPL Each Claim*	\$ 1,000,000
C	Nursing Student Accident			KHH500102	1/30/2021	1/30/2022	IPL Annual Aggregate	\$ 3,000,000
							Accident Medical Limi	\$ 50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

\*IPL Deductible: \$10,000

RE: University of San Francisco – School of Education Fieldwork Placement

**CERTIFICATE HOLDER****CANCELLATION**

Harmony Union School District  
 1935 Bohemian Hwy  
 Occidental CA 95465



SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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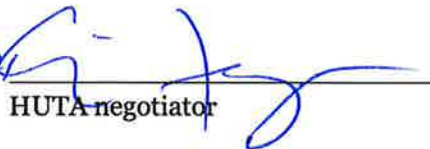
<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.11 Consideration of MOU between HUSD and HUTA (Harmony Union Teachers Association) re Fire Season
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 4480_001.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board approves MOU between HUSD and HUTA (Harmony Union Teachers Association) re Fire Season
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

**Memorandum of Understanding Between  
The Harmony Union School District (HUSD) and  
The Harmony Union Teachers Association (HUTA)**



In response to the potential for seasonal smoke and/or wildfires affecting the West Sonoma County region during the 2021-2022 school year, HUSD and HUTA agree to the following:

1. In the event that the HUSD campus is closed because of poor air quality and evacuation zones within school district boundaries are NOT under mandatory evacuation or evacuation warning: HUSD will remain in session, but convert to distance learning. Teachers will use the adopted distance learning schedule during such closures (Appendix A).
2. In the event that the HUSD and/or surrounding zones are either on evacuation warning or on mandatory evacuation, the District and the school will be closed.
  - a. In the event that HUSD comes under mandatory evacuation or evacuation warning while in session, staff will remain on duty to help release students with early release offered to members according to the following priorities:
    - i. People whose homes or family are in the mandatory evacuation zone(s)
    - ii. People whose homes or family are in an evacuation warning zone
3. A teacher living in a zone under evacuation warning or mandatory evacuation order will notify the District at their earliest convenience and be released from their teaching duties (both in-person and remote) for the entirety of the County's evacuation mandate for their zone.
  - a. A sub will cover the member's class.
  - b. Emergency sub plans may be utilized.
  - c. The release days for evacuation will not be subtracted from the teacher's accumulated sick leave, but instead will be considered emergency paid leave for up to five (5) days. In an emergency situation that lasts beyond 5 days, HUTA and District administration will meet to discuss accommodations for that member.
  - d. In the event that a teacher chooses to continue duties while under evacuation warning for their zone at home, they may leave campus or discontinue duties immediately once their zone is placed under mandatory evacuation order. A substitute will be provided to cover their duties.
4. In the event that a teacher loses their home or other property to fire, that teacher may take five (5) days of paid "bereavement" leave. If they need time beyond those 5 days, they may use their "personal necessity" days. If they need more time beyond that, they may either use "catastrophic leave" or they may request "other leave" under item 10.10 in the contract.

  
Matthew Morgan, Superintendent

 09/07/21  
HUTA negotiator



<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.12 Consideration of adoption of Revised Covid Safety Plan
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Harmony USD COVID Safety Plan 2021-2022 September Revision.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board adopt the revised Covid Safety Plan
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

# 2021-2022 COVID-19 CSP and School Guidance Checklist Supplemental Questions

## 1. Stable group structures

*How students and staff will be kept in stable groups that stay together for all activities and minimize/avoid contact with other groups or individuals who are not part of the stable group. Please specify by grade (TK-6, 7-12, et.) if applicable.*

### A. Plan for type of stable groups/cohorts and weekly routine/schedule for classes:

Harmony USD will provide on campus classroom-based instruction for the 2021-2022 school year unless directed by CDPH and/or local public health officials to close.

The chart below outlines stable group structures Classroom occupancy includes staff and students.

Grade	Enrollment	Number of Classes	Class Size	Classroom Occupancy	Stable Groups for recess/lunch
TK	5	1	5	7	22
KINDER	17	1	17	19	
1ST	21	1	21	23	40
2ND	19	1	19	211	
3RD	32	2	17/15	19/17	46
4TH	14	1	14	16	
5TH	22	1	22	24	44
6TH	22	1	22	24	
7TH	12	1	12	14	34
8TH	22	1	22	24	

Dining areas are sequestered by class. Recess stable groups combines 2 classes per common play area.

### B. For regular classes, how many students and staff will be in each planned stable, group structure:

As per chart above.

### C. If you have departmentalized classes, how you will organize staff and students in stable groups:

Departmentalized classes occur for grades 7 and 8 which have separate Humanities and Science/Math teachers. The stable group is a combined 7/8 combination with 38 total staff and students. For other grades, enrichment classes are offered throughout the day. Each enrichment teacher may see 3-6 classes per day, held as separate classes.

### D. If you have electives, how you will prevent or minimize in-person contact for members of different stable groups:

Harmony will rely on mitigation efforts to minimize spread between stable groups by staff. Staff are 95% vaccinated and mitigation efforts include significant ventilation and air purification in classrooms as well as universal masking indoors and outdoors.

### E. Other considerations – After school programs, special education, therapies, carpooling, etc.:

#### After School Programs

Drama and Spanish will be offered as after school extra-curricular activities for 12 week segments in Autumn and Spring. Programs will be suspended when case spread is  $\geq 14$  cases/100k.

### **Special Education**

No Special Day Class (SDC) program is offered on campus at Harmony. Resource Specialist Program (RSP) services are provided, traditionally via push in/pull out services. During COVID, RSP services will occur in individual or small group tutorials, or via push in services with an RSP staff member attending a general education classroom on a schedule assigned through the IEP process for each student.

### **Speech Therapy**

Harmony will continue providing speech services both in person and remotely via zoom. In person sessions require masks or face shields with neck drape. When appropriate, services will be provided in an outdoor area away from other students and outdoor activities, allowing the student to remove their mask while conducting the session. .

### **Occupational Therapy**

Occupational Therapy services will be provided on campus when possible. The therapist will follow increased PPE protocols including vaccination/testing protocols, health checks, and appropriate PPE including face mask and/or shield and gloves as OT therapy may involve assisting the limb or digit of a child learning to hold a pencil or move across terrain. These sessions will be held individually with the therapist and physical distance will be maintained whenever possible, with the space being closed only when manual prompting is required. In class OT observation and coaching may occur.

### **Counseling & restorative practices**

Counseling and admin staff will work with students individually, in small groups, and in classrooms to support the emotional well-being of students, resolve conflicts and restore relationships. During moments of engagement, staff will follow risk mitigation measures including maximizing use of outdoor spaces. Conferences with families will be held remotely via zoom when possible. If held in person, meetings will be held in a well-ventilated space with 6 foot social distancing and follow campus protocol for health checks and masking.

### **Reading support**

Reading support staff will provide services in grade level classrooms to provide support services for individuals and small groups. Individual or small groups may also be pulled out of classrooms and held as sessions in other spaces on campus. Such sessions will follow ventilation, masking and social distancing guidelines.

### **Carpooling**

Harmony does not facilitate carpooling for drop off/pick up or field trips. Harmony will use busses for field trips and restrict chaperones to employees.

### **Bussing**

Harmony contracts services for bussing through West County Transit. Regulations for bussing will follow West County Transit COVID protocols summarized below:

#### **Engineering Controls**

- Use of seating chart
  - Create distance between students whenever possible
  - Students will be seated from the rear of the bus forward to prevent students from walking past each other.

#### **Administrative Controls**

- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Drivers will not allow students to board without a face covering unless exempt by the CDPH guidelines
- Buses/Vans will be required to return back to yard for disinfecting after morning and afternoon route, (no park-outs)

#### **Personal Protective Equipment**

- Drivers must be in possession of a face-covering at all times
- Face-coverings will be worn during external pre-trip inspections when adjacent to another driver also performing external pre-trip.
- Face-covering will be worn within 6 feet of another employee or students
- Face-coverings are not required while driving if they pose a safety risk, (fogging of glasses, impaired vision, other health related concerns)
- Face coverings will be worn when loading or unloading students or passengers and while driver is outside of the driver cockpit area.

### **Hand Hygiene**

- Hand sanitizer available at bus entrance
- Sanitize hands upon arriving or departing bus
- Students will sanitize hands before entering the bus

### **Environmental Hygiene**

- Driver cockpit area will be disinfected after each run and at the end of each AM and PM route.
- Buses will be sanitized using an electrostatic sprayer and disinfectant after each shift (AM/PM)

### **Physical Distancing**

- Attempt to keep stops/groups/cohorts seated together.

### **Ventilation**

- When weather permits, windows and/or roof vents should be opened enough to provide fresh air circulation. Do not open windows and/or roof exits if doing so poses a safety or health risk for current or subsequent occupants.

### **Student Safety Requirements**

- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Drivers will disinfect the seats and other touch-points on the bus between each use.

### **Procedures for Symptomatic Students**

- Students who develop symptoms of illness while at school will be separated from others right away in an isolated area through which others do not enter or pass (or with the least foot traffic possible).
- Students exhibiting symptoms will be required to immediately wear a face covering (unless unable to do so due to disability) and wait in the isolated area until they can be transported home or to a healthcare facility.
- Sick students are not to return until they have met CDC criteria to discontinue home isolation.

### **Student Protective Equipment**

- Parents should familiarize their children with the information available here about the
- proper use, removal, and washing of cloth face coverings, as possible. It is understood that some students may not be able to wear a mask for medical reasons or due to their disability.
- Students should use face coverings, especially in circumstances when physical distancing cannot be maintained. WCTA will provide face coverings for students/staff in need. WCTA will follow guidelines for mask exemptions verified by the school.

### **Face coverings should be worn:**

- While waiting to enter the school campus
- While on school grounds
- While leaving school
- While waiting at the bus stop
- While on a school bus (the driver will have access to surplus masks to provide to students who become symptomatic on the bus)

### **Parent and Community Requirements**

- Student and staff health and safety are at the forefront of our planning for an in-person learning.
- Procedures for Entering Bus
- Passive screening: **Parents are required to screen students before leaving for school by checking their child's temperature to determine that it is below 100.4 degrees Fahrenheit (without fever reducing medications) and observe for symptoms.** Parents are to keep their child home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- Students will wash or sanitize their hands as they enter campuses and buses.

## 2. Visitors / Volunteers / Vendors

*School/District's plans to handle visitors on campus \*\*Please consider limiting non-essential visitors of any kind*

### A. Essential visitor / vendor policy - log-in/out list:

Essential visitors include mail/courier services, emergency responders, septic and well service, itinerant contractors and vendors. All visitors to the school campus are required to wear masks and practice social distancing. All essential visitors will be screened upon entry to the campus. All visitors must sign in and out at the office at the front of the school to announce their presence and receive direct instructions on COVID protocols.

Essential visitor transit through outdoor areas that may be occupied by students/staff, will follow social distance protocols and mask requirements at all times. Essential visitor access to interior spaces where students are present will be restricted except for emergencies (First Responders). Whenever possible, work conducted by third parties on site will be scheduled outside of student campus hours, or away from areas occupied by students and staff.

In addition, parents/guardians of students are considered essential visitors however, their access to the campus will be restricted. Traditionally parents could walk students to interior of campus for drop off or pick up. Under COVID protocols, parents must follow all protocols for essential visitors. Further, parent volunteers or courier activities delivering food/clothing to students will be facilitated by HUSD staff only. All essential visitors, including parents/guardians, will be restricted from unescorted or guided transit through the campus during occupation by students and staff. Parents are not permitted in the interior of the campus without escort and only by consent of the Superintendent or designee. All business must be conducted at the front office or via remote teleconference.

### B. Policy for limiting non-essential visitors:

Non-essential visitors are restricted from the campus. Determination of essential status will be by the Superintendent or designee. Visitors with unknown status must wear a mask and follow social distancing and report to the office for determination of status.

### C. Policy for Guest Speakers, Volunteers

Guest speakers and volunteers will follow the staff policy of providing proof of vaccination or weekly negative COVID test, and clear daily health check prior to engaging in school sponsored activities with staff or students. Harmony can facilitate PCR testing as needed.

### 3. Entrance

*How arrival of students and staff will be managed to avoid close contact and/or mixing of cohorts - i.e.: staggered arrival times, separate entrances, etc. Please provide site map for reference.*

#### A. Describe drop-off procedure / policy for parents onsite:

Drop off is scheduled to begin at 8:15, 15 minutes in advance of the start of the school day. A modified drop off traffic plan includes new signage, cones, and staff for traffic direction at the front entrance of the school. A pre-check coordinator will greet each vehicle and confirm that student health check form/app is completed before directing cars to proceed to the drop off location or to the diversion parking area to fill out the required health check questionnaire before continuing to the drop off location.

The modified drop off traffic plan was designed to facilitate more expansive egress from vehicles as the traditional location creates chokepoints for students on a narrow walkway. The revised location ensures physical distancing of students can be maintained as they make their way to check-in kiosks at the front of the school. The drop off location is located directly in front of check in kiosks, approximately 50 feet distant, ensuring students are well supervised in their transit from car to check in point. To reduce clustering of students and speed check in at peak drop off time, a separate check-in kiosk/tent is provided for each 2 grade stable group (Tk/K, 1/2, 3/4, 5/6, 6/8), staffed by an employee trained in health and temperature check protocol. Kiosks serve to pace the release of students from the common entry area to their respective classrooms, reducing the likelihood of student clustering on their way to class. Parents are discouraged from walking students to kiosks except for the youngest students (Kinder-2<sup>nd</sup> grade) and only as necessary. If parents escort a student to check in, they must comply with mitigation measures including mask wearing and social distancing.

Upon exiting vehicle, students will walk to the well-marked line up location for their grade-level kiosk. The entrance agent will have access to class lists at the kiosk along with real-time access to health survey submission data via an online dashboard for each student by grade level. The agent will ensure any entering student has a completed daily health check. Students who did not complete an online form must present a completed hard copy provided to their driver by the pre-check coordinator at the entrance. Any student without a health check form will be referred to the ombudsman adjacent to the check-in kiosks to make contact with parents to complete the required submission. After confirming health check submission, student will be cleared to their classroom. Students will then be sent directly to their classroom. Upon reaching the classroom students will wash hands at the nearest wash station.

Students are sent to classes individually from each grade level kiosk to reduce clustering. Younger students will be attended by an aide to assist in their safe transit.

#### B. Describe plan to minimize mixing of cohorts on arrival to school:

The expanded drop off zone immediately in front of check-in kiosks is separated by grade level, which will speed processing and immediately organize students into their stable groups. Hall monitors will be present to ensure students make their way directly to their classrooms without loitering.

#### C. Plan for screening on arrival (i.e.: temp checks, questionnaire, etc.) for both staff and students:

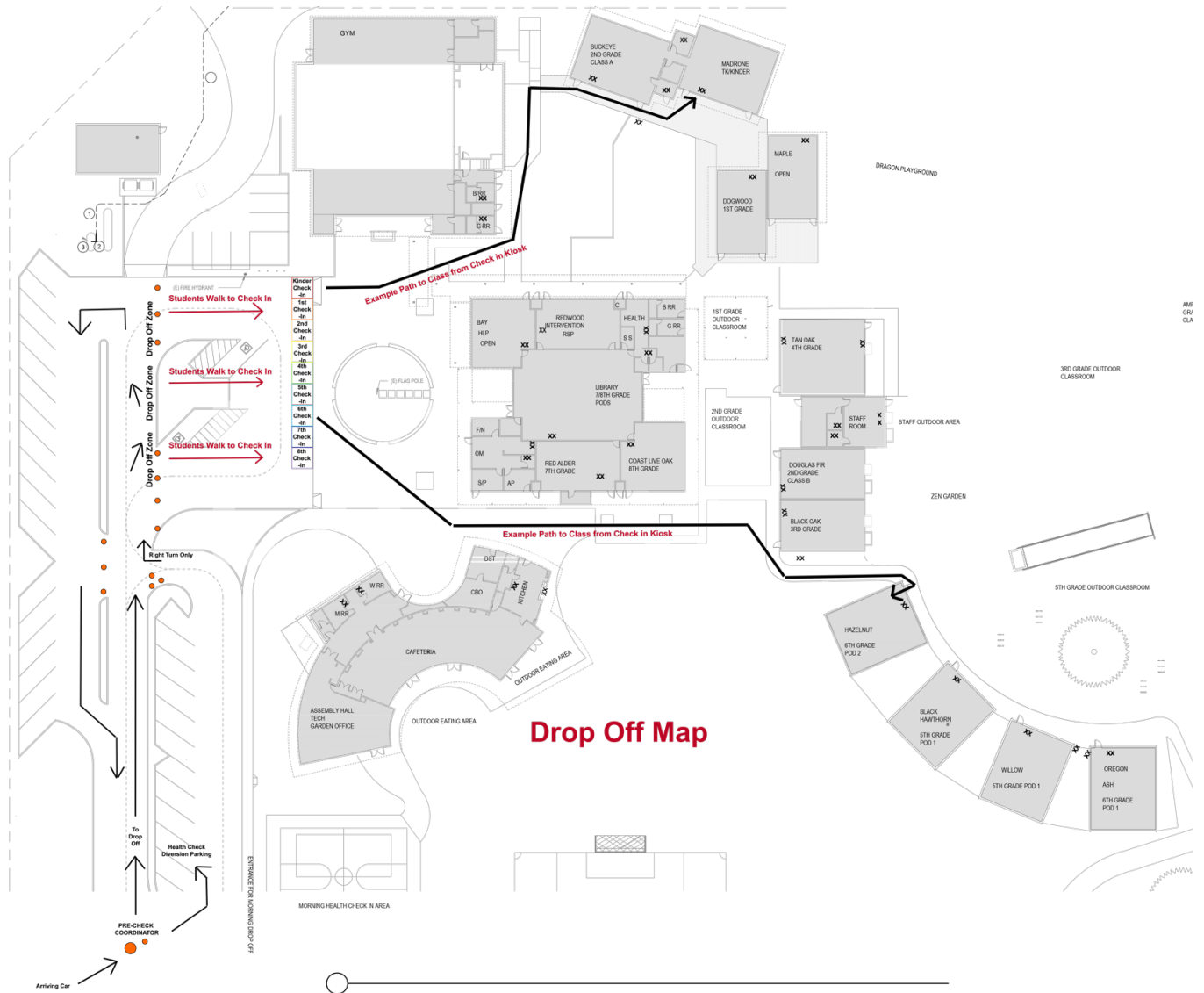
Parents will be trained and directed to complete the health-check form each morning. At drop off, the pre-check coordinator will inquire with each driver and occupants if a form has been submitted for each student. If the answer is affirmative, the coordinator will direct the driver to the drop off zone. If the answer is negative, the driver will be directed to the diversion parking area to complete a hard copy form (or access the app via school Wi-Fi). Upon completion, the diverted vehicle will then be directed to proceed to the drop-off zone. Temperature checks are discontinued for the 2021-2022 school year.

#### D. How school/district plans to encourage a zero-mingling policy before school:

- Limiting drop off to a constrained period will assist in reducing loitering time before the start of school.
- The drop off zone is immediately in front of the check in kiosks to ease student transit.
- After processing at the kiosk, students will make their way, alone, to their class whereupon the teacher will welcome the student *inside* the classroom to begin a sponge activity until the rest of the class arrives
- Students will not wait outside of classrooms waiting for the door to open but will transit directly to a receiving teacher who will direct them to their seat and their start of morning activity.



# Map of Drop Off Pathways



## 4. Movement within the School

*How onsite movement of students and staff will be managed to avoid close contact and/or mixing of cohorts - Please include site map with assigned routes and bathrooms, divided play areas, staggered breaks, etc.*

### A. Describe in detail the planned measures to avoid contact and/or mixing of cohorts onsite:

Managing the flow of persons throughout the campus uses staggered schedules, pacing, and spacing of individuals and groups to avoid clustering or mingling of cohorts or students. Harmony has a small student population for its campus size, particularly in exterior spaces. Class sizes are naturally small, and the impact of a single class exiting a classroom in an orderly fashion, puts little demand on exterior walkways when a cohort travels from one end of the campus to another. However, if multiple classes are dismissed simultaneously, bottlenecks in flow can occur, which would lead to mingling and compromising of social distance guidelines. That said, all transiting spaces are out of doors, with no interior hallways used for travel.

Students remain in their stable group classrooms for much of the instructional day. Each stable group is assigned a different route to use for transit to recess, lunch, restroom visits, and other outdoor activities. Transiting across campus is typically for the following purposes/destinations

#### Typical Destinations (often transited as a stable group)

Outdoor Classroom, Cafeteria & Outdoor Dining Area, Recess Area

#### Rare or Spontaneous Destinations (often transited as an individual)

Arrival, Restroom, Main Office, Nurse Station, Departure

Typical Destinations are areas that the stable group is scheduled to attend on a regular basis. These locations are known in advance, and transit pathways can be planned that create circular flows instead of bi-directional pathways that bring students and staff into close proximity to each other. In addition, staggering break and lunch timing, as well as distinct area assignments, paces the number of students outside the classroom at any given time and keeps them sequestered from each other, reducing exposure.

Rare and Spontaneous Destinations are unplanned but are limited to one individual. The impact these individuals have on the transit space of the campus is small, but still pose risks to self or other if protocol is not followed. Education and training of staff and students to be autonomous good citizens by maintaining social distance and giving right of way to larger groups transiting across campus will be a key piece of reducing exposures during transit.

The master schedule below outlines the staggering of destination assignments for the stable groups.

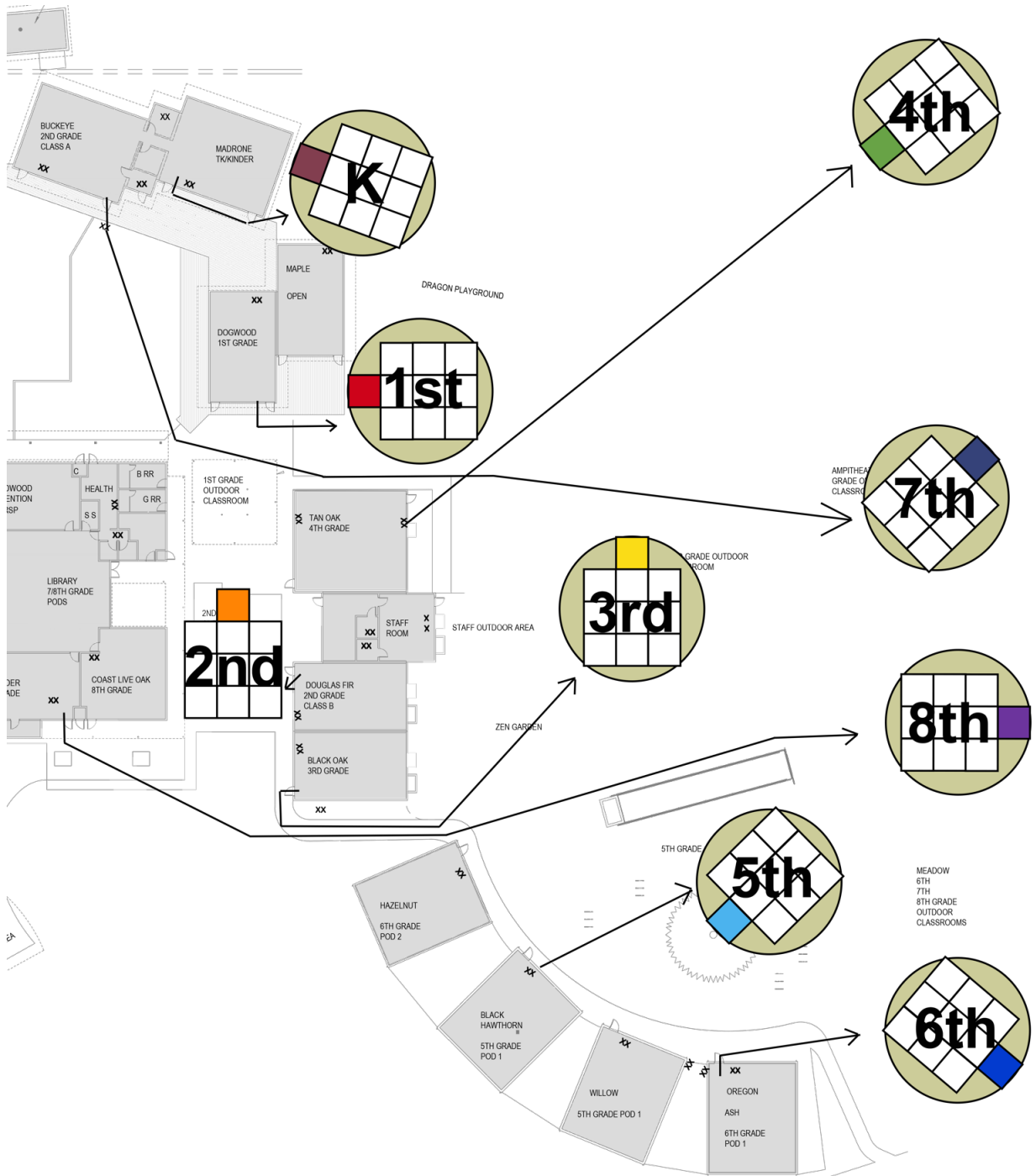
Master Schedule					
1st Period	8:30	9:10		Class	
Passing	9:10	9:15		Passing	
2nd Period	9:15	10:00		Class	
Brunch	10:00	10:20	T-K	Snack	Kinder Play
			1/2	Snack	Dragon Play
			3/4	Snack	Structure
			5/6	Structure	Snack
			7/8	Blacktop	Snack
3rd Period	10:20	11:05		Class	
Passing	11:05	11:10			
4th Period	11:10	11:55		Class	
5th Period A Early Lunch	11:55	12:45	TK	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play
			K		
			1	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play
			2		
			3A	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch
			3B		
			4		
			5th-8th	Class	
5th Period B Late Lunch	12:45	1:30	TK-4	Class	
			5	12:45 - 1:05 Lunch	1:05 - 1:30 South Play
			6		
			7	12:45 - 1:10 South Play	1:10 - 1:30 Lunch
			8		
6th Period	1:30	2:15	TK		
Passing	2:15	2:20			
7th Period	2:20	3:05	TK		

The schedule below outlines the management of break and lunch recess and dining assignments.

Snack Break				
Start	Stop	Activity	Task	Location
9:50	10:00	Delivery	TK&K Snack Delivery	Cafeteria/Kinder Deck
10:00	10:10	Snack	TK&K Supervision	Kinder Deck
			1st & 2nd Supervision	Cafeteria Court
			3rd & 4th Supervision	Blacktop Food Court
		Recess	5th & 6th Supervision	Structure/Field
			7th & 8th Supervision	Blacktop
10:10	10:20	Recess	TK&K Supervision	Kinder Playground
			1st & 2nd Supervision	Dragon Playground
			3rd & 4th Supervision	Structure/Field
		Snack	5th & 6th Supervision	Cafeteria Court
			7th & 8th Supervision	Blacktop Food Court
Lunch Break 5A				
Start	Stop	Activity	Task	Location
11:55	12:15 / 12:20	Lunch	TK&K Supervision	Kinder Deck
			1st & 2nd Supervision	Cafeteria Court
		Recess	3rd & 4th Supervision	Structure/Field/Blacktop
12:15 / 12:20	12:45	Recess	TK&K Supervision	Kinder Playground
			1st & 2nd Supervision	Dragon Playground
		Lunch	3rd & 4th Supervision	Structure/Field/Blacktop
Lunch Break 5B				
Start	Stop	Activity	Task	Location
12:45	1:05 / 1:10	Lunch	5th & 6th Supervision	Cafeteria Court
		Recess	7th & 8th Supervision	Structure/Field/Blacktop
1:05 / 1:10	1:30	Recess	5th & 6th Supervision	Structure/Field/Blacktop
		Lunch	7th & 8th Supervision	Cafeteria Court

### Outdoor Classroom Transit

Though strong ventilation and air filtration measures have been put in place within classrooms, Teachers may use outdoor classrooms daily to take advantage of good outdoor air quality and reduce exposure to interior air. Outdoor classrooms were a popular request by parents and staff alike. The combination of universal masking and high-quality ventilation will go a long way to reducing the risk of infection. Outdoor classrooms include mulch or hard ground surface, socially distanced straw bale seating, packable stadium seats assigned to each student. The classrooms are separated by 80-100+ feet from each other to manage sound pollution and reduce distractions and opportunity for mingling. Most pathways between indoor classroom and outdoor classroom are distinct to the stable group, with only 2 classes sharing common routes. If classes encounter each other on the path, the older class will yield to the younger with ample space and time for passage.

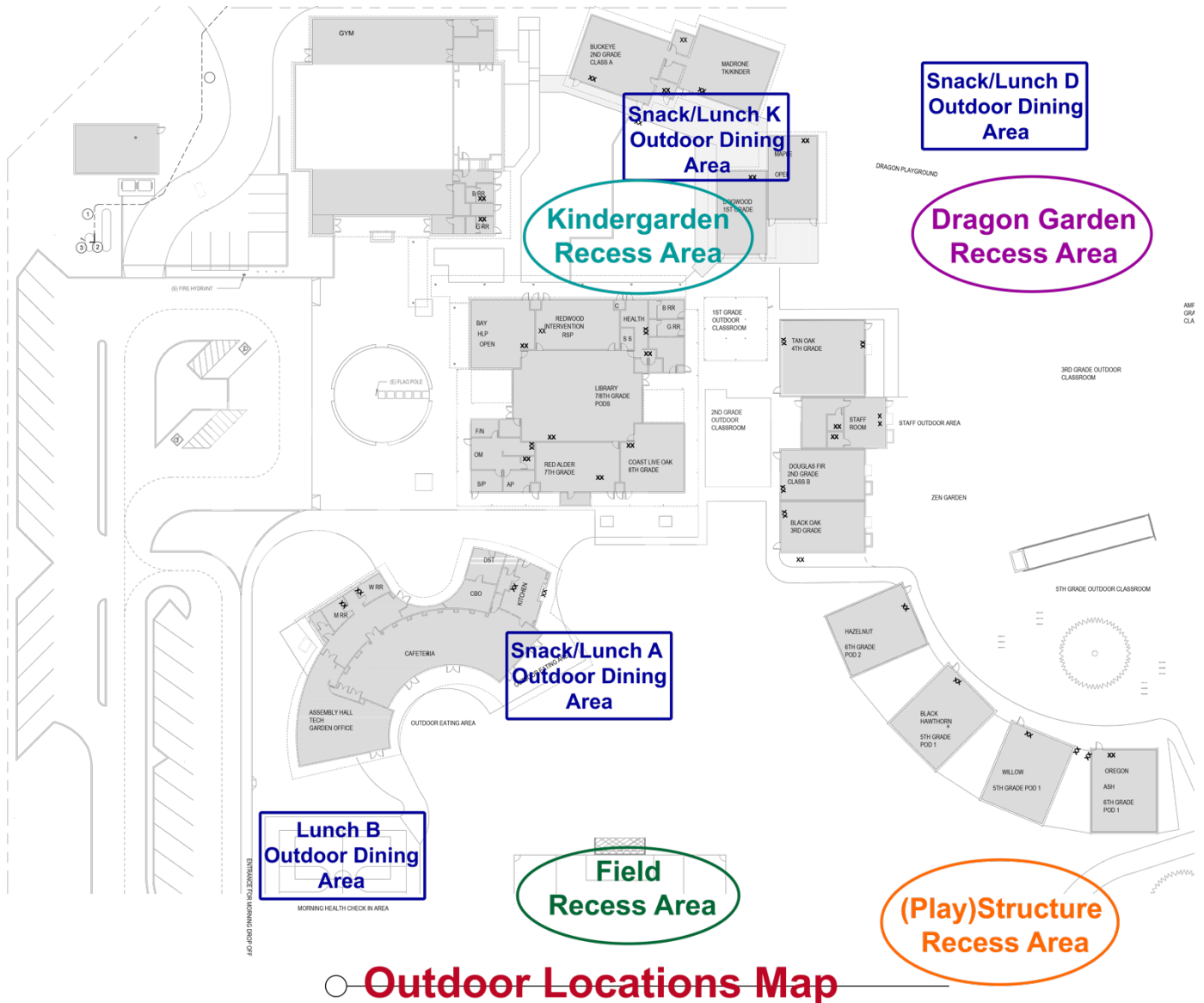


# Outdoor Classroom Locations

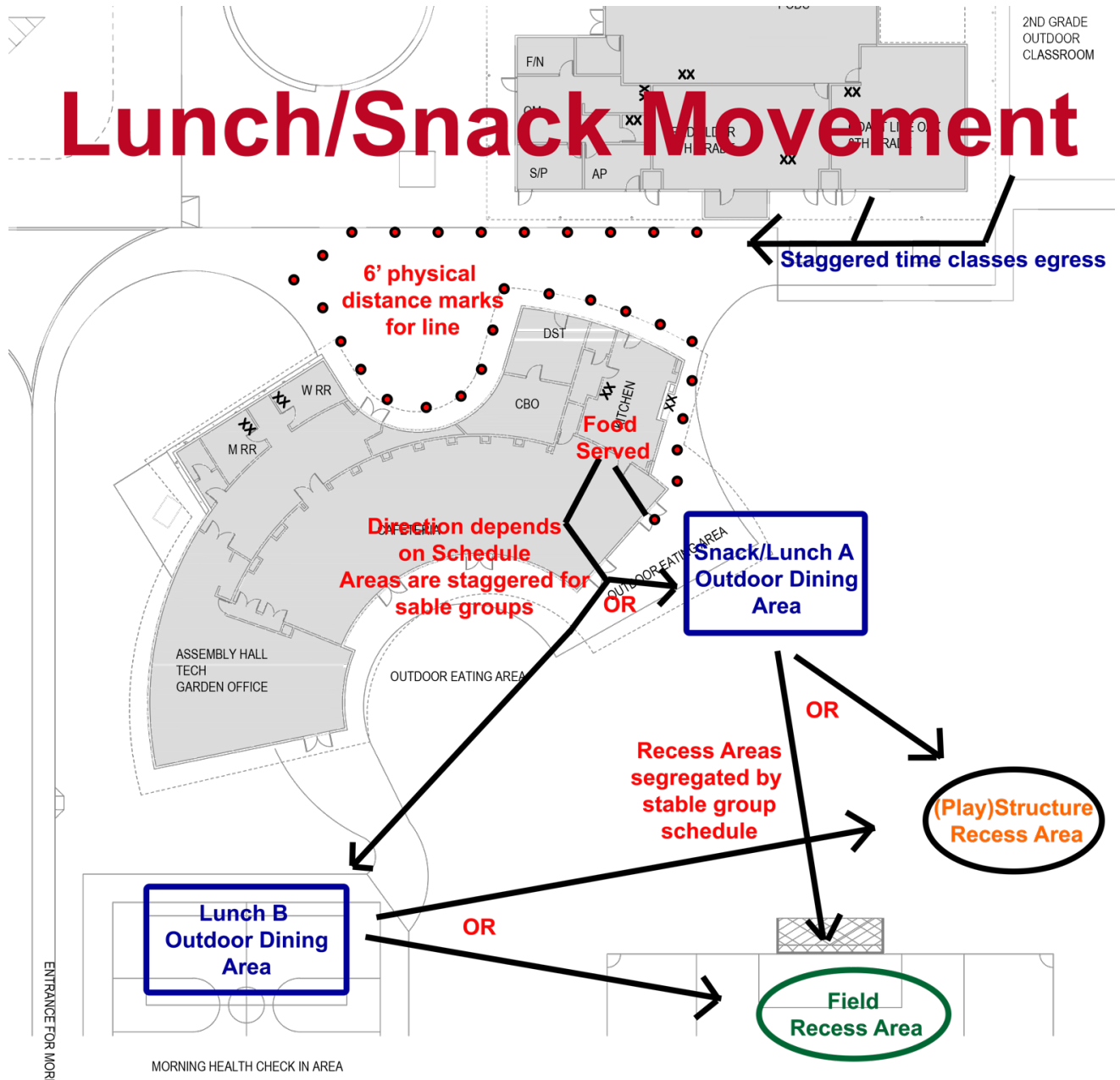
### Cafeteria and Dining Area Transit

Dining occurs out of doors. As seen in the master schedule above, all lunch sessions served by the cafeteria are staggered for each stable group. The master schedule notes which outdoor seating area will be used for each dining group (A, B, D or K). These areas are identified in the outdoor locations map below. Note that each area allows for transition time to clean the area by custodial staff before the next stable group uses the identified area. These locations are out of doors and covered with socially distanced seating.

When a stable group transits to the cafeteria serving line, they will follow appropriate protocol, yielding to other groups accordingly to minimize mixing. Students will be directed to use hand wash stations located throughout the campus, following distancing guidelines. Such a practice serves to space out student transits over time. Upon departing wash station and reaching the cafeteria students will line up on provided social distance marks on the ground. Students enter the cafeteria through one set of double doors, approach the counter for pickup and then transit out of the cafeteria through a separate set of double doors. Upon exit, the student will make their way to their assigned location (same daily) to eat. Students are to remain in their dining area until their session ends, and then students are directed to their assigned play area, again segregated by stable group as per the schedule.



**Detail of the Cafeteria distribution line and transit paths**



**Recess Transit**

When dismissed from the assigned dining area, students will transit to their assigned play area. A clear and wide transit path exists between dining spaces and play areas, with no chokepoints and no simultaneous movement of other stable groups in the area. In addition, the path of travel does not return upon itself, but completes a circle between the classrooms, cafeteria, dining space, recess location and classroom return.

**Restroom Assignment**

Students will be assigned to restroom by grade to be used throughout the day as needed. Only one student allowed in the restroom at a time with social distance line marks outside to assist students in following social distancing requirements.

**Rare or Spontaneous Transit**

Typically conducted by an individual student or staff person, all individuals will be trained on transiting protocol on site which includes deference to the movement of large groups and the avoidance of areas of congregation such as lines near the cafeteria or wash stations.

## 5. Egress

*How departure of students and staff will be managed to avoid close contact and/or mixing of cohorts - i.e.: staggered departure, separate exits, etc. Please include site map for reference.*

### A. Describe pick-up procedure / policy for parents onsite:

#### **Private Transportation**

The pickup process begins at 3:00, with the arrival of the first wave of drivers. Drivers will be directed via the Pick-up Coordinator to an available parking spot located in lot A, B or C. Spaces are marked with a unique number. Six Pick-up Attendants will communicate the arrival of drivers and their target student pick-ups. This information will be transmitted electronically to the pickup announcer and to each class teacher. The class teacher will, upon notification, dismiss students from their classrooms at 15 second intervals. Students will transit individually to their designated pickup locations. The Pick-up coordinator will note student arrival in the pickup location and confirm parent contact before loading.

Notable in this process it that parents will not enter the campus to pick-up students from their classroom but will remain with their vehicles. This will reduce congestion and clustering in the interior of the campus.

#### **Kinder & Special Needs Exception**

Kindergarten students will be brought to front of the school as a group by Kinder staff. Kinder staff will follow dismissal protocol as per other grades but will have the benefit of escorting students to the waiting cars directly.

#### **Bus Transportation**

The school bus will use the parking lot adjacent to the gym for loading. Students travelling by bus will be identified by the teacher in preparation for dismissal at 2pm. Bus students will leave the classroom at intervals to transit to the bus line up adjacent to the gym. The line-up will use social distancing marks for students to maintain 6-foot distancing. When the bus is ready to load, the driver will commence boarding and departure.

### B. Plan to minimize mixing of cohorts on departure:

Students remain in their stable cohort until dismissed avoiding dense congregation of students exiting classes in mass or gathering together near pickup locations. Student departure from the classroom is paced using according to arrival time of parent. Due to the slow pace of release, transit pathways will be sparsely populated. Similar to how on ramp traffic signaling reduces congestion on highways, paced release keeps the transit paths clear and clusters cannot form.

### C. How school/district plans to encourage a zero-mingling policy after school:

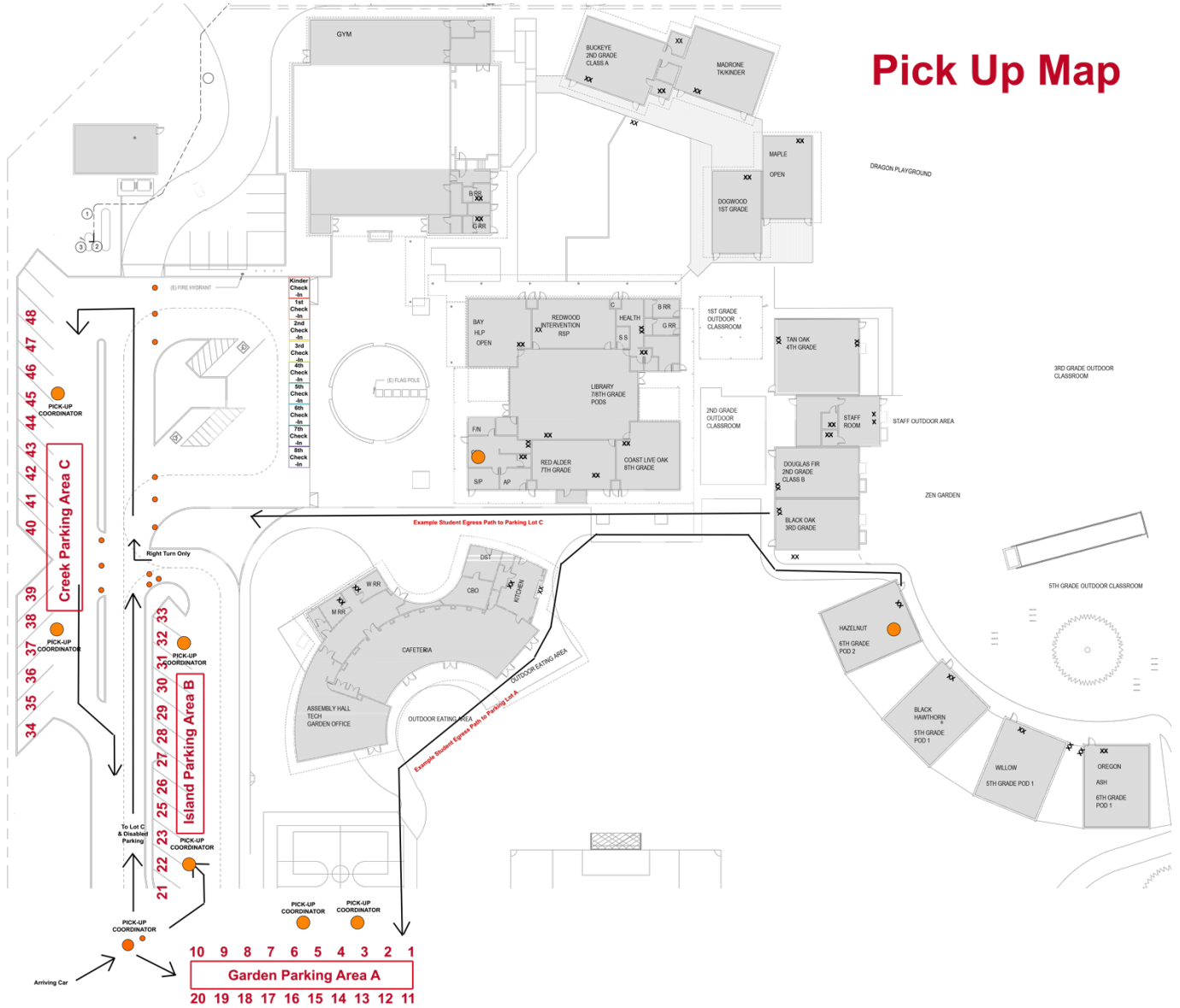
- The controlled exit of students from the stable group in the classroom does not allow for peers to depart simultaneously.
- The direct travel from departing class to the identified parking space reduces students meandering around the campus looking for their ride.
- Ample supervision of transit paths and particularly of pickup locations will speed departure and reduce possibility of mingling after school.
- Playgrounds will be closed at end of school to allow for cleaning and will rule out the potential for family groups to linger on campus after school.
- Harmony is a rural school site and does not have neighborhood access. Passive presence of students on campus after pickup is very rare as all families live distant from the site.



# Pick Up Map

The map below diagrams the pick-up parking lots and spaces and provides examples of egress paths for sample students leaving different locations on the campus.

# Pick Up Map





## 6. Face Coverings / Other PPE

*How CDPH's face covering requirements will be satisfied and enforced for staff and students*

### A. Please provide complete policy for face coverings:

Face coverings must be used in accordance with CDPH guidelines unless a person is exempt as explained in the "Guidance for the Use of Face Coverings" dated November 16, 2020.

#### Requirements

- All HUSD staff are required to wear COVID mitigating face coverings at all times while on district property AND while conducting district business in common public spaces or shared interior spaces off site, unless exempted.
- Students in all grade levels K-12 are required to wear COVID mitigating face coverings at all times, while at school, unless exempted.
- All visitors to HUSD property are required to wear COVID mitigating face coverings unless exempted.
- Participants in youth and adult sports must wear face coverings when participating in the activity, even with heavy exertion as tolerated, both indoors and outdoors.

#### Education and Training

- Information contained in the CDPH Guidance for the Use of Face Coverings will be provided to staff and families of students, including the proper use, removal, and washing of cloth face coverings.
- Harmony USD will teach and reinforce the use of face coverings, and in limited instances, face shields with drapes to staff and students.
- Students and staff will be frequently reminded not to touch the face covering and to wash their hands frequently.
- Training will be provided including on how people who are exempted from wearing a face covering will be addressed.
  - Any question of exemption status regarding a person present on district property will be referred to the office immediately.
  - HUSD administration will work to confirm allowable exemption. If unable to confirm, HUSD will provide a face covering to use. If person does not have exemption and refuses to comply, HUSD administration and/or designee will direct departure of party from the site.

#### Removing Face Coverings & Exemptions

- In rare and limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape (per CDPH guidelines) will be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a standard face covering outside of the momentary exception. HUSD will utilize teleconferencing when possible, to avoid the need of mask exceptions provided through CDPH guidance.
- A face covering, or face shield, may be removed for meals, snacks, naptime, or when it needs to be replaced.
- When a face covering is temporarily removed, it should be placed in a clean, safe area, clearly marked with the student's name and date, until it needs to be put on again.
- Students experiencing emotional duress may be allowed to remove the face covering under the following conditions;
  - Student is in a secure setting away from other students, staff or visitors
  - Student is outdoors
  - Student is physically distanced by at least 12 feet.
- The following are exceptions are outlined in the July 28, 2021 CDPH "Guidance for the Use of Face Coverings" (See Appendix and <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>). These are the only exceptions to the use of face coverings on HUSD property or when engaged in HUSD business:
  - They are under age 2
  - Have a medical or mental health condition or disability that would impede them from properly wearing or handling a face covering. This condition must be verified by physician confirmation with the district.
  - Those with a communication disability, or when it would inhibit communication with a person who is hearing impaired. *Those with communication disabilities or caregivers of those with communication disabilities can consider wearing a clear mask or cloth mask with a clear panel when appropriate.*

- Persons exempted from wearing a face covering due to a medical condition, as confirmed by school district health team and therapists, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by- case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least 12 feet apart.
- As otherwise defined by the CDPH.

**Provision of Face Coverings**

HUSD will provide face coverings for any student who reports to school without one at no cost to student or family. If a face covering becomes damaged and a student does not have a replacement, the school will provide an additional face mask for the student to use.

HUSD will provide face coverings for visitors who do not have their own or need more effective masks while present on site.

HUSD will provide, and ensure staff use, face coverings and all other required personal protective equipment in accordance with CDPH guidelines.

- Employees may use their own face coverings or district provided face coverings.
- Employees are responsible for cleaning their face coverings. The district will provide clean face coverings as needed/requested.

**Refusal to use required PPE**

For students or families who refuse to follow mask protocols, or any other COVID mitigation practice required by the school, will be offered an alternative educational placement in the full-time distance learning program until compliance is confirmed. HUSD will exclude students from campus if they refuse to wear a face covering (unless exempt).

In the event the refusal is temporary or due to an emergency or emotional crisis, the school will endeavor to stabilize the situation and support the student in complying with the requirement while maintaining social distance. If the student continues to refuse to wear the face covering properly, the student will be excluded from in person activities until compliance is re-established.

**Masks on Busses and Transportation**

All face covering policies apply on district school buses and any vehicle affiliated with the LEA used to transport students, staff, or teachers to and/or from a school site.

**Staff**

All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.

**PPE Standards**

HUSD and CDPH recommends the use of disposable 3-ply surgical masks, which are more effective than cloth face coverings. Though not required, HUSD will educate and encourage the use of higher quality non-woven surgical masks generally, and for staff with higher levels of exposure, the use of KN95, N95 or FFP2 masks. HUSD has both PPE available to staff on demand.

Workers or other persons handling or serving food or have increased exposure contaminated surfaces or locations must use gloves in addition to face coverings. This includes custodial staff, check-in attendants, health screeners, nurses, office staff handling public items, and COVID test technicians. All staff will be provided access to gloves. Disposable gloves will also be provided by HUSD to visitors or students that request them.

HUSD provides clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than 12 feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

If an employee encounters a non-employee that is not wearing a face covering accordingly should remind the non-employee by politely reminding the individual of the required face covering either verbally and/or by pointing to posted campus signage. If these reminders are not effective, the employee will notify the school office immediately.

**B. Describe specifications on type of face coverings allowed (i.e.: no valves,  $\geq 2$  ply, no bandanas, etc.):**

CDPH Guidelines and recent research indicates a significant benefit from mask wearing in reducing the spread of COVID. There are differences in the effectiveness of different forms of face masks. Double layer cloth masks are adequate and meet guidelines, but it is STRONGLY encouraged that non-woven, 3 ply, surgical style face masks are used by all parties. For individuals with greater exposure, N95, KN95 or FFP2 masks are encouraged and provided for staff.

- Masks with outlet valves that facilitate fast evacuation of the mask from exhaled air are NOT allowed, as they do nothing to filter outgoing breath for peers in shared spaces. If a mask is used with a valve present, it MUST be covered to exclude air passage through the valve.
- Loose fitting garments such as gaiters, balaclavas, scarves, bandanas and turtlenecks are NOT compliant with the mask mandate.
- Single ply cloth masks are NOT compliant with the mask mandate.
- Fitted, double layer cloth masks, disposable or reusable 2 or 3 ply masks with non-woven filters, surgical masks and N95/KN95/FFP2 masks are compliant.

Masks should fit well all around the perimeter and be free of holes or passages for air leakage. Masks are seen to be performing well when breathing causes some expansion and contraction of the fabric. If not movement of the fabric is observable, it is likely that air is escaping easily out the sides.

**C. Where will extra masks be available if needed?**

All classrooms will be provided a supply of staff and student masks to ensure no person present is without necessary PPE. The main office and nursing station will similarly have masks available and will monitor supplies in classrooms and replenish as needed.

**D. Describe plan for refusal to wear face coverings:**

**ADULT Refusal**

In the event of the refusal to wear a face covering by an ADULT, HUSD responding staff will:

- Move to isolate the refusing party from other staff, students or visitors. This may be accomplished by escorting the refusing party to another location, or by removing other people present from the area occupied by the refusing party.
- Staff will attempt to de-escalate the situation and move the party to comply with the mask mandate.
- Staff will offer the refusing party to conduct necessary business via phone or teleconference.
- In the event the refusing party continues to refuse to comply with the mandate, and does not leave of their own determination, the party will be asked to leave.
- If the party refuses to leave the site local LEO will be contacted to assist with removal.

**STUDENT Refusal**

In the event of the refusal to wear a face covering by a student, HUSD responding staff will:

- HUSD will exclude students from classroom or activity if they refuse to wear a face covering (unless exempt).
- Student will be moved to isolate the refusing party from other staff, students or visitors. This may be accomplished by escorting the refusing party to another location, or by removing other people present from the area occupied by the refusing party.
- The student will be counseled and offered the opportunity to return to compliance.
- If the student continues to refuse to comply, the student's parent/guardian will be contacted to remove the student from the campus until the student is able to comply with the mask wearing requirement.
- Students or families who persist in refusal to follow mask protocols, or any other COVID mitigation practice required by the District, will be offered an alternative placement in the full-time distance learning program.

## 7. Health screening / Symptom monitoring / Sick protocol

*How individuals will be screened and monitored for symptoms - how ill staff / student will be handled*

### Details of at-home screening plan:

Health screenings refer to symptom screening, temperature screening, or a combination of both. Although temperature screening for COVID-19 has become a widespread practice, it may have a limited benefit. With respect to COVID-19, the CDC acknowledges that "fever and symptom screening have proven to be relatively ineffective in identifying all infected individuals." This is because people with COVID-19 can infect others before they become ill (pre-symptomatic transmission), some people with COVID-19 never become ill but can still infect others (asymptomatic transmission), and fever may not be the first symptom to appear. Despite the limitations, HUSD will follow the current guidelines and screen all staff and students when they arrive on campus.

### A. Details of at-home screening plan:

#### Staff, Essential Visitors and Student Screening:

Parents should ask their own children and staff should consider for themselves the following questions. **A person who answers "Yes" to any one of these questions must not enter the school facility.**

1. Within the last 14 days have you been diagnosed with COVID 19 or had a test confirming you have the virus? **Yes – Stay home and seek medical care.**
2. Do you live in the same household with, or have you had close contact with someone who in the past 14 days has been in isolation for COVID 19 or had a test confirming they have the virus? Close contact is less than 6 feet for 15 minutes or more. **Yes – Stay home and seek medical care and testing.**
3. Have you had any one or more of these symptoms today or within the past 24 hours? Are these symptoms new or not explained by another reason?
  - a. Fever
  - b. Cough
  - c. Shortness of breath
  - d. Trouble breathing
  - e. Chills
  - f. Night sweats
  - g. Sore throat
  - h. Muscle/body aches
  - i. Loss of taste or smell
  - j. Headache
  - k. Confusion
  - l. Vomiting
  - m. Diarrhea

#### **Yes – Stay home and seek medical care and testing.**

Harmony has implemented a health screening app that allows parents/guardians to fill out the daily health screening questionnaire remotely. Ideally, parents will complete the electronic submission prior to arrival at school in the morning. For students who did not complete the health screen remotely, they will be offered the opportunity to complete the form electronically or using the paper health screening form while parked in the diversion parking lot prior to drop off. The parent will give the health screening form to their child who will, in turn, submit the form to their check in attendant at their drop off kiosk.

In the event a student arrives at the check-in kiosk without a form or confirmation of electronic submission, the student will be referred to the check-in Ombudsperson who will contact the parent/guardian to complete the health screening form.

If a health screening form is not submitted, the student will not attend classes for the day and will be provide a socially distanced location to await pickup

### B. Support available for individuals staying home:

HUSD provides COVID awareness information to all families about COVID symptoms, prevention strategies and community resources to assist in their monitoring and managing risk at home. For families that need assistance, the District Nurse will provide support and guidance in the process of obtaining medical advice. HUSD require families to consult with the student's physician if a student is experiencing symptoms of COVID-19. HUSD protocol is to respond to student with COVID-19 symptoms follows the [Health Department and Sonoma County Health Department Guidelines](#). Students are not allowed to attend school if they are showing any symptoms of illness or if any member of their household has symptoms related to COVID-19. Families that do not wish to attend in person classes nonetheless have access to asymptomatic and response testing for COVID infection. PPE can be provided for families in need upon request

**C. Screening criteria/procedure onsite for staff:**

All staff will be required to complete a daily health screening to include:

- Reporting of any symptoms of COVID-19 that the staff member has experienced via the health screening app.
- Reporting of any household members with symptoms of COVID-19.
- Reporting of any possible exposure to the virus by the staff.
- Staff with symptoms or exposure to COVID-19 will be required to stay home and follow monitoring or testing steps as required by the Health Department.
- HUSDs protocols to respond to student COVID-19 symptoms follows the [Health Department and Sonoma County Office of Education guidelines](#) as well as the school’s own sick policy:
- **Staff are not allowed to work on campus if they are showing any symptoms of illness which could be passed on to a child or adult.**
- **Staff may not work on campus if any member of the household has symptoms of COVID-19.**

**D. Immediate protocol in case of a sick staff/faculty member:**

If on campus, staff member will be asked to return home. Staff member should get tested as soon as possible after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19. Staff will be referred to their own health provider for testing or use the district provided test. See table below for more information or Appendix for “Scenario Based Guidance” All elements of the appropriate MOU will be followed for handling leave during quarantine.

Actions to take if there is a suspected or confirmed case of COVID-19	
<b>COVID-19 Symptoms</b>	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Recommend testing</li> <li>▪ School / Classroom remains open</li> </ul>
<b>Close Contact / Confirmed Case</b>	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Exclude from school for 10 days from last exposure per CDPH quarantine</li> <li>▪ Recommend testing 8 days from last exposure</li> </ul>
<b>Confirmed Case</b>	<ul style="list-style-type: none"> <li>▪ Notify SCHD</li> <li>▪ Exclude from school for 10 days from symptom onset date or if asymptomatic, for 10 days from specimen collection</li> <li>▪ Identify school contact, inform SCHD of contacts</li> <li>▪ Begin contact tracing</li> <li>▪ Recommend testing asymptomatic contacts 8 days from last exposure and immediate testing of symptomatic contacts</li> <li>▪ Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>▪ School remains open</li> </ul>
<b>Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition</b>	<ul style="list-style-type: none"> <li>▪ May return to school after 24 hours have passed without fever and symptoms have started improving</li> <li>▪ School/classroom remain open</li> </ul>

**E. Screening criteria/procedure onsite for students:**

All students (parents will complete on behalf of student) will be required to complete a daily health screening to include:

- Reporting of any symptoms of COVID-19 that the student has experienced via the health screening app.
- Reporting of any household members with symptoms of COVID-19
- Reporting of any possible exposure to the virus by the student or family
- At the check-in kiosk, staff will check students’ temperatures with a touchless thermometer.
- Students with symptoms or exposure to COVID-19 will be required to stay home and follow monitoring or testing steps as required by the Health Department.
- HUSDs protocols to respond to student COVID-19 symptoms follows the [Health Department and Sonoma County Office of Education guidelines](#) as well as the school’s own sick policy:

- Students may not attend in person instruction if they are showing any symptoms of illness which could be passed on to a child or adult.
- Students may not attend in person instruction if any member of the household has symptoms of COVID-19.

**F. Immediate protocol in case of a sick student:**

Per Health Department guidelines, if a student becomes ill with symptoms of COVID-19 and/or has a temperature above 100.4 F (38 C) degrees while at school, parent/guardian will be contacted for an immediate pick-up.

- The student will be removed from class immediately. The student will be isolated in a designated room or outdoor nurse station, continue wearing a face mask, and will be supervised by a designated staff member with appropriate PPE until the parent/guardian arrives to take the student home as soon as possible.
- The parent/guardian, or those authorized to pick up a student from school, will be contacted immediately as soon as a student reports any symptoms of COVID-19 for a prompt pick up.
- The designated area where the student was isolated while awaiting pick-up will be cleaned and disinfected immediately in accordance with Health Department guidelines. The areas where the student was prior to reporting symptoms will be cleared of all students and staff and will be immediately cleaned and disinfected.
- HUSD requires families to consult with the student’s physician if a student is experiencing symptoms of COVID-19. In order to return to school, the student must provide a physician’s release and may return to school after 24 hours have passed without fever and clear of symptoms. If physician release is not secured, the student must obtain a negative COVID-19 test before return to school.

<b>Actions to take if there a suspected or confirmed case of COVID-19</b>	
<b>COVID-19 Symptoms</b>	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Recommend testing</li> <li>▪ School / Classroom remains open</li> </ul>
<b>Close Contact / Confirmed Case</b>	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Exclude from school for 10 days from last exposure per CDPH quarantine</li> <li>▪ Recommend testing 8 days from last exposure</li> </ul>
<b>Confirmed Case</b>	<ul style="list-style-type: none"> <li>▪ Notify SCHD</li> <li>▪ Exclude from school for 10 days from symptom onset date or if asymptomatic, for 10 days from specimen collection</li> <li>▪ Identify school contact, inform SCHD of contacts</li> <li>▪ Begin contact tracing</li> <li>▪ Recommend testing asymptomatic contacts 8 days from last exposure and immediate testing of symptomatic contacts</li> <li>▪ Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>▪ School remains open</li> </ul>
<b>Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition</b>	<ul style="list-style-type: none"> <li>▪ May return to school after 24 hours have passed without fever and symptoms have started improving</li> <li>▪ School/classroom remain open</li> </ul>

**G. Symptom monitoring procedures throughout day:**

Students will be observed for any symptoms that occur throughout the day. If there are any questions, staff will consult with student and school nurse for further observation or investigation.

**H. Screening of essential visitors/vendors:**

Essential visitors that will share interior space with any staff or student agree to follow the health screening guidelines for staff including temperature check and submission of health screening form. Brief (<15 minute) outdoor check in with staff at the kiosk or front office do not require a temperature checks or health screening form.

## 8. Routine Testing

*School/District's plan for routine/asymptomatic testing of staff and students*

### A. Plan to routinely test staff by tier:

Asymptomatic testing is an essential layer of COVID 19 mitigation. A significant portion of infections can occur without symptom. Asymptomatic spread of COVID has been documented in research. Therefore, Harmony will follow the CDPH guidelines for COVID surveillance testing and will modify frequency according to case rate. All staff and students attending on campus activities is required to participate in surveillance and response testing.

Purple Tier (>7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **WEEKLY**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Red Tier (4-7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Orange Tier (1-3.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Yellow Tier (0-.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: No Asymptomatic Testing
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

### B. Plan to routinely test students by tier:

Asymptomatic testing is an essential layer of COVID 19 mitigation. A significant portion of infections can occur without symptom. Asymptomatic spread of COVID has been documented in research. Therefore, Harmony will follow the CDPH guidelines for COVID surveillance testing and will modify frequency according to tier

Purple Tier (>7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **WEEKLY**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Red Tier (4-7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Orange Tier (1-3.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Yellow Tier (0-.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: No Asymptomatic Testing
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

*Testing Protocols are subject to change. Harmony anticipates changes to testing frequency as youth vaccination for COVID becomes available.*

Additional testing in RESPONSE to exposure situations will be conducted ad hoc. Students and staff must participate in such activities or quarantine for the required 10 days from exposure, symptom free.



## 9. Physical Distancing

*How space and routines will be arranged to allow for physical distancing of students / staff in the following areas:*

### A. Bus/Transport/Carpools:

#### Engineering Controls

- Use of seating chart
  - Create distance between students whenever possible
  - Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Attempt to keep stops/groups/cohorts seated together.
- When weather permits, windows and/or roof vents should be opened enough to provide fresh air circulation. Do not open windows and/or roof exits if doing so poses a safety or health risk for current or subsequent occupants.
- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Procedures for Entering Bus will be taught to students

### B. Classrooms

Classrooms have been configured to allow for increased space between seats, but under 2021 guidance, 6 foot distancing is not required.

- Face masks will be worn by students and the PE teacher during PE when activities bring students within 12 feet of each other.
- Students will eat lunch in their stable cohorts and will be spaced with 6 feet between each student whether they are eating lunch outdoors or indoors. Eating outdoors will be the policy unless the weather prohibits this.
- When weather threatens, limited seating in the indoor cafeteria will be made available to supplement outdoor canopies. Occupancy shall not exceed 1/4 of stated occupancy of the cafeteria in non-covid conditions.
- Teachers will eat lunch and take breaks outdoors and maintain 6 feet distancing from other teachers and students. If weather does not permit outdoor eating, teacher automobiles may be used for dining.
- Signage has been installed at all campuses to designate 6 feet distancing. Additionally:
  - Meetings between adults will be conducted virtually when possible.
  - Non-essential visitors will not be allowed on campuses or in classrooms.

Teleconferencing meetings will be used in place of in-person meetings for any classroom educational experts and guest speakers. Campus visitors (including parents) are not permitted during this time.

Field trips may be held with appropriate specific COVID mitigation plan approved by administration.

All administrative and teacher meetings with parents and the community will be conducted via teleconference or virtual meeting when possible. In the rare occasion an in-person meeting must occur, all safety precautions and physical distancing guidelines will be followed with outdoor spaces used whenever possible.

All classrooms have relatively low occupancy relative to capacity. Average occupancy is 20 individuals, for classrooms rated to hold 36.

### C. Hallways:

Harmony does not have interior breezeways or halls. All transit paths will occur out of doors. Lines which occur in outdoor spaces will have distancing marks on the ground to assist students in regulating their space between others. The schedule of transit needs has been designed to limit the number of students out and transiting at the same time.

### D. Student lockers:

Lockers are not available to students.

**E. Bathrooms:**

Bathrooms will be single use only, with social distancing line marks set up outside bathrooms. Students will wait until the previous student leaves the space before entering the bathroom.

**F. Locker rooms:**

Harmony does not have a locker room

**G. Gymnasium:**

The Gymnasium is closed to students indefinitely due to COVID. It will be used by the PE instructor for remote learning and planning purposes.

**H. Playground / fields:**

All recess sessions are staggered such that only one stable group is in an area at a time. Each area is significant in size, typically handling 70-90 students at a time. Given that most stable groups are 40 or less, ample space is available for students to maintain social distancing while playing. Students will be taught protocols and options for socially distant play. No contact sports will be allowed, and students will remain masked and socially distanced during play time.

**I. Staff break rooms:**

The staff room will be shut down for dining by staff. Staff will dine outside away from other staff/students. The staff room does have a copier. Teachers will not occupy the copier space while another teacher is using the copier. Masks will be required in the staff room, even if no other staff member is present, to reduce the potential for lingering aerosol in the space.

**J. Other:**

Cafeteria dining will occur in outdoor areas only. All seating is arranged to provide 6-foot social distancing. Given the necessity to remove masks, eating will only occur out of doors will students seated facing in the same direction.

The main office will switch all in person meetings to teleconference to conduct them remotely.

## 10. Healthy Hygiene practices

*The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students - Please include site map for reference.*

### A. Plan to encourage healthy hygiene/handwashing routines:

HUSD is producing orientation videos outlining hygiene and mitigation behaviors for students and essential visitors to practice when on campus. These videos will be distributed to families in the approach to reopening. In addition, orientation meetings will be held on site the week before reopening to give students a tour of the new facilities and begin processing the reopening experience itself.

Hygiene will be embedded throughout our activities:

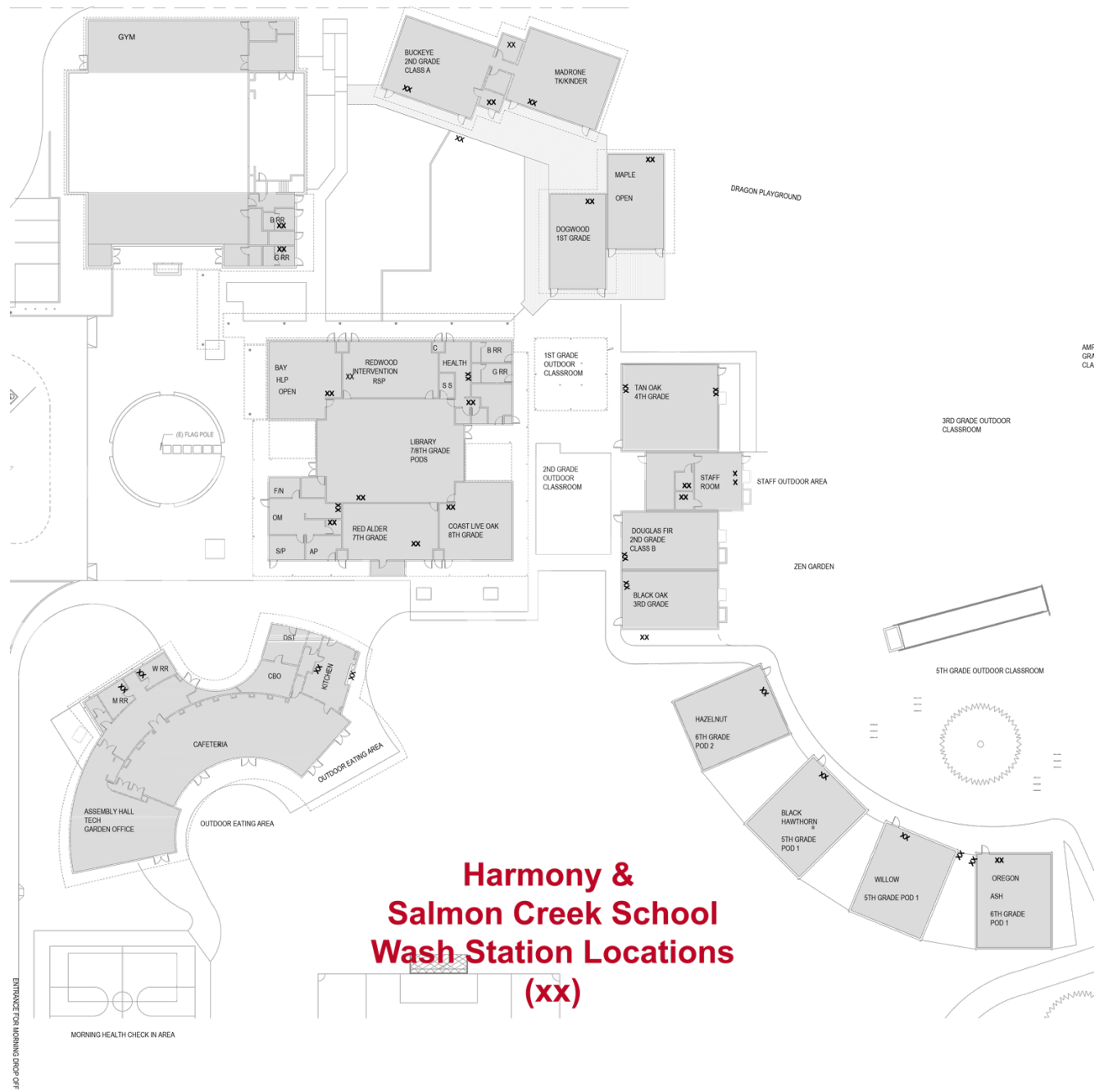
- Routine handwashing will be built into the daily schedule and emphasized by staff.
- Students will wash hands upon arrival, before and after eating, after using the restroom, after being outside the classroom (e.g., PE or recess), before leaving to go home, and as needed throughout the day.
- New handwashing stations have been added to outdoor areas at our campuses to provide ample indoor and outdoor handwashing stations.
- Handwashing by younger students will be supervised by staff to ensure proper handwashing practice. Strategies to train students in good hand washing will be used.
- Classrooms have sinks located in multiple indoor and outdoor areas for students and staff to use for handwashing.
- Each classroom has a designated restroom facility that is equipped with sinks and soap. (Restroom visits by students/staff will be staggered so that one person is using the restroom at a time.) Ventilation in restrooms will be increased by opening windows and/or use of the HVAC ventilation system.
- Drinking fountains have been closed. Students and staff will bring their own personal water bottles labeled with names to school. Water bottle filler stations have been installed to allow students to access additional water for their containers.
- Hand sanitizers are distributed in multiple locations in all classrooms and outdoor areas that will be used by students and staff.
- Staff will supervise frequent handwashing and will reinforce with students the practice of frequent handwashing.
- Posters reminding students and faculty to wash hands and how to wash hands have been prominently displayed in classrooms and at handwashing stations.

Additional healthy hygiene practices:

- Students' belongings will be separated and individually labeled. Sharing of materials has been discontinued. Students will have individual digital devices, writing utensils, notebooks, art supplies. Backpacks and portable stadium chairs have been provided to all students.
- No sharing of food is allowed.
- Outdoor areas will be used as outdoor classrooms as much as possible for all grade levels. Significant Resources have been invested to ensure that outdoor classrooms are utilized to reduce indoor air exposure
- Students have individual student-assigned desks, chairs, school supplies, and electronic devices (no sharing).
- HUSD keeps in stock ample supplies of soap, tissue, disposable face masks, hand sanitizer, face shields, and cleaning and disinfecting products.

### B. Other considerations - including locations of handwashing stations, disabling of drinking fountains, etc.:

7 additional outdoor hand washing stations have been installed at strategic locations throughout the campus. These wash stations, along with indoor sinks, are noted on the map below with XX symbols. Drinking fountains have been disabled, but electronic touchless water bottle filler stations have been installed in their stead.



**Harmony &  
Salmon Creek School  
Wash Station Locations  
(xx)**

# 11. Routine Cleaning and Disinfection

*How shared surfaces will be regularly cleaned and disinfected, including plans / schedules for the following areas:*

## A. General high-touch surfaces:

High touch surfaces include sink handles, shared tables desks and chairs, door handles and shared electronic devices.

- Sinks have all been retrofitted with touchless valves, nevertheless, bathrooms will be cleaned twice daily. Electrostatic sprayers will be used to speed cleaning in high touch areas. All water fountains will be disconnected, only touchless water bottle fillers will be available for use. They will be cleaned daily.
- Students will have a consistent desk and chair that is not shared.
- Exterior & Interior Door handles will be cleaned twice daily
- Electronic devices will not be shared. HUSD has a 1:1 device program.

## B. Classrooms:

Classrooms will be cleaned once daily include use of electrostatic sprayer for desk and counter surfaces. Cleaner will be made available for staff to treat surfaces that have frequent contact through the day.

## C. Bathrooms:

Bathrooms will be cleaned twice daily, once prior to lunch with electrostatic sprayer between 10:45 and 11:30 and again at the end of the day after dismissal.

## D. Cafeteria:

The cafeteria will but shut for indoor dining during COVID. Kitchen standard cleaning protocols will be followed for cleaning of the kitchen. The food service program will switch to using disposable/compostable serving products during COVID to reduce exposure to staff when handling dishware.

Outdoor dining areas will be cleaned between stable groups. Cleaning includes wiping down tables after students have departed the dining area.

## E. Playgrounds:

According to CDPH Guidelines, playgrounds require only “routine maintenance. Make sure that children wash or sanitize their hands before and after using these spaces. When hand hygiene is emphasized, cleaning of outdoor structures play is not required between cohorts.” Harmony will clean the playground equipment daily with electrostatic disinfectant sprayer.

## F. Offices:

The Main Office lobby will be closed to the public. A kiosk window has been assembled to serve the public without requiring their entry into the interior of the office. All offices will continue on a daily cleaning regimen including electrostatic sprayer in the evening to efficiently disinfect surfaces.

## G. Hallways:

HUSD does not have interior hallways requiring enhanced. cleaning.

## H. Locker rooms:

Not applicable at Harmony.

## I. Gymnasium:

The gymnasium will remain closed.

## J. Other: N/A

## 12. Plan for Shared items

*How use of shared items will be minimized and/or adjusted to meet safety standards, where applicable -*

### **A. Classroom / Office supplies:**

All students have been provided with a backpack that can serve all material and equipment needs for the student while at school. All shared items have been duplicated for each individual child such that sharing is not necessary or allowed. For staff, only the copier stands as the primary shared item for the campus. Teachers have adequate technology for their own classrooms. Shared project activities in class will be re-organized to allow students to engage in the activities without requiring the sharing of equipment. In the rare case where equipment is shared, it will be disinfected after use. All supplies necessary for the student to operate autonomously, without sharing, will be provided.

### **B. Toys / Play equipment:**

Toy and play equipment will be shared by stable groups.

### **C. Electronics equipment:**

Electronics will not be shared. All staff have new computing devices as do all students. The only equipment of note that will be shared is the faculty copier. Protocols are in place to restrict staff from simultaneous occupation of the copy room, and response cleaning supplies are provided for staff to disinfect touch locations for the copier.

### **D. Tools:**

Custodians have been provided with copies of tools to reduce the need to share. There are some exceptions. When shared tools are used, staff will disinfect the touchable surfaces before and after use.

### **E. Other:**

Not applicable.

## 13. Handling COVID-19 / symptomatic individual

*How the affected individual will be removed from group and isolated in designated space until pick-up*

### A. Plan/location for Isolation room / area:

The nursing station in the Northeast corner of the library complex will be activated upon return. This space has a dedicated restroom and access to a covered exterior that will serve well for a secondary isolation location, particularly for symptomatic individuals to reduce exposure of health tech/nurse managing the station. The isolation area will be cleaned thoroughly after occupant is picked up by parent/guardian.

### B. PPE available for staff providing care in Isolation area:

The health technician in the nurse's station will be provided KN95 mask, gloves, face shield and protective clothing.

### C. Staff trained to provide care in Isolation area:

A registered nurse staffs the isolation area. The nurse is responsible for identified IEP services, COVID testing and the temporary care of symptomatic students on site until pickup by parent/guardian.

### D. Plan for staff caregiver to be fit-tested and trained to seal-check N95 respirator:

HUSD will provide appropriate training for PPE use including use of higher quality masks for the health technician.

### E. Protocol for immediate removal and relocation of ill individual:

Anyone ill will be immediately sent to the isolation room and the potentially infected location will be closed to use by staff and students until thorough cleaning and disinfection. When a COVID-19 positive or otherwise ill staff member or student is identified, contact tracing will be initiated immediately. A list of close contacts will be identified and notified of the need to isolate and consult with their physician. If necessary, this list will also be submitted to the Public Health Department and any further recommendations from them will be implemented. Individuals will obtain testing via their personal healthcare providers. Those individuals who cannot obtain testing or do not have access will utilize the contracted testing facility.

When there is a work exposure, possibly affecting employees will be notified via letter which is emailed to them. They may also receive a phone call or text.

### F. Protocol for disinfection of contaminated areas, including Isolation zone after pick-up:

Close off areas used by any sick person and do not use before cleaning and disinfection. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation.

### G. Instructions to give ill staff / family of ill child (re: follow-up with PCP, testing guidance):

Our sample letters for communicating with families of a class or school closures as well as notification when a student or staff member has been exposed to COVID-19 are attached.

To inform staff and families, we use the guidance from the Sonoma County Department of Health Services – see Scenario based COVID-19 Guidance for Schools, Childcare, and Programs for Children and Youth in the attachments.

### H. Plan for testing symptomatic individuals:

Students and staff will get tested as soon as possible after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19. Harmony has the capacity to provide for student and some limited family contact testing. Staff members will be tested through the District contracted vendor.

## 14. Plans for after an Exposure Event

*When someone is confirmed positive for COVID-19 and individuals were exposed onsite*

### A. Designated COVID Coordinator(s) and corresponding duties:

As per notice, the District will provide contact tracing as prescribed by the County Health Department. The **District Superintendent and Office Manager** have been trained in contact tracing. They will follow the training protocols outlined in the webinar and the Sonoma County Department of Health training.

The HUSD COVID Coordinator is Superintendent Matthew Morgan. The COVID coordinator is responsible for implementing a COVID exposure response including contact tracing, isolation/exclusion of exposed individuals, providing support for exposed individuals and managing communication with the community regarding exposure risk and any and all responses or program modifications related to the potential exposure.

### B. Plan for confirmed COVID-19 case reporting:

- **Communication:** Follow the CDPH guidance and Cal/OSHA guidance in this area. Harmony will notify the County of Sonoma Public Health Department immediately of any positive COVID-19 case. As advised by County Health, we will also notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws. The community will be notified through either a note home or through our email blast system.
- Close off areas used by any sick person and do not use before cleaning and disinfection. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation as recommended in Section 1.C.
- For settings in which stable classroom cohorts have been maintained: All students and staff should be instructed to get COVID-19 testing and remain quarantined at home for 10 days.
- For all settings: Provide information regarding close contacts to the County of Sonoma Public Health Department via secure fax or email. The following information will be provided to
  - Full name, address
  - Telephone number
  - Date of birth of the individual who tested positive
  - Date the individual tested positive
  - The campus location(s) at which the individual was present on-site within the 2 days preceding symptom onset or the positive test
  - The date the individual was last on-site.
  - The full name, address, and telephone number of the person making the report.

### C. Plan for “Close Contact” identification:

Students or staff have close contact - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact of a Contact Advisory letter.

### D. Plan for Exposure testing for staff:

Close contacts (household or non-household) of confirmed COVID-19 cases should be sent home immediately and instructed to get COVID-19 testing or will be provided with a District test kit.

Students or staff that have exposure - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact of a Contact Advisory letter.

### E. Plan for Exposure testing for students:

Close contacts (household or non-household) of confirmed COVID-19 cases should be sent home immediately and instructed to get COVID-19 testing. The District will refer families to their own medical provider or provide one of our District provided test kits for families that are unable to secure testing.



Students or staff that have exposure - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact of a Contact Advisory letter.

**F. Support for staff in Isolation/Quarantine:**

Staff members in Isolation will be provided with guidance on next steps for them as they either test with us or reach out to their primary caregiver for more information. Staff members will be provided with the required protocols for returning to work and the option to continue to work from home, if feasible. Staff will be provided leave time to support adequate quarantine and isolation as per MOUs. Staff will continue to be monitored and additional testing will be offered as time progresses.

**G. Support for students in Isolation/Quarantine:**

Families of students in Isolation will be provided with guidance on next steps for them as they either test with us or reach out to their primary caregiver for more information. Students will be offered distance learning, if feasible.

**H. Return to school criteria for COVID-19 positive individual:**

The individuals will stay home until:

- 10 days have passed since the onset of symptoms, AND
- The person has had no fever for 24 hours without the use of fever-reducing medications, AND
- Symptoms have improved
- If no symptoms, stay home until 10 days have passed since the date of the test
- A doctor's note **does not** override these criteria.

**I. Return to school criteria for exposed close contacts:**

We will instruct the individual to quarantine for 10 days starting the day after the last exposure. Monitor symptoms for 14 days total. Recommend testing prior to returning, at least 8-10 days after last exposure (ASAP if symptoms develop).

**J. Outbreak response plan:**

In consultation with Sonoma County Health Department and following the State Consolidated Guidance (see attachment), school officials will decide if closure of a stable group/classroom or the entire school is required.

- In consultation with public health, we will consider closing a class if one or more students or staff members are confirmed to have COVID-19
- In consultation with public health, we will close our entire school if multiple cohorts or classes have confirmed cases of COVID-19 OR 5% of all students/staff have confirmed cases

We will reopen in consultation with public health, typically after 10 days have passed and:

- We have cleaned and disinfected all classrooms
- Had a public health investigation
- Consulted with Sonoma County Health Department

We will communicate in writing with parents/guardians and staff to notify of any exposure or confirmed case(s) of COVID-19, ensuring that the confidentiality of that individual as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act

## 15. Communication Plans

*How the school/district will communicate with students, families, and staff about onsite COVID-19 exposure, consistent with privacy requirements such as FERPA and HIPAA*

### **A. Provide plan for communications with families and staff after an onsite exposure:**

In the event that an individual has a confirmed case of COVID-19, we will:

- Contact SCHD using the hotline number: 707-565-4566
- In consultation with Sonoma County Health Department, school officials will decide if closure of a stable group/classroom or the entire school is required.
  - In consultation with public health, we will consider closing a class if one or more students or staff members are confirmed to have COVID-19
  - In consultation with public health, we will close our entire school if multiple cohorts or classes have confirmed cases of COVID-19 OR 5% of all students/staff have confirmed cases
- We will reopen in consultation with public health, typically after 14 days have passed and:
  - We have cleaned and disinfected all classrooms
  - Had a public health investigation
  - Consulted with Sonoma County Health Department

We will communicate in writing with parents/guardians and staff to notify of any exposure or confirmed case(s) of COVID-19, ensuring that the confidentiality of that individual as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act

## 16. Staff training

*How staff will be trained on the application and enforcement of the plan*

### A. Provide plan for training staff on new COVID-19 Safety plan:

#### **Training and Instruction**

- During multiple staff meetings, plan details were shared and reviewed for understanding.
- Staff Training is conducted via the Target Solutions COVID-19 module and a COVID-19 training roster will be used to document this training.
- **Staff members may consult with administration regarding questions or concerns related to any of the plans or protocols within the plans.**

### B. Provide plan for enforcing COVID-19 Safety plan with staff:

All staff have had the opportunity to review the CSP and understand that we will enforce the requirements. Staff members struggling to enforce the plan will be reminded of the need to follow all protocols to maintain safety. If this continues to be an issue, the employee may be moved to a virtual position, asked to take a leave until the plan is no longer needed, or suspended.

### C. Provide plan to remain current on guidelines and best practices:

The Health Tech, District Secretary, District Nurse will all continue to monitor the regular notifications coming from both our County Office of Education and the Sonoma County Public Health Office.

## 17. Family education

*How students and their families will be educated on the application and enforcement of the plan*

### A. Provide plan for educating families on new COVID-19 Safety plan:

#### System for Communicating

- Our goal is to ensure that we have effective two-way communication with our employees and families, in a form they can readily understand, and that it includes the following information:
- All plans (CSP, CPP & CSP Checklist) are available on our website and by request in a hard copy.
- A virtual review is provided to parents regarding all aspects of the Safety Plan during evening sessions.
- All safety issues are reviewed at monthly Board Meetings that are open to the public.

### B. Provide plan for enforcing COVID-19 Safety plan with students/families:

We will not exclude students from the classroom if they occasionally fail to meet the requirements of the CSP. However, after education, training, and counseling, if a family is still unable to meet the requirements of the CSP, we will move the child(ren) back to distance learning or independent study.

### C. Provide plan for continuing communication/education as guidelines change:

We will use our weekly bulletin that goes out to all families to provide updated guidance on activities at school.

## 18. Engineering controls

*How each specific school site plans to optimize ventilation, air filtration for indoor spaces*

**A. Please describe any unique challenges each site may face for maintaining safe environments, in terms of ventilation/airflow and infrastructure, and how those challenges will be addressed:**

Harmony has a unique site due to its large campus relative to student population. This allows for the school to host all enrolled students without A/B day schedules. The site is well disposed for the use of outdoor classrooms, which this plan implements for each grade. The outdoor spaces will provide ample natural air exchange thereby reducing exposure to students and staff. For indoor classroom use, major improvements have been made to the HVAC and filtration systems in each interior space. The goal of improvements is to maintain 5-6 Air Exchanges per Hour (ACH)

### **Ventilation**

A study was conducted of the ventilation for each classroom space noting ACH for each. Recommendations on changes to exterior air dampers and filtration were implemented. New filters were installed in HVAC units coupled with new ionizers to improve efficiency of filters.

### **CO2 Monitoring**

CO2 levels in a room can act as a surrogate measure for the success of ventilation in a room. The school has installed CO2 meters in its classrooms to provide monitoring of sufficient ACH in each room. All windows and doors are operable and will be open to increase air circulation. Box fans have also been provided to classrooms to increase ventilation as necessary.

### **HEPA Filtration**

HUSD has installed high quality and high volume HEPA filtration in all classrooms. IQ Air Cleanzone SLS can provide up to 28,700 cubic feet of airflow per hour, or approximate 3 ACH for standard classroom. This is in addition to the ACH provided by the ventilation and filtration provided by the HVAC system. Smaller offices and rooms have been provided appropriately sized units as well.

## 19. Consultation

*For schools not previously open, please indicate the organizations involved and consulted with in developing safety plan. i.e.: Labor Organizations, staff & faculty, parents/students and community, other stakeholders, continued communication without fear of reprisals, etc.*

### A. Labor organization(s) and date(s) consulted:

Harmony has two labor unions and several non-represented staff. From the beginning, faculty and staff have been partners in developing HUSD's COVID response. At the start of the 2020-2021 school year both HUTA (CTA) and CSEA met with administration and adopted MOU's that were endorsed by the board in the October and January meetings. In addition, frequent consultations were held during weekly Friday faculty meetings, weekly Monday leadership meetings and starting in December, weekly reopening committee meetings. As reopening approached, negotiation team members were engaged in discussion regarding reopening frameworks and conditions for return to in person instruction. Unit leadership surveyed their membership and reported back to admin staff and faculty sentiment. Dates consulted include:

#### Faculty and Staff meetings

Weekly, August 14, 2020 – Current

#### Leadership Meetings

Weekly August 10, 2020 – Current

#### Reopening Committee Meetings

The reopening committee was designed specifically for the purpose of ensuring that all stakeholders were involved in the consultation and development of a realistic and well considered plan. The team includes 4 parents selected by the parent support foundation, 1 Board member, 3 teachers (HUTA), 3 classified staff (CSEA) including the food service director, and 3 administrative staff including the superintendent, assistant principal and office manager.

December 15, 2020	January 28, 2021
January 7, 2021	February 4, 2021
January 14, 2021	February 11, 2021
January 21, 2021	February 18, 2021

#### MOU meetings

##### HUTA

September 4, 11, 18 and October 12, 2020 and January 12, 20, 26, February 2, 9 & 17 2021

##### CSEA

November 19, December 4, 2020 and February 18, 2021

### B. Parent / Community Organization(s) and date(s) consulted:

#### Board Meetings

Monthly, but recent dates include:

December 17, 2020  
January 21, 2021  
January 27, 2021  
February 11, 2021  
February 18, 2021

#### Reopening Committee Meetings

As described above

December 15, 2020	January 28, 2021
January 7, 2021	February 4, 2021
January 14, 2021	February 11, 2021
January 21, 2021	February 18, 2021

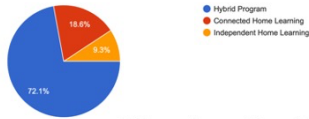
#### Parent Forums

November 17, 2020  
February 11, 2021

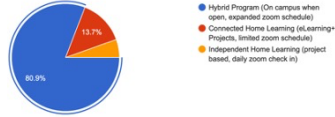
# Parent Surveys

Parent surveys were conducted each trimester. The survey conducted in early February 2021 provided the following data:

Which program is your student CURRENTLY enrolled in (Trimester 2)?  
183 responses



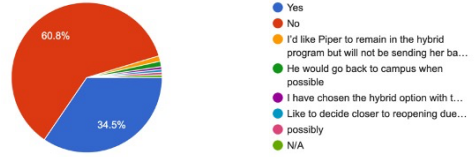
Which program do you request for your student for the NEXT Trimester (Trimester 3: March 1-June 3, 2021)?  
183 responses



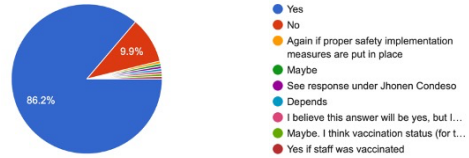
Would you be willing to have your child return to ON CAMPUS classes while case spread in Sonoma County was in the low purple range (between 8-25 new cases daily per 100,000 residents)?  
180 responses



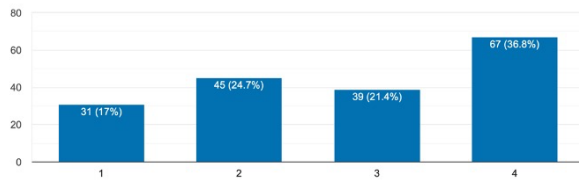
Would you like the opportunity to delay switching programs until the firm reopen date is announced?  
171 responses



Would you be willing to have your child return to ON CAMPUS classes while case spread in Sonoma County was in the RED range (between 4-7 new cases daily per 100,000 residents)?  
181 responses



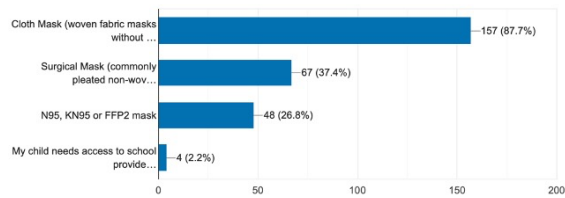
How comfortable do you feel about having your child return to ON CAMPUS classes when the case spread in the county is in the low PURPLE range (...ween 8-25 new cases daily per 100,000 residents)?  
182 responses



Are you willing to have your child participate in periodic COVID testing (spitting into a clean vial) to facilitate case identification and tracking on campus?  
176 responses



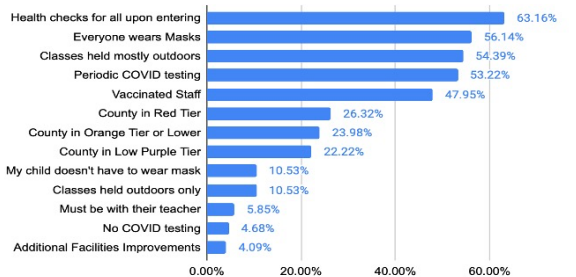
What kind of mask does your child have available to them that they could wear daily on campus?  
179 responses



Though vaccines are NOT currently certified for use with children under the age of 16, are you interested in having your child vaccinated when such vaccines become available?  
181 responses



What are the key elements that need to be in place for you to feel comfortable with having your child attend school on campus



**C. Other:**

Sonoma County Public Health Department was contacted to advise in the creation of this document and other informing policies for COVID mitigation.

Sonoma County Office of Education was consulted on numerous occasions and almost weekly leadership meetings provided ample opportunity for questions to be directed to county leadership in both the office of education and the public health department

West County sister districts including Forestville, Fort Ross, Guerneville, Gravenstein, Monte Rio, Montgomery, Oak Grove, Sebastopol and Twin Hills were consulted weekly on policy updates, status reports and guidance for reopening



# HUSD COVID On Site NO Exposure Letter Sample



Date:

Dear parents, guardians, and staff:

A person with COVID-19 was recently identified at \_\_\_\_\_ . **At this time we do not believe that you or your child were exposed.** We will notify you immediately should this change. While the affected classroom(s) will be closed for 10 days as a precautionary measure, your/your child's classroom will remain open.

While you or your child may have not had any known exposures to COVID-19, it is still present in our community and we encourage you to continue to take steps to keep you and those around you safe. These steps include practicing social distancing from people who do not live in your household, washing your hands often, and wearing a mask or facial covering when in public.

We also encourage you to be aware of the symptoms of COVID-19 and check yourself or your child for COVID-19 symptoms before coming to work or school. Symptoms of COVID-19 include:

- Cough
- Fever
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

**If your child or anyone in your home is experiencing any of these symptoms, please keep the household home** and do not come to school or work. Contact your healthcare provider and request a test for COVID-19.

Thank you for helping to keep our community safe.

Sincerely,

Matthew Morgan  
Superintendent/Principal

# HUSD COVID 3rd Party Student Contact Letter Sample



Date

Dear Parents/Guardians and Staff of classroom:

We want students and staff to stay safe. A student or staff member in your child's class has been in contact with a person who has tested positive for COVID-19. That student or staff member has been instructed to stay home until they are safe to come back to school. We have not identified any risk to you or your child at this time.

Your child's classroom will stay open. **You or your child can still come to school.** We will update you if anything changes. Please keep checking your child for symptoms and stay home if anyone in your home is sick.

Symptoms of COVID-19 can include:

- Cough
- Fever
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

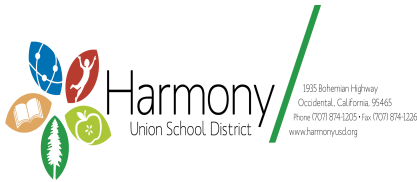
Please contact your healthcare provider for any other questions. Thank you for helping

to keep our school and community safe.

Sincerely,

Matthew Morgan  
Superintendent/Principal

# HUSD COVID Positive Case Possible Exposure Letter Sample



Dear parents, guardians and staff of classroom,

A person at \_\_\_\_\_ has recently tested positive for COVID-19. You or your child has been identified as someone who was in close contact with this person and is at risk for developing COVID-19.

COVID-19 is an illness caused by a virus that can be transmitted to other people when an infected person coughs, sneezes, or is in close contact with others. Symptoms of COVID-19 can include:

- Cough
- Fever
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

Some people with COVID-19 do not have any symptoms, but can still spread the virus to others. People with COVID-19 are contagious for at least 10 days after their symptoms started, or if they don't have symptoms, 10 days after the day they tested positive. It can take up to two weeks after exposure to develop COVID-19. People who were exposed to COVID-19 should stay quarantined and not attend school or work for 10 days after the last time they were exposed, and should continue monitoring for symptoms for the following 4 days.

For more information on what it means to be quarantined, visit: [www.socoemergency.org](http://www.socoemergency.org)

As a precautionary measure, we have temporarily closed the affected classroom(s) for a period of at least 10 days following the last possible exposure, and will be reopening no sooner than MM-DD-YYYY. While we understand that this is a hardship for many, it helps to ensure that no further transmission of COVID-19 will occur. **You and/or your child may not go to a different day care, school, camp, or program until you/your child has completed their**

## **10-day quarantine.**

**If you or anyone in your household is currently showing symptoms of COVID-19:** Please contact your healthcare provider to inform them of your symptoms and recent exposure to COVID-19. If you have difficulty getting tested with your healthcare provider, please visit: <https://socoemergency.org/emergency/novel-coronavirus/testing-and-tracing/>

If no one in your household has symptoms of COVID-19: We strongly recommend that you or your child be tested for COVID-19 8-10 days after the most recent exposure. Testing done too soon after an exposure may not be reliable, and a negative test during this time does not mean that the person won't develop COVID-19 later during their quarantine period. Because some people with COVID-19 have no symptoms, testing done too early (or not at all) increases the risk that a person may finish their quarantine but have become contagious without knowing it. Appropriate timing of testing is essential to be sure that when we reopen your classroom, there will be minimal risk to students and staff.

Thank you for your patience and understanding as we work together to keep our community safe.

Sincerely,  
Matthew Morgan  
Superintendent/Principal

# Addendum 2021-2022



## Harmony Union School District

Outline of COVID Impacted Conditions

Fall 2021-2022

SUBJECT TO CHANGE

### Masks

Masks are required for all staff and student indoors and outdoors. Exceptions include:

- During meal-times
- When doing solo mask breaks
- Medical waiver by physician (Shield and drape alternative)

### Testing

PCR Surveillance Testing and Antigen Response Testing.

- PCR clears return from Quarantines
- Likely every fortnight

### Quarantines

- Travel or exposure quarantines are 7-10 days
- Less days with vaccination
- Awaiting final guidance

### Vaccinations

- No requirement yet.
- Strongly encouraged 12+
- 5-11 potentially eligible in late Fall.
- Very effective at reducing risk of severe COVID
- Still risk of spread (though reduced)

### Schedule

#### EXPANDED SERVICES

M, T, W, F 8:30 – 3:05

M, T, W, F 8:30 – 1:10

All Grades, TK-8

### Bussing

Regular Schedule

Increased Ventilation

Masks required

### Morning Check In

Still need to fill out form

Still brief check in procedure on entry

No Temperature checks (TBC)

### Drop Off

- Same as last year
- Efficient movement

### Pickup

- Same as last year
- In-n-Out model

### Cafeteria

- **FREE MEALS to ALL STUDENTS**
- Outdoor dining
- Efficient food delivery

### Classrooms

- Social Distancing (all one class)
- Outdoor classrooms available

### Enrichment

- Physical Education: Outdoors
- Health: Indoors/Outdoors
- Music:
  - Indoors: Percussion, Strings (Ukulele), Pitched Percussion
  - Outdoors: (upon approval) Recorders, Choir
- Art: Indoors/Outdoors
- Drama: Indoors/Outdoors
- Garden: Indoors/Outdoors

### Sports

- TBD, League is reviewing rules
- If greenlight: Volleyball, Basketball or Cross Country

### Events

- Outdoor events are OK with mitigations (depending; masks, social distance, etc)
  - Festivals, Assemblies etc.
- Indoor meetings OK with Masks
  - Back to school Night
  - Special Events

July 29, 2021

# Scenario-based COVID-19 Guidance for Schools, Childcare, and Youth Programs

Updated September 1, 2021

Scenario	Action	Communication
Someone has symptoms of COVID-19	<p><b>Send home</b> and recommend testing ASAP</p> <p><b>Cohort remains OPEN</b></p>	Reinforce importance of <b>hand hygiene</b> and <b>facial coverings</b>
Someone has a negative PCR result after symptoms of COVID-19	<p><b>To determine when they can return to campus</b>, follow your site's policy for non-COVID illnesses. Might include:</p> <ul style="list-style-type: none"> <li>✓ No fever for 24 hours without use of fever-reducing medication</li> <li>✓ No vomiting or diarrhea for 24 hours</li> </ul> <p><b>If new symptoms develop after test</b>, stay home and test again</p>	<b>If symptomatic and received negative antigen result</b> , recommend confirming results by PCR before allowing to return
A symptomatic person declines to get tested	Must provide proof of <b>alternate diagnosis</b> from their healthcare provider (and meet site's illness policy criteria before returning) <b>OR</b> they should complete <b>10 days of isolation</b> (beginning the day after symptom onset) and meet <b>Isolation Release Criteria</b> (below) prior to returning	<b>Encourage testing to confirm COVID-19 status</b> , so that they may be exempt from future quarantine if exposed during the following 90 days <sup>1</sup>
<p><u><b>POSITIVE CASE</b></u></p> <p style="background-color: #4F81BD; color: white; padding: 5px;">Someone has been confirmed positive for COVID-19</p>	<ul style="list-style-type: none"> <li>• Send home with instructions to <b>isolate for at least 10 days</b>, beginning the day after the first symptoms occurred, or beginning the day following their positive test was collected if they have no symptoms</li> <li>• They may return on Day 11 or later, when they meet the <b>Isolation Release Criteria</b>: <ul style="list-style-type: none"> <li>✓ Symptoms have improved</li> <li>✓ They have been fever-free for at least 24 hours, without using medication (such as Tylenol or Motrin)</li> </ul> </li> <li>• If the COVID-19 case was present on site within the last 24 hours, <b>clean and disinfect</b> spaces occupied by that person</li> <li>❖ Identify any individuals who may have been <b>close contacts</b><sup>2</sup> to the COVID-19 case on site during their infectious period, including students, staff, or visitors</li> <li>❖ Follow the current quarantine guidelines for close contacts (next page) to determine who needs to <b>quarantine</b>, for how long, when they should get <b>tested</b><sup>3</sup>, and <b>when they can return on site</b><sup>4</sup></li> </ul>	<p><b>Report confirmed COVID-19 case to Public Health:</b></p> <p>Send completed "Case Info Gathering Tool" form to: <i>SoCo.Schools@sonoma-county.org</i></p> <p><b>Notify Close Contacts</b> about the exposure, using the "Close Contact Advisory." Be sure to include details about when they should get tested, and when they may return on site</p> <p><b>Recommended:</b> Notify all other staff and families of children in the class/school about the COVID-19 case using the "General Exposure Advisory"</p>

<sup>1</sup> After testing positive for COVID-19, it is not advised for individuals to test again for the following 90 days. It is possible that they may continue to test positive as their bodies shed dead viral fragments, and some tests may pick up on this genetic material.

<sup>2</sup> **Close contact** is generally defined as being within 6 feet of an infected individual for 15 minutes or more over the course of a day. People can be determined as close contacts in less than 15 minutes if they share eating utensils or drinks, or have direct physical contact with an infected individual (hugging, kissing, or playing moderate/high-contact sports together).

<sup>3</sup> In certain circumstances, it is strongly advised that close contacts to do an initial test immediately after exposure, especially if there are 3 or more positive cases identified. If negative, testing should be repeated later in the quarantine period, based on current quarantine guidelines and recommendations. A negative result on an early test does not guarantee that they will not develop COVID-19 later in their quarantine period.

<sup>4</sup> They must have developed no symptoms and test negative on/after the proper day to be released early from quarantine. Close contacts who are tested too soon (or not at all) after an exposure will not be released early from quarantine. They should continue to monitor for symptoms for the full 14 day period. If symptoms develop and no test is completed, an additional 10 days of isolation (beginning the day after symptom onset) must be completed before returning on site.

# Quarantine & Isolation Guidelines

## for schools, childcare, and other youth settings

Scenario	Criteria
Person has symptoms of COVID-19 and was tested, but is still waiting for the test result	Stay home until the person has received their test result and a determination can be made as to how to proceed. <i>*See algorithm on Testing Fact Sheet for reference on when testing may need to be repeated/confirmed</i> <b>The class/group can remain OPEN until Case is confirmed positive</b>
A <u>fully-vaccinated person</u> (student, child, athlete, staff, etc.) was in close contact with a confirmed COVID-19 case	<b>No quarantine required</b> - may continue returning to school and/or work as long as they remain asymptomatic. <b>Monitor for symptoms</b> for 14 days after last exposure. <b>Recommend testing</b> 3-5 days after last exposure, or ASAP if symptoms develop.
A person (not vaccinated) was a close contact to a confirmed COVID-19 case while <u>outside of the K-12 school setting</u> (at home, in the community, at sports practice, at preschool or college).	They must <b>quarantine at home for 7-10 days - unless vaccinated (see above)</b> <ul style="list-style-type: none"> <li>• May discontinue quarantine after Day 7 if tested (negative) on/after Day 6</li> <li>• May discontinue quarantine after Day 10 if <i>declined</i> testing on/after Day 6</li> </ul> <b>They should monitor for symptoms</b> through Day 14 ➤ <b>If symptoms develop</b> , they should begin home isolation ASAP and get tested
<u>Mask on Mask exposure:</u>  K-12 Student (not vaccinated) was a close contact to a COVID-19 case in a K-12 school setting and <u>both</u> the case and contact were wearing masks during the exposure.	They qualify for <b>10-day Modified Quarantine</b> <ul style="list-style-type: none"> <li>• They <b>must quarantine from extra-curricular activities</b> for 10 days, including sports and all other activities community activities</li> <li>• They may <b>continue returning to school for in-person instruction</b> if: <ul style="list-style-type: none"> <li>○ They remain asymptomatic</li> <li>○ They test 2x (PCR or antigen) during 10 day period</li> <li>○ They continue to appropriately mask and use proper hand hygiene</li> </ul> </li> </ul> ➤ <b>If symptoms develop</b> , they should begin home isolation ASAP and get tested
<u>Unmasked or partially-masked exposure:</u>  K-12 Student (not vaccinated) had close contact with a confirmed COVID-19 case while at school, but either the case or the contact were not wearing a mask	They do <b>NOT</b> qualify for Modified Quarantine. They must <b>quarantine at home</b> for 7-10 days <b>If they remain asymptomatic:</b> <ul style="list-style-type: none"> <li>• May discontinue quarantine after Day 7, if tested negative on/after Day 6</li> <li>• May discontinue quarantine after Day 10, if declined testing on/after Day 6</li> </ul> <b>Monitor for symptoms</b> through Day 14 ➤ <b>If symptoms develop</b> , they should begin home isolation ASAP and get tested
An employee/staff member (not vaccinated) was in close contact with a confirmed COVID-19 case	They must <b>quarantine</b> at home for 10 days minimum (per Cal/OSHA) <ul style="list-style-type: none"> <li>• We recommend getting tested on/after Day 8</li> <li>• <b>If they remain asymptomatic and do not test positive</b>, they may return to their workplace on Day 11</li> </ul> <b>Monitor for symptoms</b> through Day 14 ➤ <b>If symptoms develop</b> , they should begin home isolation ASAP and get tested

## Scenario-based FAQ

FAQ - Scenario	Recommendation
<p><b>Scenario A:</b></p> <p>A student at our school has a sibling who has been exposed to COVID-19 and is in quarantine.</p> <p>Can our student continue coming to school?</p>	<p>It is best for the exposed sibling (Sibling A) to <b>separate</b> from others in the home (separate bedroom and bathroom), in case they become infectious during their quarantine. Regardless of whether or not they are able to separate, the student who is <b>not</b> quarantining (Sibling B) may continue coming to school.</p> <p><b>If Sibling A begins developing symptoms</b>, they should be tested ASAP. If Sibling A tests positive and has been in close contact with Sibling B (starting 2 days prior to their symptom onset, or 2 days prior to their positive test date if they had no symptoms), Sibling B must stay home and not return to school until after completing <b>at-home quarantine</b>.</p>
<p><b>Scenario B:</b></p> <p>A student at our school tested positive for COVID-19, and they were in multiple classes during their infectious period.</p> <p>Do all of the students in those classes need to quarantine?</p>	<p>Only the individuals who were in <b>close contact</b> to the COVID-19 case will be required to quarantine (if not vaccinated). This may not be the entire classroom if a strict classroom seating charts have been maintained (including at lunch tables, when 6-foot spacing cannot be maintained).</p> <p>The COVID Coordinator should work with the school to determine if they can <b>confidently confirm</b> who may have been a close contact. If this cannot be confidently confirmed, it may be best to consider the entire class as close contacts, as a precaution.</p>
<p><b>Scenario C:</b></p> <p>An athlete at our school tested positive. The day they got their result, they went and got re-tested at their primary care provider's office, which has come back negative.</p> <p>Do they still need to continue isolation?</p>	<p><b>Generally, negative results cannot supersede a recent positive result - meaning, yes, they need to continue isolation.</b></p> <p>For more details on this topic, please refer to our Testing Algorithm, found on our COVID-19 Testing Fact Sheet. There are instances where a positive antigen result should be confirmed by PCR (when the person is asymptomatic).</p> <p>Additionally, it is <b>not</b> recommended for people to re-test (during the next 90 days) after receiving a confirmatory positive result.</p>
<p><b>Scenario D:</b></p> <p>An athlete at our school tested positive for COVID-19, and was at practice all week.</p> <p>Does their entire team need to quarantine?</p>	<p><b>Not necessarily.</b> Schools should consider the full definition of a "close contact" (see footnote of page 1) when determining who needs to quarantine. Exposure can occur very quickly during direct physical contact, therefore, some activities don't require the 15 minutes to be considered close contact.</p> <p>Different sports have different levels of risk depending on if they are played indoors or outdoors, and whether they are low contact or moderate-to-high contact activities.</p> <p>In moderate-to-high contact activities, such as football or basketball, the entire team may have had direct physical contact and therefore are considered exposed. When investigating exposure, schools should consider if players congregated on sidelines, in locker rooms, or before/after practice. Any player(s) who meet the criteria to be considered a close contact should quarantine (at home) unless fully-vaccinated and asymptomatic.</p>



## Scenario-based FAQ (2)

FAQ - Scenario	Recommendation
<p><b>Scenario E: Childcare exposures</b></p> <p>A COVID-19 positive child at our daycare was present while infectious. Do all of the kids in their cohort need to quarantine?</p>	<p>In the daycare setting, proper mitigation measures (masking, distancing, etc.) and strict classroom seating charts are not always maintained.</p> <p>Because of the nature of the setting, it is not common for daycare/preschool sites to be able to <b>confidently confirm</b> who was and was not in close contact to the infectious case, unless the case is an infant who had minimal contact with others during the day. It may be best to quarantine the entire stable group, as a precaution.</p>
<p><b>Scenario F: Exposure in the home</b></p> <p>A student (not vaccinated) at our school/program has a household member who is positive for COVID-19.</p> <p>When can they come back to school?</p>	<p>If the student has had <b>close contact</b> to a positive household member, they must <b>quarantine at home</b> (they are NOT eligible for modified quarantine).</p> <p>If they <i>cannot</i> <b>separate completely</b> from the positive household member, then they are being <b>continually exposed</b> in the home - this means the child's quarantine "clock" does not begin until after their <b>final exposure</b> to the positive case - final exposure may end up being the positive case's last day of their isolation/infectious period.</p> <p>If the student <b>can</b> completely separate, then their quarantine can begin the day <b>after</b> they completely separated (the day after last exposure).</p> <p><b>Complete separation in the home:</b> separate bedroom, bathroom (or use at different times of day with appropriate disinfection after use), 6ft+ physical distance, plus wearing masks while in common spaces</p>
<p><b>Scenario G: Allergy Symptoms</b></p> <p>A student at our site has sniffles or sneezing (mild symptoms).</p> <p>Do we send them home?</p> <p>Do they need to be tested?</p> <p>When can they come back?</p>	<p>When addressing children with mild symptoms, an informed decision about whether to send the child home should be made on a <b>case-by-case basis</b>. This decision can be made by the school nurse, or COVID liaison.</p> <p>Schools should consider if the child in question has a <b>documented health history of allergies</b>, if the child regularly experiences seasonal allergies and has <b>symptoms that match their typical allergy symptoms</b>, etc.</p> <p>However, if the child has <b>any other COVID-19 symptoms</b> in addition to the runny nose/allergy symptom, a possible <b>recent exposure</b> to COVID-19, <b>or</b> the runny nose fluid is not clear - then staying home, monitoring, and testing are recommended.</p> <p>If a child is sent home with symptoms (even mild ones), it is recommended they <b>test right away</b> for COVID-19. Those who do not test or receive an alternate diagnosis from a primary care provider will need to complete a minimum 10 day isolation as described in scenarios above.</p> <p><b>Those who test negative</b> after symptom onset can return onsite when they meet the site's non-COVID illness criteria. Please note that other certain infectious diseases (like <b>Norovirus</b>) still need to be reported to Sonoma County Department of Public Health.</p> <p>Please report all non-COVID infectious diseases to: PHNurse@sonoma-county.org</p>



# CASE INFORMATION GATHERING TOOL

Upon learning that a staff, student, or visitor has tested positive for COVID-19:

1. Fill out the form below to help you collect and organize necessary information about the positive COVID-19 Case. Please gather and include as much information as you can before moving to step 2.
2. Email form to [SoCo.Schools@sonoma-county.org](mailto:SoCo.Schools@sonoma-county.org) to report the positive Case and exposure info.
3. After reporting to Public Health, notify close contacts of the exposure and instruct for them to begin applicable quarantine. See the *Scenario-based Guidance and sample exposure advisory letter templates*.

**Please note:** When notifying close contacts and discussing their COVID-19 exposure, **do not disclose the identity of the person who tested positive**, as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act (FERPA).

<b>School / Site / Location:</b>			
<b>Name of positive COVID-19 Case:</b>		<b>Date of Birth:</b>	<b>Parent/Guardian Name (if applicable):</b>
<input type="checkbox"/> Case is a <b>student</b> . <b>Grade/Class/Team:</b>		<b>Case (or Parent/Guardian) Phone #:</b>	
<input type="checkbox"/> Case is a <b>staff member</b> . <b>Position:</b>		<input type="checkbox"/> Visitor/Other:	<b>Case (or Parent/Guardian) email address:</b>
<b>Did they have a recent known exposure to COVID-19? When, where, and by whom?</b>			
<b>First Day Symptoms Appeared:</b>		<b>Last Day(s) on site:</b>	
<b>Type of Symptoms: (check all that apply)</b>			<b>NO SYMPTOMS</b>
<input type="checkbox"/> fever greater than 100.4 F/38 C	<input type="checkbox"/> headache	<input type="checkbox"/> nausea/vomiting	
<input type="checkbox"/> cough	<input type="checkbox"/> body aches	<input type="checkbox"/> diarrhea	
<input type="checkbox"/> sore throat	<input type="checkbox"/> fatigue	<input type="checkbox"/> runny nose	
<input type="checkbox"/> shortness of breath	<input type="checkbox"/> loss of smell or taste	<input type="checkbox"/> congestion	
<input type="checkbox"/> chills	<input type="checkbox"/> Other:		
<b>Location of the COVID-19 Test?</b>	<b>Date of COVID-19 test?</b>	<b>COVID-19 Test Results:</b>	
		Positive	Negative
		Presumptive	Pending
		PCR Antigen	
<b>Appx how many "close contacts" were exposed?</b>		<b># of fully-vacc'd contacts:</b>	
<b>Staff</b>	<b>Students/Children</b>	Appx total for Modified Quarantine:	
		Appx total for at-home Quarantine:	

**Additional notes about exposure:**

<b>Person Who Completed This Form:</b>	<b>Contact Info (phone/email):</b>	<b>Date:</b>
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## What does it mean to be isolated?



### **Stay at home except to get medical care.**

You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Do not use public transportation, ride-sharing, or taxis. You will need to make arrangements to have groceries and household items delivered to your home. If you need help with this, please let us know.

### **Separate yourself from other people in your home.**

As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.



### **Wear a facemask.**

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.

### **Cover your coughs and sneezes.**

Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can and wash your hands with soap and water for at least 20 seconds. If soap and water are not available, immediately clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.



### **Clean your hands.**



Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

### **Avoid sharing personal household items.**

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home. After using these items, they should be washed thoroughly with soap and water.



### **Monitor your symptoms.**



Seek prompt medical attention if your symptoms worsen. Before seeking care, call your healthcare provider and tell them that you have, or may have, novel coronavirus infection. Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people from getting infected or exposed. Ask your healthcare provider to call the Sonoma County Public Health Department (707-565-4566). **If you need emergency medical care call 911** and tell them you have, or may have, novel coronavirus infection.

**If you have questions or are having difficulty maintaining your isolation, please contact the Sonoma County Public Health Department at 707-565-4566.**



## What does it mean to be quarantined?



### **Stay at home except to get medical care.**

You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Do not use public transportation, ride-sharing, or taxis. You will need to make arrangements to have groceries and household items delivered to your home. If you need help with this, please let us know.

### **Monitor for symptoms.**

Seek prompt medical attention if you develop symptoms including fever of 100.0° F or above, feeling feverish, cough, or difficulty breathing. Before seeking care, call your healthcare provider and tell them that you are under quarantine for potential exposure to novel coronavirus (COVID-19). Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people from getting infected or exposed. Ask your healthcare provider to call the Sonoma County Public Health Department (707) 565-4566. **If you need emergency medical care call 911** and be sure to tell them you may have been exposed to COVID-19.



### **Clean your hands.**



Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water are best if your hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

### **Avoid sharing personal household items.**

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home. After using these items, they should be washed thoroughly with soap and water.



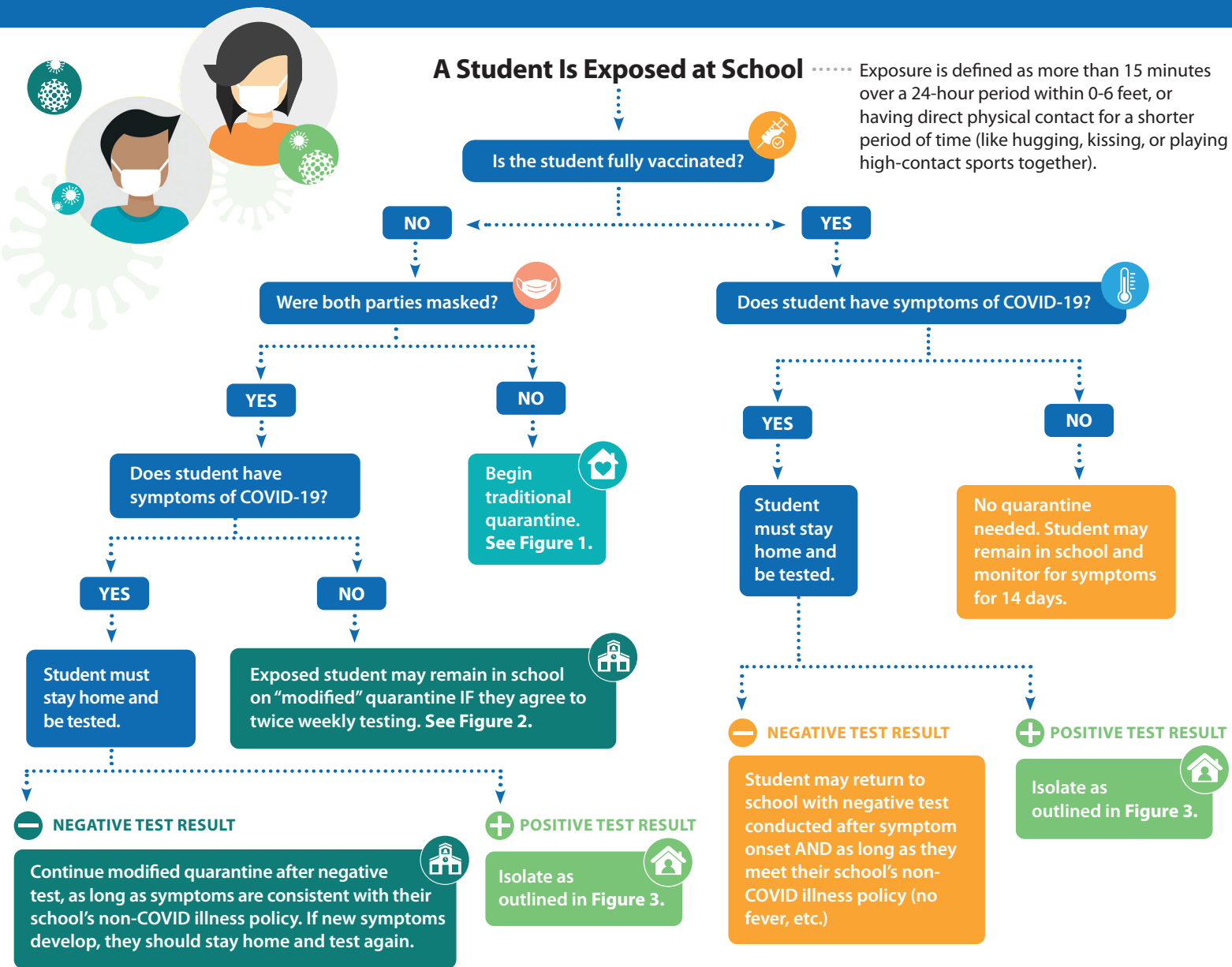
### **Cover your coughs and sneezes.**



Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can and wash your hands with soap and water for at least 20 seconds. If soap and water are not available, immediately clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.

**If you have questions or are having difficulty maintaining your quarantine, please contact the Sonoma County Public Health Department at (707) 565-4566.**

# STUDENT QUARANTINE PROTOCOL FOR IN-SCHOOL EXPOSURE (TK-12)



**Figure 1**

**Traditional Quarantine \***

- Stay home 10 days after the day of most recent exposure
- If tested day 6 or later, may return to school after day 7 with negative results (full quarantine shortened by 3 days with testing)
- Continue monitoring for symptoms and wearing a mask in all public settings through day 14 after last exposure

**Figure 2**

**Modified Quarantine \***

- Continue to come to school IF mask is worn at all times AND student agrees to twice weekly testing for 10 days
- Without 2x weekly testing, student must complete traditional quarantine
- No extracurricular or community activities
- Quarantine ends after day 7 with negative test conducted day 6 or later with no symptoms
- Continue monitoring for symptoms and wearing a mask in all public settings through day 14 after last exposure

**Figure 3**

**Isolation Protocol \***

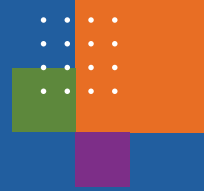
If positive for COVID-19, or symptomatic and declining to test, isolate at home until:

- At least 10 days since symptoms began OR at least 10 days since the date of the first positive COVID-19 PCR test if they have no symptoms
- Fever-free for at least 24 hours without the use of fever-reducing drugs
- Other symptoms have improved

\*If anyone develops symptoms, they should remain home and be tested. If they develop symptoms after a negative test was collected, they should stay home and get tested again. Anyone who develops symptoms should receive a negative PCR result and/or an alternate medical diagnosis, OR complete isolation (Figure 3) before returning.

The above flowchart applies only to TK-12 students. Regardless of masking, unvaccinated school staff who are exposed to COVID-19 at work should follow the quarantine guidance set by the most current Sonoma County Health Order. Vaccinated school staff do not need to stay home unless they develop symptoms or test positive.

# When Do You Need Your Mask in California?



## **MASKS ARE RECOMMENDED for everyone in indoor public places**

Due to rising COVID-19 cases and hospitalizations, California recommends everyone wear masks in indoor public places (such as grocery stores and movie theaters) regardless of vaccination status.

## **MASKS ARE REQUIRED for everyone who is not fully vaccinated in indoor public places**

People who are not fully vaccinated<sup>1</sup> must wear masks in all indoor public places (such as grocery stores and movie theaters) and should wear masks in outdoor crowded settings when a region is experiencing high COVID transmission.



## **MASKS ARE REQUIRED for everyone in specific places like hospitals and public transit**

Everyone must wear a mask on public transit (airports, planes, trains, buses, stations) and in healthcare settings, K-12 schools and childcare settings, correctional facilities, cooling centers, and shelters.

## **BUSINESSES MAY ASK you to wear a mask or show vaccination status**

Businesses and event venues may require customers to wear masks or show vaccine status.

## **MORE RESTRICTIVE LOCAL RULES may apply**

Check to see if your county has more restrictive rules based on local conditions.

## **YOU CAN'T BE DENIED SERVICE for choosing to wear a mask**

No business or venue may deny service to a person who chooses to wear a mask.

## **SOME EXEMPTIONS APPLY**

Children under age 2 and people with certain medical conditions are not required to wear a mask.

## **REDUCE YOUR RISK**

COVID-19 spreads more easily in indoor, closed spaces with poor airflow and in crowded places where people are close together or talking. Masks provide protection in these situations.

## **CHOOSE THE RIGHT MASK**

Choose a mask that fits snugly over your mouth and nose and choose a mask made with two or more layers of fabric. Read more about how to [get the most out of masking](#) and see California's [masking guidance](#). An N95 respirator, that you wear for poor air quality from wildfires, provides the highest level of personal protection.

Scan the QR code to see interactive links on this flyer



<sup>1</sup>Someone is considered fully vaccinated two weeks or more after their second dose of Pfizer/Moderna or two weeks after receiving the single dose J&J vaccine.





# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	9/13/2021 - 6:00 PM
<b>Category:</b>	Adjournment
<b>Type:</b>	Action
<b>Subject:</b>	12.1 Adjournment
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	Followed by signing of papers of a routine nature.
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Adjourn the meeting.

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal