



COLD SPRING SCHOOL DISTRICT BOARD OF TRUSTEES

REGULAR BOARD MEETING

MONDAY, FEBRUARY 12, 2018
5:30 PM

COLD SPRING SCHOOL AUDITORIUM
2243 SYCAMORE CANYON RD, SANTA BARBARA, CA, 93108

Welcome to the meeting of the Cold Spring School District Board of Trustees.

Public Comments – Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

Persons wishing to address the Board must turn in a Request to Address the Board form prior to the agenda item or prior to the Public Comments period if the item is not on the agenda.

During the Public Comments agenda item (Item 8), members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

Members of the public may address the Board on any item on the agenda either before or during the Board's consideration of the item. A Request to Address the Board must be turned in prior to the agenda item.

Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 15 minutes.

Accessibility – In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in disability-related alternative format, please contact the [Superintendent/Principal's Office](#).

Reports/Attachments – Members of the public may request a copy of the agenda, or a copy of the documents constituting the agenda packet, of any meeting of the Board of Trustees. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for persons with a disability.

Cell Phones / Electronic Devices – As a courtesy to all meeting attendees, please set cell phones and electronic devices to silent mode and engage in conversations outside the meeting room.

**COLD SPRING SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING**

AGENDA

**MONDAY, FEBRUARY 12, 2018
5:30 PM**

**COLD SPRING SCHOOL AUDITORIUM
2243 Sycamore Canyon Rd, Santa Barbara, CA, 93108**

REGULAR SESSION / CALL TO ORDER

1. CALL TO ORDER.....5:30 PM

2. APPROVAL OF THE AGENDA

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

3. CLOSED SESSION

3.A. Public Employee Performance Evaluation (Gov. Code sec. 54957(e))
Title: Superintendent/Principal

4. PLEDGE OF ALLEGIANCE

5. ANNOUNCEMENT OF CLOSED SESSION ACTION

6. COLD SPRING SCHOOL MISSION STATEMENT

The mission of Cold Spring School is to provide a quality educational program in a secure family atmosphere, which fosters a balance of academic achievement, healthy personal development, social and environmental responsibility, and enthusiasm for lifelong learning.

Teachers, staff, parents, and the community will work together to create a school environment in which cooperative problem-solving, creativity, and innovative thinking are encouraged, and the unique potential of each individual student and employee is valued and nurtured.

7. APPROVAL OF MINUTES..... ITEM 7A-7B

7.A. Approval of Minutes of the January 19, 2018 Board Meeting, Regular Session (rescheduled from January 8, 2018)

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

7.B. Approval of Minutes of the January 22, 2018 Board Meeting, Special Session

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

8. RECOGNITIONS, RECEIPT OF GIFTS, ACKNOWLEDGEMENTS, AND ACCEPTANCES

8.A. Cold Spring Chorus Sings Two Songs to Recognize and Thank Staff, Parents, and First Responders Who Gave Support During the Mudslide

9. PUBLIC COMMENTS

During this time, the Board President may acknowledge requests to speak on a topic not on the agenda. Persons wishing to address the Board should make a written request prior to this agenda item.

10. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE

Individual Board Members may share information or correspondence with the Board, staff and the public.

11. CONSENT AGENDA..... ITEMS 11A – 11D

The following items are routine and may be enacted by approval of a single motion. There will be no separate discussion of these items. Any item may be removed from the Consent Agenda upon request of a Board member.

Recommended that the board approve the following items as presented:

11.A. FINANCE REPORTS:

1. Warrants (attachment)
2. Regular payroll, January 2018: \$271,816.28
3. Other financial items

11.B. Approval of Out of County/Oversight Field Trip: Disneyland Chorus Performance

11.C. Ratification of Applications for Use of School Facilities, (1 total), as shown in the attached supplement

To ratify:

- Allen Construction and AB Design, Insurance Workshop

11.D. Personnel Action:

- Leave Request: Two 50% Certificated

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

12. SUPERINTENDENT REPORTITEMS 12A – 12B

12.A. Enrollment and Staffing Report

12.B. Update on the Community Regarding the Impact of the Mudslide

13. BUSINESS AND FINANCE..... ITEMS 13A

13.A. Update on the Dolphin Center and Kinderlime

14. ACTION AGENDA..... ITEMS 14A – 14C

14.A. Approval of the J 13-A Report for Allowance of Attendance because of Emergency Conditions regarding School Closure December 7- December 15, 2017 for the Thomas Fire and January 8 - January 12, 2018 for the Mudslide

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

14.B. Approval of the First Amendment to the Cold Spring Contract for Employment of Superintendent/Principal

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

14.C. Approval of Board Policies, Second Reading:

- Board Policy 1113 and Administrative Regulation 1113
- Strike Board Policies 0520.2 and 0520.3 and replace with Board Policy 0500

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

15. CONFERENCE AGENDA ITEMS 15A – 15E

Conference items may recognize people and programs, provide reports, request operational actions, discuss proposals, or make recommendations. The Board may comment, provide direction or take action on these items. Generally, items requiring action will be placed on a following agenda.

15.A. Discussion of the Proposed Calendar for the 2018-19 School Year

15.B. Update to the Comprehensive School Safety Plan to Include Evacuation Plan/Storm Readiness

15.C. Review and/or Approval of Resolution 2017-18/6: Resolution of The Cold Spring School District Board of Trustees Waiving the District Residency Requirement Set Forth in Board Policy Section 5111.1 For Certain Students and Families of the Cold Spring School District Affected by the Thomas Fire of December 2017 and the Montecito Mudslide Event of January 9, 2018, Santa Barbara, California

[Motion: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstain: _____]

15.D. LCAP Annual Update, Survey, and 2018-19 Budget Projections

15.E. Discussion of the Board Self Evaluation Process

16. SUGGESTED BOARD AGENDA ITEMS FOR THE MARCH 12, REGULAR MEETING

- Second Interim Report
- Approval of the District Calendar
- Developer Fees
- Modular Building Presentation and Discussion

17. BOARD GOVERNANCE

17.A. Evaluation of Meeting

18. ADJOURNMENT

[Motion:_____ Second:_____ Ayes:_____ Noes:_____ Absent:_____ Abstain:_____]

Date of Next Regular Board Meeting: March 12, 2018



**COLD SPRING SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING / ANNUAL ORGANIZATION OF THE BOARD**

MINUTES

**MONDAY, JANUARY 8, 2018
5:00 PM**

**COLD SPRING SCHOOL AUDITORIUM
2243 Sycamore Canyon Rd, Santa Barbara, CA, 93108**

Board Members

Jennifer Miller
Gregg Peterson
Kim Ferrarin
Kathy Davidson
Leslie Kneafsey

Administration / Staff

Dr. Amy Alzina, Superintendent/Principal
Coral Godlis, Executive Assistant
Conny Santa Cruz, Business Manager

General Counsel:

Yuri Calderon

1. CALL TO ORDER5:00 PM

The Regular Board meeting scheduled for 5:00 pm on Monday, January 8, 2018, was adjourned and rescheduled for Thursday, January 11, 2018. The Regular Board meeting that was rescheduled for Thursday, January 11, 2018, was further adjourned and rescheduled for Friday, January 19, 2018 at 8:30 am. The Board meeting Regular Session was called to order at 8:38 AM on Friday, January 19, 2018.

2. APPROVAL OF THE AGENDA

It was moved by Trustee Miller, seconded by Trustee Ferrarin, to approve the Agenda for Monday, January 8 as rescheduled for January 19, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0; Motion unanimously carried.

3. CLOSED SESSION

3.A. Conference with Labor Negotiators (Gov. Code sec. 54957)
Agency designated representatives: Yuri Calderon and Dr. Amy Alzina
Employee organization: CSEA

4. PLEDGE OF ALLEGIANCE

President Miller led the Pledge of Allegiance.

5. ANNOUNCEMENT OF CLOSED SESSION ACTION

There was no reportable action taken in Closed Session.

6. COLD SPRING SCHOOL MISSION STATEMENT

The Board held a moment of silence for the Cold Spring School students who were lost in the recent mudslide in Montecito.

7. ANNUAL ORGANIZATION OF THE BOARD.....2018 SCHOOL BOARD

7.A. Election of Board President / Passing of The Gavel

It was moved by Trustee Peterson, seconded by Trustee Ferrarin, that nominations be closed and that Jennifer Miller be elected as Board President, 2018.

Ayes: Ferrarin, Kneafsey, Miller, Peterson; Noes: Davidson; Abstain: 0; Absent: 0;
Motion carried.

New Board President Presides Over Remainder of Meeting

7.B. Election of Vice President

It was moved by Trustee Kneafsey, seconded by Trustee Ferrarin, that nominations be closed and that Gregg Peterson be elected as Board Vice President, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

7.C. Election of Board Clerk

It was moved by Trustee Miller, seconded by Trustee Kneafsey, that nominations be closed and that Kimberly Ferrarin be elected as Board Clerk, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

7.D. Santa Barbara County Committee on School District Organization

Rep: Katherine Davidson/ Alternate: (Optional) Jennifer Miller

It was moved by Trustee Peterson, seconded by Trustee Miller, to appoint Board Representatives to the Santa Barbara County Committee on School District Organization, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

7.E. Establish Date, Time and Place of Regular Board Meetings for 2018

The Board discussed two alternative schedules for their regular monthly Board meetings. Attached to the minutes are the proposed schedules that were discussed by the Board.

It was moved by Trustee Peterson, seconded by Trustee Miller, that the Board Meeting Schedule for 2018 be approved as presented, every second Monday of the month at 6:00 PM in the Cold Spring School Auditorium.

Ayes: Kneafsey, Miller, Peterson; Noes: Davidson, Ferrarin; Abstain: 0; Absent: 0;
Motion carried.

8. APPROVAL OF MINUTESITEM 8A

8.A. Approval of Minutes of the November 13, 2017 Board Meeting, Regular Session

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the Minutes of November 13, 2017 Board Meeting, Regular Session as amended.

Ayes: Ferrarin, Kneafsey, Miller; Noes: Davidson; Abstain: 0; Absent: Peterson;
Motion carried.

9. RECOGNITIONS, RECEIPT OF GIFTS, ACKNOWLEDGEMENTS, AND ACCEPTANCES

9.A. Recognition of Michelle Gross, School Office Coordinator, for CALPADS Reporting

Michelle Gross, School Office Coordinator, was recognized with a certificate from CALPADS for the attendance reporting to the state. Dr. Alzina thanked Ms. Gross for her hard work and dedication.

9.B. Recognition of Eric Peterson, Santa Barbara County Fire Chief

Dr. Alzina recognized and thanked Eric Peterson for his efforts during the Thomas Fire.

10. PUBLIC COMMENTS

There were no public comments to report.

11. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE

Trustee Davidson thanked the school district and the district tax payers for the opportunity to attend the CSBA Annual Education Conference.

12. CONSENT AGENDA ITEMS 12A – 12D

12.A. FINANCE REPORTS:

1. Warrants (attachment)
2. Regular payroll, November 2017: \$278,662.03
3. Regular payroll, December 2017: \$272,494.06
3. Other financial items

12.B. Approval of Out of County Field Trip: 4th Grade Class to La Purisima Mission State Historic Park

12.C. Approval and/or Ratification of Applications for Use of School Facilities, (6 total)

To ratify:

- Brian Bird, Epoch Films

To approve:

- Susan Iwanaga, Cold Spring Culinary Academy
- Beatriz Arroyo, Academic Chess

- Erin Clark, Santa Barbara Festival Ballet
- Warren Mendes, Musical Minds
- Holly Covington, After School Spanish

12.D. Personnel Action:

- One Classified Resignation
- One Classified Assignment

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the Consent Agenda.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

13. SUPERINTENDENT REPORT.....ITEMS 13A – 13F

13.A. Monthly Enrollment Update

There are 173 students currently enrolled at Cold Spring School.

13.B. Dolphin Center and Kinderlime Update

The Dolphin Center and Kinderlime update was presented in conjunction with the First Interim Report.

13.C. Update on the LCAP; Chronic Absenteeism

Cold Spring School Chronic Absenteeism is at 6.3%. Dr. Alzina has been discussing with the teaching staff the possibility of an independent study contract for students absent 5 days or more.

13.D. Superintendent Symposium

Dr. Alzina decided not to attend the annual ACSA Superintendent Symposium due to the recent mudslide. She reported that Ms. Godlis was able to cancel her registration and hotel for a full refund.

13.E. Update on the Thomas Fire

Dr. Alzina thanked the Board, staff, parents, and everyone who helped give support during the Thomas Fire and mudslide in Montecito. She also thanked Beth Laurie, School Psychologist, and Brooke Sears, Psychologist and Cold Spring School parent, for the huge amount of support they provided to the Cold Spring School community during the crisis. Dr. Alzina will formally thank everyone who helped during the Thomas Fire and mudslide disasters at the next regular Board meeting.

The Board thanked Dr. Alzina for her tireless effort to support the Cold Spring School students and community during the mudslide tragedy. The Board will hold a Special Session Board meeting to formally thank Dr. Alzina.

13.F. Quarterly Williams Report

There were no complaints to report.

14. BUSINESS AND FINANCE.....ITEM 14A – 14C

14.A. Approval of the 2017-18 First Interim Report

Dr. Santa Cruz gave an overview of the 2017-18 First Interim Report. She reported a positive certification for the period ending October 31, 2017. Dr. Santa Cruz's Powerpoint presentation is included as an attachment to the Minutes.

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the 2017-18 First Interim Report.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

14.B. Review and Acceptance of the Annual Independent Audit for the Fiscal Period Ending June 30, 2017

Dr. Santa Cruz gave an overview of the Annual Independent Audit for Fiscal Period ending June 30, 2017. She explained that there were no findings or need for modifications on this Audit. Dr. Santa Cruz's Powerpoint presentation is included as an attachment to the Minutes.

It was moved by Trustee Kneafsey, seconded by Trustee Davidson, to approve the Annual Independent Audit for the Fiscal Period Ending June 30, 2017.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

14.C. Update on Proposition 39: Clean Energy Act

Dr. Santa Cruz updated the Board regarding information given via email from Ms. Julie Avinit, the district's Proposition 39 Clean Energy Act consultant. The first application that was submitted and was approved for Cold Spring School District allocated approximately \$86,000 for projects that will reduce the energy costs. Ms. Avinit has submitted a second application of approximately \$109,000 worth of projects.

15. ACTION AGENDA.....ITEM 15A – 15G

15.A. Approval of Resolution 2017-18/5 Delegating Authority to Make Cash and Budget Transfers for the 2018 Calendar Year

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve Resolution 2017-18/5 Delegating Authority to Make Cash and Budget Transfers for the 2018 Calendar Year.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

15.B. Approval of Authorized Signers: District Personnel Authorized to Act as District Agents

It was moved by Trustee Ferrarin, seconded by Trustee Kneafsey, to approve the Authorized Signers: District Personnel Authorized to Act as District Agents.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

15.C. Approval of the Proposed Changes to AR 3515.6 (a) Criminal Background Checks for Contractors, Second Reading

It was moved by Trustee Miller, seconded by Trustee Ferrarin, to approve the Proposed Changes to AR 3515.6 (a) Criminal Background Checks for Contractors.

Ayes: Davidson, Ferrarin, Kneafsey, Miller; Noes: 0; Abstain: 0; Absent: Peterson;
Motion unanimously carried.

15.D. Approval of the School Accountability Report Card 2016-2017 (SARC)

It was moved by Trustee Kneafsey, seconded by Trustee Miller, to approve the School Accountability Report Card 2016-2017 (SARC).

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

15.E. Approval of the Single Plan for Student Achievement

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the Single Plan for Student Achievement.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

15.F. Approval of the J 13-A Report for Allowance of Attendance because of Emergency Conditions regarding School Closure December 7- December 15, 2017 for the Thomas Fire

Dr. Alzina will amend the J 13-A Report to include the days of school attendance lost during the mudslide. She will work with staff on solutions to make up the instructional minutes that have been lost.

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the J 13-A Report for Allowance of Attendance Because of Emergency Conditions regarding School Closure December 7- December 15, 2017 for the Thomas Fire.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

15.G. Approval of the Joint Exercise of Powers Agreement, Santa Barbara County Special Education Local Plan Area

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Joint Exercise of Powers Agreement, Santa Barbara County Special Education Local Plan Area.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

16. CONFERENCE AGENDAITEMS 16A – 16B

16.A. Update of the Bond Survey Consultant – Yuri Calderon

Mr. Calderon updated the Board on the progress of the Bond Survey. The survey had been finalized. The survey consultant firm held off on commencing the survey due to the fire and the mudslide. Mr. Calderon recommended to the Board to postpone the survey due to the recent events. The Board agreed to postpone the survey indefinitely as they wanted to be sensitive to the community during this time of loss and recovery. Mr. Calderon will work with the survey consultant related to placing the contract on hold until a later date.

16.B. Review of Board Policies, First Reading:

- Board Policy 1113 and Administrative Regulation 1113
- Board Policy 0500 to replace Board Policy 0520.2 and 0520.3

These policies will be added to the February Board Agenda for a second reading and approval.

17. SUGGESTED BOARD AGENDA ITEMS FOR THE FEBRUARY 12, REGULAR MEETING

- Proposed Calendar for Subsequent School Year
- Superintendent/Principal “check in”
- Board Self Evaluation
- J 13-A Report regarding Thomas Fire/Mudslide
- Update on the community regarding the impact of the Mudslide

18. BOARD GOVERNANCE

18.A. Evaluation of Meeting

19. ADJOURNMENT

It was moved by Trustee Peterson, seconded by Trustee Ferrarin, to adjourn the January 19, 2018 Regular Session meeting.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

The meeting was adjourned at 12:45 PM.

Date of Next Regular Board Meeting: February 12, 2018

**Cold Spring School District
Governing Board
Schedule of Regular Session Meetings – 2018**

Alternative Proposal #1

Meetings are generally scheduled for **4:00 PM** on the **second Thursday of each month**

| Thursday Meeting Date | Previous Friday: Agenda and Board Packet available |
|--|---|
| February 8, 2018 | February 2, 2018 |
| March 8, 2018 | March 2, 2018 |
| April 12, 2018 | April 6, 2018 |
| May 10, 2018 | May 4, 2018 |
| June 14, 2018 | June 8, 2018 |
| July 12, 2018 | July 6, 2018 |
| August 9, 2018 | August 3, 2018 |
| September 13, 2018 | September 7, 2018 |
| October 11, 2018 | October 5, 2018 |
| November 8, 2018 | November 2, 2018 |
| December 13, 2018 Annual Organizational Meeting | December 7, 2018 |

Adopting a different day and/or time for regular Board meetings would require a change to Board Bylaw 9320.

Alternative Proposal #2

Meetings are generally scheduled for **4:00 PM** on the **second Monday of each month**

Monday Meeting Date

January 8, 2018

February 12, 2018

March 12, 2018

April 9, 2018

May 14, 2018

June 11, 2018

July 9, 2018

August 13, 2018

September 10, 2018

October 8, 2018

November 13, 2018

December 10, 2018

Annual Organizational Meeting

Previous Tuesday: Agenda and Board Packet available

January 2, 2018

February 6, 2018

March 6, 2018

April 3, 2018

May 8, 2018

June 5, 2018

July 3, 2018

August 7, 2018

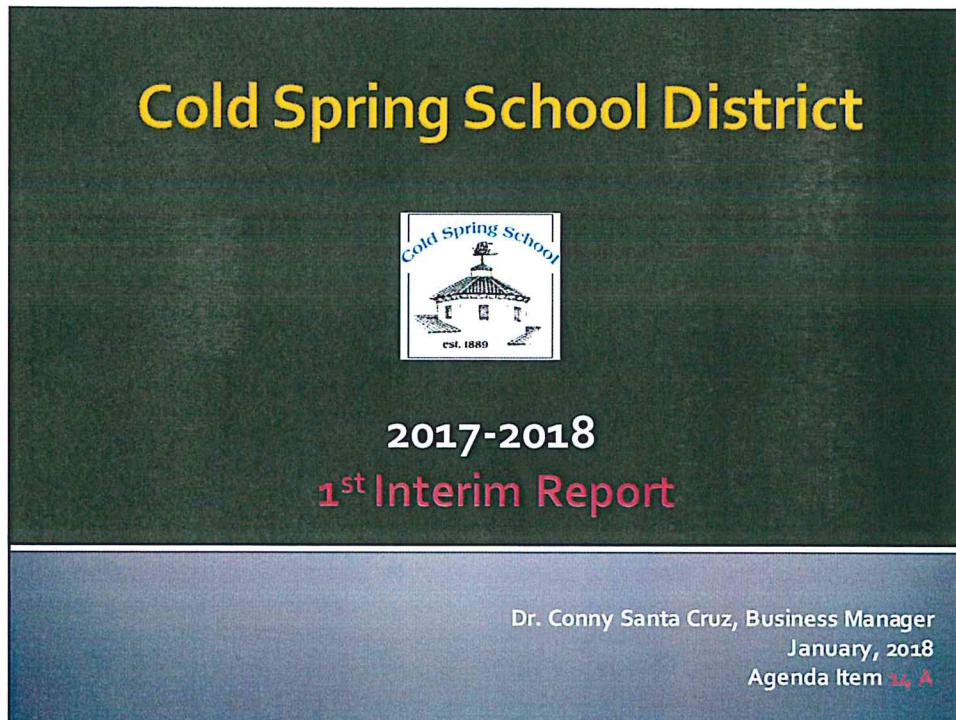
September 4, 2018

October 2, 2018

November 6, 2018

December 4, 2018

Adopting a different day and/or time for regular Board meetings would require a change to Board Bylaw 9320.

This slide contains the title "First Interim Report" in yellow at the top. Below it is a white rectangular box containing a bulleted list of information about the interim report.

- The 1st Interim Report budget report is a **snapshot** in time of Local Educational Agencies (LEAs) **revenue** and **expenditures forecast** for the current fiscal year as well as a **projection** of the two subsequent fiscal years.
- The report is due **December 15** for the **period ending October 31**. The 2nd interim report is due March 17 for the period ending January 31.
- Required certification for all districts in their county within **75 days** after the close of the reporting period.

Relevance

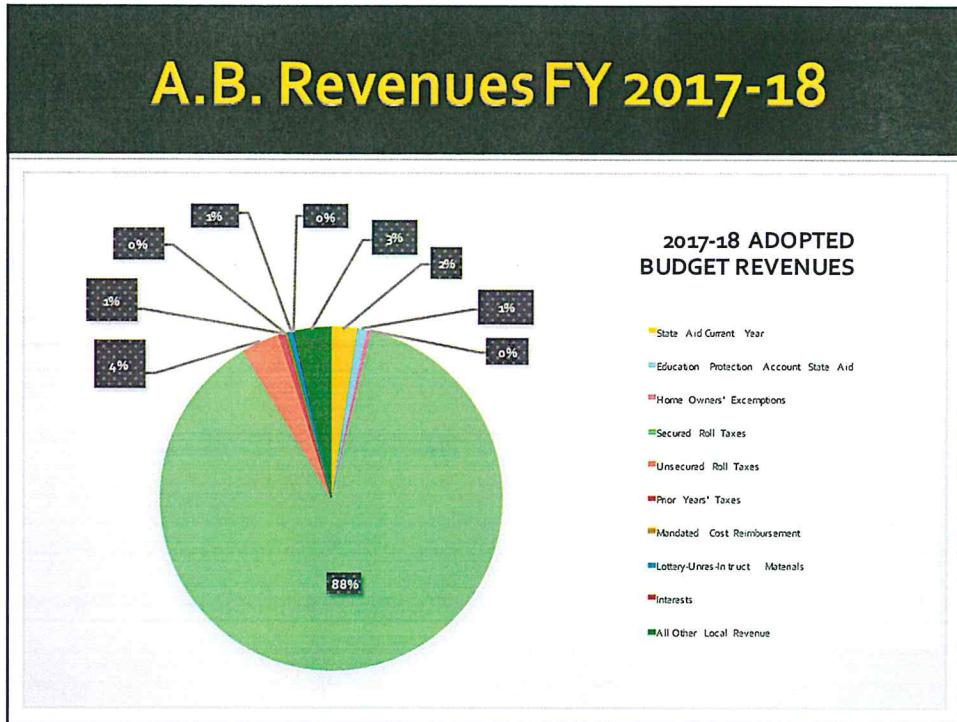
- The interim reports must include a *certification* of whether or not the LEA is able *to meet its financial obligations*. The certifications are classified as:
 - a. Positive (will meet)   
 - b. Qualified (may not) or
 - c. Negative (unable to meet).

Process

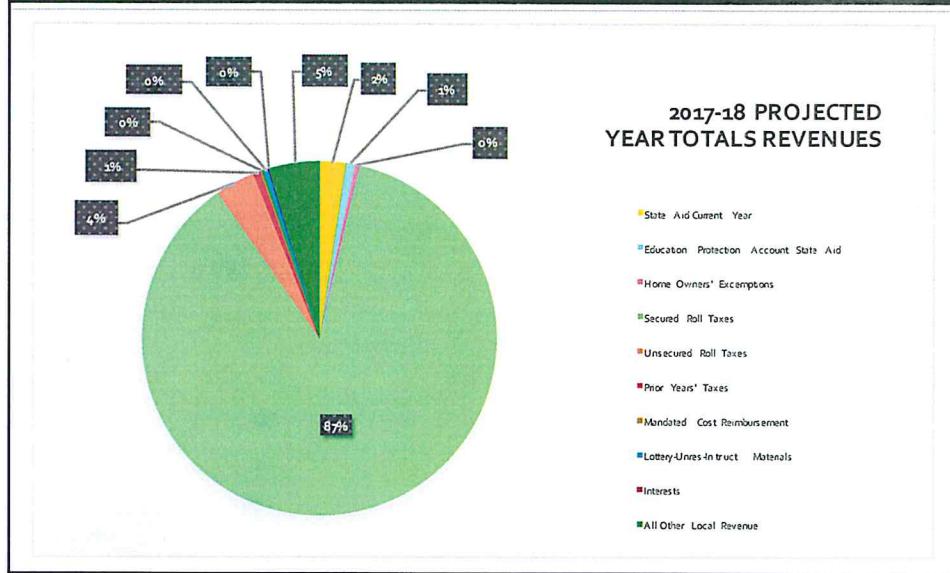
- In the development of this report, step & column for both certificated and classified staff have been adjusted accordingly using the planning factors criteria, as applicable for all years. Multi-Year budgeted assumptions (revenues and expenses) for this report were based on the following chart provided by **The Common Message** and the following financial planning factors provided by **The School Services of California Dashboard 2017-18 Adopted State Budget**:

| Planning Factors Budget Assumptions for the 2017-18 First Interim Report and MYP | | | |
|--|------------|------------|------------|
| Criteria | AB 2017-18 | FY 2018-19 | FY 2019-20 |
| Property Tax Collections | 3% | 3% | 3% |
| CalSTERS Employer Projected Rates | 14.43% | 16.28% | 18.13% |
| CalPERS Employer Projected Rates | 15.531% | 18.10% | 20.80% |
| Mandated Block Grant per ADA | \$30.34 | \$30.34 | \$30.34 |
| Mandated Cost Per ADA (one-time) | \$143.32 | \$0 | \$0 |
| Lottery- Unrestricted per ADA | \$146 | \$146 | \$146 |
| Lottery-Restricted per ADA | \$48 | \$48 | \$48 |

| ADOPTED BUDGET PROJECTED YEAR TOTALS | | |
|--|------------------------|------------------------|
| LCFF SOURCES | | |
| State Aid Current Year | \$ 90,129.00 | \$ 90,129.00 |
| Education Protection Account State Aid | \$ 34,854.00 | \$ 34,232.00 |
| TOTALS | \$ 124,983.00 | \$ 124,361.00 |
| PROPERTY TAXES | | |
| Home Owners' Exemptions | \$ 17,186.00 | \$ 16,904.00 |
| Secured Roll Taxes | \$ 3,283,498.00 | \$ 3,334,702.00 |
| Unsecured Roll Taxes | \$ 135,042.00 | \$ 139,050.00 |
| Prior Years' Taxes | \$ 26,941.00 | \$ 26,941.00 |
| TOTALS | \$ 3,712,633.00 | \$ 3,766,319.00 |
| OTHER STATE REVENUE | | |
| Mandated Cost Reimbursement | \$ 4,970.00 | \$ 4,970.00 |
| Lottery-Unres-Instruct Materials | \$ 22,464.00 | \$ 22,464.00 |
| TOTALS | \$ 27,434.00 | \$ 27,434.00 |
| OTHER LOCAL REVENUES | | |
| Interests | \$ 2,500.00 | \$ 2,500.00 |
| All Other Local Revenue | \$ 131,950.00 | \$ 178,393.39 |
| TOTALS | \$ 134,450.00 | \$ 180,893.39 |
| TOTAL REVENUES | \$ 3,999,500.00 | \$ 4,099,007.39 |

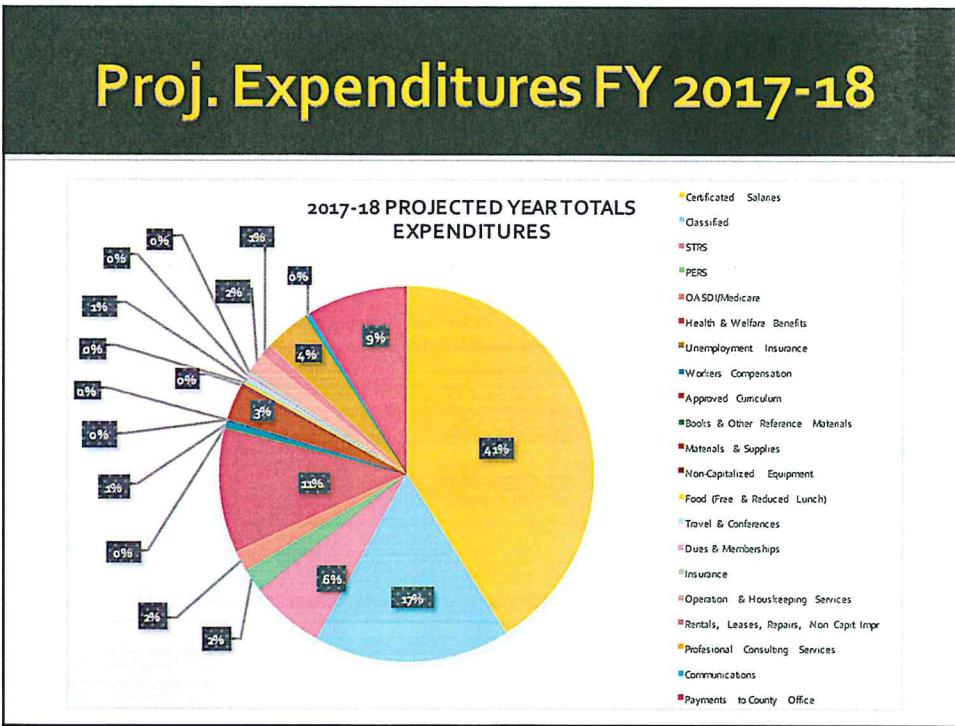
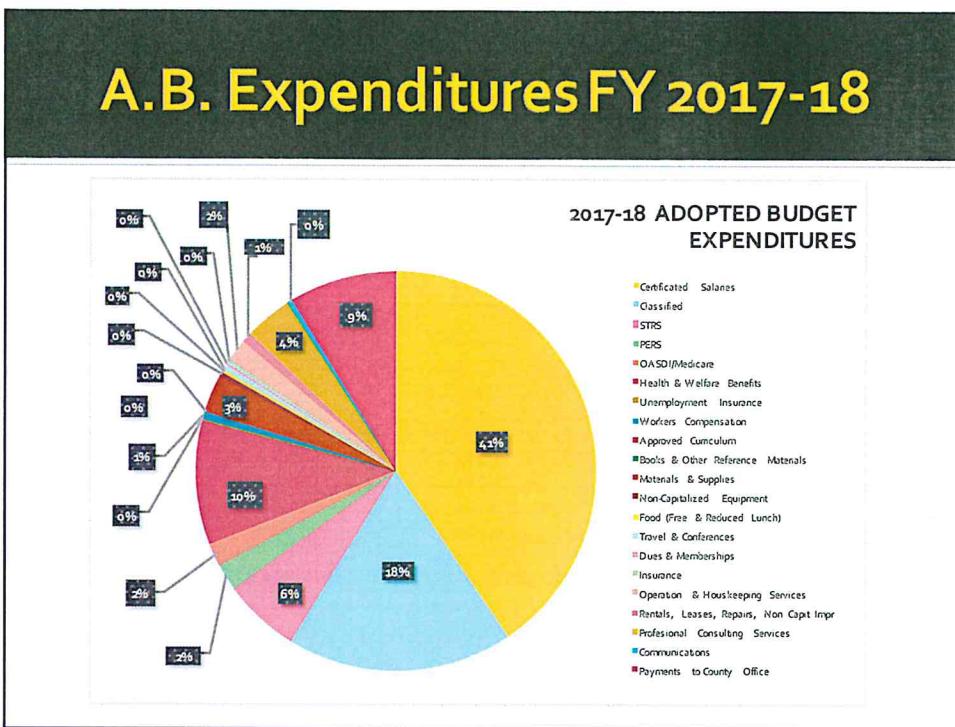


Proj. Revenues FY 2017-18



Expenditures FY 2017-18

| ADOPTED BUDGET PROJECTED YEAR TOTALS | | | |
|---|------------------------|------------------------|--|
| SALARIES | | | |
| Certificated Salaries | \$ 1,507,263.00 | \$ 1,538,471.45 | |
| Classified | \$ 676,209.00 | \$ 631,988.57 | |
| TOTALS | \$ 2,183,472.00 | \$ 2,170,460.02 | |
| EMPLOYEES BENEFITS | | | |
| STRS | \$ 233,168.61 | \$ 240,794.28 | |
| PERS | \$ 77,683.00 | \$ 74,212.78 | |
| OASDI/Medicare | \$ 70,833.23 | \$ 67,803.53 | |
| Health & Welfare Benefits | \$ 375,309.00 | \$ 402,111.22 | |
| Unemployment Insurance | \$ 1,141.09 | \$ 1,177.22 | |
| Workers Compensation | \$ 23,663.88 | \$ 21,390.36 | |
| TOTALS | \$ 781,798.85 | \$ 807,489.39 | |
| BOOKS & SUPPLIES | | | |
| Approved Curriculum | \$ - | \$ 3,000.00 | |
| Books & Other Reference Materials | \$ 1,000.00 | \$ 4,500.00 | |
| Materials & Supplies | \$ 114597 | \$ 108,534.00 | |
| Non-Capitalized Equipment | \$ 14,060.00 | \$ 14,931.00 | |
| Food (Free & Reduced Lunch) | \$ 6,700.00 | \$ 6,700.00 | |
| TOTALS | \$ 136,357.00 | \$ 137,665.00 | |
| SERVICES & OPERATIONAL EXPENSES | | | |
| Travel & Conferences | \$ 17,740.00 | \$ 19,502.13 | |
| Dues & Memberships | \$ 7,845.00 | \$ 7,845.00 | |
| Insurance | \$ 11,339.00 | \$ 11,339.00 | |
| Operation & Housekeeping Services | \$ 66,750.00 | \$ 66,750.00 | |
| Rentals, Leases, Repairs, Non Capit Inv | \$ 30,500.00 | \$ 34,400.00 | |
| Professional Consulting Services | \$ 141,552.00 | \$ 147,902.00 | |
| Communications | \$ 18,100.00 | \$ 18,100.00 | |
| TOTALS | \$ 293,826.00 | \$ 305,838.13 | |
| OTHER OUTGO | | | |
| Payments to County Office | \$ 323,206.00 | \$ 323,206.00 | |
| TOTALS | \$ 323,206.00 | \$ 323,206.00 | |
| TOTAL EXPENDITURES | \$ 3,718,659.85 | \$ 3,744,658.54 | |



**Cold Spring School District
2017-2018 1st Interim Report Summaries
General Fund (01)**

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
|------------------------------|-----------------|----------------|-------------|-----------------------|
| (A) Revenues | \$3,749,534 | \$3,749,534 | \$267,849 | \$3,862,947 |
| (B) Expenditures | \$3,718,659 | \$3,718,659 | \$862,831 | \$3,744,659 |
| (C) Excess R/E | \$30,874 | \$30,874 | (\$594,981) | \$118,288 |
| (D) Other Fin. Res. | (\$8500) | (\$8500) | \$ | (\$17,477) |
| (E) Net Increase (c+d) | \$22,374 | \$22,374 | (\$594,981) | \$100,810 |
| (F) Fund Balance Reserves | \$182,511 | \$148,350 | \$ | \$265,025 |

**Cold Spring School District
2017-2018 1st Interim Report Summaries
Special Reserve Fund for Other Than Capital Outlay (17)**

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
|---------------------------------------|-----------------|----------------|---------|-----------------------|
| (A) Revenues | \$1,040 | \$1,040 | \$448 | \$1,040 |
| (B) Expenditures | \$0 | \$0 | \$0 | \$0 |
| (C) Excess R/E | \$1,040 | \$1,040 | 448 | \$1,040 |
| (D) Other Fin. Res. | \$0 | \$0 | \$0 | \$0 |
| (E) Net Increase (c+d) | \$1,040 | \$1,040 | \$448 | \$1,040 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$141,740 | \$141,597 | \$ | \$141,740 |
| Ending Balance | \$142,780 | \$142,637 | \$ | \$142,780 |

| Cold Spring School District 2017-2018 1 st Interim Report Summaries Special Reserve Post Empl. Benefits Fund (20) | | | | |
|--|-----------------|----------------|---------|-----------------------|
| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
| (A) Revenues | \$ 200 | \$ 200 | \$174 | \$ 200 |
| (B) Expenditures | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| (C) Excess R/E | \$ 200 | \$ 200 | \$174 | \$ 200 |
| (D) Other Fin. Res. | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| (E) Net Increase (c+d) | \$ 200 | \$ 200 | \$174 | \$ 200 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$741 | \$600 | \$ | \$741 |
| Ending Balance | \$ 0 | \$ 0 | \$ | \$ 0 |

| Cold Spring School District 2017-2018 1 st Interim Report Summaries Building Fund (21) | | | | |
|---|-----------------|----------------|------------|-----------------------|
| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
| (A) Revenues | \$ 2000 | \$ 2000 | \$821 | \$ 2000 |
| (B) Expenditures | \$ 0 | \$ 0 | \$89,412 | \$89,412 |
| (C) Excess R/E | \$ 2000 | \$ 2000 | (\$88,590) | (\$87,412) |
| (D) Other Fin. Res. | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| (E) Net Increase (c+d) | \$ 2000 | \$ 2000 | (\$88,590) | (\$87,412) |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$343,879 | \$343,323 | \$ | \$343,879 |
| Ending Balance | \$ 0 | \$ 0 | \$ | \$ 0 |

Cold Spring School District
2017-2018 1st Interim Report Summaries
Capital Facilities Fund (25)

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
|---------------------------------------|-----------------|----------------|----------|-----------------------|
| (A) Revenues | \$96,500 | \$96,500 | \$13,984 | \$71,500 |
| (B) Expenditures | \$5,525 | \$5,525 | \$0 | \$5,525 |
| (C) Excess R/E | \$90,975 | \$90,975 | \$13,984 | \$65,975 |
| (D) Other Fin. Res. | \$0 | \$0 | \$0 | \$0 |
| (E) Net Increase (c+d) | \$90,975 | \$90,975 | \$13,984 | \$65,975 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$301,324 | \$301,336 | \$ | \$301,324 |
| Ending Balance | \$0 | \$0 | \$ | \$0 |

Cold Spring School District
2017-2018 1st Interim Report Summaries
Special Reserve Capital Outlay Fund (40)

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
|---------------------------------------|-----------------|----------------|-------------|-----------------------|
| (A) Revenues | \$274,179 | \$274,179 | \$482 | \$309,236 |
| (B) Expenditures | \$274,179 | \$274,179 | \$204,758 | \$274,179 |
| (C) Excess R/E | \$0 | \$0 | (\$204,276) | \$35,056 |
| (D) Other Fin. Res. | \$0 | \$0 | \$0 | \$0 |
| (E) Net Increase (c+d) | \$0 | \$0 | (\$204,276) | \$35,056 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$328,605 | \$3,383,935 | \$ | \$328,605 |
| Ending Balance | \$0 | \$0 | \$ | \$0 |

Cold Spring School District
2017-2018 1st Interim Report Summaries
Bond Interest & Redemption Fund (51)

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEAR TOTALS |
|------------------------------------|-----------------|----------------|---------|-----------------------|
| (A) Revenues | \$1,500 | \$1,500 | \$1,013 | \$1,500 |
| (B) Expenditures | \$0 | \$0 | \$0 | \$0 |
| (C) Excess R/E | \$1,500 | \$1,500 | \$1,013 | \$1,500 |
| (D) Other Fin. Res. | \$0 | \$0 | \$0 | \$0 |
| (E) Net Increase (c+d) | \$1,500 | \$1,500 | \$1,013 | \$1,500 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$421,878 | \$389,496 | \$ | \$421,878 |
| Ending Balance | \$0 | \$0 | \$ | \$0 |

Cold Spring School District
2017-2018 1st Interim Report Summaries
Other Enterprise Fund (63)

| DESCRIPTION | ORIGINAL BUDGET | BOARD APPROVED | ACTUALS | PROJECTED YEARTOTALS |
|------------------------------------|-----------------|----------------|-----------|----------------------|
| (A) Revenues | \$64,660 | \$64,660 | \$1,653 | \$53,228 |
| (B) Expenditures | \$73,160 | \$73,160 | \$10,331 | \$70,705 |
| (C) Excess R/E | (\$8,500) | (\$8,500) | (\$8,677) | (\$17,477) |
| (D) Other Fin. Res. | \$8,500 | \$8,500 | \$0 | \$17,477 |
| (E) Net Increase (c+d) | \$0 | \$0 | \$0 | \$0 |
| (F) Balance Reserves Econ. Uncert. | | | | |
| Beg. Balance | \$0 | \$0 | \$ | \$0 |
| Ending Balance | \$0 | \$0 | \$ | \$0 |

Thank you!



Any Questions?

2016-17 Annual Audit Report

Cold Spring School District



By Dr. Conny Santa Cruz

Agenda

- Financial Statement
- State Compliance Findings
- District's Reserves
- Special Reserves Funds
- Long Term Obligations
- Governmental Accounting Standards Board (GASB)

Relevance

- An audit involves **performing procedures** to obtain audit **evidence** about the amounts and **disclosures** in the financial statements.
- An audit also includes evaluating the **appropriateness** of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating **the overall presentation** of the financial statements.



Financial Statements

- Financial Statement opinion and State Compliance opinion were both unmodified, the best opinion you can receive (page **72**)

COLD SPRING SCHOOL DISTRICT SUMMARY OF AUDITORS' RESULTS FOR THE YEAR ENDED JUNE 30, 2017

FINANCIAL STATEMENTS

Type of auditor's report issued:
Unmodified
Material weakness identified?
Significant deficiency(s) identified?
Non-compliance material to financial statement audit?

Unmodified
No
None reported
No

FEDERAL AWARDS

The District was not subject to Uniform Guidance Single Audit for the year ended June 30, 2017 because federal award expenditures did not exceed \$750,000.

STATE AWARDS

Journal entries over state programs:
Material weakness identified?
Significant deficiency(s) identified?
Type of auditor's report issued on compliance for state programs:

No
None reported
Unmodified

State Compliance Findings

COLD SPRING SCHOOL DISTRICT
FINANCIAL STATEMENT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2017

FIVE DIGIT CODE
20000
30000

AB 2417 FINDING TYPE
Inventory of Equipment
Journal Control

The District had no financial statement findings for the year ended June 30, 2017.

- No financial statement or state compliance findings this year (page 73 and 74)

73

State Compliance Findings (cont..)

COLD SPRING SCHOOL DISTRICT
STATE AWARD FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2017

FIVE DIGIT CODE
10000
40000
42000
60000
64000
65000
70000
71000
72000

AB 2417 FINDING TYPE
Attendance
State Compliance
Charter School Transition Program
Miscellaneous
Classroom Teacher Services
Local Control Accountability Plan
Instructional Materials
Teacher Mispayments
School Accountability Report Card

The District had no State award findings or questioned costs for the year ended June 30, 2017.

- No financial statement or state compliance findings this year (page 73 and 74)

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District's Reserves

- District had a healthy reserve of 7.26% at June 30, 2017 (page 63); the district is recommended to maintain a minimum reserve of 5% or \$66,000 whichever is greater

COLD SPRING SCHOOL DISTRICT
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2017

| | 2018 Budget* | 2017 | 2016 | 2015 |
|--|-------------------|-------------------|------------------|------------------|
| General Fund, Beginning Balances* | \$ 436,021 | \$ 420,524 | \$ 277,200 | \$ 265,279 |
| Revenues And Other Support Of Government | 4,094,427 | 3,914,888 | 2,114,533 | 2,071,722 |
| Expenditures And Other Financing Use | (3,648,406) | (3,535) | (27,635) | (23,326) |
| Net Change In Fund Balance | \$ 278,945 | \$ 261,081 | \$ 24,627 | \$ 29,274 |
| Balancing Fund Balance | \$ 278,945 | \$ 261,081 | \$ 24,627 | \$ 29,274 |
| Available Reserves* | \$ 228,803 | \$ 272,625 | \$ 41,993 | \$ 64,335 |
| Percentage Of Dodge | 8.22% | 7.23% | 11.27% | 11.47% |
| Long-term Debt | \$ 781,172 | \$ 839,594 | \$ 727,180 | \$ 660,794 |
| Reserve Fund | 104 | 104 | 109 | 131 |
| Reserve Fund As A % | 14% | 14% | 15% | 15% |

The General Fund balance has decreased by \$5,899 over the past two years. The fiscal year 2017-18 budget projects a further decrease of \$11,434. For a District this size, the State recommends available reserves of at least \$65,022 or 5% of General Fund expenditures, transfers out, and other uses (total net).

The District has incurred operating deficits in two of the past three years and anticipates incurring an operating deficit during the 2017-18 fiscal year. Total long-term obligations have increased by \$12,408,92 over the past two years.

Average daily attendance has increased by 11 ADA over the past two years. No change in ADA is anticipated during the 2017-18 fiscal year.

*Available reserves consist of all unassigned fund balance within the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects.

**The actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported in the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Special Reserve Fund for Other Than Capital Outlay Projects and the Special Reserve Fund for Pomeroyment Benefits, in accordance with the fund type definitions promulgated by GASB Statement No. 54.

See accompanying note to supplementary information.

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Special Reserves Funds

- The one audit adjustment is related to GASB (Governmental Accounting Standards Board) #54 and the change in definition of "Special Reserve Funds", Special Reserve Fund 17 and Special Reserve Fund 20 do not meet the definition and are, therefore, included in the General Fund balances and activities (page 64)

COLD SPRING SCHOOL DISTRICT
RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH AUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

| | General Fund | Special Reserve Fund For Other Than Capital Outlay Projects | Special Reserve Fund For Pomeroyment Benefits |
|--|--------------|---|---|
| June 30, 2017, amount from annual budget report fund balance | \$ 214,181 | \$ 14,743 | \$ 742 |
| Adjustments and reclassifications | | | |
| Increase (decrease) in fund balance | | | |
| Fund balance increase (\$43,341) | 143,341 | (34,743) | (742) |
| Fund balance decrease (\$43,341) | (143,341) | (34,743) | (742) |
| Net adjustments and reclassifications | \$ 0 | \$ 0 | \$ 0 |
| June 30, 2017, audited financial statement fund balance | \$ 217,522 | \$ 0 | \$ 0 |

See accompanying note to supplementary information.

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Long Term Obligations

- Long term obligations have increased by \$1,248,892 from 2015-16 (page 35)

COLD SPRING SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2017

NOTE 4 - ACCRUED LIABILITIES

Accrued liabilities at June 30, 2017 consisted of the following:

| | General Fund | Districtwide | Total | Governmental Activities |
|-------------------|-------------------|------------------|-------------------|-------------------------|
| Vendors payable | \$ 139,837 | \$ 39,303 | \$ 179,140 | \$ 179,140 |
| Unearned interest | | | | |
| Total | \$ 139,837 | \$ 39,303 | \$ 179,140 | \$ 179,140 |

NOTE 7 - LONG-TERM DEBT

A schedule of changes in long-term debt for the year ended June 30, 2017 consisted of the following:

| | Balance July 31, 2016 | Additions | Decreases | Balance June 30, 2017 | Balance Due In One Year |
|--------------------------|--------------------------|---------------------|---------------------|--------------------------|----------------------------|
| Governmental Activities | | | | | |
| General obligation bonds | \$ 4,201,146 | \$ 1,270,462 | \$ 3,377,472 | \$ 4,094,136 | \$ 196,221 |
| Compensated absences | 2,416 | 44 | - | 2,440 | - |
| Net OPEB liability | 12,810 | 11,864 | - | 24,674 | - |
| Net pension liability | 1,497,175 | 891,257 | - | 2,388,432 | - |
| Total | \$ 7,011,137 | \$ 1,672,983 | \$ 3,377,472 | \$ 4,629,766 | \$ 246,118 |

Payments for bonds associated with general obligation bonds are made in the Bond Service and Redemption Fund. Payments for compensated absences are typically liquidated in the General Fund.

A. General Obligation Bonds

The outstanding general obligation bonded debt of the District as of June 30, 2017 is:

| | Issue Date | Term | Maturity | Original Principal | Interest | Balance Outstanding |
|----------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| 2007 Refunding Bonds | April 1, 2017 | 30 years | July 1, 2047 | \$ 4,201,146 | \$ 1,270,462 | \$ 4,094,136 |
| Bonds 2016 Series 1 | April 1, 2017 | 10 years | July 1, 2027 | \$ 1,497,175 | \$ 891,257 | \$ 2,388,432 |
| Bonds 2016 Series 2 | April 1, 2017 | 10 years | July 1, 2027 | \$ 1,497,175 | \$ 891,257 | \$ 2,388,432 |
| Total | \$ 7,011,137 | \$ 1,672,983 | \$ 3,377,472 | \$ 4,629,766 | \$ 246,118 | \$ 246,118 |

2007 General Obligation Refunding Bonds

On April 10, 2017, the District issued \$2,388,432 of General Obligation Refunding Bonds, with interest rates ranging from 2.80% to 3.10%, to reduce certain outstanding general obligation bonds. The 2017 General Obligation Refunding Bonds were issued at current interest rates. During the 2017-18 fiscal year the 2015 General Obligation Refunding Bonds were issued to early refund the outstanding principal balance.

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Governmental Accounting Standards Board (GASB)

- GASB has issued a new standard which will impact the 2017-18 audit report. GASB #75 will bring the Other postemployment benefits (retiree health benefits also known as OPEB) more in line with the presentation of the CalSTRS and CalPERS liabilities.

Questions





**COLD SPRING SCHOOL DISTRICT
BOARD OF TRUSTEES
BOARD MEETING / SPECIAL SESSION**

MINUTES

**MONDAY, JANUARY 22, 2018
12:00 PM**

**COLD SPRING SCHOOL ROOM 11
2243 SYCAMORE CANYON ROAD, SANTA BARBARA, CA, 93108**

ATTENDANCE / BOARD

Jennifer Miller
Kim Ferrarin
Kathy Davidson
Gregg Peterson
Leslie Kneafsey

ADMINISTRATION / STAFF

Dr. Amy Alzina, Superintendent/Principal
Dr. Conny Santa Cruz, Business Manager
Coral Godlis, Executive Assistant

General Counsel: Yuri Calderon, George Davidson

1. CALL TO ORDER 12:00 PM

The meeting was called to order at 12:03 PM.

2. APPROVAL OF AGENDA

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the Agenda for Monday, January 22, 2018 with the change to move Item 6 before Item 5.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;
Motion unanimously carried.

3. PLEDGE OF ALLEGIANCE

President Miller led the Pledge of Allegiance.

4. PUBLIC COMMENTS

There were no public comments to report.

5. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE

Trustee Miller reported to the Board an incident where a Board member had approached a staff member with a question regarding the cost of a replaced irrigation timer. This Board member questioned the validity of the response from the staff member and also the validity an earlier response from the Superintendent/Principal.

Trustee Davidson questioned the legality of the January 19, 2018 Board meeting that was rescheduled from January 8, 2018 because of the mudslide in Montecito. The question was in regards to the Brown Act posting requirement. Mr. Calderon, the districts legal counsel, assured the Board that the meeting held on January 19, 2018 was Brown Act compliant because the agenda was posted and available under the link for January 8, 2018. The actions taken at the meeting were valid.

6. REVIEW OF THE THOMAS FIRE/FLOOD AND RECOGNITION OF THE SUPERINTENDENT/PRINCIPAL

The Board recognized and thanked Dr. Alzina for her hard work and dedication during the Thomas Fire and mudslide in Montecito. They thanked her for going above and beyond the call of duty and spending countless hours organizing support for the students and families of Cold Spring School in order to prepare to resume school again after the disaster. The Board presented Dr. Alzina with flowers and a card. The Board discussed making an amendment to Dr. Alzina's contract to add one vacation day during this school year as a thank you for the extra hours spent facilitating, communication and supporting to the Cold Spring School community.

It was moved by Trustee Miller, seconded by Trustee Peterson, to amend the 2017-18 Superintendent/Principal contract for Dr. Alzina with the addition of one vacation day. It was noted that an amendment would be brought at a subsequent Board meeting.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0; Motion unanimously carried.

7. CONSIDER ADOPTING REVISIONS TO BOARD COMMUNICATIONS PROTOCOL

The Board discussed the presented revisions to the Board Communication Protocol. Trustee Davidson presented a letter to the Board which is attached to these Minutes.

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to adopt revisions to the Board Communications Protocol as presented.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0; Motion unanimously carried.

8. ADJOURNMENT

It was moved by Trustee Miller, seconded by Trustee Peterson, to adjourn the meeting for Monday, January 22, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0; Motion unanimously carried.

The meeting was adjourned at 12:28 PM.

Date of Next Regular Board Meeting: February 12, 2018

January 22, 2018

Governing Board Colleagues,

When I decided to run for a seat on the Cold Spring School District Governing Board, I had some goals in mind for my community service: I wanted to increase the Board's visibility, accessibility, and accountability. The accountability piece was, and is, especially meaningful and important to me.

I was elected to provide public oversight of the District. That is my job as a Governing Board member and I take my job very seriously. In order to provide that oversight, I need to ask questions, seek information, listen, and learn – all so that I can make fully informed, intelligent decisions for the benefit of the children who attend Cold Spring School.

In fact, the reason we are required to post agendas and Board packets at least 72 hours in advance is to give the public and the Governing Board members time to ask questions ahead of the meeting, so as not to surprise and possibly embarrass staff and other Board members during the meeting itself.

The proposed changes to the adopted Board Guidelines for Communication are incredibly stifling, if not illegal (vis a vis the Brown Act), and would severely hamper my ability to do my job as a duly elected public official. They would limit my individual free speech rights; limit Board members' access to their employee – with the exception of the Board President; elevate the power of one Board member over all the others – giving the Board President the “authority” to censor communications between Board members and their employee; and make it virtually impossible to conduct the District’s business with integrity, transparency, and respectful, healthy dissent.

I believe that approval of this proposal would be a mistake and a disservice to the Cold Spring School community.



Katherine Davidson
Governing Board Member
Cold Spring School District
Santa Barbara, CA

ReqPay12_SBCEOx

ReqPay12x - Board Report of Checks with Comment

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|-----------------------------|-------------|---|------------|-----------------|--------------|
| 01-499222 | 01/11/2018 | Lisa E. Ishikawa | 01-4400 | Mac Mechanic Repair - Battery and Installation | | 320.00 | 320.00 |
| 01-499223 | 01/11/2018 | Adriana Rey-Dovgin | 01-4310 | Envelopes for mailout of warrants (Thomas Fire) | 8.99 | 63.97 | |
| 01-499223 | 01/11/2018 | Adriana Rey-Dovgin | 01-4310 | Used 15 stamps (personal) to mailout warrants (Thomas Fire) | | 7.35 | |
| 01-499223 | 01/11/2018 | Adriana Rey-Dovgin | 01-5210 | Mileage to Ventura for Dec. payroll processing | | 32.51 | |
| 01-499223 | 01/11/2018 | Adriana Rey-Dovgin | 01-5210 | Pick up payroll from SBCEO | | 7.56 | |
| 01-499223 | 01/11/2018 | Adriana Rey-Dovgin | 01-5210 | Pick up warrants from SBCEO | | 7.56 | |
| 01-499224 | 01/11/2018 | Lindsay D. Stark | 63-4301 | Snacks for Dolphin Center - December | | 82.54 | 388.10 |
| 01-499224 | 01/11/2018 | Lindsay D. Stark | 63-4301 | Snacks for Dolphin Center - November | | 175.91 | |
| 01-499224 | 01/11/2018 | Lindsay D. Stark | 63-4301 | Snacks for Dolphin Center - October | | 129.65 | |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | 24 Inch Dual Bristle Brush & Zinc Pistol Grip Nozzle | | 176.66 | 1,441.26 * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Emergency Gas Meter Shutoff Tool | | 15.40 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Hardware cloth, black pvc coated mesh, rotator | | 117.48 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Hardware Cloth, PVC Check Swing, Rotator | | 397.67 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Mag Drive Pump, Wire Connector | | 75.47 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | MGI Particulate Respirator Valve | | 26.74 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | PVC Valve Swing, Electric Valve, Machined Nipple | | 211.27 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Rainbird adjustable rotary nozzle | | 27.43 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Single spring activated gopher trap | | 56.88 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Straw Wattle, Galvanized Baling Tye Wire | | 340.55 | * |
| 01-499225 | 01/11/2018 | All Around Landscape Supply | Cancelled | Unapplied Credit | | 4.29- | * |
| 01-499226 | 01/11/2018 | Apple, Inc. | 01-8699 | Computers for 3rd Grade | | 21,630.45 | 21,630.45 |
| 01-499227 | 01/11/2018 | Bay Alarm Company | 01-5630 | Monitoring Fee - Burglar | | 106.38 | 106.38 |
| 01-499228 | 01/11/2018 | Bitvision,LLC | 01-5800 | Monthly IT Agreement | | 548.00 | 548.00 |
| 01-499229 | 01/11/2018 | Calderon Law | 01-5830 | General Counsel, Facilitates Planning & Labor Neg. | | 3,500.00 | 3,500.00 |
| 01-499230 | 01/11/2018 | Carpinteria Valley Lumber | 01-4300 | 6 ct. filters | | 16.69 | 162.26 |
| 01-499230 | 01/11/2018 | Carpinteria Valley Lumber | 01-4300 | Hose-Flxogen | | 99.11 | |
| 01-499230 | 01/11/2018 | Carpinteria Valley Lumber | 01-4300 | Rat & Mouse traps, slab concrete crack fix | | 46.46 | |
| 01-499231 | 01/11/2018 | Christy White Associates | 01-5810 | 2016-2017 District Audit - 50% of total contract | | 2,236.50 | 2,236.50 |

ReqPay12_SBCEx

ReqPay12x - Board Report of Checks with Comment

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|--|------------|-----------------|--------------|
| 01-499232 | 01/11/2018 | Coastal Copy, Lp | 01-4310 | Copy Machines - ECOSYS, TASKalfa 4551ci & 7551ci | | 1,648.22 | 1,648.22 |
| 01-499233 | 01/11/2018 | Cox Communication-Org | 01-5910 | Charges 12/8/2017-01/07/2018 | | 452.17 | 452.17 |
| 01-499234 | 01/11/2018 | Cox Communication-Org | 01-5910 | Charges 12/12/2017-01/11/2018 | | 835.68 | 835.68 |
| 01-499235 | 01/11/2018 | Crocker Group Corp dba Crocker Refrig Heat & Ai | 01-5640 | Venstar T1800 & Labor | | 238.22 | 238.22 |
| 01-499236 | 01/11/2018 | Empire Chemical Co., Inc. dba Empire Cleaning Supply | 01-4300 | Vac bags, foam soap, mop head, gloves | | 269.57 | 269.57 |
| 01-499237 | 01/11/2018 | Lenz Pest Control | 01-5860 | 2 x's per week underground trapping | | 280.00 | 280.00 |
| 01-499238 | 01/11/2018 | Lewis Plumbing, Inc. | 01-4300 | Camera & Drain charge, gloves, after hours plumber | | 416.85 | 416.85 |
| 01-499239 | 01/11/2018 | Literacy Partners | 01-8699 | Parent Workshop - 10/30/2017 | | 600.00 | 600.00 |
| 01-499240 | 01/11/2018 | MAKER GEAR | 01-8699 | STEAM PROGRAM 3D PRINTERS | | 3,100.00 | 3,100.00 |
| 01-499241 | 01/11/2018 | Marborg Industries | 01-5570 | Monthly Trash & Recycle Services | | 918.58 | 918.58 |
| 01-499242 | 01/11/2018 | Montecito Water District | 01-5530 | Charges 10/27/2017-11/28/2017 | | 1,992.30 | 1,992.30 |
| 01-499243 | 01/11/2018 | Mountain Spring Water | 01-5860 | Cooler Cold | | 32.00 | 74.00 |
| 01-499243 | 01/11/2018 | Mountain Spring Water | 01-5860 | Cooler H&C | | 42.00 | |
| 01-499244 | 01/11/2018 | Nasco Modesto-Aristotle Corp | 01-4310 | Art Supplies | | 418.68 | 418.68 |
| 01-499245 | 01/11/2018 | Office Depot, Inc. | 01-4310 | Blanket PO for Classroom and Office Supplies | | 617.20 | 617.20 |
| 01-499246 | 01/11/2018 | School Innovations & Achievmnt | 01-5850 | Program Advisory - 2nd installment 2017-2018 | | 1,500.00 | 1,500.00 |
| 01-499247 | 01/11/2018 | Southern Ca Edison Company | 01-5520 | Charges 11/06/2017-12/07/2017 | | 1,254.86 | 1,254.86 |
| 01-499248 | 01/11/2018 | Southern Ca Gas Company | 01-5510 | Charges 11/01/2017-12/04/2017 | | 276.97 | 276.97 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4300 | iTUNES - 8 songs for Turkey Trot | | 10.32 | 2,707.79 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4300 | iTUNES - Veggie Tales Song | | .99 | |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4300 | Job Posting - Dolphin Center Afterschool Program | | 15.00 | |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - (2) Avery file folder labels | | 29.64 | |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - (2) Sharpie Markers - 12 count | | 12.22 | |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - (5) Avery gluesticks - 6 per pack | | 35.70 | |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Dixon No. 2 pencils - 144 count | | 10.05 | |

ReqPay12_SBCCEOx

ReqPay12x - Board Report of Checks with Comment

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------------|-------------|--|------------|-----------------|--------------|
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Index Cardstock Paper - Canary | | | 8.88 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Index Cardstock Paper - White | | | 25.11 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Kindergarten - Baseball socks | | | 23.99 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - San Francisco Bay OneCup | | | 20.79 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5220 | Marriott - Hotel for Dr. Alzina - CSBA Conference | | | 584.29 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5220 | Marriott - Hotel for G. Peterson - CSBA Conference | | | 292.15 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5220 | Marriott - Hotel for J. Miller - CSBA Conference | | | 876.44 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5220 | Marriott - Hotel for K. Davidson - CSBA Conference | | | 876.44 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5220 | Marriott - Hotel for L. Kneafsey - CSBA Conference | | | 584.29 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-5860 | My Bluehost - Domain Name for 1 year | | | 49.99 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-8699 | BB Moxi REFUND for cancelled training | | | 2,100.00- |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-8699 | Read Naturally - Licenses for Reading Specialist | | | 920.00 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-8699 | Read Naturally - Traning Workshop for Reading Specialist | | | 199.00 |
| 01-499249 | 01/11/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 63-4300 | Kinderlime - Monthly Subscription - Standard Plan | | | 232.50 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Breakfast - 11/29/2017 | | | 11.85 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Breakfast - 11/30/2017 & 12/01/2017 | | | 7.37 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Dinner - 12/01/2017 | | | 27.88 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Hotel parking for CSBA Conference | | | 105.00 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Lunch - 11/29/2017 | | | 25.05 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Lunch - 12/01/2017 | | | 30.09 |
| 01-499483 | 01/12/2018 | Katherine Davidson | 01-5220 | Roundtrip Mileage to SD for CSBA Conference | | | 235.44 |
| 01-500756 | 01/24/2018 | Amy Alzina | 01-5220 | Hotel parking for CSBA Conference | | | 100.00 |
| 01-500756 | 01/24/2018 | Amy Alzina | 01-5220 | Roundtrip mileage to CSBA Conference | | | 334.36 |
| | | | | | | | 234.36 |

ReqPay12x - Checks

006 - Cold Spring School
Generated for Adriana Rey-Dovgin
106REYDOVGINA

ReqPay12_SBCEOx

ReqPay12x - Board Report of Checks with Comment

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|--|------------|-----------------|--------------|
| 01-500757 | 01/24/2018 | Coral L. Godlis | 01-5800 | Coffee for Principal's Coffee with parents | | 39.49 | 39.49 |
| 01-500758 | 01/24/2018 | Michelle Gross | 01-5800 | Coffee for Principal's Coffee with parents | | 39.49 | 39.49 |
| 01-500759 | 01/24/2018 | Calderon Law | 01-5830 | General Counsel Services - December | | 3,500.00 | 3,500.00 |
| 01-500760 | 01/24/2018 | Coastal Copy, Lp | 01-4310 | Charges for copy machines | | 556.22 | 556.22 |
| 01-500761 | 01/24/2018 | Cox Communication-Org | 01-5910 | Charges 1/8/18 - 2/7/18 | | 412.23 | 412.23 |
| 01-500762 | 01/24/2018 | Cox Communication-Org | 01-5910 | Charges 01/12/18 - 02/11/18 | | 835.77 | 835.77 |
| 01-500763 | 01/24/2018 | Crocker Group Corp dba Crocker Refrig Heat & Ai | 01-5640 | Furnace check, bad ignitor - Labor & Materials | | 181.82 | 2,001.53 |
| 01-500763 | 01/24/2018 | Crocker Group Corp dba Crocker Refrig Heat & Ai | 01-5640 | Parts, Labor to fix 9 furnaces that weren't working | | 1,819.71 | |
| 01-500764 | 01/24/2018 | Empire Chemical Co., Inc. dba Empire Cleaning Supply | 01-4300 | Toilet tissue, paper towels, odor eliminator, vac bags | | 505.78 | 505.78 |
| 01-500765 | 01/24/2018 | Gregg Peterson | 01-5220 | Hotel parking for CSBA Conference | | 35.00 | 269.00 |
| 01-500765 | 01/24/2018 | Gregg Peterson | 01-5220 | Mileage from CSBA Conference in San Diego | | 117.00 | |
| 01-500765 | 01/24/2018 | Gregg Peterson | 01-5220 | Mileage to CSBA Conference in San Diego | | 117.00 | |
| 01-500766 | 01/24/2018 | Houghton Mifflin Harcourt Pub | 01-4310 | Online form 7 & screener form 7 | | 216.75 | 216.75 |
| 01-500767 | 01/24/2018 | Lenz Pest Control | 01-5860 | 2 x's per week underground trapping | | 210.00 | 210.00 |
| 01-500768 | 01/24/2018 | Marborg Industries | 01-5570 | Trash Service | | 918.58 | 918.58 |
| 01-500769 | 01/24/2018 | Mccormix Corp. | 01-4300 | Gas fill up | | 26.86 | 26.86 |
| 01-500770 | 01/24/2018 | Montecito Union School | 01-5891 | Math Superbowl | | 100.00 | 100.00 |
| 01-500771 | 01/24/2018 | Montecito Water District | 01-5530 | Water usage 11/28/17-12/27/2017 | | 2,229.13 | 2,229.13 |
| 01-500772 | 01/24/2018 | Office Depot, Inc. | 01-4310 | Blanket PO for Classroom and Office Supplies | | 40.30 | 40.30 |
| 01-500773 | 01/24/2018 | S.B. Home Improvement Center | 01-4300 | Ace LED, Bit Drill, Scrw ATC Drill | | 24.32 | 208.16 |
| 01-500773 | 01/24/2018 | S.B. Home Improvement Center | 01-4300 | First alert detector (10) | | 183.84 | |
| 01-500774 | 01/24/2018 | SBCEO | 01-4300 | 100 Thank you cards - Printing charges | | 47.50 | 47.50 |
| 01-500775 | 01/24/2018 | SISC III | 01-3401 | JanHealth Ins Premium | | 8,800.00 | 47,116.50 |
| 01-500775 | 01/24/2018 | SISC III | 20-9510 | JanHealth Ins Premium | | 38,316.50 | |
| 01-500776 | 01/24/2018 | Southern Ca Edison Company | 01-5520 | Charges 12/7/2017 - 1/08/2018 | | 1,744.26 | 1,744.26 |
| 01-500777 | 01/24/2018 | Southern Ca Gas Company | 01-5510 | Charges 12/04/2017 - 1/05/2017 | | 266.88 | 266.88 |
| 01-500778 | 01/24/2018 | Thomson West | 01-4300 | 2018 CA Ed Code | | 77.58 | 77.58 |
| 01-500779 | 01/24/2018 | Tri-County Locksmiths, Inc. | 01-4300 | 6 duplicate keys, labor and service car | | 138.71 | 138.71 |
| 01-500780 | 01/24/2018 | Wells Fargo Vendor Fin Serv | 01-5630 | Copier 4551CI | | 199.34 | 1,046.26 |
| 01-500780 | 01/24/2018 | Wells Fargo Vendor Fin Serv | 01-5630 | Copiers 8001I & 7551CI | | 846.92 | |
| 01-501978 | 01/31/2018 | Sara Disalvo | 01-4300 | Music History materials for Spring Sing | | 27.75 | 106.05 |

ReqPay12_SBCEOx

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|------------------------------------|-------------|---|------------|-----------------|--------------|
| 01-501978 | 01/31/2018 | Sara Disalvo | 01-4300 | Parking at Cottage Hospital - Choir Performance | | 5.00 | |
| 01-501978 | 01/31/2018 | Sara Disalvo | 01-4310 | UPS - Return to Tams Witmark - double inventory | | 53.38 | |
| 01-501978 | 01/31/2018 | Sara Disalvo | 01-4310 | UPS - Return to Tams-Witmark - 6th grade play | | 19.92 | |
| 01-501979 | 01/31/2018 | Jean M. Gradias | 01-8699 | Seeds & Starter Pots - 1st grade STEAM | | 78.04 | 78.04 |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-4310 | Mission San Antonio, SC & SB - Missions of CA | | 45.43 | 192.22 |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-4310 | Mission San Carlos - Missions of CA | | 21.31 | |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-4310 | Mission San Diego De Alcala - Mission of CA | | 13.91 | |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-4310 | Mission San Rafael Arcangel - Missions of CA | | 25.64 | |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-4310 | Mission SRA, SBV, SLO - Missions of CA | | 35.93 | |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-5891 | 1st payment for 4th grade fieldtrip - La Purisima | | 25.00 | |
| 01-501980 | 01/31/2018 | Lara M. Wooten | 01-5891 | Final payment for 4th grade fieldtrip - La Purisima | | 25.00 | |
| 01-501981 | 01/31/2018 | AMERICAN PARKS COMPANY | 01-4300 | Plastisol Coated Chain (3) | | 58.00 | 58.00 |
| 01-501982 | 01/31/2018 | Bitvision,LLC | 01-5800 | 33489 | | 548.00 | 548.00 |
| 01-501983 | 01/31/2018 | Carpinteria Valley Lumber | 01-4300 | 3 in 1 Spout, WD-40 Smartstraw | | 12.69 | 35.93 |
| 01-501983 | 01/31/2018 | Carpinteria Valley Lumber | 01-4300 | Alpha 800 Asphalt Patch | | 23.24 | |
| 01-501984 | 01/31/2018 | JNL Glass, Inc | 01-4300 | Replace casement on weathershield window | | 215.00 | 215.00 |
| 01-501985 | 01/31/2018 | Mountain Spring Water | 01-5860 | Water gallons for school | | 69.20 | 69.20 |
| 01-501986 | 01/31/2018 | Nick Rail Music | 01-4310 | Band Instruments | | 2,989.28 | 2,989.28 |
| 01-501987 | 01/31/2018 | Office Depot, Inc. | 01-4310 | Blanket PO for Classroom and Office Supplies | | 66.60 | 66.60 |
| 01-501988 | 01/31/2018 | S.B. Home Improvement Center | 01-4300 | Blacktop Repair Quikrete | | 86.66 | 184.33 |
| 01-501988 | 01/31/2018 | S.B. Home Improvement Center | 01-4300 | CO Detector, Tape, Rake Spring Brace | | 97.67 | |
| 01-501989 | 01/31/2018 | Southern Ca Gas Company | 01-5510 | Charges 12/4/2017-01/05/2018 | | 222.04 | 222.04 |
| 01-501990 | 01/31/2018 | Tams-Witmark Music Library | 01-4310 | Credit for returned items | | 375.00- | 522.75 |
| 01-501990 | 01/31/2018 | Tams-Witmark Music Library | 01-4310 | Music/Score - Mail Chg, Handling & Ins. | | 10.00 | |
| 01-501990 | 01/31/2018 | Tams-Witmark Music Library | 01-4310 | SPRING MUSICAL MATERIALS | | 887.75 | |
| 01-501991 | 01/31/2018 | U.S. BANK CORPORATE PAYMENT SYSTEM | 01-4300 | Amazon - Maintenance Supplies | | 69.44 | 1,015.95 |

ReqPay12x -

Checks

006 - Cold

Spring

School

~ ~ ~

Generated for

Adriana

Rey-Dovgin

/06REYDOVGINA

ReqPay12_SBCCEOx

ReqPay12x - Board Report of Checks with
Comment

Checks Dated 01/08/2018 through 02/07/2018

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Unpaid Tax | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------------|-------------|--|------------|-----------------|--------------|
| 01-501991 | 01/31/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | 2018 Superintendent's Symposium | | | 599.00 |
| 01-501991 | 01/31/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Kindergarten Supplies | | | 40.25 |
| 01-501991 | 01/31/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 01-4310 | Amazon - Office Supplies | | | 74.76 |
| 01-501991 | 01/31/2018 | U.S. BANK CORPORATE PAYMENT SY STEM | 63-4300 | Kinderlime - Dolphin Center Monthly Sub. | | | 232.50 |

Pay01a

Payroll Summary by Org

Pay Date 01/31/2018

| EARNINGS by Earnings Code | Income | Adjustments | TAXES | Employee | Employer | Total | Subject Grosses |
|---------------------------|-------------------|-------------|---------------------|------------------|-----------------|------------------|-----------------|
| No Gross Pay | | 2.00 | Federal Withholding | 21,324.98 | | 21,324.98 | 172,056.25 |
| Regular | 200,268.17 | | State Withholding | 6,397.94 | | 6,397.94 | 172,056.25 |
| | | | Social Security | 3,233.08 | 3,233.08 | 6,466.16 | 52,146.49 |
| | | | Medicare | 2,769.53 | 2,769.53 | 5,539.06 | 191,003.27 |
| | | | SUI | | 95.53 | 95.53 | 191,003.27 |
| | | | Workers' Comp | | 2,015.10 | 2,015.10 | 191,003.27 |
| TOTAL | 200,268.17 | 2.00 | SUBTOTAL | 33,725.53 | 8,113.24 | 41,838.77 | |

| EARNINGS by Group | Income | Adjustments | REDUCTIONS | Employee | Employer | Total | Subject Grosses |
|-------------------|-------------------|-------------|-----------------|------------------|------------------|------------------|-----------------|
| Base Pay | 196,210.45 | | PERS | 1,298.25 | 2,880.44 | 4,178.69 | 18,546.42 |
| Miscellaneous | 1,420.59 | 2.00 | PERS / 62 | 1,734.11 | 4,143.48 | 5,877.59 | 26,678.78 |
| Overtime | 855.88 | | STRS / 60 | 13,936.80 | 19,620.22 | 33,557.02 | 135,968.54 |
| Stipends | 1,781.25 | | STRS / 62 | 572.86 | 898.03 | 1,470.89 | 6,223.36 |
| | | | TSAs | 1,405.00 | | 1,405.00 | |
| | | | Benefits | 7,762.90 | 336.13 | 8,099.03 | |
| | | | Misc | 1,502.00 | | 1,502.00 | |
| TOTAL | 200,268.17 | 2.00 | SUBTOTAL | 28,211.92 | 27,878.30 | 56,090.22 | |

| EARNINGS | Person Type | Female Employees | DEDUCTIONS | Employee | Employer | Total | Subject Grosses |
|--------------|-------------|-------------------|-----------------|------------------|------------------|-------------------|-----------------|
| Certificated | 19 | 146,376.15 | Benefits | | 35,556.57 | 35,556.57 | |
| Classified | 19 | 53,892.02 | Misc | 1,281.73 | | 1,281.73 | 13.80 |
| | | | Summer Savings | 14,260.95 | | 14,260.95 | 86,761.36 |
| TOTAL | 38 | 200,268.17 | SUBTOTAL | 15,542.68 | 35,556.57 | 51,099.25 | |
| | | | TOTALS | 77,480.13 | 71,548.11 | 149,028.24 | |

Vendor Summary for Pay Date 01/31/2018

| | | |
|--------------------|-------------------|-----------|
| Vendor Checks | 4,706.73 | 5 |
| Vendor Liabilities | 144,321.51 | 23 |
| | 149,028.24 | 28 |

Cancel/Reissue for Process Date 01/31/2018

Reissued
Cancel Checks
Void ACH

BALANCING DATA

| | | | |
|--------------------|-------------------|-------------------|---------------|
| Gross Earnings | 200,268.17 | 122,788.04 | Net Pay |
| District Liability | 71,548.11 | 77,480.13 | Deductions |
| | | 71,548.11 | Contributions |
| | 271,816.28 | 271,816.28 | |

NET

| | | |
|-----------------|-------------------|-----------|
| Direct Deposits | 105,421.05 | 26 |
| Checks | 17,366.99 | 12 |
| Partial Net ACH | | |
| Negative Net | | |
| Check Holds | | |
| Zero Net | | |
| TOTAL | 122,788.04 | 38 |

Selection Grouped by Org, Filtered by (Org = 6, Starting Pay Date = 1/1/2018, Ending Pay Date = 1/31/2018)

ESCAPE ONLINE

Page 1 of 1

COLD SPRING SCHOOL FIELD TRIP REQUEST FORM

Please note: Major trips must be Board-approved; please allow 4 weeks

TODAY'S DATE: 01/26/18 REQUESTED BY: Sara TITLE: Chorus Director
MUSIC Teacher

FIELD TRIP DESCRIPTION: Disneyland Chorus Performance

Date of Requested Trip: April 19th Destination: Disneyland

Departure Time: TBD Return Time: 9 pm Total Cost: \$4200
(See attached)

Paid for by: Parent Club * District: Students: Other: Fundraising?
(Attach Purchase Requisition Form, any registration forms, and payment details)

Cell Phone #: (805) 452-8451 email: _____
(in case we need to reach you on the day of the field trip)

Grade 4-6 Room # MUSIC Number of Students: 27 Number of Adults: 8-10

Transportation: * Private Vehicles or Bus Other
pending District Approval

**Please list names of all drivers:

TSD

**All drivers must provide proof of insurance as indicated on the attached form no later than 24 hours prior to the trip.

Superintendent / Principal Signature: Sara DiSalvo Date: 1/28/18

Calendared by: Sara DiSalvo Date: _____

TEACHERS: Before the day of the field trip, review your "medical conditions" list, (located in your emergency binders). If you have a student listed, check with the office for any medications kept on site. These medications must be picked up from the office and kept in your emergency backpack throughout the field trip and then returned to the office immediately upon your return.

Chorus DISNEYLAND 2018 Projected Costs for Thursday April 19th:

Transportation:

\$1690 (47 passenger bus with bathrooms and DVD player) + tip

Snacks for students:

\$53

Admission Tickets:

27 students x \$91.00/ticket = **\$2,457**

(includes ticket for Summer Corey)

Chaperones pay their own tickets. If they buy in advance when we purchase with Disney, its \$91/ticket. If parents purchase at the gate, its \$102. We need 10 chaperones.

Directors tickets are complimentary for (Miss DiSalvo + Lauren Emerson (accompanist))

Sub-total: \$4200.00

Chorus Budget Available Funds: **\$4700** (from Axxess fundraising and parent donations to chorus program of \$100 each)

Cold Spring Elementary School District

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: 1/30/2018

Exact Hours of Use: 7 p.m. - 8 p.m.

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: _____ End Date: _____

Days of Week: _____ Exact Time of Day: _____

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

Applicant Information

Group Name: Allen Construction + AB Design Contact Name: Karen Feeney

Address: 201 N. Milpas Street City & Zip: Santa Barbara 93103

Phone: (805) 324-5721 Email: kfeeney@buildallen.com

Number of Participants: 70 - 80 Purpose: Mudflow technical assistance - insurance/rebuilding

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Karen Feeney Print: Karen Feeney

Date of Application: 1/24/2018

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: [Signature] Date: 1/28/18

Fee Determination: Direct-Cost Fair Rental Total Due: \$ 70

Certificate of Insurance: Verified & Attached

Calendar check Maintenance Director Preliminary Approval Board Approval

**SUPERINTENDENT REPORT
AGENDA ITEM 11.D.**

DATE: **FEBRUARY 12, 2018**

TO: **BOARD OF TRUSTEES**

FROM: **AMY ALZINA, SUPERINTENDENT/PRINCIPAL**

RE: **PERSONNEL ITEMS - EMPLOYMENT**

The following personnel items are submitted to the Board for approval.

Employees

Certificated

Leave Requests

| Name | Position | Effective Date |
|-------------|-------------|----------------|
| Lara Wooten | 50% teacher | July 1, 2018 |
| Kelly Orwig | 50% teacher | July 1, 2018 |



Cold Spring School District
2243 Sycamore Canyon Road, Santa Barbara, CA 93108
(805) 969-2678 • FAX (805) 969-0787

Amy Alzina, Ed.D, Superintendent / Principal

February 8, 2018

Dear Cold Spring School Board of Trustees,

This letter is written to request a 50% leave for the 2018-2019 school year. Kelly Orwig and I would like to continue to work together as a job-share team. We have found that the students in our classroom are really benefiting from our collaboration and believe that we are growing as teachers by working together. We complement each other well and have worked hard to ensure that we are providing an excellent learning experience for our students. An added bonus is that our partnership helps save money for the district; when we are both on a 50% leave, the school is able to keep a newer teacher on the staff who is lower on the salary schedule.

I am appreciative that I was given this opportunity for the past four years, and I would be delighted if I was granted a leave again.

Sincerely,

A handwritten signature in black ink that reads "Lara Wooten". The signature is fluid and cursive, with a distinct "L" at the beginning.

Lara Wooten

February 8, 2018

Dear Cold Spring School Board of Trustees,

Thank you for another wonderful year at Cold Spring School. Lara Wooten and I are deeply enjoying our fourth grade classroom this year, and we feel we have found an excellent balance together, building a strong learning community in our classroom. Our students are flourishing in this happy and rich environment.

I would like to request a 50% leave for the coming 2018-2019 school year. Lara and I would like to continue working together. We are so grateful for the opportunity we've had to be a team along with the Magical Mr. Orr, and we are so thrilled that Team Wootwig is such a success!

Thank you for your consideration.

Sincerely,


Kelly Orwig

2017-18 Enrollment and Staffing

| Teacher | K | 1st | 2nd | 3rd | 4th | 5th | 6th | Total |
|----------------------|------|---------------------------------------|------|------|------|------|------|-------|
| K Ishikawa | 18 | | | | | | | 18 |
| 1st Carey | | 14 | | | | | | |
| 1st Callahan | | 16 | | | | | | 30 |
| 2nd Campbell | | | 14 | | | | | |
| 2nd Thorpe | | | 15 | | | | | 29 |
| 3rd Gonzales | | | | 20 | | | | 20 |
| 4th Orwig/Wooten | | | | | 25 | | | 25 |
| 5th Edwards | | | | | | 27 | | 27 |
| 6th Pierce | | | | | | | 24 | 24 |
| | | | | | | | | |
| Totals | 18 | 30 | 29 | 20 | 25 | 27 | 24 | 173 |
| without SDC | 18 | 29 | 28 | 20 | 24 | 27 | 24 | 171 |
| | | | | | | | | |
| Average Class Sizes: | | | | | | | | |
| K,1,2,3 | | 97 students/6 classes = 16.2 average | | | | | | |
| 4,5,6 | | 76 students/3 classes = 25.3 average | | | | | | |
| K-6 | | 173 students/9 classes = 19.2 average | | | | | | |

**BUSINESS & FINANCE
AGENDA ITEM 13.A.**

DATE: **FEBRUARY 12, 2018**

TO: **BOARD OF TRUSTEES**

FROM: **AMY ALZINA, SUPERINTENDENT/PRINCIPAL**

RE: **DOLPHIN CENTER AND KINDERLIME UPDATE**

SUMMARY

The Cold Spring School Dolphin center is projected to have a 2017-2018 end of the year cash flow / running balance of \$4,535.63. This would be the first time CSSD ended the year with a positive balance.

At the close of the 2016-2017 school year, the Dolphin Center ended with a negative Cash Flow balance of \$39,411.31. In 2016-2017 temporary inter fund borrowing occurred to cover the expenditures. At the close of the 2016-2017 school year, the Dolphin Center had yet to collect the \$21,475.80 in outstanding payments from parents. The Business office has collected \$15,897.79 of the outstanding debt with \$5,578.01 recognized as uncollectable.

Currently, the outstanding debt from the 2016-2017 Dolphin Center is \$23,513.52. I am recommending that the Governance Board use Fund 01 to clear the outstanding balance from the 2016-2017 school year.

Temporary Inter Fund Borrowing

| | | |
|-------------|-----------|-----------------------------------|
| \$26,000.00 | 1/31/2018 | Repayment to Fund 01 from Fund 63 |
| \$1,103.70 | 1/31/2018 | Repayment to Fund 01 from Fund 63 |
| \$2,307.61 | 1/31/2018 | Repayment to Fund 01 from Fund 63 |
| \$10,000.00 | 1/29/2018 | Repayment to Fund 40 from Fund 63 |

Cold Spring School District

Dolphin Center P&L and Projections

| | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Totals |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|----------------------|--------------------|--------------------|--------------------|---------------------|---------------------|----------------------|---------------------|
| Revenue | | | | | | | | | | | | |
| Registration Revenue | \$ 2,075.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,075.00 |
| Program Revenue | | \$ 6,346.21 | \$ 6,486.66 | \$ 7,896.16 | \$ 1,974.04 | \$ 4,894.92 | \$ 6,982.37 | \$ 6,594.46 | \$ 7,758.19 | \$ 6,776.00 | \$ 1,232.00 | \$ 56,941.01 |
| Transfer from GF for Employee Loan | | | | | | \$ 2,639.54 | | | | | | |
| Average daily Revenue | | \$ 317.31 | \$ 308.89 | \$ 493.51 | \$ 493.51 | \$ 326.33 | \$ 387.91 | \$ 387.91 | \$ 387.91 | \$ 308.00 | \$ 308.00 | |
| Gross Revenue | \$ 2,075.00 | \$ 6,346.21 | \$ 6,486.66 | \$ 7,896.16 | \$ 1,974.04 | \$ 7,534.46 | \$ 6,982.37 | \$ 6,594.46 | \$ 7,758.19 | \$ 6,776.00 | \$ 1,232.00 | \$ 61,655.55 |
| Expenses | | | | | | | | | | | | |
| Dolphin Center Child Care Coordinator | \$ 2,540.00 | \$ 1,693.89 | \$ 2,582.89 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 2,117.37 | \$ 21,638.37 |
| Dolphin Center Child Care Assistance | \$ 856.90 | \$ 1,123.80 | \$ 1,198.72 | \$ 983.33 | \$ 1,153.64 | \$ 1,153.64 | \$ 1,153.64 | \$ 1,153.64 | \$ 1,153.64 | \$ 1,153.64 | \$ 1,153.64 | \$ 11,084.60 |
| Substitute Child Care | \$ 179.25 | \$ 352.53 | \$ 286.80 | \$ 268.88 | | \$ 260.00 | \$ 100.00 | \$ 100.00 | \$ 100.00 | \$ 100.00 | \$ 100.00 | \$ 1,747.46 |
| Westmont Student Support | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,400.00 |
| Statutory Benefits | \$ 537.85 | \$ 553.02 | \$ 547.27 | \$ 545.70 | \$ 623.17 | \$ 623.17 | \$ 623.17 | \$ 623.17 | \$ 623.17 | \$ 623.17 | \$ 623.17 | \$ 5,922.86 |
| Health Insurance Benefits | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 834.40 | \$ 8,344.00 |
| Kinderline Monthly Processing Fee | \$ 158.66 | \$ 162.17 | \$ 197.40 | \$ 49.35 | \$ 122.37 | \$ 174.56 | \$ 164.86 | \$ 193.95 | \$ 169.40 | \$ 30.80 | | \$ 1,423.53 |
| Snacks | | | \$ 207.50 | | \$ 388.10 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 1,345.60 |
| Equipment | | | \$ 113.50 | | | | \$ 100.00 | | | | | \$ 213.50 |
| Gross Expenses | \$ - | \$ 5,107.06 | \$ 5,040.81 | \$ 5,647.48 | \$ 4,799.03 | \$ 5,239.05 | \$ 5,313.14 | \$ 5,243.44 | \$ 5,172.54 | \$ 5,147.98 | \$ 10,409.38 | \$ 57,119.92 |
| Net Revenue/Loss | \$ 2,075.00 | \$ 1,239.15 | \$ 1,445.85 | \$ 2,248.68 | \$ (2,824.99) | \$ 2,295.41 | \$ 1,669.23 | \$ 1,351.02 | \$ 2,585.65 | \$ 1,628.02 | \$ (9,177.38) | \$ 4,535.63 |
| Cash Flow/Running Balance | \$ 2,075.00 | \$ 3,314.15 | \$ 4,760.01 | \$ 7,008.68 | \$ 4,183.69 | \$ 6,479.10 | \$ 8,148.33 | \$ 9,499.34 | \$ 12,085.00 | \$ 13,713.01 | \$ 4,535.63 | \$ 4,535.63 |

| Totals |
|--------------|
| \$ 2,075.00 |
| \$ 56,941.01 |
| <hr/> |
| \$ 61,655.55 |
| |
| \$ 21,638.37 |
| \$ 11,084.60 |
| \$ 1,747.46 |
| \$ 5,400.00 |
| \$ 5,922.86 |
| \$ 8,344.00 |
| \$ 1,423.53 |
| \$ 1,345.60 |
| \$ 213.50 |
| <hr/> |
| \$ 57,119.92 |
| |
| \$ 4,535.63 |
| <hr/> |
| \$ 4,535.63 |

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K-12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

| | | | |
|---|---|---|--|
| LEA NAME: Cold Spring School District | COUNTY CODE: 42 | DISTRICT CODE: 42691616045348 | CHARTER NUMBER (IF APPLICABLE): |
| LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Dr. Amy M. Alzina | | | FISCAL YEAR: 2017-2018 |
| ADDRESS: 2243 Sycamore Canyon Road | | | COUNTY NAME: Santa Barbara |
| CITY: Montecito | STATE: California | ZIP CODE: 93108 | |
| CONTACT NAME: Amy Alzina | TITLE: Superintendent/Principal | PHONE: 805-969-2678 | E-MAIL: aalzina@coldspringschool.net |

PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):

| | | |
|---|---|---|
| <input checked="" type="checkbox"/> SCHOOL DISTRICT Choose one of the following: <input checked="" type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites | <input type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE) Choose one of the following: <input checked="" type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites | <input type="checkbox"/> CHARTER SCHOOL |
|---|---|---|

PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

| |
|--|
| <input checked="" type="checkbox"/> SCHOOL CLOSURE: When one or more schools were closed because of conditions described in EC Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per EC Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to EC Section 46200, et seq. <input checked="" type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request. |
| <input type="checkbox"/> MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to EC Section 46392 and CCR, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to EC Section 46392 and CCR, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of EC Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request. |
| <input type="checkbox"/> LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in EC Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to EC Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i> |

Form J-13A Instructions

a school district, COE or State Board of Education. If approved, the superintendent of the charter school's authorizer will complete the following fields:

- Name
- Signature
- Authorizing LEA Name

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

All requests must go to the COE for approval. If approved, the COE will complete Part III of the affidavit. The county superintendent's signature must be witnessed.

- Name of the County Superintendent of Schools (or designee)
- Signature of the County Superintendent of Schools (or designee)
- Witnessed date
- Witness name
- Witness signature
- Witness title
- County name
- Contact person/individual responsible for completing the county affidavit.
Include the contact person's name, title, phone number and e-mail address.

**CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017**

SECTION B: SCHOOL CLOSURE

PART I: NATURE OF EMERGENCY (Describe in detail.)

Not Applicable (Proceed to Section C)
 Supplemental Page(s) Attached

Governor Brown issued an emergency proclamation for Santa Barbara County on 12/7/17 (attached). On 12/8/17 President Trump signs emergency declaration for state of California for Santa Barbara County (attached). The Thomas Fire caused the air to be in the "extremely unhealthy" zone making it unsafe for children to come to school on 12/7/17 and 12/8/17. A mandatory evacuation order was given on 12/10/17 through 12/21/17. Therefore, the school remained closed 12/11/17 through 12/15/17. On 1/8/18, a voluntary/mandatory evacuation notice was given to Cold Spring School District residents that ran through 1/14/18 forcing a school closure (see attachment) "A Mandatory Evacuation Order has been issued for unincorporated parts of Santa Barbara County Montecito, Summerland and Carpinteria".

PART II: SCHOOL INFORMATION (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

PART III: CLOSURE HISTORY (List closure history for all schools in Part II. Refer to the instructions for an example.)

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017

SECTION C: MATERIAL DECREASE

PART I: NATURE OF EMERGENCY (Describe in detail.)

- Not Applicable (Proceed to Section D)
 Supplemental Page(s) Attached

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

PART II: MATERIAL DECREASE CALCULATION (Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

| A | B | C | D | E | F | G* | H |
|-------------|-------------|-----------------------------------|--|-------------------|-------------------|------------------------------|--|
| School Name | School Code | "Normal" Attendance (October/May) | Dates Used for Determining "Normal" Attendance | Date of Emergency | Actual Attendance | Qualifier: 90% or Less (F/C) | Net Increase of Apportionment Days (C-F) |
| | | | - | | | 0 | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| | | | - | | | | 0 |
| Total: | 0 | | | | 0 | | 0 |

PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

| A | B | C | D | E | F | G* | H |
|-------------|-------------|---------------------------|---|-------------------|-------------------------|------------------------------|-----------------------------|
| School Name | School Code | "Normal" Attendance Hours | Date Used for Determining "Normal" Attendance | Date of Emergency | Actual Attendance Hours | Qualifier: 90% or Less (F/C) | Net Increase of Hours (C-F) |
| | | | | | | | 0 |
| | | | | | | 0 | 0 |
| | | | | | | 0 | 0 |
| | | | | | | 0 | 0 |
| | | | | | | 0 | 0 |
| Total: | 0 | | | | 0 | | 0 |

*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

CALIFORNIA DEPARTMENT OF EDUCATION

REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS

FORM J-13A, REVISED DECEMBER 2017

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

Not Applicable (Proceed to Section E)

PART I: PERIOD OF REQUEST The entire period covered by the lost or destroyed records commences with _____ up to and including _____.

PART II: CIRCUMSTANCES (Describe below circumstances and extent of records lost or destroyed.)

PART III: PROPOSAL (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

**CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017**

SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of Cold Spring School District, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Jennifer Miller, President

Gregg Peterson, Vice President

Kimberly Ferrarin, Clerk

Katherine Davidson

Leslie Kneafsey

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this _____ day of _____, _____.

Witness: _____ (Name) _____ (Signature) Title: _____ of _____ County, California

PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER (Only applicable to charter school requests)

Superintendent (or designee): _____ (Name) _____ (Signature) _____ Authorizing LEA Name: _____

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): _____
(Name) _____

(Signature)

Subscribed and sworn (or affirmed) before me, this _____ day of _____, _____

Witness: _____ (Name) _____ (Signature) Title: _____ of _____ County, California

COE contact/individual responsible for completing this section:

Name: _____ Title: _____ Phone: _____ E-mail: _____

FIRST AMENDMENT TO COLD SPRING SCHOOL DISTRICT CONTRACT FOR EMPLOYMENT OF SUPERINTENDENT/PRINCIPAL

This first amendment to the contract for employment (hereinafter, "Amendment") between the Board of Trustees ("hereinafter, "Board") of the Cold Spring School District (hereinafter, "District") and Dr. Amy Alzina (hereafter, "Superintendent/Principal") is effective February 12, 2018.

In consideration of the mutual covenants and agreements contained in the Original Contract and in this Amendment, and for good and valuable consideration, the receipt of which are hereby acknowledged, the Parties hereby agree to the following amendment:

1. In addition to the Vacation Leave provided for in the Original Contract, the parties agree to provide for the accrual of one additional vacation leave day for the month of January 2018 to recognize the hard work, commitment and contributions of the Superintendent/Principal during the Montecito mudslide tragedy that occurred during that same month. It is the intent of the Board that the Superintendent/Principal take the vacation day during the 2017-18 academic year, however, recognizing the challenges posed by the tragic event and the consequences for the District's budget, the number of days that may be carried over from year to year is also increased by one day to no more than 11 vacation days per year.

All other provisions of the Original Contract remain in full force and effect.

This Contract, executed by the Parties, was presented to and formally approved by the Board of Trustees of the Cold Spring School District on the 12th day of February 2018, in Santa Barbara, California, as evidenced by the signatures below.

GOVERNING BOARD OF THE COLD SPRING SCHOOL DISTRICT:

By: _____
Jennifer Miller
President

By: _____
Gregg Peterson
Vice President

By: _____
Kimberly Ferrarin
Clerk of the Board

By: _____
Katherine Davidson
Trustee

By: _____
Leslie Kneafsey
Trustee

Date Approved by Board in Open Session: February 12, 2018

SUPERINTENDENT/PRINCIPAL

I hereby accept the modification to my Contract for Employment.

Date of Acceptance: _____

Dr. Amy Alzina, Ed.D.
Superintendent/Principal

Community Relations

BP 1113

DISTRICT/SCHOOL WEB SITES

To enhance communication with students, parents/guardians, staff, and community members, the Governing Board encourages the development and ongoing maintenance of the District and school website. The website shall be aligned with the district's plans for communications and media relations.

(cf. 0000 - Vision)

(cf. 0440 - District Technology Plan)

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 1230 - School-Connected Organizations)

(cf. 1260 - Educational Foundation)

(cf. 4040 - Employee Use of Technology)

(cf. 6020 - Parent Involvement)

Design Standards

The district's design standards shall address the accessibility of district and school web sites to individuals with disabilities, including compatibility with commonly used assistive technologies.

Website Content

The Superintendent/Principal or designee shall develop content guidelines for the school website. These guidelines shall be consistent with law, Board policy, and administrative regulation. Staff, students, or other persons may submit materials for web publication to the Superintendent/Principal or her designee to ensure that the content adheres to district guidelines and policies before being posted to the District/school website.

(cf. 6145.5 - Student Organization and Equal Access)

Advertising on the district/school website shall comply with BP 1325 – Advertising and Promotion.

(cf. 1325 - Advertising and Promotion)

Privacy Rights

The Superintendent/Principal or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on the District/School website.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5022 - Student and Family Privacy Rights)

(cf. 5125 - Student Records)

Telephone numbers, home addresses, and email addresses of students or their parents/guardians shall not be published on the district/school website.

(cf. 5125.1 - *Release of Directory Information*)

Photographs of individual students shall not be published on the District/Student website accompanied by his/her name or other personally identifiable information without the prior written consent of the student's parent/guardian. Photographs of groups of students, such as at a school event, may be published on the District/School website provided that students are not identified by name or other personally identifiable information.

Home addresses, personal telephone numbers and personal e-mail addresses of staff members shall not be posted on the District/School website.

The home address, personal telephone number or personal e-mail of any elected or appointed official shall not be posted on the District/School website without the prior written permission of that individual. (Government Code 3307.5, 6254.21, 6254.24)

(cf. 3515.3 - *District Police/Security Department*)

Legal Reference:

EDUCATION CODE

35182.5 *Contracts for advertising*

35258 *Internet access to school accountability report cards*

48907 *Exercise of free expression; rules and regulations*

48950 *Speech and other communication*

49061 *Definitions, directory information*

49073 *Release of directory information*

60048 *Commercial brand names, contracts or logos*

BUSINESS AND PROFESSIONS CODE

22580-22582 *Digital privacy*

22584-22585 *Student Online Personal Information Protection Act*

22586 *Preschool and prekindergarten privacy*

GOVERNMENT CODE

3307.5 *Publishing identity of public safety officers*

6254.21 *Publishing addresses and telephone numbers of officials*

6254.24 *Definition of public safety official*

11135 *Nondiscrimination; accessibility to state web sites*

PENAL CODE

14029.5 *Prohibition against publishing personal information of person in witness protection program*

UNITED STATES CODE, TITLE 17

101-122 *Subject matter and scope of copyright*

504 *Penalties for copyright infringement*

UNITED STATES CODE, TITLE 20

1232g *Federal Family Educational Rights and Privacy Act*

UNITED STATES CODE, TITLE 29

705 *Definitions; Vocational Rehabilitation Act*

794 *Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 16

312.1-312.12 *Children's Online Privacy*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

104.1-104.61 Nondiscrimination on the basis of disability

COURT DECISIONS

City of San Jose v. Superior Court, (2017) 2 Cal.5th 608

Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112

Management Resources:

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter, May 26, 2011

Joint Dear Colleague Letter: Electronic Book Readers, June 2010

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Accessibility of State and Local Government Websites to People with Disabilities, June 2003

WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

WEB SITES

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

California Department of Education, Web Accessibility Standards:

<http://www.cde.ca.gov/re/di/ws/webaccessstds.asp>

California School Public Relations Association: <http://www.calspra.org>

U.S. Department of Education, Office for Civil Rights: <https://www2.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Americans with Disabilities Act: <http://www.ada.gov>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Policy COLD SPRING ELEMENTARY SCHOOL DISTRICT
adopted: [[insert date]] Santa Barbara, California

Community Relations

AR 1113

DISTRICT AND SCHOOL WEB SITES

Design Standards

The Superintendent/Principal or her designee shall develop design standards for the District/School website that include, but are not limited to, guidelines to ensure the clear organization of the material, readability of the font type and size, and simplicity of the navigation structure linking the content on the website. Such standards shall take into consideration the ease of use on a wide range of devices.

In accordance with the requirements of the Americans with Disabilities Act and Section 504 of the federal Rehabilitation Act of 1973, the District/School website shall contain features that ensure accessibility for individuals with disabilities, which may include, but are not limited to, captions for videos and multimedia presentations, text alternatives to images, provision of sufficient time to use the content, avoidance of flashing images, adequate contrast in visual presentations, and/or other features that meet applicable standards for web site accessibility. The Superintendent/Principal or her designee shall regularly review the District/School website and modify them as needed to ensure legal compliance with accessibility standards.

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

Website Content

The District/School website shall provide current and useful information regarding District/School programs, activities and operations. Such information shall be appropriate for both internal and external audiences.

The content of the web site may include, but not be limited to, district/school news, district mission and goals, agendas and minutes of Governing Board meetings, policy information, the School Accountability Report Card, messages from the Board or administrators, information about curriculum and instruction, school calendars, student projects, school clubs and activities, lunch menus, transportation schedules, school map, school handbook, parent conferences, educational resources, links to other educational resources.

(*Education Code 35258*)

(cf. 0440 - *District Technology Plan*)

(cf. 0510 - *School Accountability Report Card*)

(cf. 1100 - *Communication with the Public*)

(cf. 9322 - *Agenda/Meeting Materials*)

With approval of the Superintendent/Principal, individual teachers may create web pages linked to the District/School website to provide information pertaining to class assignments, expectations, and activities.

Student work may be published on the District/School website provided that both the student and his/her parent/guardian provide written permission or the work is part of an existing publication such as a newspaper or school newsletter.

Students, staff or other individuals may not use the district site to provide access to their personal web pages or online services.

If any copyrighted material is posted on a district or school web site, the web site shall include a notice crediting the original producer of the material and noting how and when permission to reprint the material was granted. Any copyrighted material to be posted on the District/School website shall be submitted to the Superintendent/Principal or her designee together with the permission of the copyright owner to reprint the material. Any copyrighted material submitted without the copyright owner's permission shall only be posted on the District/School website if the Superintendent/Principal or her designee determines that the material is in the public domain or that the intended use meets the criteria for fair use or another exception pursuant to 17 USC 107-122. When any copyrighted material is posted, the web site shall include a notice crediting the copyright owner and, as necessary, shall note that permission to reprint the material was granted.

(cf. 4132/4232/4332 - *Publication or Creation of Materials*)

(cf. 6162.6 - *Use of Copyrighted Materials*)

Whenever a district or school web site includes links to external web sites, it shall include a disclaimer that the district is not responsible for the content of external web sites.

Roles and Responsibilities

The district webmaster shall be responsible for uploading material to the website upon the approval of the Superintendent/Principal or designee. He/she shall review District/School website to ensure consistency with District standards, regularly check links for accuracy and appropriateness, keep the web server free of outdated or unused files, and provide technical assistance as needed.

The Superintendent/Principal or her designee may assign additional staff members to conduct editorial reviews of all materials submitted for publication on the District/School website and to make corrections as needed in spelling, grammar, or accuracy of content.

Security

The Superintendent/Principal shall establish security procedures for the District's computer network to prevent unauthorized access and changes to the District/School website. To the extent possible, the host computer shall be in a lockable room with restricted access.

Regulation COLD SPRING ELEMENTARY SCHOOL DISTRICT

approved: April 2004 Santa Barbara, California

revised: [[insert date]]

Community Relations

BP 1113

DISTRICT AND SCHOOL WEB SITES

To enhance communication with students, parents/guardians, staff, and community members, the Governing Board of Trustees encourages the development and ongoing maintenance of the district District and school web-sites. The website Web sites shall be aligned with the district's plans for communications and media relations.

*(cf. 0000 - Vision)
(cf. 0440 - District Technology Plan)
(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1230 - School-Connected Organizations)
(cf. 1260 - Educational Foundation)
(cf. 4040 - Employee Use of Technology)
(cf. 6020 - Parent Involvement)*

~~The Superintendent/Principal or designee may establish design standards for district and school web sites in order to maintain a consistent identity, professional appearance, and ease of use.~~

Design Standards

The district's design standards shall address the accessibility of district and school web sites to individuals with disabilities, including compatibility with commonly used assistive technologies.

Website Content

The Superintendent/Principal or designee shall develop content guidelines for district and the school web sites. These guidelines shall be consistent with law, Board policy, and administrative regulation.

Staff, students, or other persons may submit materials for web publication to the Superintendent/Principal or her designee to district or school webmaster who shall ensure that the content adheres to district guidelines and policies before being posted to the District/school website.

(cf. 6145.5 - Student Organization and Equal Access)

Advertising on the district or school web sites shall comply with BP 1325 – Advertising and Promotion. ~~may be accepted under the same restrictions and conditions set forth in law, Board policy, and administrative regulations pertaining to advertising in district and school sponsored publications.~~

(cf. 1325 - Advertising and Promotion)

~~District and school web sites shall not include content that is obscene, libelous, or slanderous, or which creates a clear and present danger of inciting students to commit unlawful acts, violate school rules, or substantially disrupt the school's orderly operation.~~

(cf. 5145.2 *Freedom of Speech/Expression*)

~~The Superintendent/Principal or designee should ensure that copyright laws are not violated in the use of material on district or school web sites.~~

(cf. 4132/4232/4332 *Publication or Creation of Materials*)

(cf. 6162.6 *Use of Copyrighted Materials*)

~~Any links to external web sites shall support the educational mission and shall include a disclaimer that the district is not responsible for the content of external web sites.~~

~~Advertising on district or school web sites may be accepted under the same restrictions and conditions set forth in law, Board policy, and administrative regulations pertaining to advertising in district and school sponsored publications.~~

(cf. 1325 *Advertising and Promotion*)

(cf. 3312 *Contracts*)

Privacy Rights

The Superintendent/Principal or designee shall ensure that the privacy rights of web site content protects the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on the District/School website.

(cf. 1340 - *Access to District Records*)

(cf. 4119.23/4219.23/4319.23 - *Unauthorized Release of Confidential/Privileged Information*)

(cf. 5022 - *Student and Family Privacy Rights*)

(cf. 5125 - *Student Records*)

Telephone Phone-numbers, home addresses, and email addresses of students or their parents/guardians shall not be published on the a-district-or/school web pagewebsite.

(cf. 5125.1 - *Release of Directory Information*)

~~Because of the wide accessibility of the Internet and potential risk to students, pPhotograph(s)s of individual a-students shall not be published on the District/Student website accompanied by with his/her name or other personally identifiable information without the prior written consent of the student's parent/guardian. Photographs of groups of students, such as at a school event, may be published on the District/School website provided that students are not identified by name or other personally identifiable informations' names are not included.~~

Home addresses or personal telephone numbers and personal e-mail addresses of staff members shall not be posted on the District/School website.

~~No public safety official shall be required as a condition of employment to consent to the posting on the Internet of his/her photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation, or harm to the officer or his/her family. (Government Code 3307.5)~~

~~District and school web sites shall not post The home address, personal or telephone number or personal e-mail of any elected or appointed official including, but not limited to, a Board member or public safety official shall not be posted on the District/School website;~~ without the prior written permission of that individual. (Government Code 3307.5, 6254.21, 6254.24)

(cf. 3515.3 - District Police/Security Department)

Legal Reference:

EDUCATION CODE

35182.5 Contracts for advertising

35258 Internet access to school accountability report cards

48907 Exercise of free expression; rules and regulations

48950 Speech and other communication

49061 Definitions, directory information

49073 Release of directory information

60048 Commercial brand names, contracts or logos

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

22586 Preschool and prekindergarten privacy

GOVERNMENT CODE

3307.5 Publishing identity of public safety officers

6254.21 Publishing addresses and telephone numbers of officials

6254.24 Definition of public safety official

11135 Nondiscrimination; accessibility to state web sites

PENAL CODE

14029.5 Prohibition against publishing personal information of person in witness protection program

UNITED STATES CODE, TITLE 17

101-122 Subject matter and scope of copyright

504 Penalties for copyright infringement

UNITED STATES CODE, TITLE 20

1232g Federal Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 29

705 Definitions; Vocational Rehabilitation Act

794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 16

312.1-312.12 Children's Online Privacy

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

104.1-104.61 Nondiscrimination on the basis of disability

COURT DECISIONS

City of San Jose v. Superior Court, (2017) 2 Cal.5th 608

Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112

Management Resources:

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter, May 26, 2011

Joint Dear Colleague Letter: Electronic Book Readers, June 2010

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Accessibility of State and Local Government Websites to People with Disabilities, June 2003

WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

WEB SITES

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

California Department of Education, Web Accessibility Standards:

<http://www.cde.ca.gov/re/di/ws/webaccessstds.asp>

California School Public Relations Association: <http://www.calspra.org>

U.S. Department of Education, Office for Civil Rights: <https://www2.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Americans with Disabilities Act: <http://www.ada.gov>World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Policy COLD SPRING ELEMENTARY SCHOOL DISTRICT
adopted: **February 5, 2009** [[insert date]] Santa Barbara, California

Community Relations

AR 1113

DISTRICT AND SCHOOL WEB SITES

Design Standards

The Superintendent/Principal or her designee shall develop design standards for the District/School website that include, but are not limited to, guidelines to ensure the clear organization of the material, readability of the font type and size, and simplicity of the navigation structure linking the content on the website. Such standards shall take into consideration the ease of use on a wide range of devices.

In accordance with the requirements of the Americans with Disabilities Act and Section 504 of the federal Rehabilitation Act of 1973, the District/School website shall contain features that ensure accessibility for individuals with disabilities, which may include, but are not limited to, captions for videos and multimedia presentations, text alternatives to images, provision of sufficient time to use the content, avoidance of flashing images, adequate contrast in visual presentations, and/or other features that meet applicable standards for web site accessibility. The Superintendent/Principal or her designee shall regularly review the District/School website and modify them as needed to ensure legal compliance with accessibility standards.

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

Web Site Website Content

The ~~district~~District/School website web site shall provide current and useful information regarding ~~De~~District/School programs, activities and operations. Such information shall be appropriate for both internal and external audiences.

The content of the web site may include, but not be limited to, district/~~or~~ school news, district mission and goals, agendas and minutes of Governing Board ~~of~~Trustees meetings, policy information, the School Accountability Report Card, messages from the Board or administrators, information about curriculum and instruction, school calendars, student projects, school clubs and activities, lunch menus, transportation schedules, school map, school handbook, parent conferences, educational resources, links to other educational ~~sites and contacts for further information~~resources.

(*Education Code 35258*)

(cf. 0440 - *District Technology Plan*)

(cf. 0510 - *School Accountability Report Card*)

(cf. 1100 - *Communication with the Public*)

(cf. 9322 - *Agenda/Meeting Materials*)

~~The Superintendent/Principal or designee shall make the information contained in the School Accountability Report Card accessible on the Internet and shall ensure that such information is updated annually.~~

*(Education Code 35258)
(cf. 0510 - School Accountability Report Card)*

With approval of the Superintendent/Principal, individual teachers may create web pages linked to the District/School website to provide information pertaining to class assignments, expectations, and activities.

Student work may be published on the District/School website web site provided that both the student and his/her parent/guardian provide written permission or the work is part of an existing publication such as a newspaper or school newsletter.

Students, staff or other individuals may not use the district site to provide access to their personal web pages or online services.

If any copyrighted material is posted on a district or school web site, the web site shall include a notice crediting the original producer of the material and noting how and when permission to reprint the material was granted. Any copyrighted material to be posted on the District/School website shall be submitted to the Superintendent/Principal or her designee together with the permission of the copyright owner to reprint the material. Any copyrighted material submitted without the copyright owner's permission shall only be posted on the District/School website if the Superintendent/Principal or her designee determines that the material is in the public domain or that the intended use meets the criteria for fair use or another exception pursuant to 17 USC 107-122. When any copyrighted material is posted, the web site shall include a notice crediting the copyright owner and, as necessary, shall note that permission to reprint the material was granted.

*(cf. 4132/4232/4332 - Publication or Creation of Materials)
(cf. 6162.6 - Use of Copyrighted Materials)*

Whenever a district or school web site includes links to external web sites, it shall include a disclaimer that the district is not responsible for the content of external web sites.

Roles and Responsibilities

The district webmaster shall be responsible for uploading material to the website the content and publication of the district web site upon the approval of the Superintendent/Principal or designee. He/she shall review District/School website to ensure consistency with District standards all content before publication, upload content to the district web server, regularly check links for accuracy and appropriateness, keep the web server free of outdated or unused files, and provide technical assistance as needed.

The Superintendent/Principal or her designee may assign additional staff members to conduct editorial reviews of all materials submitted for publication on the District/School website and to make corrections as needed in spelling, grammar, or accuracy of content.

Security

The Superintendent/Principal ~~The web site host computer~~ shall ~~establish have~~ security procedures for the District's computer network to prevent that prohibit unauthorized ~~access and changes to the District/School website. persons from accessing system level controls or making changes to web site content.~~ To the extent possible, the host computer shall be in a lockable room with restricted access.

Regulation COLD SPRING ELEMENTARY SCHOOL DISTRICT
approved: April 2004 Santa Barbara, California
revised: ~~February 5, 2009~~ [[insert date]]

Philosophy, Goals, Objectives, and Comprehensive Plans BP 0500(a)

ACCOUNTABILITY

The Governing Board recognizes its responsibility to ensure accountability to the public for the performance of the Cold Spring School. The Board shall regularly review the effectiveness of district programs, personnel, and fiscal operations, with a focus on improving student achievement. The Board shall establish systems and processes to monitor results and to evaluate the district's progress toward accomplishing the district's vision and goals set forth in the local control and accountability plan (LCAP).

- (cf. [0000](#) - Vision)
- (cf. [0200](#) - Goals for the School District)
- (cf. [0400](#) - Comprehensive Plans)
- (cf. [2140](#) - Evaluation of the Superintendent)
- (cf. [3460](#) - Financial Accountability and Reports)
- (cf. 4115 - Evaluation/Supervision)
- (cf. [4215](#) - Evaluation/Supervision)
- (cf. 4315 - Evaluation/Supervision)
- (cf. [6011](#) - Academic Standards)
- (cf. [6141](#) - Curriculum Development and Evaluation)
- (cf. 6190 - Evaluation of the Instructional Program)
- (cf. [9000](#) - Role of the Board)
- (cf. [9005](#) - Governance Standards)
- (cf. [9400](#) - Board Self-Evaluation)

The performance of the Cold Spring School shall be evaluated annually based on multiple measures specified in the California Accountability and Continuous Improvement System as reported on the California School Dashboard.

- (cf. 0510 – School Accountability Report Card)
- (cf. 6162.5 – Student Assessment)
- (cf. 6162.51 – State Academic Achievement Tests)

Evaluation results may be used as a basis for revising school goals, updating the LCAP, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support and assistance, awarding incentives or rewards, and establishing other performance-based consequences.

- (cf. 0400 – Comprehensive Plans)
- (cf. 0420 – School Plans/Site Councils)
- (cf. 4141/4241 – Collective Bargaining Agreement)

Legal Reference:

EDUCATION CODE

- 33127-33129 Standards and criteria for fiscal accountability
- 33400-33407 CDE evaluation of district programs
- 44660-44665 Evaluation of certificated employees
- 51041 Evaluation of the educational program

52052-522052.1 Public school performance accountability program
52060-52077 Local Control Accountability Plan
56366 Nonpublic, nonsectarian schools
60640-60649 California Assessment of Student Performance and Progress
CODE OF REGULATIONS, TITLE 5
1068-1074 Alternative schools accountability model, assessments
15440--15464 Standards and criteria for fiscal accountability
UNITED STATES CODE, TITLE 20
6311 Accountability state plan
6312 Local educational agency plan

CODE OF FEDERAL REGULATIONS, TITLE 34

200.12-200.24 State accountability system
200.30-200.48 State and LEA report cards and plans

Management Resources:

WEB SITES

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

California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>

California School Dashboard: <http://www.caschooldashboard.org>

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

Policy COLD SPRING ELEMENTARY SCHOOL DISTRICT

adopted: [[insert date]] Santa Barbara, California

Philosophy, Goals, Objectives, and Comprehensive Plans BP 0500(a)

ACCOUNTABILITY

The Governing Board of Trustees recognizes its responsibility to ensure accountability to the public for the performance of the ~~district school~~Cold Spring School. The Board shall regularly review the effectiveness of ~~the district's~~ programs, personnel, and fiscal operations, with a focus on ~~the district's effectiveness in~~ improving student achievement. The Board shall establish systems and processes to monitor results and to evaluate the district's progress toward accomplishing the district's vision and goals set forth in the local control and accountability plan (LCAP).

- (cf. [0000](#) - Vision)
- (cf. [0200](#) - Goals for the School District)
- (cf. [0400](#) - Comprehensive Plans)
- (cf. [2140](#) - Evaluation of the Superintendent)
- (cf. [3460](#) - Financial Accountability and Reports)
- (cf. 4115 - Evaluation/Supervision)
- (cf. [4215](#) - Evaluation/Supervision)
- (cf. 4315 - Evaluation/Supervision)
- (cf. [6011](#) - Academic Standards)
- (cf. [6141](#) - Curriculum Development and Evaluation)
- (cf. 6190 - Evaluation of the Instructional Program)
- (cf. [9000](#) - Role of the Board)
- (cf. [9005](#) - Governance Standards)
- (cf. [9400](#) - Board Self-Evaluation)

The performance of the Cold Spring School shall be evaluated annually based on multiple measures specified in the California Accountability and Continuous Improvement System as reported on the California School Dashboard. The Board and the Superintendent/Principal shall agree upon appropriate measures of district and student performance and shall establish a schedule for providing regular reports to the Board and the public regarding district progress.

- (cf. [0510](#) - School Accountability Report Card)
- (cf. [6162.5](#) - Student Assessment)
- (cf. [6162.51](#) - State Academic Achievement Tests)
- (~~0510~~ - School Accountability Report Card)
- (cf. [1100](#) - Communication with the Public)
- (cf. [1112](#) - Media Relations)

~~Opportunities for feedback from students, parents/guardians, staff, and community members shall be made available as part of the review and evaluation of district programs and operations.~~

- (cf. [6020](#) - Parent Involvement)
- ~~Indicators of district progress in improving student achievement shall include, but not be limited to, the Academic Performance Index (API) established by the state's accountability system and measures of "adequate yearly progress" (AYP) required under the federal accountability system.~~
- (cf. [0520.1](#) - High Priority Schools Grant Program)
- (cf. [0520.2](#) - Title I Program Improvement Schools)
- (cf. [0520.3](#) - Title I Program Improvement Districts)
- (cf. [6162.5](#) - Student Assessment)
- (cf. [6162.51](#) - Standardized Testing and Reporting Program)

(cf. 6162.52 High School Exit Examination)

Following the annual publication of the API and school rankings by the Superintendent of Public Instruction, the Board shall, at a regularly scheduled meeting, discuss the results of the school's annual ranking. (Education Code 52056)

This discussion shall include an examination of scores from the Standardized Testing and Reporting (STAR) program, by grade and student subgroup, including disaggregated data based on socioeconomic status, race/ethnicity, enrollment in special education, English proficiency, and gender.

(cf. 3553 Free and Reduced Price Meals)

Evaluation results may be used as a basis for revising school goals, updating the LCAP, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support ~~or and~~ assistance, awarding incentives or rewards, and establishing other performance-based consequences.

(cf. 0400 – Comprehensive Plans)

(cf. 0420 – School Plans/Site Councils)

(cf. 4141/4241 – Collective Bargaining Agreement)

Legal Reference:

EDUCATION CODE

33127~~33127-33129~~33129 Standards and criteria for fiscal accountability

33400~~33400-33407~~33407 CDE evaluation of district programs

44660~~44660-44665~~44665 Evaluation of certificated employees

51041~~51041~~ Evaluation of the educational program

52052-522052.1 Public school performance accountability program

52060-52077 Local Control Accountability Plan

56366 Nonpublic, nonsectarian schools

52050~~52059~~ Public Schools Accountability Act

60640~~60640-60649~~60649 California Assessment of Student Performance and Progress~~Standardized Testing and Reporting Program~~

CODE OF REGULATIONS, TITLE 5

1068-1074 Alternative schools accountability model, assessments

15440~~15440-15463~~15463~~154634~~ Standards and criteria for fiscal accountability

UNITED STATES CODE, TITLE 20

6311~~6311~~ Accountability, adequate yearly progress state plan

6312~~6312~~ Local educational agency plan

6316 School and district improvement

CODE OF FEDERAL REGULATIONS, TITLE 34

200.13~~200.1312-200.20~~200.20~~200.204~~ State accountability system Adequate yearly progress

200.30~~200.30-200.35~~200.35~~200.3548~~ Identification of program improvement schools State and LEA report cards and plans

200.36~~200.38~~ Notification requirements

200.52~~200.53~~ District improvement

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance

WEB SITES

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

California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>

California School Dashboard: <http://www.caschooldashboard.org>

U.S. Department of Education: <http://www.ed.gov>, No Child Left Behind: <http://www.nclb.gov>

Policy COLD SPRING ELEMENTARY SCHOOL DISTRICT

adopted: February 5, 2009 [[insert date]] Santa Barbara, California

**CONFERENCE
AGENDA ITEM 15.A.**

DATE: **FEBRUARY 12, 2018**

TO: **BOARD OF TRUSTEES**

FROM: **AMY ALZINA, SUPERINTENDENT/PRINCIPAL**

RE: **TEACHER FEEDBACK FOR 2018-19 CALENDAR**

SUMMARY

The Board annually approves the District's calendar for the next school year. Prior to approval of the calendar, the Board considers input from the Cold Spring School Education Association. Changes to the calendar require meeting and conferring with the CSEA as part of the contract negotiation process.

I have included in your materials a draft of the calendar reflecting the CSEA's preferences as well as the Santa Barbara Unified School District Board approved calendar for the 2018-19 school year.

In the past, after the Board has considered teacher input in calendar development, it has typically approved a calendar in March of each year.

COLD SPRING SCHOOL DISTRICT 2018-2019 CALENDAR – Board Approved: PROPOSED DRAFT

| July | | | | | | |
|--|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| 4 Independence Day Observed – School & Office Closed | | | | | | |

| August | | | | | | |
|---|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| 3 Half Day District Holiday – Office Closed PM 16-20 Staff Development Days/Work Days 21 First Day of School for Students | | | | | | |

| September | | | | | | |
|--------------------------------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |
| 3 Labor Day – School & Office Closed | | | | | | |

| October | | | | | | |
|---|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| 8 Staff Development Day – School Closed | | | | | | |

| November | | | | | | |
|---|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |
| 12 Veterans Day – School & Office Closed 13-16 Parent Teacher Conferences – Minimum Day 19-23 Thanksgiving Holiday – School Closed 21-23 Office Closed | | | | | | |

| February | | | | | | |
|--|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | | |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | | |
| 15 & 18 Presidents' Birthdays – School & Office Closed | | | | | | |

| April | | | | | | |
|--|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |
| 1 Staff Development Day – School Closed | | | | | | |
| S | M | T | W | T | F | S |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| 27 Memorial Day – School & Office Closed | | | | | | |

| May | | | | | | |
|---|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| 6 Last Day of School for Students – Minimum Day 7 Staff Work Day | | | | | | |
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

Santa Barbara Unified School District
Traditional School Calendar 2018-2019

| July 2018 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| August 2018 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| September 2018 | | | | | | |
|----------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | 1 | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| October 2018 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| November 2018 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| December 2018 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | 1 | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| AUGUST | | | | | | |
|--------|----------------------------------|--|--|--|--|--|
| 22 | First Day of School (All Grades) | | | | | |

| SEPTEMBER | | | | | | |
|-----------|---------------------------------------|--|--|--|--|--|
| 3 | Holiday- Labor Day (No School) | | | | | |
| 18 | All Junior High Schools (Minimum Day) | | | | | |

| OCTOBER | | | | | | |
|---------|--|--|--|--|--|--|
| 19 | End of Term San Marcos High School- 1 st Term (Minimum Day) | | | | | |

| NOVEMBER | | | | | | |
|----------|--|--|--|--|--|--|
| 9 | End of Trimester for Elementary Schools (Minimum Day) | | | | | |
| 12 | Holiday - Veterans Day (No School) | | | | | |
| 13-16 | Parent Conferences Elementary Schools -1 st Trimester (Minimum Day) | | | | | |

| DECEMBER | | | | | | |
|----------|---|--|--|--|--|--|
| 4 | All Junior High Schools (Minimum Day) | | | | | |
| 21 | Elementary Schools, Grades TK-6 (Minimum Day) | | | | | |

| JANUARY | | | | | | |
|---------|---|--|--|--|--|--|
| 1-4 | Winter Break (No School) | | | | | |
| 18 | End of Semester All Secondary Schools -1 st Semester (Minimum Day) | | | | | |
| 18 | End of Term San Marcos High School -2 nd Term (Minimum Day) | | | | | |

| FEBRUARY | | | | | | |
|----------|--|--|--|--|--|--|
| 15 | Holiday- Lincoln's Birthday (No School) | | | | | |
| 18 | Holiday- Washington's Birthday (No School) | | | | | |

| MARCH | | | | | | |
|-------|--|--|--|--|--|--|
| 12 | All Junior High Schools (Minimum Day) | | | | | |
| 15 | End of Trimester for Elementary Schools (Minimum Day) | | | | | |
| 18-22 | Parent Conferences Elementary Schools -2 nd Trimester (Minimum Day) | | | | | |

| APRIL | | | | | | |
|-------|--|--|--|--|--|--|
| 15 | Last Day of School (All Grades) | | | | | |
| 18 | End of Trimester for Elementary Schools (Minimum Day) | | | | | |
| 21-25 | End of Semester All Secondary Schools-2 nd Semester (Minimum Day) | | | | | |
| 25-29 | End of Term San Marcos High School-4 th Term (Minimum Day) | | | | | |

| MAY | | | | | | |
|-----|---------------------------------------|--|--|--|--|--|
| 14 | All Junior High Schools (Minimum Day) | | | | | |
| 27 | Holiday- Memorial Day (No School) | | | | | |
| 30 | Last Day of School (All Grades) | | | | | |

| JUNE | | | | | | |
|-------|--|--|--|--|--|--|
| 5 | End of Trimester for Elementary Schools (Minimum Day) | | | | | |
| 18 | End of Semester All Secondary Schools-2 nd Semester (Minimum Day) | | | | | |
| 21-25 | End of Term San Marcos High School-4 th Term (Minimum Day) | | | | | |
| 26 | Last Day of School (All Grades) | | | | | |

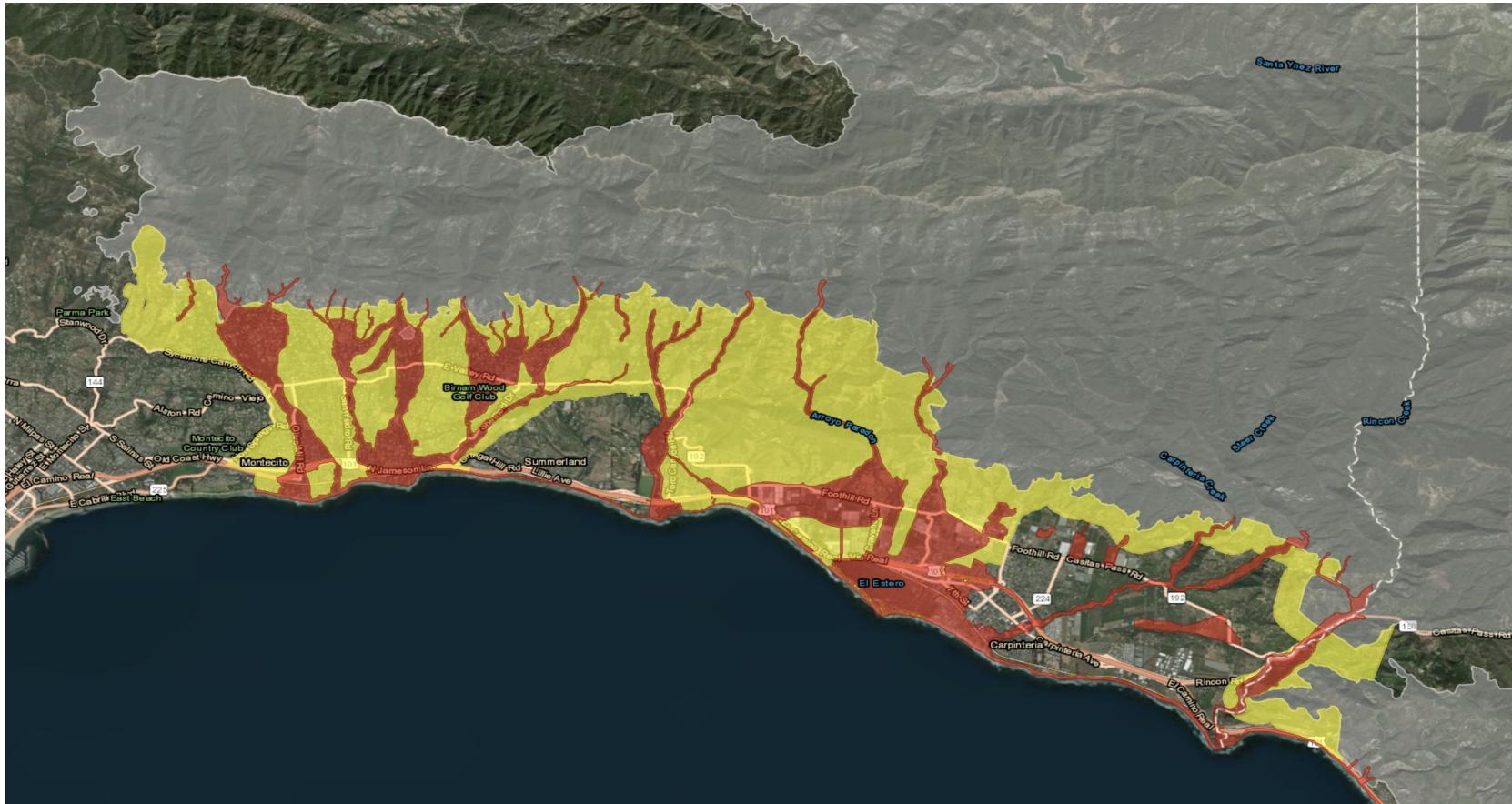
 School Days
 No School/Vacations/Holidays
 *Red* Indicates Federal Observed Holidays

CSSD Evacuation Plan Storm Readiness

Superintendent/Principal Dr. Amy M. Alzina
February 12, 2018



Debris Flow Risk Areas: Extreme Risk and High Risk



72-Hour Storm Evacuation Timeline

72-Hour Storm Evacuation Timeline

Pre-Evacuation Advisory Issued

Community members should begin planning for potential evacuations. If at any time you feel threatened, take immediate action. Do not wait for a notification.

72 Hours



48 Hours

Recommended Evacuation Warning

Community members with access or functional needs or large animals should evacuate now

Mandatory Evacuation Order Issued

Community members in Extreme and High Risk Areas should evacuate now

24 Hours

12 Hours

Mandatory Evacuation Order Becomes Effective

Community members in Extreme and High Risk Areas should have left the area

Storm Arrives

Storm capable of producing debris flows similar to the 1/9 debris flow event

Storms Arrives

An Event Happens with Little or No Warning

A Debris Flow or Flood may cause the area to be inundated with mud, rocks, vegetation and/or water. This can either cause destruction or isolate the school.

- An event that happens with little or no warning
 - Call 911
 - Move students to a safe refuge area: Classrooms and/or auditorium
 - Maintain accountability of students and staff
 - Alert others on your way but do not stop until you are out of harm's way.
 - Be prepared to move if necessary
 - Communicate with parents the status of the school and students via ParentSquare Smart Alert
 - Encourage parents to stay put and stay safe

An Evacuation Order or Warning has been issued by authorities during non-school hours

- Superintendent/principal will notify parents that school will be closed
- Superintendent/principal and director of facilities will Secure the School
- Secure an alternate campus to hold school: **Tentative Plan - El Rancho Campus in Goleta (7421 Mirano Dr., Goleta, CA)**



An Evacuation Order or Warning has been issued by authorities during school hours

- If the order is issued and does not occur for **more than 4 hours**, then notify parents to pick up their student
- For students whose parents cannot pick up their student within 2 hours. Take the student to the alternative pick-up site outside of the Evacuation Order and Warning Area: Tentative - **Franklin Elementary School (1111 E. Mason Street, Santa Barbara, CA)**
- Maintain accountability of students and staff
- Secure School

If the order is to occur in **less than 2 hours**, notify parents to pick up their student immediately

- For students whose parents cannot pick up their student within 1 hour. Staff will take students to the alternative pick-up site outside of the Evacuation Order and Warning Area: Tentative - **Franklin Elementary School (1111 E. Mason Street, Santa Barbara, CA)**
- Maintain accountability of students and staff
- Secure School

Be Storm Ready

- ReadySBC.org
- AwareAndPrepare.org

Aware & Prepare Alerts

It is critical that people in Santa Barbara County register to receive emergency alerts. Sign up at www.AwareAndPrepare.org. If we can't reach you, we can't alert you.



A screenshot of the Santa Barbara County Ready website. The header features the county seal and navigation links for Storm Readiness, News, Property, Health & Safety, More Resources, Roads, and Maps. A note at the top right says "For Information, call 833-688-5551".

Storm Readiness

[Home](#) → [Storm Readiness](#)



Be Storm Ready

The intensity of the Thomas Fire left our mountains with little or no vegetation to prevent the slopes from sliding. With the immediate approach of winter storms, the threat of flash floods and debris flows is now 10 times greater in your community than before the fire – they can happen with little or no warning. Officials may only be able to alert the public with just a few minutes notice, or none at all. It is imperative that you understand the seriousness of the situation and are prepared. Do not delay in taking action to protect you, your family and your property. To determine if your property is in a risk area, please refer to this [interactive map](#). For residents who do not have access to the Internet, call 211 or (800) 400-1572.

10 Steps to Protect Yourself Now

With the immediate approach of winter storms, the threat of flash floods and debris flows is now 10 times greater in your community than before the fire – they can happen with little or no warning.

[Read the 10 Steps You Should Take Now](#)

Aware & Prepare Alerts

It is critical that people in Santa Barbara County register to receive emergency alerts. Sign up at www.AwareAndPrepare.org. If we can't reach you, we can't alert you.



RESOLUTION OF THE COLD SPRING SCHOOL DISTRICT BOARD OF TRUSTEES WAIVING THE DISTRICT RESIDENCY REQUIREMENT SET FORTH IN BOARD POLICY SECTION 5111.1 FOR CERTAIN STUDENTS AND FAMILIES OF THE COLD SPRING SCHOOL DISTRICT AFFECTED BY THE THOMAS FIRE OF DECEMBER 2017 AND THE MONTECITO MUDSLIDE EVENT OF JANUARY 9, 2018, SANTA BARBARA, CALIFORNIA

RESOLUTION NO. 2017-18/6

WHEREAS, the Montecito Community, including the area within the jurisdictional boundaries of the Cold Spring School District, was severely impacted by the Thomas Fire that occurred during the month of December 2017, burning the homes of several Cold Spring School District community and family members;

WHEREAS, following the fires, during a rain event that occurred on the morning of January 9, 2018, the Montecito community, including areas within the Cold Spring School District, experienced a massive mudslide that claimed the lives of Montecito community members and Cold Spring School District family members and destroyed several homes in the Cold Spring School District;

WHEREAS, many families of the Cold Spring School District remain evacuated from their homes and, in some cases, may not be able to return until their homes are rebuilt;

WHEREAS, the Cold Spring School District desires to keep its community together and is working diligently to support the community through the rebuilding and healing process;

NOW, THEREFORE, IT IS RESOLVED AND ORDERED BY THE GOVERNING BOARD AS FOLLOWS:

1. The above recitals are true and correct;
2. A temporary exception/exemption is created for the Board Policy 5111.1 District Residency that deems a student to have complied with the residency requirement of the District if he or she meets the following criteria:
 - a. For the 2017-2018 school year, a child that was enrolled in the Cold Spring School District for the 2017-2018 academic year and a student of the District on January 8, 2018, the child shall be deemed to comply with the residency requirement for the remainder of the 2017-2018 academic year;
 - b. For the 2018-2019 through 2021-2022 academic years, a child's family that resided in the Cold Spring School District on January 8, 2018, and who's family was displaced as a result of (i) damage to their property; (2) damage to a

property in which they reside; or (3) other consequences directly related to the mudslide, shall be deemed to comply with the residency requirement set forth in Board Policy 5111.1, so long as the family completes an affidavit that expresses a desire to continue to reside in the property or to relocate within the District boundaries as soon as is feasible for the family. The family shall provide the District with some proof of displacement caused by the Thomas Fire or subsequent mudslide. A rejection of the evidence may be appealed to the Board of Trustees for review.

3. The Superintendent/Principal is directed to implement the exception/exemption effective immediately and to take any and all further actions required including providing notice to community members and providing assistance to those requesting the exception/exemption.
4. Except for the exception/exemption provided for in this resolution, the District shall continue to fully enforce the provisions of Board Policy 5111 and 5111.1.

APPROVED AND ADOPTED by the Board of Trustees of the Cold Spring School District at a regular board meeting held on the 12th day of February 2018, in Santa Barbara County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Jennifer Miller, President
Board of Trustees of the
Cold Spring School District

I, Amy Alzina, Ed.D., Superintendent/Principal and Secretary to the Governing Board of Trustees of the Cold Spring School District of Santa Barbara County, California, do hereby certify that the foregoing is a true, and correct copy of a resolution and reflection of its vote as duly adopted by said Board at a meeting thereof, which Resolution is on file and of record in the office of the Superintendent/Principal.

Date: _____

Dr. Amy Alzina
Superintendent/Principal
And Secretary to the Board of Trustees
Cold Spring School District

Cold Spring School District

2017-18 LCAP Update/Budget Update
Superintendent/Principal Dr. Amy M. Alzina

February 12, 2018

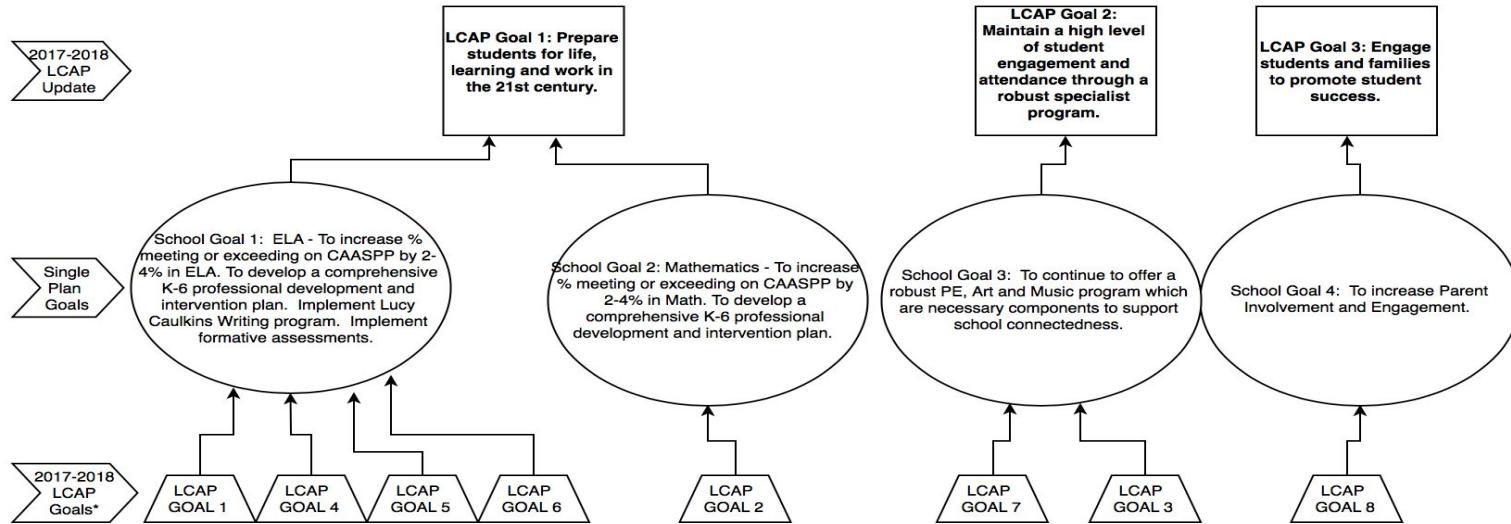


CSS Mission Statement

The mission of Cold Spring School is to provide a quality educational program in a secure family atmosphere, which fosters a balance of academic achievement, healthy personal development, social and environment responsibility, and enthusiasm for lifelong learning.

Teachers, staff, parents, and the community will work together to create a school environment in which cooperative problem-solving, creativity, and innovative thinking are encouraged, and the unique potential of each individual student and employee is valued and nurtured.

Cold Spring School District LCAP Annual Update



*Description of 2017-2018 LCAP Goals created in May 2017.

LCAP Goal 1: All students in grades 4-6 will be reading at or above the California grade level standard.

LCAP Goal 2: All students in grades 4-6 will be performing mathematically at or above the California grade level standard as evidenced by the CAASPP assessment.

Fully implement standards as observed by classroom observations. All students, including English Learners will have full access to the standards.

LCAP Goal 3: The Superintendent/Principal will work with the Board to ensure that enrollment and staffing decisions are made that support small class size (school wide average of 20:1 or below). The District will provide highly qualified teachers and a well-maintained and safe learning environment.

LCAP Goal 4: Cold Spring School will provide an integrated K-6 STEAM program aligned with NGSS.

LCAP Goal 5: All English Learners will show progress toward reclassification and become reclassified with 4 years of entry into Cold Spring.

LCAP Goal 6: All teachers will utilize instructional strategies and materials that move all students toward mastery of the California Standards.

LCAP Goal 7: The Cold Spring budget, with the help of the Foundation financial support, will continue to support specialists in technology, PE, art, library, and music.

LCAP Goal 8: Parents and community are provided additional opportunities for involvement and input into the decision-making process with efforts made by the new Superintendent/Principal in the area of a new School Site Council with various stakeholder groups in compliance with CDE regulations and protocols. The SSC will hold regularly scheduled meetings with a record of their actions.

Core Budget Principles

- Students and their learning are at the center of the decisions
- Teaching and learning conditions matter for student success
- Requested resources for programs, services, and activities reflect the core values of academic achievement, respectful community, and continuous improvement

Funding Formula

State Aid

Per pupil

Supplemental Concentration (Foster Youth, EL, Low Socio)

Funding line

Funding below the line = State Backfill

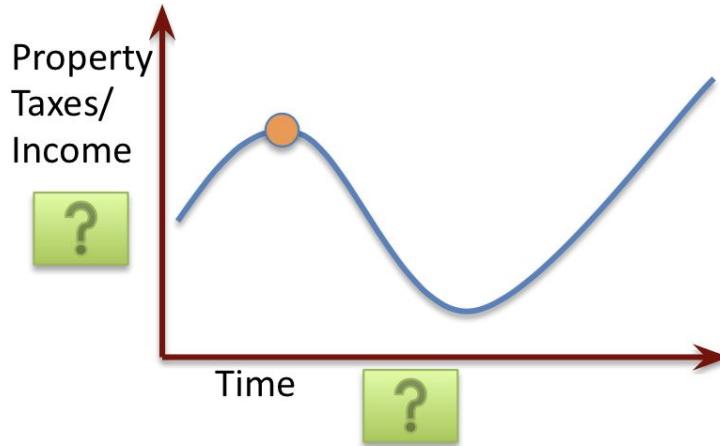
Community Funded

Same calculation

Property taxes above the line

Districts keep what is above the line

No Backfill



Big Picture Decision

Values: transparency, open communication, clarity, kindness

Limiting Factors: timeline, facts

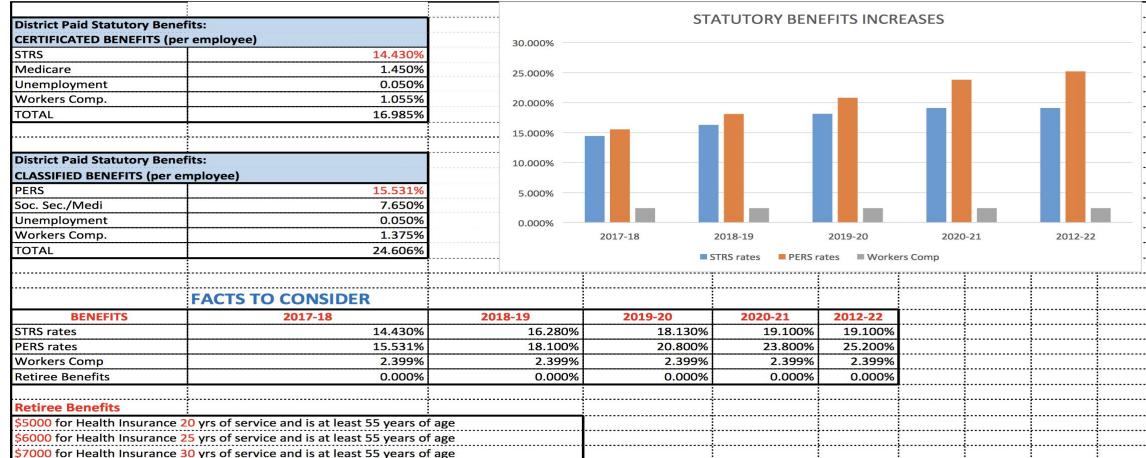
Decision Making: administration recommends, Board decides

What We Know...

- April
- 2018-2019
 - Predicting a 4-9% decrease in revenue = \$350,000 in cuts, possibly \$400,000
 - We won't really know the exact decrease to our revenue will be until April 2018

What We Know for 2018-2019

- We will have an increase in expenditures due to rising cost in statutory benefits from the state:
PERS and STRS



| | 2017-2018 | 2018-2019 | Total Increase |
|--------------|--------------|--------------|-------------------------------------|
| Certificated | \$203,122.45 | \$232,050.88 | \$28,928.43 |
| Classified | \$97,633.64 | \$117,956.11 | \$20,322.47 |
| | | | Total: \$49,250.90 |

What We Know for 2018-2019

- We will have an increase in expenditures due to established annual salary increases: Average Classified Employee Increase and Certificated Employee Increase.

- | Staff | Summary Cost of Step and Column Adjustments | % Increase |
|--------------|--|-------------------|
| Certificated | \$17,733.95 | 1.40% |
| Classified | \$16,718.57 | 2.10% |

TOTAL anticipated cost of step and column for 2018-2019: \$34,452.52

What We Know for 2018-2019

- TOTAL anticipated cost of step and column for ALL Employees: **\$34,452.52**
- Total increase in expenditures due to rising cost in statutory benefits from the state, PERS and STRS: **\$49,250.90**
 - Total Increase to the 2018-2019 Budget for Employees: **\$83,703.42**

Total Proposed Cuts to the 2018-2019 Budget

2017-2018 Total Revenue Budget: \$3,882,947.39

- Predicting a 4-9% decrease in revenue from Property Taxes = \$350,000 in cuts, possibly \$400,000
- Increase to the 2018-2019 Budget for Employee Costs: \$83,703.42
- TOTAL Proposed Cuts to the 2018-2019 Budget: **\$433,703.42 - \$483,703.42**

Budget Development Process

- Provide monthly budget updates to the Board
- Meet Regularly with Teachers to discuss student learning and program improvements to increase student learning
- Meet with teachers and staff to discuss budget
- Survey employees for input to budget
- Meet with parents and community members to discuss budget
- Survey staff, parents and the community for input to budget
- Meet with Board

Timeline

Certificated Timeline

Jan. 31 Certificated info and input

Feb. 1&2 Staff Input into survey

Feb. 6 Parent Input

Feb. 7 Site Council/LCAP Committee Input

Feb. 7 Certificated/Classified Input

Feb. 9 Survey Parents and Teachers

Feb. 12 Board Meeting: Budget and Present Survey results

Feb. TBD Possible “Special” Board Meeting

Mar. 12 Board Meeting: Vote

March 15 Layoff notices served and 2nd Interim Report to the Board

*2017-2018 Budget

*2018-2019 Prelim Budget +2 year outlook

May 14: Governor’s May Revision - Incorporate May Revision changes to the 2018-2019 budget

May 14: Board meeting Final Decision

May 15: Final Letters

June 12: Preliminary Adopted Budget and LCAP to the Board

June 15: State Budget passed by Legislature

Timeline

Classified Timeline

- Feb. 2 Classified input and info
- Feb. 6 Parent Input
- Feb. 7 Site Council/LCAP Committee Input
- Feb. 7 Certificated/Classified Input
- Feb. 9 Survey Parents and Teachers
- Feb. 12 Board Meeting: Budget and Present Survey results
- Feb. TBD Possible “Special” Board Meeting
- Mar. 14 Board Meeting: Vote
- March 15 2nd Interim Report to the Board
 - *2017-2018 Budget
 - *2018-2019 Prelim Budget +2 year outlook
- April 14 Board Meeting
- April 15 Final Letters



Board Self-Evaluation Toolkit

How does your board measure up?

Governance teams are effective when they take collective responsibility for the team's performance. To do this, they should periodically evaluate their own effectiveness and ability to create a positive organizational culture focused on improved student learning and achievement.

While there are a variety of ways to self-evaluate, perhaps the best criteria for boards to evaluate themselves against are CSBA's Professional Governance Standards for School Boards.

Adopted in 2000 by board members from throughout the state, they set a standard of excellence for board performance.

The board self-evaluation toolkit can be used by boards to assess their collective performance against CSBA's Professional Governance Standards. It can also be used by boards without outside assistance and is designed to help boards have productive, collegial conversations about what they are doing well and areas in which they would like to improve.

to order

Fax the CSBA registrar at (916) 669-3366, or complete the order form below and mail to CSBA, 3251 Beacon Blvd., West Sacramento, CA 95691.

Charges include: \$10, plus shipping and handling, and tax.

If you are placing an order from out of the country or state you will need to pay by credit card. Additional shipping charges may apply.

Using the CSBA Professional Governance Standards for School Board Self-Evaluation

| | | |
|--------------|-------|------------------------|
| NAME | TITLE | DISTRICT/COUNTY OFFICE |
| ADDRESS | CITY | STATE ZIP |
| PHONE NUMBER | EMAIL | |

Shipping and handling

- 1 to 2 items: \$3
- 3 to 5 items: \$5
- 6 to 9 items: \$7
- Over 10 items: FREE

charges in USA for standard delivery (7-10 business days)

Quantity x \$10

Shipping/Handling

Subtotal

Sales Tax (8%)

Total

Payment type

CHECK # ENCLOSED

VISA/MASTERCARD/AMERICAN EXPRESS #

EXP. DATE

SIGNATURE

**Cold Spring School District
Board Meeting Agenda Items
2017-18 School Year**

July 2017

- Superintendent Goal Setting
- General Obligation Bond (Study Session)
- Quarterly Williams Report

August 2017

- School Psychologist Presentation
- Update on Science Program
- Chromebooks
- Deferred Maintenance
- Opening of School Timeline

September 2017

- Specialist Presentation – Technology
- Unaudited Actuals
- Sufficiency of Textbooks (Oct)
- CAASPP Results (Oct)
- IPM plan review (Oct)
- Update on GO Bond survey
- Gann Report

October 2017

- Board “Do’s and Don’ts”
- Board Protocols
- Specialist Presentation – Music
- Quarterly Williams Report

November 2017

- Specialist Presentation – Art
- Evaluation of Contract with Legal Counsel
- Comprehensive School Safety Plans

December 2017

- Board Reorganization
- First Interim Report
- Recognition of Parent Volunteers
- Comprehensive School Safety Events

January 2018

- Quarterly Williams Report
- Annual Audit

February 2018

- Proposed Calendar for Subsequent School Year

March 2018

- Second Interim Report
- Approval of District Calendar

April 2018

- Quarterly Williams Report
- Discussion of Preliminary Budget
- School Accountability Report Card (SARC)

May 2018

- Recognition of Parent Volunteers
- Evaluate SAVE Program
- Budget Update

June 2018

- Approval of LCAP
- Adoption of Budget