



Santa Cruz County Board of Education • 400 Encinal Street, Santa Cruz, CA 95060 • Tel (831) 466-5900 • www.santacruzcoe.org
Ms. Jane Royer Barr • Ms. Rose Filicetti • Ms. Sandra Nichols • Ms. Sue Roth • Mr. Dana Sales
Mr. Abel Sanchez • Mr. Bruce Van Allen

Santa Cruz County Board of Education
Regular Board Meeting
Thursday September 19, 2019
4:00 p.m.
Board Room

AGENDA

1. CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF QUORUM

Dana Sales (President), Jane Royer Barr, Rose Filicetti, Sandra Nichols, Sue Roth, Abel Sanchez,
Bruce Van Allen
Faris Sabbah, Secretary

2. PLEDGE OF ALLEGIANCE

Superintendent Sabbah (Secretary) will lead the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

4. PUBLIC COMMENT

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker, on any specific topic, may speak up **three (3) minutes** unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (EDC § 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. Please refer to item, Please Note, on the last item of this agenda.

5. CONSENT AGENDA

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

- 5.0.1 Minutes of the Regular Board Meeting of August 15, 2019
- 5.0.2 Routine Budget Revisions
- 5.0.3 Donations
- 5.0.4 Surplus Equipment

5.1. DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 5.0 for further discussion/consideration if so determined.

6. CORRESPONDENCE

Correspondence will be available for review at the meeting location.

7. REPORTS, DISCUSSIONS, AND PRESENTATIONS

7.1 2018-2019 Unaudited Closing Financial Statement

The Board is requested to review information from the annual closing financial reporting document filed with the California Department of Education.

Presenter: Mary Hart, Deputy Superintendent, Business Services

7.2 Health and Wellness Santa Cruz (HWSC)

The Board will receive a report on the Health and Wellness Santa Cruz (HWSC) initiative, which is a learning series designed for school staff to increase their awareness of local community resources and how to successfully connect students and their families with services that would be helpful to them. The report will also discuss the grant that funds this program.

Presenter: Robyn McKeen, Project Coordinator, Health and Wellness Santa Cruz

8. PUBLIC HEARINGS, NEW BUSINESS, AND ACTION ITEMS

8.1. Suicide Prevention

September is nationally recognized as Suicide Prevention month. Michael Paynter, Director of Student Support Services, will give a presentation highlighting Santa Cruz County Office of Education and community initiatives to support the mental and emotional health of students in Santa Cruz County. Following the presentation, the Board will be asked to adopt Resolution #19-14 in Support of National Suicide Prevention Month.

Presenter: Michael Paynter, Director, Student Support Services

Motion &
Roll Call Vote: Dana Sales (President)

8.2. Public Hearing: Sufficiency of Instructional Materials

Pursuant to Education Code Section 60119(1)(A), the Board shall hold a public hearing that provides an opportunity for public input regarding the Sufficiency of Instructional Materials to be used by the Santa Cruz County Office of Education Alternative Student Programs during the 2019-2020 school year.

Presenter: Adam Wade, Coordinator of Technology, Testing, & Accountability,
Alternative Education Department

Open, Conduct, &
Close Public Hearing: Dana Sales (President)

8.3 Adopt Resolution #19-15: Sufficiency of Instructional Materials

In order to be eligible to receive instructional materials funding, the governing board is required to hold a public hearing and adopt a resolution stating whether or not each pupil in the Santa Cruz County Office of Education programs has sufficient standards aligned textbooks and/or instructional materials in specified subjects pursuant to Education Code Section 60605 et. seq. The Board will be asked to Adopt Resolution #19-15 for this purpose.

Motion &
Roll Call Vote: Dana Sales (President)

8.4 Second Reading: Board Policies (BP)

Modification and new policies may be adopted by the County Board of Education following a first and second reading by the Board. The Board may accept the proposed policy or policies as submitted and waive a second reading and move to take action, order changes, or order changes and bring back for a final reading.

Board Policies: 9000 Role of the Board
9005 Governance Standards
9010 Public Statements
9011 Disclosure of Confidential/Privileged Information
9012 Board Member Electronic Communication

9100 Organization
9121 President
9124 Attorney
9130 Board Committees
9140 Board Representatives
9200 Limits of Board Member Authority
9220 Governing Board Elections
9222 Resignation
9223 Filling Vacancies
9224 Oath or Affirmation
9230 Orientation
9240 Board Training
9260 Legal Protection
9270 Conflict of Interest
9310 Board Policies
9320 Meetings and Notices
9321 Closed Session
9322 Agenda Meeting Materials
9323 Meeting Conduct
9323.2 Actions by the Board
9324 Minutes and Recordings
9400 Self Evaluation
9500 County Superintendent's Remuneration

Presenter: Bruce Van Allen, Chair, Policy Committee

Motion &
Vote: Dana Sales (President)

8.5 Board Policy Workshop

The Board will consider whether or not to purchase and participate in a policy development workshop, hosted by the California School Board Association (CSBA) specifically designed for County Offices of Education. The two to three day workshop would develop a manual and process for keeping the Board's policies, regulations, exhibits, and board bylaws current and in compliance with state and federal mandates.

Presenter: Bruce Van Allen, Chair, Policy Committee

Motion &
Vote: Dana Sales (President)

9. SUPERINTENDENT'S REPORT

County Superintendent of Schools, Dr. Faris M. Sabbah, will provide an update on activities and matters of interest.

10. TRUSTEE REPORTS (3 minutes each)

Trustees will report on matters, events, and activities as related to Board goals of: Advocating for students, maintaining community relations, and promoting student achievement.

11. AD HOC COMMITTEE REPORTS/ACTIONS (if any)

11.1 Community Outreach and Legislative Committee Update

The committee will update the Board on recent and upcoming legislative policy changes.

12. ADDITIONS, IF ANY, TO FUTURE BOARD AGENDA ITEMS

13. SCHEDULE OF MEETINGS AND COMING EVENTS

Science Fair Information Night
Santa Cruz COE, Board Room
Oct. 2, 2019
4:30 p.m. - 6:00 p.m.

Santa Cruz COE/ Childhood Advisory Council's
Central Coast Early Care & Education (CCECE) Conference
Cabrillo College, 6500 Soquel Dr., Aptos, CA 95003
Oct. 5, 2019
8:00 a.m. - 1:30 p.m.

Fall 2019 Queer, Trans, & Allied Summit
WHS, 250 E. Beach St., Watsonville CA 95076
Oct. 5, 2019
9:00 a.m. - 1:30 p.m.

Regular Meeting of the Santa Cruz County Board of Education
400 Encinal Street, Santa Cruz, CA 95060
October 17, 2019
4:00 p.m.

Regular Meeting of the Santa Cruz County Board of Education
400 Encinal Street, Santa Cruz, CA 95060
November 21, 2019
4:00 p.m.

14. ADJOURNMENT

The Board President will adjourn the meeting.

PLEASE NOTE:

Public Participation:

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz County Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the Board will establish a time limit of three (3) minutes, unless otherwise stated by the president, for comments from the public. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.

Backup Documentation:

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.

Translation Requests:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Sage Leibenson by telephone at (831) 466-5900 Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Sage Leibenson por teléfono al numero (831) 466-5900.

ADA Compliance:

In compliance with Government Code section 54954.2 (a), The Santa Cruz County Office of Education will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Sage Leibenson, Administrative Aide to the Superintendent, 400 Encinal St., Santa Cruz, CA 95060, (831) 466-5900.



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

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Action

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Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Administrative Department

SUBJECT: Regular Board Meeting Minutes of August 15, 2019

BACKGROUND

Consent Agenda items are recommended for approval as actions routine in nature and acted upon as one motion. Specific items may be removed for specific consideration.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Board approval of August 15, 2019 Minutes.

FUNDING IMPLICATIONS

None.



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Mr. Abel Sanchez • Mr. Bruce Van Allen

Santa Cruz County Board of Education
Regular Board Meeting
Thursday August 15, 2019
4:00 p.m.
Board Room

UNAPPROVED MINUTES

1. CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF QUORUM

Board Present

Jane Royer Barr
Sandra Nichols
Sue Roth
Abel Sanchez
Bruce Van Allen
Dana Sales (President)
Faris Sabbah (Secretary)

Staff Present

Debi Bodenheimer
Mary Hart
Sage Leibenson

Absent

Rose Filicetti

2. PLEDGE OF ALLEGIANCE

Superintendent Sabbah led the Pledge of Allegiance.

Santa Cruz County Board of Education

Minutes, Regular Meeting

August 15, 2019

3. APPROVAL OF AGENDA

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

It was M.S.C. (Barr/Nichols) to approve the agenda as submitted.

Ayes:	Barr, Nichols, Roth, Sales, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Filicetti

4. PUBLIC COMMENT

Four members of the public, J. Rosella Myers, Drew Lewis, Marlene Garret, and Gail [last name not written legibly], appeared before the Board to express their concerns about the potential dangerous effects that wireless technology can impose on students and teachers. They advocated for the use of wired technology to be installed in all educational sites in the County.

5. CONSENT AGENDA

- 5.0.1 Minutes of the Regular Board Meeting of July 18, 2019
- 5.0.2 Routine Budget Revisions
- 5.0.3 Donations
- 5.0.4 Treasurer's Quarterly Report

It was M.S.C. (Barr/Nichols) to approve the consent agenda item 5.0.1 through 5.0.4.

Ayes:	Barr, Nichols, Roth, Sales, Sanchez, Van Allen
Nays:	None
Abstain:	None
Absent:	Filicetti

5.1. DEFERRED CONSENT ITEMS (if required)

None.

6. CORRESPONDENCE

The Board received a letter of correspondence from a member of the public, Ann Jenkins, which advocated for the continuation of the Young Writers' Project. Superintendent Sabbah orally addressed this letter by outlining the next steps the COE is scheduled to take to help ensure the program continues.

Santa Cruz County Board of Education

Minutes, Regular Meeting

August 15, 2019

7. REPORTS, DISCUSSIONS, AND PRESENTATIONS

7.1 Admin Kick Off

Associate Superintendent of Educational Services, Debi Bodenheimer, gave a presentation to the Board that highlighted the successful aspects of the Santa Cruz COE's Admin Kick Off, which was held on August 7, 2019.

7.2 Countywide Data Integration Initiative

Superintendent Sabbah gave a presentation about a new effort of the Santa Cruz COE to create a countywide warehouse that would house student data from birth to career. This data will allow the Santa Cruz COE and other providers to improve the delivery of services for students. It would require obtaining consent from parents and data sharing agreements from a variety of partners.

8. PUBLIC HEARINGS, NEW BUSINESS, AND ACTION ITEMS

8.1 First Reading: Board Policies

The Board engaged in a first reading of the 9000 Series of County Board Policies.

Modification and new policies may be adopted by the County Board of Education following a first and second reading by the Board. The Board may accept the proposed policy or policies as submitted and waive a second reading and move to take action, order changes, or order changes and bring back for a final reading.

Board Policies:	9000 Role of the Board
	9005 Governance Standards
	9010 Public Statements
	9011 Disclosure of Confidential/Privileged Information
	9012 Board Member Electronic Communication
	9100 Organization
	9121 President
	9124 Attorney
	9130 Board Committees
	9140 Board Representatives
	9200 Limits of Board Member Authority
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	9223 Filling Vacancies
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Santa Cruz County Board of Education

Minutes, Regular Meeting

August 15, 2019

9324 Minutes and Recordings

9400 Self Evaluation

9500 County Superintendent's Remuneration

The Board determined that a number of changes be made to this policy series and/or addressed with Counsel. The Board ordered that this series be brought back to the Board for a second reading on September 19, 2019.

Trustee Barr left the meeting at 6:34 p.m.

9. SUPERINTENDENT'S REPORT

County Superintendent of Schools, Dr. Faris M. Sabbah, provided an update on activities and matters of interest.

10. TRUSTEE REPORTS (3 minutes each)

Trustee Van Allen did not share any events, but did highlight a report titled "School Resources and the Local Control Funding Formula: Is Increased Spending Reaching High-Need Students?" for the Board.

Trustee Sanchez made some heartfelt and respectful remarks about local educational champion, Rhea DeHart, in the wake of her passing.

Trustee Nichols attended a policy committee meeting, and three other community oriented meetings.

Trustee Roth attended a Girl Scouts camp, and two UCSC meetings on the topics of Title IX and minority housing curriculum.

Trustee Sales attended the COE Administrative Kick Off, The South Santa Cruz County Indivisible meeting, and an agenda committee meeting of this Board.

11. AD HOC COMMITTEE REPORTS/ACTIONS (if any)

11.1 Community Outreach and Legislative Committee Update

No update.

12. ADDITIONS, IF ANY, TO FUTURE BOARD AGENDA ITEMS

None.

Santa Cruz County Board of Education

Minutes, Regular Meeting

August 15, 2019

13. SCHEDULE OF MEETINGS AND COMING EVENTS

Santa Cruz COE Staff Orientation
Sequoia High School
229 Green Valley Rd., Freedom CA 95019
August 19, 2019
8:00 a.m.

Regular Meeting of the Santa Cruz County Board of Education
400 Encinal Street, Santa Cruz, CA 95060
September 19, 2019
4:00 p.m.

Regular Meeting of the Santa Cruz County Board of Education
400 Encinal Street, Santa Cruz, CA 95060
October 17, 2019
4:00 p.m.

14. ADJOURNMENT

The Board President adjourned the meeting at 6:43 p.m.

Santa Cruz County Board of Education

Minutes, Regular Meeting

August 15, 2019

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SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☒

Action

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Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Mary Hart, Deputy Superintendent, Business

SUBJECT: Routine Budget Revisions

BACKGROUND

Detailed revisions and narrative follow this page.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Board approval of routine budget revisions.

FUNDING IMPLICATIONS

Adjusts 2019-2020 Spending Plan.



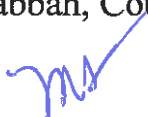
BOARD OF EDUCATION
Ms. Jane Royer Barr
Ms. Rose Filicetti
Ms. Sandra Nichols
Ms. Sue Roth
Mr. Dana M. Sales
Mr. Abel Sanchez
Mr. Bruce Van Allen

Dr. Faris Sabbah, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5600 • FAX 831-466-5607 • www.santacruzcoe.org

MEMO

DATE: September 19, 2019

TO: Santa Cruz County Board of Education
Dr. Faris Sabbah, County Superintendent of Schools

FROM: Mary Hart 
Deputy Superintendent, Business Services
Rebecca Olker
Senior Director of Fiscal Services

RE: July Budget Revisions REVISED

Budget revisions in July reflected an increase in projected expenditures in the amount of **\$19,725**, resulting in a net decrease to fund balance **\$19,725**.

The changes in budget were as a result of the adjustments made to substitute salaries necessary to cover the needs of the department.

Should you have any questions, please feel free to contact us.

MH:rao
3 attachments

CC: Melissa Lopez

Santa Cruz County Office of Education
Budget Variance Summary for July, 2019
August 15, 2019 Board Meeting

	2019-2020	2019-20	JULY		2019-20
Description	Adopted Budget	Board Meeting	Unrestricted	Restricted	Board Meeting 08/15/2019
REVENUE					
Local Control Funding Formula	27,942,549.00	27,942,549.00			27,942,549.00
Federal Revenues	6,890,893.82	6,890,893.82		-	6,890,893.82
State Revenues	7,366,388.53	7,366,388.53		-	7,366,388.53
Local Revenues	9,029,508.02	9,029,508.02		-	9,029,508.02
TOTAL REVENUE	51,229,339.37	51,229,339.37	-	-	51,229,339.37
EXPENDITURES					
Certificated Salaries	10,305,237.18	10,305,237.18	-	-	10,305,237.18
Classified Salaries	12,326,727.52	12,326,727.52	17,464.00		12,344,191.52
Employee Benefits	13,167,744.27	13,167,744.27	2,261.00		13,170,005.27
Books and Supplies	1,824,784.71	1,824,784.71	-		1,824,784.71
Services, Other Operating Expenses	9,627,325.11	9,627,325.11			9,627,325.11
Capital Outlay	1,671,300.00	1,671,300.00	-		1,671,300.00
Other Outgo	(92,842.00)	(92,842.00)			(92,842.00)
Interprogram Support	5,724,756.00	5,724,756.00			5,724,756.00
TOTAL EXPENDITURES	54,555,032.79	54,555,032.79	19,725.00	-	54,574,757.79
INTERFUND TRANSFERS					
Transfers In	-	-			-
Transfers Out	31,000.00	31,000.00	-	-	31,000.00
TOTAL INTERFUND TRANSFERS	31,000.00	31,000.00	-	-	31,000.00
FUND BALANCE					
Beginning Fund Balance	24,526,259.00	24,526,259.00			24,526,259.00
Net Increase/(Decrease)	(3,356,693.42)	(3,356,693.42)	(19,725.00)	-	(3,376,418.42)
ENDING FUND BALANCE	21,169,565.58	21,169,565.58	(19,725.00)	-	21,149,840.58

Pacheco Bill Compliance:

There were no individual consulting agreements in excess of \$25,000 that required a budget revision during the month of July, 2019.

Budget Variance Detail for
July, 2019
August 15, 2019 Board Meeting

Description (Object Code Range)	Res	Program	2019-20	2019-20	Variance		2019-20
			Adopted Budget	Approved 8/20/19	Unrestricted	Restricted	Board Meeting 8/15/19
REVENUE							
Local Control Funding Formula (8010-8099)			27,942,549	27,942,549			
Total Local Control Funding Formula			27,942,549	27,942,549	-	-	27,942,549
Federal Revenues (8100-8299)			6,890,894	6,890,894			
Total Federal Revenues			6,890,894	6,890,894	-	-	6,890,894
State Revenues (8300-8599)			7,366,389	7,366,389			
Total State Revenues			7,366,389	7,366,389	-	-	7,366,389
Local Revenues (8600-8799)			9,029,508	9,029,508			
Total Local Revenues			9,029,508	9,029,508	-	-	9,029,508
Other Financing Sources (8900-8997)							
Total Other Financing Sources			-	-	-	-	-
TOTAL REVENUE			51,229,339	51,229,339	-	-	51,229,339
EXPENDITURES							
Certificated Salaries (1000-1999)			10,305,237	10,305,237			
Total Certificated Salaries			10,305,237	10,305,237	-	-	10,305,237
Classified Salaries (2000-2999) ROC/P APPRTMNT -6350	0830	SET UP SUB TAYLOR	12,326,728	12,326,728	17,464		
Total Classified Salaries			12,326,728	12,326,728	17,464	-	12,344,192
Employee Benefits (3000-3999) ROC/P APPRTMNT -6350	0830	SET UP SUB TAYLOR	13,167,744	13,167,744	2,261		
Total Employee Benefits			13,167,744	13,167,744	2,261	-	13,170,005
Books and Supplies (4000-4999)			1,824,785	1,824,785			
Total Books and Supplies			1,824,785	1,824,785	-	-	1,824,785

Budget Variance Detail for
July, 2019
August 15, 2019 Board Meeting

Description (Object Code Range)	Res	Program	2019-20	2019-20	Variance		2019-20
			Adopted Budget	Approved 6/20/19	Unrestricted	Restricted	Board Meeting 8/15/19
Services, Other Operating Expenses (5000-5999)			9,627,325	9,627,325			
Total Services, Other Operating Expenses			9,627,325	9,627,325	-	-	9,627,325
Capital Outlay (6000-6999)			1,671,300	1,671,300			
Total Capital Outlay			1,671,300	1,671,300	-	-	1,671,300
Other Outgo (7100-7299, 7400-7499)			5,724,756	5,724,756			
Total Other Outgo			5,724,756	5,724,756	-	-	5,724,756
Interprogram Support Services (7300-7399)			(92,842)	(92,842)			
Total Interprogram Support			(92,842)	(92,842)	-	-	(92,842)
Interfund Transfers Out (7600-7629)			31,000	31,000			
Total Interfund Transfers Out			31,000	31,000	-	-	31,000
TOTAL EXPENDITURES			54,586,033	54,586,033	19,725	-	54,605,758
BEGINNING FUND BALANCE			27,366,002	27,366,002			27,366,002
NET INCREASE (DECREASE) IN FUND BALANCE			(3,356,693)	(3,356,693)	(19,725)	-	(3,376,418)
ENDING FUND BALANCE			24,009,309	24,009,309			23,989,584



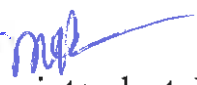
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Dr. Faris Sabbah, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5600 • FAX 831-466-5607 • www.santacruzcoe.org

MEMO

DATE: September 19, 2019

TO: Santa Cruz County Board of Education
Dr. Faris Sabbah, County Superintendent of Schools

FROM: Mary Hart 
Deputy Superintendent, Business Services
Rebecca Olker
Senior Director of Fiscal Services

RE: August Budget Revisions

Budget revisions in August reflected an increase in projected revenues in the amount of \$795,676 and an increase in expenditures in the amount of \$1,410,187, resulting in a net decrease to fund balance \$614,511.

There were adjustments made to revenue, salaries, benefits, services and supplies necessary to more closely match projected estimates for the year, which were the result of communications with departments and fiscal analysis. Included in these changes are adjustments made to Alternative Education as a result of increased ADA projections and setting up new grants for B-Wet, Community Foundation for S4C and Migrant Head Start. Expenses were adjusted to account for necessary changes in salaries, vacancies and contract needs, as well as an increase of \$98,768 for State on Behalf and a loan to Cypress for \$127,799.

Should you have any questions, please feel free to contact us.

MH:rao
4 attachments

CC: Melissa Lopez

Santa Cruz County Office of Education
Budget Variance Summary for August, 2019
September 19, 2019 Board Meeting

	2019-2020	2019-20	AUGUST		2019-20
Description	Adopted Budget	Board Meeting 8/15/19	Unrestricted	Restricted	Board Meeting 09/19/2019
REVENUE					
Local Control Funding Formula	27,942,549	27,942,549	1,022,277	-	28,964,826
Federal Revenues	6,890,894	6,890,894	-	124,483	7,015,377
State Revenues	7,366,389	7,366,389	(800,000)	98,768	6,665,157
Local Revenues	9,029,508	9,029,508	-	350,148	9,379,656
TOTAL REVENUE	51,229,339	51,229,339	222,277	573,399	52,025,015
EXPENDITURES					
Certificated Salaries	10,305,237	10,305,237	127,081	103,810	10,536,128
Classified Salaries	12,326,728	12,344,192	(95,230)	(70,937)	12,178,024
Employee Benefits	13,167,744	13,170,005	(173,005)	46,153	13,043,153
Books and Supplies	1,824,785	1,824,785	846,193	(149,678)	2,521,300
Services, Other Operating Expenses	9,627,325	9,627,325	25,934	619,873	10,273,132
Capital Outlay	1,671,300	1,671,300	2,195	-	1,673,495
Other Outgo	(92,842)	(92,842)	-	-	(92,842)
Interprogram Support	5,724,756	5,724,756	(34,179)	34,179	5,724,756
TOTAL EXPENDITURES	54,555,033	54,574,758	698,989	583,399	55,857,146
INTERFUND TRANSFERS					
Transfers In	-	-			-
Transfers Out	31,000	31,000	127,799	-	158,799
TOTAL INTERFUND TRANSFERS	31,000	31,000	127,799	-	158,799
FUND BALANCE					
Beginning Fund Balance	27,366,002	27,366,002	-		27,366,002
Net Increase/(Decrease)	(3,356,693)	(3,376,418)	(604,511)	(10,000)	(3,990,929)
ENDING FUND BALANCE	24,009,309	23,989,584	(604,511)	(10,000)	23,375,073
Pacheco Bill Compliance:					
There were no individual consulting agreements in excess of \$25,000 that required a budget revision during the month of August, 2019.					

Budget Variance Detail for
August, 2019
September 19, 2019 Board Meeting

Description (Object Code Range)	Res	Program	2019-20	2019-20	Variance		2019-20
			Adopted Budget	Board Meeting 8/15/19	Unrestricted	Restricted	Board Meeting 9/19/19
REVENUE							
Local Control Funding Formula (8010-8099)			27,942,549	27,942,549			
Move Diff Assit to LCFF	0030	EDUCATIONAL SERVICE - DIFF ASSISTANCE			800,000		
Update LCFF revenue	0001	LCFF REVENUE			222,277		
Total Local Control Funding Formula			27,942,549	27,942,549	1,022,277	-	28,964,826
Federal Revenues (8100-8299)			6,890,894	6,890,894			
EDUCATION FOR HOMELESS AND CHILDREN	5630	EDUCATION FOR HOMELESS AND CHILDREN				(7,000)	
INCREASE REV TO REMAINING GRANT COVER 4399'S UPDATE COMMIT	4128	HEALTH AND WELLNESS GRANT				26,483	
SET UP NEW BUDGET B-WET (NOAA)	5810	B-WET GRANT				100,000	
To increase amt to be used in regional programs	3327	SP ED-IDEA MENTAL HLTH ALLOC				5,000	
Total Federal Revenues			6,890,894	6,890,894	-	124,483	7,015,377
State Revenues (8300-8599)			7,366,389	7,366,389			
Move Diff Assit to LCFF	0030	EDUCATIONAL SERVICES			(800,000)		
STRS on behalf	7690	STRS ON BEHALF				98,768	
Total State Revenues			7,366,389	7,366,389	(800,000)	98,768	6,665,157
Local Revenues (8600-8799)			9,029,508	9,029,508			
INCREASE BUDGET DUE TO AMENDMENT #2 CONTRACT	9411	MIGRANT HEAD START				100,148	
SET UP COMM FOUND GRANT BUDGET FOR 19/20	9064	S4C				250,000	
Total Local Revenues			9,029,508	9,029,508	-	350,148	9,379,656
Other Financing Sources (8900-8997)							
Total Other Financing Sources			-	-	-	-	-
TOTAL REVENUE			51,229,339	51,229,339	222,277	573,399	52,025,015
EXPENDITURES							
Certificated Salaries (1000-1999)			10,305,237	10,305,237			
Update Salaries		COE PROGRAMS					
CORRECT PAYROLL FOR STRS COUNSELOR	7810	STRS COUNSELOR			135,617	(67,217)	
Rev Manual Entries from AB Director Data for Diff Asst	0030	EDUCATIONAL SERVICES			(125,034)	(16,182)	
Rev Sal Est from Adopted Budget	6500	SPECIAL EDUCATION				(80,000)	
REVERSE UPDATE COMMITMENTS-MOVE PARTIAL FTE OUT	3183	ESSA SCHOOL IMPROVEMENT COE				(5,810)	
To clear out incorrect budget for vacancy update	0621	COUNTY COMMUNITY SCHOOLS SUPPLEMENTAL			(90,852)		
To move budget from ROP to Alt Ed originally posted in 5710	0830	CTEP			(239,052)		
Update Salaries					446,412	273,019	
Total Certificated Salaries			10,305,237	10,305,237	127,081	103,810	10,536,128

Budget Variance Detail for
August, 2019
September 19, 2019 Board Meeting

Description (Object Code Range)	Res	Program	2019-20	2019-20	Variance		2019-20
			Adopted Budget	Board Meeting 8/15/19	Unrestricted	Restricted	Board Meeting 9/19/19
Classified Salaries (2000-2999)			12,326,728	12,344,192			
Update Salaries		COE PROGRAMS			60,398	177,278	
Budget Adjustment	5810	DEPARTMENT OF REHAB				(2,905)	
Rev Manual Entries from AB SRASIV	0060	ADMINISTRATION			(75,000)		
Rev Manual Entries from AB-Student Eng Coord Civic Eng	0090	EDUCATION & ADMIN OPERATIONS			(80,628)		
Rev Sal Est from Adopted Budget	6500	SPECIAL EDUCATION				(190,000)	
Budget Adjustment	4128	HEALTH AND WELLNESS GRANT				(55,310)	
Total Classified Salaries			12,326,728	12,344,192	(95,230)	(70,937)	12,178,024
Employee Benefits (3000-3999)			13,167,744	13,170,005			
Update Salaries		COE PROGRAMS			(3,469)	(49,817)	
BUDGET ADJUSTMENT	5810	Dept of Rehab				(138)	
CORRECT PAYROLL FOR STRS COUNSELOR	7810	STRS COUNSELOR				(1,110)	
REVERSE UPDATE COMMITMENTS-MOVE PARTIAL FTE OUT	3183	ESSA SCHOOL IMPROVEMENT COE				(1,550)	
STRS on behalf	7690	STATE ON BEHALF				98,768	
To clear out incorrect budget for vacancy update	0621	COUNTY COMMUNITY SCHOOLS SUPPLEMENTAL			(42,552)		
To move budget from ROP to Alt Ed originally posted in 5710	0830	CTEP			(126,984)		
Total Employee Benefits			13,167,744	13,170,005	(173,005)	46,153	13,043,153
Books and Supplies (4000-4999)			1,824,785	1,824,785			
INCREASING TO PAY MARY ANN JAMES TSA	0030	EDUCATIONAL SERVICES			14,100		
TO COVER STEWART AND ALEXANDER'S OVERTIME/COMP	0030	EDUCATIONAL SERVICES			5,051		
ADD FUNDS FOR COAST PAPER SUPPLY/AMAZON INV	0090	EDUCATION & ADMIN OPERATIONS			2,000		
TO COVER GINA BELISOM'S OVERTIME/COMP	0090	EDUCATION & ADMIN OPERATIONS			2,899		
Update Salaries		COE PROGRAMS			822,143	(171,985)	
EDUCATION FOR HOMELESS AND CHILDREN	5630	EDUCATION FOR HOMELESS AND CHILDREN				(1,500)	
SET UP NEW BUDGET B-WET (NOAA)	5810	B-WET GRANT				22,575	
INCREASE BUDGET DUE TO AMENDMENT #2 CONTRACT	9411	MIGRANT HEADSTART				9,432	
ADD FUNDS FOR AFILIATION FEE WITH SOCIETY FOR SCIENCE	9010	SCIENCE FAIR				(1,200)	
TRANSFER FUNDS FOR CATERING FROM OFFICE SUPPLY	9010	NEW TEACHER PROJECT				(6,999)	
Total Books and Supplies			1,824,785	1,824,785	846,193	(149,678)	2,521,300
Services, Other Operating Expenses (5000-5999)			9,627,325	9,627,325			
ADD FUNDS FOR AFILIATION FEE WITH SOCIETY FOR SCIENCE	9010	SCIENCE FAIR				1,200	
ADD FUNDS FOR TECHNOLOGY PO REQ R20-00413, R20-00412	0090	EDUCATION & ADMIN OPERATIONS			6,500		
Update Salaries		COE PROGRAMS			33,534	8,752	
EDUCATION FOR HOMELESS AND CHILDREN	5630	Education for Homeless children				(4,876)	
INCREASE BUDGET DUE TO AMENDMENT #2 CONTRACT	9411	Migrant Head Start				89,515	
INCREASING TO PAY MARY ANN JAMES TSA	0030	EDUCATIONAL SERVICES			(14,100)		
REVERSE UPDATE COMMITMENTS-MOVE PARTIAL FTE OUT	3183	Update Commitments Partial FTE out				(816)	
SET UP COMM FOUND GRANT BUDGET FOR 19/20	9084	S4C				177,749	
SET UP NEW BUDGET B-WET (NOAA)	5810	B-WET GRANT				68,500	
To add budget for rethink curriculum in lottery	6300	LOTTERY-INSTRUCTIONAL MATL				10,000	
BUDGET ADJUSTMENT	6510	SPECIAL EDUCATION				(84,787)	
BUDGET ADJUSTMENT	6520	SPECIAL EDUCATION WORKABILITY				(1,418)	
BUDGET ADJUSTMENT	6500	SPECIAL EDUCATION				355,052	
Update Salaries	7135	ENVIRONMENTAL EDUCATION				(4,998)	
To increase amt to be used in regional programs	3327	SP ED-IDEA MENTAL HLTH ALLOC				5,000	
TRANSFER FUNDS FOR CATERING FROM OFFICE SUPPLY	9010	NEW TEACHER PROJECT				1,000	
Total Services, Other Operating Expenses			9,627,325	9,627,325	25,934	619,873	10,273,132

Budget Variance Detail for
August, 2019
September 19, 2019 Board Meeting

Description (Object Code Range)	Res	Program	2019-20	2019-20	Variance		2019-20
			Adopted Budget	Board Meeting 8/15/19	Unrestricted	Restricted	Board Meeting 9/19/19
Capital Outlay (6000-6999) SEQUOIA VON DUPRIN FENCING	0620	COUNTY COMMUNITY SCHOOLS	1,671,300	1,671,300	2,195		
Total Capital Outlay			1,671,300	1,671,300	2,195	-	1,673,495
Other Outgo (7100-7299, 7400-7499) FIX SACS ERROR EDUCATION FOR HOMELESS AND CHILDREN INCREASE BUDGET DUE TO AMENDMENT #2 CONTRACT INCREASE REV TO REMAINING GRANT COVER 4399'S UPDATE COMMIT SET UP COMM FOUND GRANT BUDGET FOR 19/20 SET UP NEW BUDGET B-WET (NOAA) Clear 7310	0060 5630 9411 4128 9064 5810 0040	ADMINISTRATION EDUCATION FOR HOMELESS AND CHILDREN MIGRANT HEAD START Ed Services SSAE S4C B-WET GRANT MAINTENANCE	5,724,756	5,724,756	1 624 (34,804)	(624) 1,201 2,364 22,313 8,925	
Total Other Outgo			5,724,756	5,724,756	(34,179)	34,179	5,724,756
Interprogram Support Services (7300-7399)			(92,842)	(92,842)			
Total Interprogram Support			(92,842)	(92,842)	-	-	(92,842)
Interfund Transfers Out (7600-7629) CONTRIBUTION TO CYPRESS	0090	EDUCATION & ADMIN OPERATIONS	31,000	31,000	127,799		
Total Interfund Transfers Out			31,000	31,000	127,799	-	158,799
TOTAL EXPENDITURES			54,586,033	54,605,758	826,788	583,399	56,015,945
BEGINNING FUND BALANCE			27,366,002	27,366,002			27,366,002
NET INCREASE (DECREASE) IN FUND BALANCE			(3,356,693)	(3,376,418)	(604,511)	(10,000)	(3,990,929)
ENDING FUND BALANCE			24,009,309	23,989,584			23,375,073



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☒ **Action**

☐ **Information**

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Mary Hart, Deputy Superintendent, Business

SUBJECT: Gifts and Donations

BACKGROUND

County Board of Education Policy P-3280 requires that all gifts and donations received by programs conducted by the County Superintendent of Schools be accepted by the County Board of Education.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Accept gifts and donations as follows:

<u>Program</u>	<u>Donor</u>	<u>Value</u>
Special Education	Marie Stefanisko	Fridge (est. value ~\$300)

FUNDING IMPLICATIONS

Gifts/Donations received will be utilized by the programs to which they are donated.



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☒

Action

☐

Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Business Department

SUBJECT: Surplus Items

BACKGROUND

County Board of Education Policy P-3260 requires that all surplus items be reviewed and surplus through County Board action.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Authorize staff to dispose of surplus items as follows:

<u>Program</u>	<u>Item(s)</u>	<u>Value</u>
Cypress Charter	Misc. Technology (List attached)	\$0

FUNDING IMPLICATIONS

None.

**BOARD OF EDUCATION**

Ms. Jane Royer Barr
Ms. Rose Filicetti
Ms. Sandra Nichols
Ms. Sue Roth
Mr. Dana M. Sales
Mr. Abel Sanchez
Mr. Bruce Van Allen

Dr. Faris Sabbah, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • Tel (831) 466-5600 • Fax (831) 466-5607 • www.santacruzcoe.org

To: Santa Cruz County Board of Trustees

From: Mary Hart, Deputy Superintendent 

Date: Sept 12, 2019

RE: Surplus Property

The County Office of Education (COE) charter School “Cypress Charter High School” miscellaneous outdated, non-useful technology devices. Through research we have found these items have no value on the local market. Our recommendation is to dispose of the devices. Per Board Policy we recommend donation of items that Grey Bears will accept go to Grey Bears all other items be disposed of at the County landfill as e-waste.

EC § 1279. Disposal of personal property by county superintendent of schools

- “(a) The county superintendent of schools shall not in any manner dispose of any item of personal property worth *over* twenty-five thousand dollars (\$25,000) that belongs to the county office of education without meeting the following conditions:
- (1) Obtaining an independent valuation of the property.
 - (2) Advertising the property for sale in a newspaper of general circulation within the district, or, if there is no newspaper of general circulation within the district, in any newspaper of general circulation that is regularly circulated in the district. The advertisement shall be published for a period of time in accordance with the policy of the county board of education.
 - (3) Bringing the matter to the attention of the county board of education for its discussion at a regularly scheduled public meeting.
 - (4) Obtaining the approval of the county board of education.
- (b) **The county superintendent of schools shall not in any manner dispose of any personal property worth less than twenty-five thousand dollars (\$25,000) that belongs to the county office of education unless he or she**

certifies the value of the property in a quarterly report and submits that report to the county board of education for its review.”

EC § 17546. Private sale of personal property; disposition of property unsold at public auction or of insufficient value to defray cost of sale

- “(a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board.
- (b) Any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board.
- (c) *If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed .”*

Education Code 17546 (c) the board must evaluate and vote on the disposal method for the copier.

RECOMMENDATION: The administration recommends upon a unanimous vote per EC 17546 c to dispose of the property through Grey Bears and the County Landfill.

SALE OR OTHER DISPOSITION OF SURPLUS PERSONAL PROPERTY

The Santa Cruz County Superintendent of Schools (County Superintendent) may sell or otherwise dispose of any personal property that he/she declares surplus to the needs of the Santa Cruz County Office of Education (SCCOE), through a process consistent with Education Code.

Personal property is defined as instructional materials, equipment, relocatable buildings, supplies, vehicles, and other such items.

The following shall be the order in which disposal is accomplished.

1. The County Superintendent is required to certify the value of the property in a report to the Santa Cruz County Board of Education (County Board) for its review.
2. Offer the property at fair market value to all school districts within Santa Cruz County.
3. Conduct a public sale at fair market value.
4. Surplus personal property that the County Superintendent and the County Board agree to be of insufficient value to defray the cost of arranging a sale shall be disposed of in the most efficient manner not inconsistent with the Education Code.

For surplus personal property estimated to be over \$25,000 that belongs to SCCOE, the County Superintendent is required by law to:

1. Obtain an independent evaluation of the property.
2. Bring the proposed sale to the attention of the County Board for its approval.
3. Advertise property for sale in a newspaper of general circulation for no less than one week.

SALE OR OTHER DISPOSITION OF SURPLUS PERSONAL PROPERTY
(continued)

Legal Reference:

EDUCATION CODE

1279 County Superintendent of Schools, disposing of personal property

1605 Property Title

17540-17542 Sale or lease of personal property by on district to another

17545-17555 Sale of personal property

35168 Inventory, including record of time and mode of disposal

60500-60530 Sale, donation, or disposal of instructional materials

GOVERNMENT CODE

25505 District property, disposition, proceeds

CODE OF REGULATIONS, TITLE 5

3944 Consolidated categorical programs, district title to equipment

3946 Disposal of equipment purchased with state and federal consolidated application funds

UNITED STATES CODE, TITLE 40

549 Surplus Property

Adopted 11/20/2014

District Tag (Live

Oak)	Serial Number	Location	Category	Device	Make	Model	Purchase Date	Estimated value
203069	C0907200356	Room 01	ActivClassRoom	ActivBoard	Promethean, LTD	ABV378S300		\$0
203078	C0910270543	Room 02	ActivClassRoom	ActivBoard	Promethean, LTD	ABV387PRO		\$0
203087	C0910270545	Room 03	ActivClassRoom	ActivBoard	Promethean, LTD	ABV387PRO		\$0
203096	C0910270542	Room 04	ActivClassRoom	ActivBoard	Promethean, LTD	ABV387PRO		\$0
203105	C0910270544	Room 05	ActivClassRoom	ActivBoard	Promethean, LTD	ABV387PRO		\$0
203112	C1003310371	Room B5	ActivClassRoom	ActivBoard	Promethean, LTD	ABV387PRO		\$0
204590	A03A05078	Room 01	Document Camera	ActiView	Promethean, LTD	AV322		\$0
203079	A03A09742	Room 02	Document Camera	ActiView	Promethean, LTD	AV322		\$0
203088	A03A09813	Room 03	Document Camera	ActiView	Promethean, LTD	AV322		\$0
203097	A03A09017	Room 04	Document Camera	ActiView	Promethean, LTD	AV322		\$0
203106	A03A09801	Room 05	Document Camera	ActiView	Promethean, LTD	AV322		\$0
203075	S0912090117	Room 01	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203084	S091208124	Room 02	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203093	S0912090119	Room 03	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203102	S091209120	Room 04	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203109	S0912080122	Room 05	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203118	S1004070075	Room B5	ActivClassRoom	ActivSlate	Promethean, LTD	PRM-RS2-01		\$0
203072	IE1813	Room 01	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203081	IE1803	Room 02	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203090	IE1816	Room 03	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203099	IE1946	Room 04	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203108	IE1811	Room 05	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203115	II00888	Room B5	ActivClassRoom	ActivSound	Audio Enhancement	ActivSound 200		\$0
203113	6507410030P	Room B5	Document Camera	Document Camera	AverMedia	CP355		\$0
203073	IL2233	Room 01	ActivClassRoom	Handheld Microphone	Audio Enhancement	MHH-09		\$0
203082	IL2097	Room 02	ActivClassRoom	Handheld Microphone	Audio Enhancement	MHH-09		\$0
203091	IL2339	Room 03	ActivClassRoom	Handheld Microphone	Audio Enhancement	MHH-09		\$0
203100	NOT FOUND	Room 04	ActivClassRoom	Handheld Microphone	Audio Enhancement	MHH-09		\$0
203116	JB3932	Room B5	ActivClassRoom	Handheld Microphone	Audio Enhancement	MHH-09		\$0
205618	33110013A3520175	Room 02	Projector	LCD Projector	BoxLight	ECO X32NST	4/29/2014	\$0
204443	33110013A4210045	Room 05	Projector	LCD Projector	BoxLight	ECO X32NST	8/11/2014	\$0
204724	33110014A4470250	Room 03	Projector	LCD Projector	BoxLight	ECO WX32NST	11/4/2014	\$0
203074	II2877	Room 01	ActivClassRoom	Pendant Microphone	Audio Enhancement	MTD-09		\$0
203083	II3377	Room 02	ActivClassRoom	Pendant Microphone	Audio Enhancement	MTD-09		\$0
203092	II3306	Room 03	ActivClassRoom	Pendant Microphone	Audio Enhancement	MTD-09		\$0
203101	NOT FOUND	Room 04	ActivClassRoom	Pendant Microphone	Audio Enhancement	MTD-09		\$0
203117	JA6916	Room B5	ActivClassRoom	Pendant Microphone	Audio Enhancement	MTD-09		\$0
203956	WPRM-352260698	Room 01	ActivClassRoom	Projector	Promethean, LTD	PRM-35	1/28/2013	\$0
204781	WPRM-352330092	Room 01	Projector	Projector	Promethean, LTD	PRM-35		\$0
203103	WPRM-259420379	Room 04	Projector	Projector	Promethean, LTD	PRM-25		\$0
203661	WPRM-352260698		Projector	Projector	Promethean, LTD	PRM-35	4/22/2010	\$0



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☐

Action

☒

Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Mary Hart, Deputy Superintendent, Business

SUBJECT: 2018-2019 Unaudited Closing Financial Statement

BACKGROUND

The Board is requested to review information from the annual closing financial reporting document filed with the California Department of Education. Documentation is attached listing the 2018-19 Unaudited Actuals and updated 2019-20 Budget

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Receive report.

FUNDING IMPLICATIONS

Listed on following pages.

SANTA CRUZ COUNTY OFFICE OF EDUCATION 2018-2019 UNAUDITED ACTUALS

PRESENTED AND PREPARED BY:

MARY HART
DEPUTY SUPERINTENDENT/BUSINESS SVCS.

REBECCA OLKER
SENIOR DIRECTOR, FISCAL SERVICES
September 19, 2019

1

UNAUDITED FOR 2018-2019 Unrestricted Fund Balance

- Actual Revenues for Unrestricted Funds are \$34.41 million which is 4.3% higher than estimated actual.
- Actual Expenditures for Unrestricted Funds are \$31.45 million which is 1.8% lower than estimated actuals.
- The main reasons for the variances include an increase in revenues for the School Based Medi-Cal Administrative Activities Federal pass-thru and an increase in LCFF due to an increase in ADA for Alternative Education.
- Related expenditure reductions are primarily lower spending in supplies and service than anticipated.

2

UNAUDITED FOR 2018-2019 Restricted Fund Balance

- Actual Revenues for Restricted Funds are \$24.9 million which is 5.1% higher than estimated actuals.
- Actual Expenditures for Restricted Funds are \$25.2 million which is 2.% higher than estimated actuals.
- The primary reason for the change is related to higher costs related to State on Behalf related to the state paying down STRS and PERS. (this is payment is neutral in that revenue and expense recorded are equal)
- Overall, the General Fund Revenues are 4.7% higher than Estimated Actuals and the General Fund Expenditures are 0.01% lower than Estimated Actuals.

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2018-19 UNAUDITED ACTUALS

	Unrestricted	Restricted	Total
Beginning Balance	\$22,001,851	\$2,719,170	\$24,721,021
Revenues & Transfers In	\$34,411,309	\$24,916,979	\$59,328,288
Expenditures & Transfers Out	\$31,446,526	\$25,236,780	\$56,681,306
Increase (Decrease)	\$2,964,783	(\$319,801)	\$2,644,981
Assigned Ending Balance	\$24,966,633	\$2,399,369	\$27,366,002
Unassigned Ending Balance	\$0	\$0	\$0

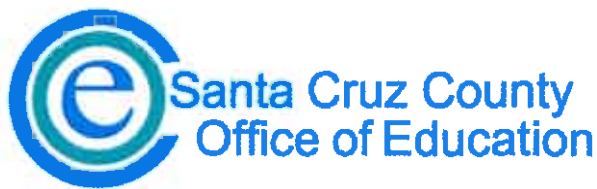
GENERAL FUND

2018-19 Estimated Actuals vs Unaudited Actuals

	2018-19 Estimated Actuals	2018-19 Unaudited Actuals	Variance
Beginning Balance	\$24,721,021	\$24,721,021	\$0
Revenues & Transfers In	\$56,551,791	\$59,328,288	\$2,776,497
Expenditures & Transfers Out	\$56,746,553	\$56,683,306	\$(63,247)
Increase (Decrease)	(\$194,762)	\$2,644,981	\$2,839,743
Ending Fund Balance	\$24,526,259	\$27,366,002	\$2,839,743
Restricted Fund Balance	\$1,650,041	\$2,399,369	\$749,328
Committed Fund Balance	\$1,200,000	\$1,200,000	\$0
Assigned Fund Balance	\$21,676,218	\$23,766,633	\$2,090,415

NOTES:

- Fund 17 continues to have a fund balance for economic uncertainty at 4.7%.
- The salary negotiations for CSEA, CTA and Management have been settled.
 - CSEA through 2019-20
 - CTA through 2020-21
 - Management through 2020-21



**BOARD OF
EDUCATION**
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Dr. Faris Sabbah, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5600 • FAX 831-466-5607 •

To: Dr. Faris Sabbah, Santa Cruz County Office of Education, Superintendent
Santa Cruz County Office of Education Board of Trustees

From: Mary Hart, Deputy Superintendent, Business *mh*

Date: September 19, 2019

Item: Unaudited Actuals for 2018-19

OVERVIEW:

Attached is the Santa Cruz County Office of Education's 2018-19 Unaudited Actuals. The documents reflect the Revenue and Expenditures that are recorded in the County financials for the past year. In June we brought to the Board Estimated Actuals (Estimated Revenues and Expenditures) for the 2018-19 fiscal year. In addition, the 2019-20 projections have been included listing the actual fiscal year beginning balance after closing 2018-19.

Comparing Estimated Actuals to Unaudited Actuals, the change in expenditures is .1% lower at Unaudited Actuals than at Estimated Actuals. For the same period, revenues are 4.6% higher at Unaudited Actuals than at Estimated Actuals. The revenue swing is primarily due to a, greater than anticipated, receipt of the School Based Medi-Cal Administrative Activities pass-thru funds and an increase in LCFF funding due to an increase in ADA for Alternative Education. The overall change is an increase of \$2.1 million for our unrestricted fund balance and an increase in our restricted fund balance of \$749,328.

Over the past few years we have acquired two new Charters. The Charter financials are both recorded in fund 09. For fiscal year 2018-19 all revenues and expenditures reflected in the Unaudited Actuals are related to the CAC charter. The CAC charter is currently self-sufficient and has \$271,711 in fund balance of which \$38,293 is for the required 3% reserve. Our newest charter Cypress High School Charter is represented with the CAC charter in fund 09 in the 2019-20 budget. The fund balance in this budget belongs solely to CAC as Cypress is still getting established. Cypress enrollment will be monitored closely and the budget will be adjusted accordingly.

The attached documents are reflecting our 2018-19 Unaudited Actuals, our 2019-20 current working budget as well as 2020-21 and 2021-22 projections.

As the current year budget is a fluid document we will make adjustments as needed throughout the year and present them to the Board.

Prepared by: Mary Hart (Deputy, Superintendent, Business), Rebecca Olker (Senior Director, Fiscal Services) and Staff.

Unaudited Actuals
FINANCIAL REPORTS
2018-19 Unaudited Actuals
Summary of Unaudited Actual Data Submission

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

Form	Description	Value
ESMOE	Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Determination	MOE Met
	If MOE Not Met, the 2020-21 apportionment may be reduced by the lesser of the following two percentages:	
	MOE Deficiency Percentage - Based on Total Expenditures	
	MOE Deficiency Percentage - Based on Expenditures Per ADA	
GANN	Adjustments to Appropriations Limit Per Government Code Section 7902.1	\$1,615,714.13
	If this amount is not zero, it represents an increase to your Appropriations Limit. The Department of Finance must be notified of increases within 45 days of budget adoption.	
	Adjusted Appropriations Limit	\$13,329,898.65
	Appropriations Subject to Limit	\$13,329,898.65
	These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7907 and EC 1629.	
ICR	Preliminary Proposed Indirect Cost Rate	8.45%
	Fixed-with-carry-forward indirect cost rate for use in 2020-21, subject to CDE approval.	

UNAUDITED ACTUAL FINANCIAL REPORT:

To the Superintendent of Public Instruction:

2018-19 UNAUDITED ACTUAL FINANCIAL REPORT. This report is hereby prepared and filed by the County Superintendent of Schools pursuant to Education Code sections 41010 and 1628.

Signed: _____
County Superintendent/Designee
(Original signature required)

Date: _____

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

For County Office of Education:

Rebecca Olker
Name
Senior Director, Fiscal Services
Title
831-466-5630
Telephone
rolker@santacruzcoe.org
E-mail Address

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	21,374,596.00	7,590,942.00	28,965,538.00	21,324,596.00	7,640,230.00	28,964,826.00	0.0%
2) Federal Revenue		8100-8299	8,428,177.61	1,555,599.56	9,983,777.17	5,239,848.00	1,775,528.82	7,015,376.82	-29.7%
3) Other State Revenue		8300-8599	485,476.69	6,126,846.99	6,612,323.68	351,654.29	6,313,502.24	6,665,156.53	0.8%
4) Other Local Revenue		8600-8799	5,295,166.65	8,471,482.53	13,766,649.18	1,505,727.00	7,873,929.02	9,379,656.02	-31.9%
5) TOTAL, REVENUES			35,583,416.95	23,744,871.08	59,328,288.03	28,421,825.29	23,603,190.08	52,025,015.37	-12.3%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	6,169,309.94	4,858,755.00	11,028,064.94	5,963,729.31	4,572,398.47	10,536,127.78	-4.5%
2) Classified Salaries		2000-2999	6,479,691.25	5,205,440.73	11,685,131.98	6,723,526.06	5,454,497.80	12,178,023.86	4.2%
3) Employee Benefits		3000-3999	6,188,367.87	7,434,239.46	13,622,607.33	6,516,658.46	6,526,494.71	13,043,153.17	-4.3%
4) Books and Supplies		4000-4999	649,645.87	462,541.62	1,112,187.49	1,817,335.60	703,964.17	2,521,299.77	126.7%
5) Services and Other Operating Expenditures		5000-5999	4,207,315.80	5,262,399.07	9,469,714.87	3,598,095.66	6,675,036.55	10,273,132.21	8.5%
6) Capital Outlay		6000-6999	998,811.86	76,703.37	1,075,515.23	1,665,495.00	8,000.00	1,673,495.00	55.6%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	8,119,540.70	624,755.13	8,744,295.83	5,474,756.00	250,000.00	5,724,756.00	-34.5%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,396,176.35)	1,311,945.66	(84,230.69)	(1,614,802.54)	1,521,960.54	(92,842.00)	10.2%
9) TOTAL, EXPENDITURES			31,416,506.94	25,236,780.04	56,653,286.98	30,144,793.55	25,712,352.24	55,857,145.79	-1.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			4,166,910.01	(1,491,908.96)	2,675,001.05	(1,722,968.26)	(2,109,162.16)	(3,832,130.42)	-243.3%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	30,019.45	0.00	30,019.45	158,799.00	0.00	158,799.00	429.0%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(1,172,108.42)	1,172,108.42	0.00	(1,544,721.99)	1,544,721.99	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,202,127.87)	1,172,108.42	(30,019.45)	(1,703,520.99)	1,544,721.99	(158,799.00)	429.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			2,964,782.14	(319,800.54)	2,644,981.60	(3,426,489.25)	(564,440.17)	(3,990,929.42)	-250.9%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	22,001,850.01	2,719,170.29	24,721,020.30	24,966,632.15	2,399,369.75	27,366,001.90	10.7%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			22,001,850.01	2,719,170.29	24,721,020.30	24,966,632.15	2,399,369.75	27,366,001.90	10.7%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			22,001,850.01	2,719,170.29	24,721,020.30	24,966,632.15	2,399,369.75	27,366,001.90	10.7%
2) Ending Balance, June 30 (E + F1e)			24,966,632.15	2,399,369.75	27,366,001.90	21,540,142.90	1,834,929.58	23,375,072.48	-14.6%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	2,800.00	0.00	2,800.00	2,800.00	0.00	2,800.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	43,740.00	43,740.00	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	2,355,629.75	2,355,629.75	0.00	1,834,929.58	1,834,929.58	-22.1%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	1,200,000.00	0.00	1,200,000.00	1,200,000.00	0.00	1,200,000.00	0.0%
COP	0000	9760	1,200,000.00		1,200,000.00				
COP	0000	9760				1,200,000.00		1,200,000.00	
d) Assigned									
Other Assignments		9780	23,763,832.15	0.00	23,763,832.15	20,337,342.90	0.00	20,337,342.90	-14.4%
Small District Support	0000	9780	1,835.84		1,835.84				
SMAA Administration	0000	9780	1,753,910.95		1,753,910.95				
Mandate Cost Program	0000	9780	1,979,644.32		1,979,644.32				
Safety Program	0000	9780	72,344.21		72,344.21				
Education and Administrative Operations	0000	9780	15,610,528.50		15,610,528.50				
SMAA Program	0000	9780	614,315.05		614,315.05				
Special Projects	0000	9780	200,000.00		200,000.00				
Deferred Maintenance	0000	9780	1,405,327.75		1,405,327.75				
Alternative Education	0000	9780	720,037.47		720,037.47				
Differentiated Assistance	0000	9780	585,886.32		585,886.32				
Teacher Credentialing Grant	0000	9780	200,000.00		200,000.00				
Lottery	1100	9780	620,001.74		620,001.74				
Small District Support	0000	9780				1,835.84		1,835.84	
Mandate Cost Program	0000	9780				2,066,159.32		2,066,159.32	
Safety Program	0000	9780				72,344.21		72,344.21	
Education and Administrative Operations	0000	9780				13,166,303.05		13,166,303.05	
SMAA Administration	0000	9780				2,007,294.00		2,007,294.00	
SMAA Programs	0000	9780				384,878.33		384,878.33	
Special Projects	0000	9780				172,550.00		172,550.00	
Deferred Maintenance	0000	9780				1,028,071.75		1,028,071.75	
Alternative Education	0000	9780				349,854.40		349,854.40	
Differentiated Assistance	0000	9780				585,886.32		585,886.32	
Teacher Credentialing Grant	0000	9780				75,000.00		75,000.00	
Lottery	1100	9780				427,165.68		427,165.68	
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	970,545.00	2,549,467.00	162.7%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	110,205.92	237,390.47	115.4%
4) Other Local Revenue		8600-8799	184,920.01	544,633.00	194.5%
5) TOTAL, REVENUES			1,265,670.93	3,331,490.47	163.2%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	602,979.93	1,518,607.45	151.9%
2) Classified Salaries		2000-2999	83,330.72	221,948.82	166.3%
3) Employee Benefits		3000-3999	300,051.98	952,744.58	217.5%
4) Books and Supplies		4000-4999	24,827.63	268,288.71	980.6%
5) Services and Other Operating Expenditures		5000-5999	265,248.34	525,786.82	98.2%
6) Capital Outlay		6000-6999	0.00	28,567.09	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,276,438.60	3,515,943.47	175.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(10,767.67)	(184,453.00)	1613.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	157,799.00	New
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	157,799.00	New

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(10,767.67)	(26,654.00)	147.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	281,882.88	271,115.21	-3.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			281,882.88	271,115.21	-3.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			281,882.88	271,115.21	-3.8%
2) Ending Balance, June 30 (E + F1e)			271,115.21	244,461.21	-9.8%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	15,111.07	15,111.07	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	256,004.14	229,350.14	-10.4%
CAC Programs	0000	9780	198,860.96		
CAC Reserve for Economic Uncertainty	0000	9780	38,293.00		
CAC Programs	1100	9780	18,850.18		
CAC Programs	0000	9780		157,654.96	
CAC Reserve for Economic Uncertainty	0000	9780		52,845.00	
CAC Programs	1100	9780		18,850.18	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	3,149,086.59	3,741,806.00	18.8%
3) Other State Revenue		8300-8599	4,384,571.27	3,271,647.00	-25.4%
4) Other Local Revenue		8600-8799	23,997.96	25,700.00	7.1%
5) TOTAL, REVENUES			7,557,655.82	7,039,153.00	-6.9%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	7,709,798.28	7,039,153.00	-8.7%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			7,709,798.28	7,039,153.00	-8.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(152,142.46)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(152,142.46)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	525,882.26	373,739.80	-28.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			525,882.26	373,739.80	-28.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			525,882.26	373,739.80	-28.9%
2) Ending Balance, June 30 (E + F1e)			373,739.80	373,739.80	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	373,739.80	373,739.80	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	70,366.00	66,496.00	-5.5%
4) Other Local Revenue		8600-8799	610.34	0.00	-100.0%
5) TOTAL, REVENUES			70,976.34	66,496.00	-6.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	20,940.77	0.00	-100.0%
2) Classified Salaries		2000-2999	15,670.66	26,212.62	67.3%
3) Employee Benefits		3000-3999	20,733.40	18,940.85	-8.6%
4) Books and Supplies		4000-4999	0.00	21,897.82	New
5) Services and Other Operating Expenditures		5000-5999	0.00	5,580.69	New
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	2,588.12	4,907.00	89.6%
9) TOTAL, EXPENDITURES			59,932.95	77,538.98	29.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			11,043.39	(11,042.98)	-200.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			11,043.39	(11,042.98)	-200.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	11,043.39	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	11,043.39	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	11,043.39	New
2) Ending Balance, June 30 (E + F1e)			11,043.39	0.41	-100.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	11,043.39	0.41	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	244,353.46	284,441.93	16.4%
3) Other State Revenue		8300-8599	658,300.70	506,853.00	-23.0%
4) Other Local Revenue		8600-8799	200,277.78	198,003.00	-1.1%
5) TOTAL, REVENUES			1,102,931.94	989,297.93	-10.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	319,661.18	310,377.12	-2.9%
3) Employee Benefits		3000-3999	210,310.94	188,491.28	-10.4%
4) Books and Supplies		4000-4999	43,189.85	46,933.82	8.7%
5) Services and Other Operating Expenditures		5000-5999	435,845.70	357,396.81	-18.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	78,327.44	85,451.00	9.1%
9) TOTAL, EXPENDITURES			1,087,335.11	988,650.03	-9.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			15,596.83	647.90	-95.8%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			15,596.83	647.90	-95.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	22,878.99	38,475.82	68.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			22,878.99	38,475.82	68.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			22,878.99	38,475.82	68.2%
2) Ending Balance, June 30 (E + F1e)			38,475.82	39,123.72	1.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	35,590.24	35,216.21	-1.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	2,885.62	3,907.55	35.4%
Child Development Programs	0000	9780	2,885.62		
Child Development Programs	0000	9780		3,907.55	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	(0.04)	(0.04)	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	32,451.76	45,000.00	38.7%
3) Other State Revenue		8300-8599	1,995.36	5,000.00	150.6%
4) Other Local Revenue		8600-8799	126.56	100.00	-21.0%
5) TOTAL, REVENUES			34,573.68	50,100.00	44.9%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	61,278.00	48,616.00	-20.7%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	3,315.13	2,484.00	-25.1%
9) TOTAL, EXPENDITURES			64,593.13	51,100.00	-20.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(30,019.45)	(1,000.00)	-96.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	30,019.45	1,000.00	-96.7%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			30,019.45	1,000.00	-96.7%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00	0.0%
2) Ending Balance, June 30 (E + F1e)			0.00	0.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	20,354.91	20,000.00	-1.7%
5) TOTAL, REVENUES			20,354.91	20,000.00	-1.7%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			20,354.91	20,000.00	-1.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			20,354.91	20,000.00	-1.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,007,892.70	1,028,247.61	2.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,007,892.70	1,028,247.61	2.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,007,892.70	1,028,247.61	2.0%
2) Ending Balance, June 30 (E + F1e)			1,028,247.61	1,048,247.61	1.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	1,028,247.61	1,048,247.61	1.9%
Deferred Maintenance	0000	9760	1,028,247.61		
Deferred Maintenance Fund	0000	9760		1,048,247.61	
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	50,892.92	51,000.00	0.2%
5) TOTAL, REVENUES			50,892.92	51,000.00	0.2%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			50,892.92	51,000.00	0.2%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			50,892.92	51,000.00	0.2%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,520,010.20	2,570,903.12	2.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,520,010.20	2,570,903.12	2.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,520,010.20	2,570,903.12	2.0%
2) Ending Balance, June 30 (E + F1e)			2,570,903.12	2,621,903.12	2.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	2,570,903.12	2,621,903.12	2.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	9,825.42	10,000.00	1.8%
5) TOTAL, REVENUES			9,825.42	10,000.00	1.8%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			9,825.42	10,000.00	1.8%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			9,825.42	10,000.00	1.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	486,513.79	496,339.21	2.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			486,513.79	496,339.21	2.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			486,513.79	496,339.21	2.0%
2) Ending Balance, June 30 (E + F1e)			496,339.21	506,339.21	2.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	496,339.21	506,339.21	2.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,333,433.10	850,000.00	-36.3%
5) TOTAL, REVENUES			1,333,433.10	850,000.00	-36.3%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	671,475.66	630,000.00	-6.2%
6) Depreciation		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			671,475.66	630,000.00	-6.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			661,957.44	220,000.00	-66.8%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			661,957.44	220,000.00	-66.8%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	8,398,699.76	9,060,657.20	7.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			8,398,699.76	9,060,657.20	7.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			8,398,699.76	9,060,657.20	7.9%
2) Ending Net Position, June 30 (E + F1e)			9,060,657.20	9,280,657.20	2.4%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	9,060,657.20	9,280,657.20	2.4%

Description	2018-19 Unaudited Actuals			2019-20 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps	67.52	70.15	70.15	66.00	66.00	66.00
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	707.28	790.86	790.86	769.00	769.00	769.00
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	774.80	861.01	861.01	835.00	835.00	835.00
2. District Funded County Program ADA						
a. County Community Schools	21.80	21.61	21.80	0.00	0.00	0.00
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	21.80	21.61	21.80	0.00	0.00	0.00
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	796.60	882.62	882.81	835.00	835.00	835.00
4. Adults in Correctional Facilities						
5. County Operations Grant ADA						
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	2018-19 Unaudited Actuals			2019-20 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools. Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA						
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0.00
3. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0.00
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	0.00	0.00	0.00	0.00	0.00	0.00
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA	97.36	104.46	97.36	250.20	250.20	250.20
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0.00
7. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.00
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	97.36	104.46	97.36	250.20	250.20	250.20
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	97.36	104.46	97.36	250.20	250.20	250.20

Section I - Expenditures	Funds 01, 09, and 62			2018-19 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	57,959,745.03
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	1,458,380.59
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	1,620,728.30
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	1,075,515.23
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	624,755.13
4. Other Transfers Out	All	9200	7200-7299	8,119,540.70
5. Interfund Transfers Out	All	9300	7600-7629	30,019.45
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	3,836.67
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	388,011.76
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				11,862,407.24
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	30,019.45
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				44,668,976.65

Section II - Expenditures Per ADA		2018-19 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines B1d and C9)		965.47
B. Expenditures per ADA (Line I.E divided by Line II.A)		46,266.56
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)		
	Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	38,940,085.04	43,373.27
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	38,940,085.04	43,373.27
B. Required effort (Line A.2 times 90%)	35,046,076.54	39,035.94
C. Current year expenditures (Line I.E and Line II.B)	44,668,976.65	46,266.56
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2020-21 may be reduced by the lower of the two percentages)	0.00%	0.00%

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

Part I - General Administrative Share of Plant Services Costs

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

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

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 3,137,410.35
2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

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B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 33,360,666.01

C. Percentage of Plant Services Costs Attributable to General Administration

- (Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 9.40%

Part II - Adjustments for Employment Separation Costs

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

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

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

A. Normal Separation Costs (optional)

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

B. Abnormal or Mass Separation Costs (required)

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

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

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	2,338,997.59
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	1,009,210.68
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	55,200.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	159,990.60
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	176,353.60
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	35,384.20
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	3,775,136.67
9. Carry-Forward Adjustment (Part IV, Line F)	(29,114.74)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	3,746,021.93

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	19,530,139.80
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	11,455,955.42
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	4,119,335.94
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	16,112.03
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	1,077,790.60
6. Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	1,092,885.80
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	2,117,998.01
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	1,043,898.39
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	1,699,748.54
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	1,172,627.91
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	57,344.83
15. Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	886,915.67
16. Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	61,278.00
17. Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18. Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	44,332,030.94

C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment

(For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B18)	8.52%
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D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2020-21 see www.cde.ca.gov/fg/ac/ic/) (Line A10 divided by Line B18)	8.45%
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Part IV - Carry-forward Adjustment

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

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

A. Indirect costs incurred in the current year (Part III, Line A8)	<u>3,775,136.67</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>256,562.62</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (9.16%) times Part III, Line B18); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (9.16%) times Part III, Line B18) or (the highest rate used to recover costs from any program (9.16%) times Part III, Line B18); zero if positive	<u>(29,114.74)</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>(29,114.74)</u>
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>8.45%</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-14,557.37) is applied to the current year calculation and the remainder (\$-14,557.37) is deferred to one or more future years:	<u>8.48%</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-9,704.91) is applied to the current year calculation and the remainder (\$-19,409.83) is deferred to one or more future years:	<u>8.49%</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>(29,114.74)</u>

Approved indirect cost rate: 9.16%
 Highest rate used in any program: 9.16%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except Object 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	173,318.53	15,875.98	9.16%
01	3025	118,933.68	10,894.32	9.16%
01	3310	375,344.53	25,462.52	6.78%
01	3385	96,577.78	5,726.22	5.93%
01	4035	22,660.51	2,075.70	9.16%
01	4128	202,469.60	18,546.22	9.16%
01	5630	160,315.13	14,684.87	9.16%
01	5640	4,800.00	285.00	5.94%
01	6230	61,108.97	2,498.52	4.09%
01	6387	1,355,325.74	112,381.86	8.29%
01	6500	8,133,900.73	488,811.38	6.01%
01	6510	779,296.00	46,212.00	5.93%
01	6512	56,864.17	5,009.08	8.81%
01	6515	12,349.66	732.34	5.93%
01	6520	70,149.00	6,426.00	9.16%
01	6680	69,222.13	6,340.75	9.16%
01	6685	85,544.30	7,835.86	9.16%
01	7135	64,546.69	5,912.48	9.16%
01	7366	196,676.72	17,914.83	9.11%
01	7510	88,700.07	8,124.93	9.16%
01	7810	106,597.65	9,764.69	9.16%
01	8150	575,900.85	52,752.52	9.16%
01	9010	6,957,399.00	447,677.59	6.43%
11	6391	52,056.83	2,588.12	4.97%
12	5035	182,627.66	16,627.92	9.10%
12	5055	48,752.07	4,364.93	8.95%
12	6045	2,545.80	233.20	9.16%
12	6100	2,292.96	210.04	9.16%
12	6110	210,354.82	18,563.18	8.82%
12	6126	57,069.67	5,227.59	9.16%
12	6127	191,511.95	17,542.49	9.16%
12	9010	169,848.14	15,558.09	9.16%
13	5310	61,278.00	3,315.13	5.41%

Unaudited Actuals
2018-19 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 COUNTY SCHOOL SERVICE FUND								
Expenditure Detail	0.00	(10,638.72)	0.00	(84,230.69)				
Other Sources/Uses Detail					0.00	30,019.45		
Fund Reconciliation							346,379.37	63.03
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	259,112.90
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail							0.00	0.00
Fund Reconciliation								
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	2,588.12	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	2,588.12
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	10,638.72	0.00	78,327.44	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							63.03	71,382.67
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	3,315.13	0.00				
Other Sources/Uses Detail					30,019.45	0.00		
Fund Reconciliation							0.00	13,295.68
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
16 FOREST RESERVE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00

Unaudited Actuals
2018-19 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail							0.00	0.00
Fund Reconciliation								
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	10,638.72	(10,638.72)	84,230.69	(84,230.69)	30,019.45	30,019.45	346,442.40	346,442.40

SANTA CRUZ COUNTY OFFICE OF EDUCATION
GENERAL FUND SUMMARY 2018-19
2018-19 UNAUDITED ACTUALS

	Various General Unrestricted	06XX/1400 Alternative Education	0830 CTEP	Total Unrestricted	33XX/65XX Special Education	CATS Categoricals	8150 Routine & Restricted Maintenance	9XXX Local Programs	Total Restricted	Total General Fund
Revenues										
LCFF Revenues	10,327,510	11,047,086	-	21,374,596	7,590,942	-	-	-	7,590,942	28,965,538
Federal Revenues	308,637	-	-	308,637	539,249	1,016,351	-	-	1,555,600	1,864,236
Federal Pass Through	8,119,541	-	-	8,119,541	-	-	-	-	-	8,119,541
Other State Revenues	485,477	-	-	485,477	1,777,707	4,349,140	-	-	6,126,847	6,612,324
Other Local Revenues	2,171,736	342,335	2,781,095	5,295,167	127,889	-	-	8,343,594	8,471,483	13,766,649
Total Revenue	21,412,901	11,389,421	2,781,095	35,583,417	10,035,787	5,365,491	-	8,343,594	23,744,871	59,328,288
Expenditures										
Certificated Salaries	1,321,375	3,734,564	1,113,371	6,169,310	2,617,245	615,405	-	1,626,104	4,858,755	11,028,065
Classified Salaries	4,385,054	1,931,221	163,417	6,479,691	2,552,057	607,317	320,797	1,725,270	5,205,441	11,685,132
Employee Benefits	3,002,253	2,640,443	545,671	6,188,368	3,253,859	2,670,579	191,288	1,318,513	7,434,239	13,622,607
Books and Supplies	306,195	284,095	59,356	649,646	88,580	95,550	5,716	272,695	462,542	1,112,187
Services, Other Operating Expenditures	1,911,286	1,655,000	641,029	4,207,316	1,111,172	1,225,625	58,101	2,867,502	5,262,399	9,469,715
Capital Outlay	983,524	15,288	-	998,812	-	76,703	-	-	76,703	1,075,515
Other Outgo	-	-	-	-	-	-	-	624,755	624,755	624,755
Pass Through	8,119,541	-	-	8,119,541	-	-	-	-	-	8,119,541
Indirect Costs	(2,534,496)	880,068	258,252	(1,396,176)	578,380	233,136	52,753	447,678	1,311,946	(84,231)
Total Expenditures	17,494,732	11,140,680	2,781,095	31,416,507	10,201,293	5,524,316	628,653	8,882,517	25,236,780	56,653,287
Interfund Transfers										
Transfers In	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	(30,019)	-	(30,019)	-	-	-	-	-	(30,019)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Contributions	(1,148,046)	(24,063)	-	(1,172,108)	165,506	31	628,653	377,918	1,172,108	-
Total Transfers	(1,148,046)	(54,082)	-	(1,202,128)	165,506	31	628,653	377,918	1,172,108	(30,019)
Beginning Balance	21,476,472	525,379	-	22,001,851	-	551,986	-	2,167,184	2,719,170	24,721,021
Net Increase (Decrease) in Fund Balance	2,770,123	194,659	-	2,964,782	-	(158,795)	-	(161,006)	(319,801)	2,644,981
Ending Fund Balance	24,246,595	720,038	-	24,966,633	-	393,191	-	2,006,178	2,399,369	27,366,002
Components of Ending Fund Balance:										
Nonspendable	2,800	-	-	2,800	-	-	-	-	-	2,800
Restricted	-	-	-	-	-	393,191	-	2,006,178	2,399,369	2,399,369
Committed	-	-	-	-	-	-	-	-	-	-
Assigned	21,638,467	720,038	-	22,358,505	-	-	-	-	-	22,358,505
Assigned (COPS)	1,405,328	-	-	1,405,328	-	-	-	-	-	1,405,328
Committed (COPS)	1,200,000	-	-	1,200,000	-	-	-	-	-	1,200,000
Reserve for Economic Certainty	-	-	-	-	-	-	-	-	-	-

SANTA CRUZ COUNTY OFFICE OF EDUCATION
ALL FUNDS SUMMARY 2018-19
2018-19 UNAUDITED ACTUALS

	Fund 01	Fund 09	Fund 10	Fund 11	Fund 12	Fund 13	Fund 14	Fund 17	Fund 35	Fund 71	
	General Fund	Charter	SELPA Pass-Through	Adult Education Block Grant	Child Development	Cafeteria	Deferred Maintenance	Special Reserve	County Schools Facility	Retiree Benefit Trust	Total of All Funds
Revenues											
LCFF Revenues	28,965,538	970,545	-	-	-	-	-	-	-	-	30,906,628
Federal Revenues	1,864,236	-	-	-	244,353	32,452	-	-	-	-	2,141,042
Federal Pass Through	8,119,541	-	3,149,087	-	-	-	-	-	-	-	11,268,627
Other State Revenues	6,612,324	110,206	4,384,571	70,366	658,301	1,995	-	-	-	-	11,947,969
Other Local Revenues	13,766,649	184,920	23,998	610	200,278	127	20,355	50,893	9,825	1,333,433	15,776,008
Total Revenue	59,328,288	1,265,671	7,557,656	70,976	1,102,932	34,574	20,355	50,893	9,825	1,333,433	72,040,274
Expenditures											
Certificated Salaries	11,028,065	602,980	-	20,941	-	-	-	-	-	-	12,254,966
Classified Salaries	11,685,132	83,331	-	15,671	319,661	-	-	-	-	-	12,187,125
Employee Benefits	13,622,607	300,052	-	20,733	210,311	-	-	-	-	-	14,453,756
Books and Supplies	1,112,187	24,828	-	-	43,190	61,278	-	-	-	-	1,266,311
Services, Other Operating Expenditures	9,469,715	265,248	-	-	435,846	-	-	-	-	671,476	11,107,533
Capital Outlay	1,075,515	-	-	-	-	-	-	-	-	-	1,075,515
Other Outgo	624,755	-	3,287,671	-	-	-	-	-	-	-	3,912,427
Pass Through	8,119,541	-	4,422,127	-	-	-	-	-	-	-	12,541,668
Indirect Costs	(84,231)	-	-	2,588	78,327	3,315	-	-	-	-	(0)
Total Expenditures	56,653,287	1,276,439	7,709,798	59,933	1,087,335	64,593	-	-	-	671,476	68,799,299
Interfund Transfers											
Transfers In	-	-	-	-	-	30,019	-	-	-	-	30,019
Transfers Out	(30,019)	-	-	-	-	-	-	-	-	-	(30,019)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	(30,019)	-	-	-	-	30,019	-	-	-	-	-
Beginning Balance	24,721,021	281,883	525,882	-	22,880	0	1,007,893	2,520,010	486,514	8,398,699	37,964,782
Net Increase (Decrease) in Fund Balance	2,644,981	(10,768)	(152,142)	11,043	15,597	-	20,355	50,893	9,825	661,957	3,240,974
Ending Fund Balance	27,366,002	271,115	373,740	11,043	38,477	0	1,028,248	2,570,903	496,339	9,060,657	41,205,756
Components of Ending Fund Balance:											
Nonspendable	2,800	-	-	-	-	-	-	-	-	-	2,800
Restricted	2,399,369	15,111	373,740	11,043	35,591	0	-	-	496,339	9,060,657	12,391,850
Committed	-	-	-	-	-	-	1,028,248	-	-	-	1,028,248
Assigned	22,358,505	217,711	-	-	2,886	-	-	-	-	-	22,568,334
Assigned (COPS)	1,405,328	-	-	-	-	-	-	-	-	-	1,405,328
Committed (COPS)	1,200,000	-	-	-	-	-	-	-	-	-	1,200,000
Reserve for Economic Certainty	-	38,293	-	-	-	-	-	2,570,903	-	-	2,609,196

SANTA CRUZ COUNTY OFFICE OF EDUCATION
GENERAL FUND SUMMARY 2019-20
2018-19 UNAUDITED ACTUALS

	Various	06XX	0830		33XX/65XX	CATS	8150	9XXX		
	General Unrestricted	Alternative Education	CTEP	Total Unrestricted	Special Education	Categoricals	Routine & Restricted Maintenance	Local Programs	Total Restricted	Total General Fund
Revenues										
LCFF Revenues	9,917,370	11,407,226	-	21,324,596	7,640,230	-	-	-	7,640,230	28,964,826
Federal Revenues	139,848	-	-	139,848	557,577	1,217,952	-	-	1,775,529	1,915,377
Federal Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Other State Revenues	351,654	-	-	351,654	2,895,998	3,417,504	-	-	6,313,502	6,665,157
Other Local Revenues	1,380,727	-	125,000	1,505,727	-	135,039	-	7,738,890	7,873,929	9,379,656
Total Revenue	16,889,599	11,407,226	125,000	28,421,825	11,093,805	4,770,495	-	7,738,890	23,603,190	52,025,015
Expenditures										
Certificated Salaries	1,652,415	4,014,656	296,658	5,963,729	2,889,315	294,546	-	1,388,537	4,572,398	10,536,128
Classified Salaries	4,804,378	1,777,281	141,866	6,723,526	2,748,499	555,041	328,759	1,822,199	5,454,498	12,178,024
Employee Benefits	3,376,201	2,949,330	191,127	6,516,658	3,651,898	1,260,311	214,041	1,400,245	6,526,495	13,043,153
Books and Supplies	1,025,829	766,840	24,667	1,817,336	159,065	318,910	53,725	172,264	703,964	2,521,300
Services, Other Operating Expenditures	2,226,715	1,335,039	36,342	3,598,096	1,170,064	2,292,767	208,489	3,003,716	6,675,037	10,273,133
Capital Outlay	1,663,300	2,195	-	1,665,495	8,000	-	-	-	8,000	1,673,495
Other Outgo	374,756	-	-	374,756	-	-	-	250,000	250,000	624,756
Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Indirect Costs	(2,654,096)	976,104	63,189	(1,614,803)	649,719	315,145	78,891	478,206	1,521,961	(92,842)
Total Expenditures	17,569,499	11,821,445	753,851	30,144,794	11,276,560	5,036,719	883,905	8,515,168	25,712,352	55,857,146
Interfund Transfers										
Transfers In	-	-	-	-	-	-	-	-	-	-
Transfers Out	(157,799)	(1,000)	-	(158,799)	-	-	-	-	-	(158,799)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Contributions	(2,218,608)	45,035	628,851	(1,544,722)	182,755	231,208	883,905	246,854	1,544,722	-
Total Transfers	(2,376,407)	44,035	628,851	(1,703,521)	182,755	231,208	883,905	246,854	1,544,722	(158,799)
Beginning Balance	24,246,595	720,038	-	24,966,633	-	393,191	-	2,006,178	2,399,369	27,366,002
Net Increase (Decrease) in Fund Balance	(3,056,306)	(370,184)	-	(3,426,490)	-	(35,017)	-	(529,424)	(564,441)	(3,990,931)
Ending Fund Balance	21,190,289	349,854	-	21,540,143	-	358,174	-	1,476,754	1,834,928	23,375,071
Components of Ending Fund Balance:										
Nonspendable	2,800	-	-	2,800	-	-	-	-	-	2,800
Restricted	-	-	-	-	-	358,174	-	1,476,754	1,834,928	1,834,928
Committed	-	-	-	-	-	-	-	-	-	-
Assigned	18,956,917	349,854	-	19,306,771	-	-	-	-	-	19,306,771
Assigned (COPS)	1,030,572	-	-	1,030,572	-	-	-	-	-	1,030,572
Committed (COPS)	1,200,000	-	-	1,200,000	-	-	-	-	-	1,200,000
Reserve for Economic Certainty	-	-	-	-	-	-	-	-	-	-

SANTA CRUZ COUNTY OFFICE OF EDUCATION
ALL FUNDS SUMMARY 2019-20
2018-19 UNAUDITED ACTUALS

	Fund 01	Fund 09	Fund 10	Fund 11	Fund 12	Fund 13	Fund 14	Fund 17	Fund 35	Fund 71	
	General Fund	Charter	SELPA Pass-Through	Adult Education Block Grant	Child Development	Cafeteria	Deferred Maintenance	Special Reserve	County Schools Facility	Retiree Benefit Trust	Total of All Funds
Revenues											
LCFF Revenues	28,964,826	2,549,467	-	-	-	-	-	-	-	-	31,514,293
Federal Revenues	1,915,377	-	-	-	284,442	45,000	-	-	-	-	2,244,819
Federal Pass Through	5,100,000	-	3,741,806	-	-	-	-	-	-	-	8,841,806
Other State Revenues	6,665,157	237,390	3,271,647	66,496	506,853	5,000	-	-	-	-	10,752,543
Other Local Revenues	9,379,656	544,633	25,700	-	198,003	100	20,000	51,000	10,000	850,000	11,079,092
Total Revenue	52,025,015	3,331,490	7,039,153	66,496	989,298	50,100	20,000	51,000	10,000	850,000	64,432,553
Expenditures											
Certificated Salaries	10,536,128	1,518,607	-	-	-	-	-	-	-	-	12,054,735
Classified Salaries	12,178,024	221,949	-	26,213	310,377	-	-	-	-	-	12,736,562
Employee Benefits	13,043,153	952,745	-	18,941	188,491	-	-	-	-	-	14,203,330
Books and Supplies	2,521,300	268,289	-	21,898	46,934	48,616	-	-	-	-	2,907,036
Services, Other Operating Expenditures	10,273,133	525,787	-	5,581	357,397	-	-	-	-	630,000	11,791,897
Capital Outlay	1,673,495	28,567	-	-	-	-	-	-	-	-	1,702,062
Other Outgo	624,756	-	2,107,166	-	-	-	-	-	-	-	2,731,922
Pass Through	5,100,000	-	4,931,987	-	-	-	-	-	-	-	10,031,987
Indirect Costs	(92,842)	-	-	4,907	85,451	2,484	-	-	-	-	0
Total Expenditures	55,857,146	3,515,943	7,039,153	77,539	988,650	51,100	-	-	-	630,000	68,159,532
Interfund Transfers											
Transfers In	-	157,799	-	-	-	1,000	-	-	-	-	158,799
Transfers Out	(158,799)	-	-	-	-	-	-	-	-	-	(158,799)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	(158,799)	157,799	-	-	-	1,000	-	-	-	-	-
Beginning Balance	27,366,002	271,115	373,740	11,043	38,477	0	1,028,248	2,570,903	496,339	9,060,657	41,216,523
Net Increase (Decrease) in Fund Balance	(3,990,931)	(26,654)	-	(11,043)	648	-	20,000	51,000	10,000	220,000	(3,726,980)
Ending Fund Balance	23,375,071	244,461	373,740	0	39,124	0	1,048,248	2,621,903	506,339	9,280,657	37,489,543
Components of Ending Fund Balance:											
Nonspendable	2,800	-	-	-	-	-	-	-	-	-	2,800
Restricted	1,834,928	15,111	373,740	0	35,217	0	-	-	506,339	9,280,657	12,045,992
Committed	-	-	-	-	-	-	1,048,248	-	-	-	1,048,248
Assigned	19,306,771	176,505	-	-	3,908	-	-	2,621,903	-	-	22,109,087
Assigned (COPS)	1,030,572	-	-	-	-	-	-	-	-	-	1,030,572
Committed (COPS)	1,200,000	-	-	-	-	-	-	-	-	-	1,200,000
Reserve for Economic Certainty	-	52,845	-	-	-	-	-	-	-	-	52,845

SANTA CRUZ COUNTY OFFICE OF EDUCATION
GENERAL FUND SUMMARY 2020-21
2018-19 UNAUDITED ACTUALS

	Various General Unrestricted	06XX Alternative Education	0830 CTEP	Total Unrestricted	33XX/65XX Special Education	Various Categoricals	8150 Routine & Restricted Maintenance	9XXX Local Programs	Total Restricted	Total General Fund
Revenues										
LCFF Revenues	9,917,370	11,407,226	-	21,324,596	7,640,230	-	-	-	7,640,230	28,964,826
Federal Revenues	139,848	-	-	139,848	557,577	917,125	-	-	1,474,702	1,614,550
Federal Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Other State Revenues	287,204	-	-	287,204	3,431,410	2,855,888	-	-	6,287,298	6,574,502
Other Local Revenues	1,340,606	-	125,000	1,465,606	-	135,039	-	7,790,890	7,925,929	9,391,535
Total Revenue	16,785,028	11,407,226	125,000	28,317,254	11,629,217	3,908,052	-	7,790,890	23,328,159	51,645,413
Expenditures										
Certificated Salaries	1,706,944	4,147,140	306,448	6,160,532	2,984,662	162,170	-	1,242,399	4,389,232	10,549,764
Classified Salaries	4,876,444	1,803,941	143,994	6,824,379	2,789,727	544,930	333,690	1,841,125	5,509,472	12,333,851
Employee Benefits	3,645,262	3,178,778	206,086	7,030,126	3,923,551	1,192,783	230,743	1,473,335	6,820,412	13,850,539
Books and Supplies	1,012,829	766,840	24,667	1,804,336	159,065	43,613	53,725	55,440	311,843	2,116,179
Services, Other Operating Expenditures	1,491,129	1,335,039	36,342	2,862,510	1,170,064	1,711,611	166,247	2,705,547	5,753,470	8,615,980
Capital Outlay	25,000	2,195	-	27,195	-	-	-	-	-	27,195
Other Outgo	374,756	-	-	374,756	-	-	-	250,000	250,000	624,756
Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Indirect Costs	(2,559,225)	976,104	63,189	(1,519,932)	669,903	257,125	75,512	424,551	1,427,090	(92,842)
Total Expenditures	15,673,139	12,210,035	780,728	28,663,903	11,696,972	3,912,233	859,917	7,992,397	24,461,519	53,125,422
Interfund Transfers										
Transfers In	-	-	-	-	-	-	-	-	-	-
Transfers Out	4,797	(1,000)	-	3,797	-	-	-	-	-	3,797
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Contributions	(2,127,900)	358,646	655,728	(1,113,526)	67,755	-	859,917	185,854	1,113,526	-
Total Transfers	(2,123,103)	357,646	655,728	(1,109,729)	67,755	-	859,917	185,854	1,113,526	3,797
Beginning Balance	21,190,289	349,854	-	21,540,143	-	358,174	-	1,476,754	1,834,928	23,375,071
Net Increase (Decrease) in Fund Balance	(1,011,215)	(445,163)	-	(1,456,378)	-	(4,180)	-	(15,653)	(19,833)	(1,476,211)
Ending Fund Balance	20,179,074	(95,309)	-	20,083,765	-	353,994	-	1,461,101	1,815,095	21,898,860
Components of Ending Fund Balance:										
Nonspendable	2,800	-	-	2,800	-	-	-	-	-	2,800
Restricted	-	-	-	-	-	353,994	-	1,461,101	1,815,095	1,815,095
Committed	-	-	-	-	-	-	-	-	-	-
Assigned	18,320,458	(95,309)	-	18,225,149	-	-	-	-	-	18,225,149
Assigned (COPS)	655,816	-	-	655,816	-	-	-	-	-	655,816
Committed (COPS)	1,200,000	-	-	1,200,000	-	-	-	-	-	1,200,000

SANTA CRUZ COUNTY OFFICE OF EDUCATION
GENERAL FUND SUMMARY 2021-22
2018-19 UNAUDITED ACTUALS

	Various General Unrestricted	06XX Alternative Education	0830 CTEP	Total Unrestricted	33XX/65XX Special Education	Various Categoricals	8150 Routine & Restricted Maintenance	9XXX Local Programs	Total Restricted	Total General Fund
Revenues										
LCFF Revenues	9,917,370	11,407,226	-	21,324,596	7,640,230	-	-	-	7,640,230	28,964,826
Federal Revenues	139,848	-	-	139,848	557,577	917,125	-	-	1,474,702	1,614,550
Federal Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Other State Revenues	295,246	-	-	295,246	3,707,825	2,470,470	-	-	6,178,295	6,473,541
Other Local Revenues	1,340,606	-	125,000	1,465,606	-	135,039	-	7,840,890	7,975,929	9,441,535
Total Revenue	16,793,070	11,407,226	125,000	28,325,296	11,905,632	3,522,634	-	7,840,890	23,269,156	51,594,452
Expenditures										
Certificated Salaries	1,729,135	4,201,053	310,432	6,240,619	3,023,463	164,278	-	1,239,591	4,427,332	10,667,951
Classified Salaries	4,934,961	1,825,588	145,722	6,906,271	2,823,204	551,469	337,695	1,854,811	5,567,179	12,473,450
Employee Benefits	3,847,872	3,305,983	214,068	7,367,922	4,119,573	1,209,710	245,422	1,531,460	7,106,165	14,474,087
Books and Supplies	1,012,829	766,840	24,667	1,804,336	159,065	43,613	53,725	55,440	311,843	2,116,179
Services, Other Operating Expenditures	1,531,129	1,335,039	36,342	2,902,510	1,170,064	1,340,502	164,721	2,698,866	5,374,154	8,276,664
Capital Outlay	25,000	2,195	-	27,195	-	-	-	-	-	27,195
Other Outgo	374,756	-	-	374,756	-	-	-	250,000	250,000	624,756
Pass Through	5,100,000	-	-	5,100,000	-	-	-	-	-	5,100,000
Indirect Costs	(2,531,181)	976,104	63,189	(1,491,888)	678,018	221,088	75,390	424,551	1,399,046	(92,842)
Total Expenditures	16,024,501	12,412,800	794,421	29,231,722	11,973,387	3,530,661	876,952	8,054,720	24,435,719	53,667,441
Interfund Transfers										
Transfers In	-	-	-	-	-	-	-	-	-	-
Transfers Out	71,783	(1,000)	-	70,783	-	-	-	-	-	70,783
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Contributions	(2,158,628)	358,646	669,421	(1,130,561)	67,755	-	876,952	185,854	1,130,561	-
Total Transfers	(2,086,845)	357,646	669,421	(1,059,778)	67,755	-	876,952	185,854	1,130,561	70,783
Beginning Balance	20,179,074	(95,309)	-	20,083,765	-	353,994	-	1,461,101	1,815,095	21,898,860
Net Increase (Decrease) in Fund Balance	(1,318,276)	(647,928)	-	(1,966,204)	-	(8,026)	-	(27,975)	(36,001)	(2,002,205)
Ending Fund Balance	18,860,798	(743,237)	-	18,117,561	-	345,968	-	1,433,126	1,779,094	19,896,655
Components of Ending Fund Balance:										
Nonspendable	2,800	-	-	2,800	-	-	-	-	-	2,800
Restricted	-	-	-	-	-	345,968	-	1,433,126	1,779,094	1,779,094
Assigned	17,376,938	(743,237)	-	16,633,701	-	-	-	-	-	16,633,701
Assigned (COPS)	281,060	-	-	281,060	-	-	-	-	-	281,060
Committed (COPS)	1,200,000	-	-	1,200,000	-	-	-	-	-	1,200,000

SANTA CRUZ COUNTY OFFICE OF EDUCATION

GENERAL FUND SUMMARY 2018-19

2018-19 ESTIMATED ACTUALS versus 2018-19 UNAUDITED ACTUALS

	Total Unrestricted ESTIMATED ACTUALS	Total Restricted ESTIMATED ACTUALS	Total General Fund ESTIMATED ACTUALS	Total Unrestricted UNAUDITED ACTUALS	Total Restricted UNAUDITED ACTUALS	Total General Fund UNAUDITED ACTUALS	Unrestricted Variance	Restricted Variance	Total General Fund Variance	Percentage Difference
Revenues										
LCFF Revenues	20,259,590	7,640,230	27,899,820	21,374,596	7,590,942	28,965,538	1,115,006	(49,288)	1,065,718	3.8%
Federal Revenues	407,382	1,440,702	1,848,085	308,637	1,555,600	1,864,236	(98,746)	114,897	16,152	0.9%
Federal Pass Through	7,300,000	-	7,300,000	8,119,541	-	8,119,541	819,541	-	819,541	11.2%
Other State Revenues	1,356,713	4,589,543	5,946,256	485,477	6,126,847	6,612,324	(871,236)	1,537,304	666,068	11.2%
Other Local Revenues	4,807,393	8,750,237	13,557,630	5,295,167	8,471,483	13,766,649	487,774	(278,755)	209,019	1.5%
Total Revenue	34,131,078	22,420,713	56,551,791	35,583,417	23,744,871	59,328,288	1,452,339	1,324,158	2,776,497	4.9%
Expenditures										
Certificated Salaries	6,340,029	4,986,660	11,326,689	6,169,310	4,858,755	11,028,065	(170,719)	(127,905)	(298,624)	-2.6%
Classified Salaries	6,424,937	5,264,284	11,689,221	6,479,691	5,205,441	11,685,132	54,755	(58,844)	(4,089)	0.0%
Employee Benefits	6,135,370	6,099,731	12,235,101	6,188,368	7,434,239	13,622,607	52,998	1,334,509	1,387,506	11.3%
Books and Supplies	1,131,325	697,895	1,829,220	649,646	462,542	1,112,187	(481,679)	(235,353)	(717,032)	-39.2%
Services, Other Operating Expenditures	5,061,621	5,520,789	10,582,409	4,207,316	5,262,399	9,469,715	(854,305)	(258,390)	(1,112,694)	-10.5%
Capital Outlay	1,020,940	179,568	1,200,508	998,812	76,703	1,075,515	(22,128)	(102,864)	(124,992)	-10.4%
Other Outgo	-	630,000	630,000	-	624,755	624,755	-	(5,245)	(5,245)	-0.8%
Pass Through	7,300,000	-	7,300,000	8,119,541	-	8,119,541	819,541	-	819,541	11.2%
Indirect Costs	(1,424,481)	1,332,887	(91,594)	(1,396,176)	1,311,946	(84,231)	28,305	(20,942)	7,363	-8.0%
Total Expenditures	31,989,740	24,711,813	56,701,553	31,416,507	25,236,780	56,653,287	(573,233)	524,967	(48,266)	-0.1%
Interfund Transfers										
Transfers In	-	-	-	-	-	-	-	-	-	0.0%
Transfers Out	(45,000)	-	(45,000)	(30,019)	-	(30,019)	14,981	-	14,981	-33.3%
Other Financing Sources	-	-	-	-	-	-	-	-	-	0.0%
Contributions	(1,221,971)	1,221,971	-	(1,172,108)	1,172,108	-	49,863	(49,863)	-	0.0%
Total Transfers	(1,266,971)	1,221,971	(45,000)	(1,202,128)	1,172,108	(30,019)	64,843	(49,863)	14,981	-33.3%
Beginning Balance	22,001,851	2,719,170	24,721,021	22,001,851	2,719,170	24,721,021	-	-	-	0.0%
Net Increase (Decrease) in Fund Balance	874,367	(1,069,129)	(194,762)	2,964,782	(319,801)	2,644,981	2,090,415	749,328	2,839,743	-1458.1%
Ending Fund Balance	22,876,218	1,650,041	24,526,259	24,966,633	2,399,369	27,366,002	2,090,415	749,328	2,839,743	11.6%
Components of Ending Fund Balance:										
Nonspendable	2,800	-	2,800	2,800	-	2,800	-	-	-	0.0%
Restricted	-	1,650,041	1,650,041	-	2,399,369	2,399,369	-	749,328	749,328	45.4%
Committed	-	-	-	-	-	-	-	-	-	-
Assigned	20,270,590	-	20,270,590	22,361,005	-	22,361,005	2,090,415	-	2,090,415	10.3%
Assigned (COPS)	1,402,828	-	1,402,828	1,402,828	-	1,402,828	-	-	-	0.0%
Committed - Negotiated Salary Increases	-	-	-	-	-	-	-	-	-	-



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☐

Action

☒

Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Robyn McKeen, Project Coordinator, Health and Wellness Santa Cruz

SUBJECT: Health and Wellness Santa Cruz (HWSC)

BACKGROUND

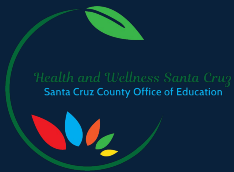
The Board will receive a report on the grant-funded Health and Wellness Santa Cruz (HWSC) initiative, which supports two primary strategies to increase health and wellness for students. The “I am Thriving” learning series is designed for school staff to increase their awareness of local community resources and how to successfully connect students and their families with services that would be helpful to them. The Artist Teacher Partnership Program matches teaching artists and classroom teachers to develop multimedia arts units to teach critical curriculum and social emotional learning components to Alternative Education students.

SUPERINTENDENT’S RECOMMENDATION FOR BOARD ACTION:

Receive report.

FUNDING IMPLICATIONS

None.



Health and Wellness Santa Cruz

September 19, 2019

HWSC Overview

- ❑ One-time Student Support and Academic Enrichment grant from the California Dept of Education

- ❑ Goal: increase physical, mental, emotional, and social health and wellness for Santa Cruz County students so that they may achieve

their full potential



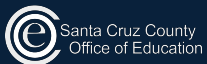
Three Key Strategies

1. "I am Thriving" Professional Development Learning Series

2. Arts Integration

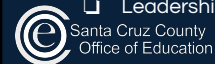
Artist Teacher Partnership Program
Summer Arts Integration Institute

3. Mobile Dental Care



"I am Thriving" Learning Series

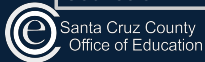
- ❑ March-September 2019
- ❑ 5 full days, 9 session topics
 - ❑ Justice & Safety
 - ❑ Fitness & Arts
 - ❑ Social Services & Immigration
 - ❑ College and Career Readiness & Parenting
 - ❑ Physical Health
 - ❑ Housing & Shelter
 - ❑ Behavioral Health (Mental Health & Substance Use)
 - ❑ Food & Nutrition
 - ❑ Leadership Development



"I am Thriving" Learning Series Cont.

- ❑ 62 school staff from 5 districts
- ❑ Increase in knowledge and ability to provide referrals

"I was able to learn about specific resources that I can start using immediately with the families that I work with."
-Participating School Counselor



"I am Thriving" Learning Series Cont.

- ❑ 41 representatives from 31 community agencies
- ❑ [Resource Website](#)



"Many resources are available in our community, now we have 'faces' associated with names."
- Participating School Counselor



Individualized Learning Plans

- ❑ Goal: Every student in Alternative Education programs will have an individualized learning plan (ILP) which outlines their academic, social, and health & wellness goals and achievements
- ❑ ILP template finalized
- ❑ Training of staff underway



"I am Thriving" Learning Series Cont.

Tracking Results

March-June:

- ❑ 28 referrals
- ❑ 16 students received new services
- ❑ 34 follow-up contacts between staff & agencies
- ❑ 3 additional agency presentations with 55 participants



Arts Integration: ATPP

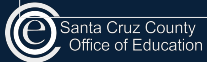
Artist Teacher Partnership Program (ATPP)

Spring

- ☐ 8 school sites, 7 Alternative Education sites
- ☐ 10 projects

Fall

- ☐ 8 Alternative Education sites
- ☐ 10 projects



Arts Integration: ATPP Cont.

*Visual Arts * Movement * Fine Arts * Literacy Arts*



Arts Integration: ATPP Cont.

Tracking Results

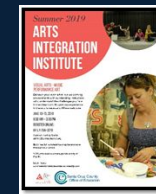
- ☐ 300 students served
- ☐ Increased self-confidence
- ☐ Increased ability to express oneself in a positive manner



Arts Integration: SAI

Summer Arts Integration Institute

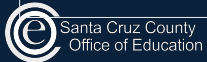
June 10-14, 2019



Mobile Dental Care

Dientes Dental Care

- ❑ Preventative dental care expansion to COE Alternative Education program, Sequoia Schools



Santa Cruz County
Office of Education

Upcoming

- ❑ October- Youth Mental Health First Aid
- ❑ November- Final Project Evaluation to the CDE
- ❑ Seeking additional funding to continue project



Santa Cruz County
Office of Education



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☒ **Action**

☐ **Information**

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Dr. Michael Paynter, Director, Student Support Services

SUBJECT: Suicide Prevention

BACKGROUND


September is nationally recognized as Suicide Prevention month. Michael Paynter, Director of Student Support Services, will give a presentation highlighting Santa Cruz County Office of Education and community initiatives to support the mental and emotional health of students in Santa Cruz County. Following the presentation, the Board will be asked to adopt Resolution #19-14 in Support of National Suicide Prevention Month.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Receive report and adopt Resolution #19-14 in Support of National Suicide Prevention Month.


FUNDING IMPLICATIONS

None.





Santa Cruz County
Office of Education

Suicide Prevention

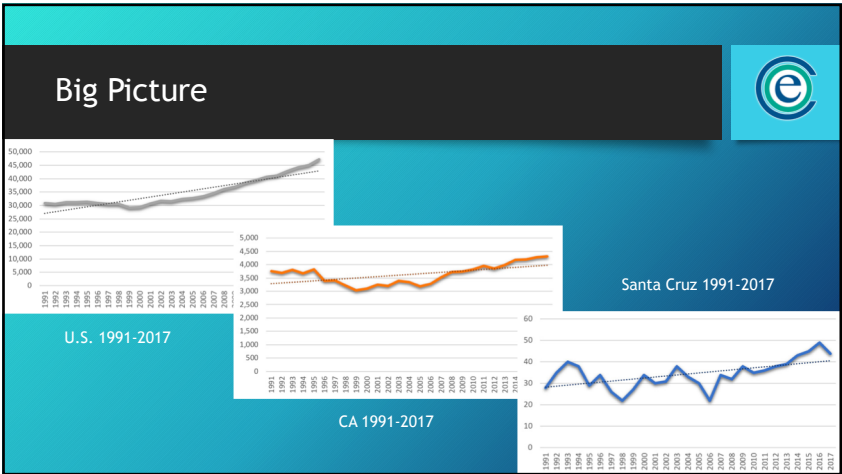


Santa Cruz County
September 17, 2019

National Suicide Prevention Month



[Recent Events](#)
SLVUSD/SV Student
Two High Profile Leaders



Ideation in Schools

Years	Grade Level	California		Santa Cruz	
		Female	Male	Female	Male
2011-2013	9 th Grade	24.7%	12.7%	21.0%	9.6%
	11 th Grade	19.6%	14.2%	17.4%	11.0%
	Non-Traditional	21.6%	16.3%	S %	S %
2013-2015	9 th Grade	26.5%	11.0%	22.3%	6.1%
	11 th Grade	22.4%	13.3%	22.5%	8.4%
	Non-Traditional	32.5%	23.2%	31.7%	18.0%

CHKS 2011-2015
Santa Cruz County Secondary

Statistics Continued

Table A8.4

Chronic Sad or Hopeless Feelings, Past 12 Months

	Grade 7 %	Grade 9 %	Grade 11 %	NT %
No	76	74	70	62
Yes	24	26	30	38

Question HS A.113/MS A.104: During the past 12 months, did you ever feel so sad or hopeless almost every day for two weeks or more that you stopped doing some usual activities?

Note: Cells are empty if there are less than 10 respondents.

Table A8.5

Seriously Considered Attempting Suicide, Past 12 Months

	Grade 7 %	Grade 9 %	Grade 11 %	NT %
No	na	89	89	76
Yes	na	11	11	24

Question HS A.114: During the past 12 months, did you ever seriously consider attempting suicide?

Notes: Cells are empty if there are less than 10 respondents.

na—Not asked of middle school students.

CHKS 2015-17
Santa Cruz County Secondary

Current efforts with Tech Dept to create interactive data visualizations allowing for cross sector analysis.

E.g. LGBTQ youth noted for higher risk of suicidal ideation than non-LGBTQ identified youth.



New/Recent Laws

Why Care? Suicide Prevention
Awareness Month

Know the warning signs and risk factors for suicide.

Learn more
nami.org/suicidepreventionmonth



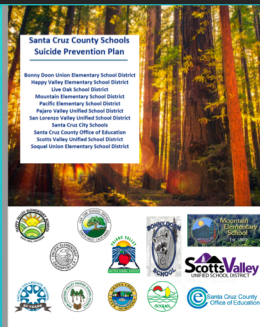
• AB2246

- Passed September 2016 based on Concerning Data, especially for High Risk Groups
 - CDC Data shows suicide as 2nd leading cause of death for 10-34yo!
 - School Staff are in prime position to notice and help
- COE and each District passed BPs and some ARs

• SB331

- This bill would require counties to create and implement, and update as necessary, every 3 years, a suicide-prevention strategic plan that places particular emphasis on preventing suicide in children who are less than 19 years of age and includes specified components, including long-term suicide prevention *suicide-prevention* goals and the selection or development of interventions to be used to prevent suicide.

Local Schools Effort



- ❖ 4 models drawn from: Trevor Project, SAMHSA, PAUSD, CDE
- ❖ Collective effort of SSDs with Stakeholder Sessions (Held at COE)
- ❖ Initial Trainings Offered via FSA - ASIST - 2 days, 8 hours each in 2018-19 - New dates underway for 2019-20
- ❖ Dynamic document to be used by teams and refined as needed



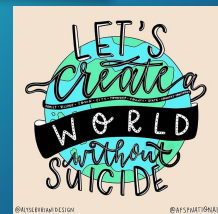
Elements of Plan

Prevention
Intervention
Postvention



1. Educating students/staff/community
2. Creating a Safe and Caring School Climate
3. Familiarization with the "Protective Factors" against youth suicide

1. Creating a Team for Response with Roles and Duties
2. Protocols, Decision Trees/Flow-Charts and Checklists
3. Guidelines, Handouts, Releases and Referrals
4. Safety Plans and Advice for Parents



1. The First few days.....Real time suggestions for communication
2. Guidelines for working with family
3. Scripts/letters/scenario based notifications

County of Santa Cruz Work



- Linkage to Schools Plan
- Lead in Diverse Trainings
- SERP/T Connection
- LOSS Team Creation

Larger Vision of Support

- Child and Youth Behavioral Health and Wellness Consortium (CYBHCW?)

- NAMI
- HWSC
- IBHAC
- SafeRx



SafeRx Santa Cruz County



County of Santa Cruz *California*
Serving the Community – Working for the Future

Lots of Resources - Even Apps



Hashtags:
#hereforyou
#SuicidePrevention
#StigmaFree
#Bethe1to



Interactive Websites

Local Phone Numbers:

Family Services Agency of the Central Coast
1-877-ONE-LIFE (663-5433)

NAMI Help Line
1-800-950-NAMI
text NAMI to 741-741



21st Century Humor



<https://seizetheawkward.org/>

American Association of Suicide Prevention
<https://suicidology.org>

American Foundation for Suicide Prevention
<https://afsp.org>

National Phone Number
1-800-273-TALK (8255)

Youth Made Movies!



<https://vimeo.com/331095316>

Prop 63 - MHSA

Directing Change
<http://www.directingchange.ca.org>

Each Mind Matters
<https://www.eachmindmatters.org>



Resolution



Why Care? Suicide Prevention
Awareness Month

If you're in crisis,
call the National Suicide
Prevention Lifeline at

800-273-TALK (8255)

or use the Crisis Text Line
Text "NAMI" to 741741

nami.org/suicidepreventionmonth

Questions?



Michael Paynter Ed.D., LMFT
mapynter@santacruzcoe.org
831-466-5729

**Resolution #19-14
IN SUPPORT OF NATIONAL SUICIDE PREVENTION MONTH**

WHEREAS, suicide is the 10th leading cause of death in the United States and the second leading cause of death among individuals between the ages of 10 to 34;

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), one person dies by suicide every 11.7 minutes, resulting in nearly 45,000 deaths each year in the United States;

WHEREAS, suicide is the only leading cause of death in the United States that has increased every year for the past decade;

WHEREAS, it is estimated that there are over 1,300,000 suicide attempts each year;

WHEREAS, suicide is preventable, as 9 out of 10 suicide attempt survivors do not go on to die by suicide;

WHEREAS, the stigma associated with mental health conditions and suicidality works against suicide prevention by discouraging persons at risk for suicide from seeking life-saving help and further traumatizes survivors of suicide loss and people with lived experience of suicide; and

WHEREAS, September is recognized as “National Suicide Prevention Month” in the United States which overlaps with World Suicide Prevention Day, September 10th, recognized internationally and supported by the World Health Organization:

THEREFORE BE IT RESOLVED, that the Santa Cruz County Office of Education is committed to

1. recognizing suicide as a preventable national, State and local public health problem;
2. supporting the declaration that suicide prevention should be a priority;
3. supporting the designation of September as “National Suicide Prevention Month”;
4. developing and implementing strategies to increase access to quality mental health, substance abuse, and suicide prevention services.

PASSED and ADOPTED by the Santa Cruz County Board of Education on this **19th day of September 2019** by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Dana M. Sales, President
Santa Cruz County Board of Education

Faris M. Sabbah, Secretary
Santa Cruz County Superintendent of Schools



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

☐

Action

☒

Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Adam Wade, Coordinator of Technology, Testing, & Accountability,
Alternative Education

SUBJECT: Public Hearing: Sufficiency of Instructional Materials

BACKGROUND

Pursuant to Education Code Section 60119(1)(A), the Board shall hold a public hearing that provides an opportunity for public input regarding the Sufficiency of Instructional Materials to be used by the Santa Cruz County Office of Education Alternative Student Programs during the 2019-2020 school year. Following the presentation, the Board will be asked to adopt Resolution #19-14 stating each pupil has sufficient standards-aligned textbooks and/or instructional materials compliant with Education Code Section 60605 et. seq.

NOTICE OF PUBLIC HEARING

NOTICE is hereby given that on **Thursday, September 19, 2019 at 4:00 p.m.**, the Santa Cruz County Board of Education will hold a public meeting during which they will discuss the sufficiency of instructional materials in compliance with Education Code Section 60119(1)(A) “The governing board shall hold a public hearing or hearings at which the governing board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district (COE student programs), and bargaining unit leaders, and shall make a determination, through a resolution, as to whether each pupil in each school district (COE student programs) has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to section 60605 et. seq. in each of the following subjects, as appropriate, that are consistent and cycles of the curriculum framework adopted by the state board:

- i: Mathematics
- ii: Science
- iii: History-Social Science
- iv: English/Language Arts, including the English language development component of an adopted program

To request further information about the public hearing, please contact
Sage Leibenson
Administrative Assistant to the County Superintendent of Schools
Santa Cruz County Office of Education
400 Encinal Street
Santa Cruz, CA 95060
Telephone: (831) 466-5900

Alternative Education Book List - Core Reading

AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Abbey, Edward	Monkey Wrench Gang	0061129763	978-0061129766	2006	9-12	2006-07		
Aboulafia, Anita	Autobiography of Malcolm X	0878910042	978-0878910045	1996	9-12	2006-07		
Achebe, Chinua	I'm Not Scared	1400075637	978-1400075638	2004	9-12	2006-07		
Achebe, Chinua	Things Fall Apart	0141023384	978-0141023380	2006	9-12	2006-07		
Ackroyd, Peter	Voyages through Time: Cities of Blood	0756613671	978-0756613679	2005	9-12	2006-07		
Adams, Douglas	The Hitchhiker's Guide to the Galaxy	0345391802	978-0345391803	2002	9-12	2006-07		
Aeschylus	The Oresteia	0374527059	978-0140443332	1984	9-12	2008-09		
Akinson, Kate	Case Histories	0316010707	978-0316010702	2005	9-12	2006-07		
Albee, Edward	The American Dream and the Zoo Story	0452278899	978-0452278899	1997	9-12	2006-07		
Algebra, Maria	Estrella's Quinceanera	689878109	978-0689878107	2007	9-12	2013-14		
Alexander, Lloyd	The Book of Three	0805080481	978-0805080483	1964	9-12	2006-07		
Alexie, Sherman	The Absolute True Diary of a Part Time Indian			2009	9-12	2013-14		
Alexie, Sherman	The Lone Ranger and Tonto Fist Fight in Heaven	0802141676	978-0802141675	2005	9-12	2006-07		
Allen, Ronald	Understanding Religion	0789315300	978-0789315304	2007	9-12	2006-07		
Allende, Isabel	The House of Spirits	0553273914	978-0553273915	1986	9-12	2006-07		
Allende, Isabel	Zorro	0739461508	978-0739461501	2005	9-12	2006-07		
Alvarez, Julia	Before we Were Free		978-0440237846	2002	9-12	2008-09		
Alvarez, Julia	How The Garcia Girls Lost Their Accent	0452287073	978-0452287075	1991	9-12	2006-07		
Alvarez, Julia	In the Time of the Butterflies	0452274427	978-0452274426	1995	9-12	2006-07		
Alvarez, Julia	The Other Side of El Otro Lado	0452273412	978-0452273412	1996	9-12	2006-07		
Anaya, Rudolfo	A Celebration of Grandfathers				9-12	2006-07		
Anaya, Rudolfo	Bless Me Ultima	0446675369	978-0446675369	1999	9-12	2006-07		
Anderson, Laurie Halse	Speak	014131088X	978-0141310886	2001	9-12	2006-07		
Angelou, Maya	I Know Why the Caged Bird Sings	0553279378	978-0553279375	1983	9-12	2006-07		
Angelou, Maya	New Directions				9-12	2006-07		
Anonymous	Go Ask Alice	0689817851	978-0689817854	1998	9-12	2006-07		
Arena, Reinald	Farewell to the Sea: A Novel of Cuba	0140066365	978-0140066364	1987	9-12	2006-07		
Armstrong, Lance	It's Not About the Bike	0425179613	978-0425179611	2001	6-8	2006-07		
Armstrong, William H.	Souder	0060739460	978-0060739461	2005	6-8	2006-07		
Arnold, Caroline	Super Swimmers, Whales, Dolphins, etc...	1570915881	978-1570915888	2007	9-12	2006-07		
Aronson, Marc	Sugar Changed the World: A Story of Magic, Spice, Slavery, Freedom and Science		978-0544582477	2017	9-12			
Asher, Jay	Thirteen Reason Why		978-1595141880	2011	9-12	1013-14		
Astle, Tom J.	Escape				9-12	2006-07		
Atwater-Rhodes, Amelia	In the Forests of the Night	0440228166	978-0440228165	2000	9-12	2006-07		
Austen, Jane	Sense & Sensibility	0141439661	978-0141439662	2003	9-12	2006-07		
Avi	Nothing But the Truth	043932730X	978-0439327305	2003	6-8	2006-07		
Avi	Perloo the Bold	0590110039	978-0590110037	1999	9-12	2006-07		
Avi	Poppy and Rye	0689837194	978-0689837197	2005	9-12	2006-07		
Avi	The Man Who Was Poe	0380730227	978-0380730223	1997	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Avi	The True Confessions of Charlotte Doyle	0060739479	978-0060739478	1990	9-12	2006-07		
Babbitt, Natalie	Tuck Everlasting	0374480095	978-0374480097	1975	6-8	2006-07		
Bachel, Beverly	What do You Really Want? How to set a goal		978-1631980305	2016	8-12	2018-19		
Ballantine Books	Autobiography of Malcolm X	0345350685	978-0345350688	1987	9-12	2006-07		
Bartok, Josh	More Daily Wisdom	086171296X	978-0861712960	2005	9-12	2006-07		
Bauer, Joan	Rules of the Road	0552550361	978-0552550369	1998	9-12	2006-07		
Beah, Ishmael	Long Way Gone	0374105235	978-0374105235	2007	9-12	2006-07		
Beatty, Patricia	Lupita Manana	0380732475	978-0380732470	2000	6-8	2006-07		
Bell, William	Forbidden City	0440226791	978-0440226796	1990	9-12	2006-07		
Bennett, Jay	The Executioner	0380791609	978-0380791606	1982	9-12	2006-07		
Berry, James	Classic Poems	0753456885	978-0753456880	1995	9-12	2006-07		
Betts, Dwayne	A Question of Freedom: A Memoir of Learning Survival	1583333487	978-1583333488	2009	9-12	2013-14		
Bigelow, Bill	A People Curriculum for the Earth		978-0942961579	2014	9-12	2017-18		
Blabey, Aaron	Los Tipos Malos Spanish edition		978-1338138962	2017	7-8	2019-20		
Blabey, Aaron	Los Tipos malos en Mision Imposible Spanish Edition		978-1338155501	2018	7-8	2019-20		
Blaufarb, Rafe	Inhuman Traffick: The International Struggle		978-0199334070	2014	9-12	2018-19		
Blos, Joan W.	A Gathering of Days	0689829914	978-0689829918	1979	9-12	2006-07		
Bolden, Tonya	MLK: the Journey of a King	0810954761	978-0810954762	2007	9-12	2006-07		
Booth, Coe	Kendra	439925371	978-0439925372	2010	9-12	2013-14		
Bow, Erin	The Scorpion Rules (Prisoners of Peace)		978-1481442725	2016	9-12	2017-18		
Bradbury, Ray	Dandelion Wine	0671037706	978-0671037703	1946	9-12	2006-07		
Bradbury, Ray	Fahrenheit 451	0345342968	978-0345342966	1950	9-12	2006-07		
Bradbury, Ray	Illustrated Man	000712774X	978-0007127740	1951	9-12	2006-07		
Bradbury, Ray	Something Wicked This Way Comes	0380729407	978-0380729401	1962	9-12	2006-07		
Bradbury, Ray	The Golden Kite, the Silver Wind(Stories of Ray Bradbury)	0394513355	978-0394513355	1980	9-12	2006-07		
Bradbury, Ray	The Martian Chronicles	0553278223	978-0553278224	1946	9-12	2006-07		
Bradman, Tony	My Dads a Punk	0753458705	978-0753458709	2006	9-12	2006-07		
Brooks, Bruce	The Moves Make the Man	0064405648	978-0064405645	1984	9-12	2006-07		
Bronte, Emily	Wuthering Heights		978-0141326696	2010	9-12	2018-19		
Brown, Don	Drown City: Hurricane Katrina and New Orleans	054415777X	978-0544157774	2015	9-12	2014-15		
Brown, Dan	Angels & Demons	1416524797	978-1416524793	2000	9-12	2006-07		
Brown, Gerry	ESPN Sports Almanac	1933060166	978-1933060163	2006	9-12	2006-07		
Brown, Juanita	World Café'	1576752585	978-1576752586	2005	9-12	2006-07		
Bruchac, Joseph	Code Talker: A Novel about the Marines Navajo of WWII	0142405965	978-0142405963	2006	9-12	2017-18		
Buck, Pearl	The Good Earth	1416500189	978-0671729899		9-12	2008-09		
Budnitz	Nice Big American Baby	0375726861	978-0375726866	2006	9-12	2006-07		
Burnett, Frances H.	The Secret Garden	006440188X	978-0064401883	1911	9-12	2006-07		
Burnett, Ken	Zen of Fundraising	0787983144	978-0787983147	2006	9-12	2006-07		
Butler, Octavia	Kindred	0807083690	978-0807083697	2004	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Byars, Betsy	The 18th Emergency	0099408678	978-0099408673	1973	9-12	2006-07		
Card, Orson Scott	Ender's Game	B00IIBABXY		2011	9-12	2018-19		
Carson Levine, Gail	Dave at Night		978-0064407472	2011	9-12	2017-18		
Carter, Alden R.	Up County	0142402435	978-0142402436	2002	9-12	2006-07		
Carter, Forrest	The Education of Little Tree	0826328091	978-0826328090	2001	9-12	2006-07		
Carver, Raymond	Cathedrals	8888361022	978-8888361024	2002	9-12	2006-07		
Castro Lopez, Antono	The Day It Snowed Tortillas Spanish/English		978-0938317760	2003	9-12	2019.20		
Chandler, Fiona	Encyclopedia of the World	0794511414	9780794511418	2007	9-12	2006-07		
Cheever, John	Good-bye, My Brother (Stories of John Cheever)	0375724427	978-0375724428	2000	9-12	2006-07		
Chekhov, Anton	Gooseberries				6-8	2006-07		
Childress, Alice	A Hero Ain't Nothin' But a Sandwich	0698118545	978-0698118546	1973	9-12	2006-07		
Cisneros, Sandra	The House on Mango Street	0679734775	978-0679734772	1991	9-12	2006-07		
Cisneros, Sandra	Woman Hollering Creek	0747560889	978-0747560883	2004	9-12	2006-07		
Clarke, Breena	River Cross My Heart	0316898163	978-0316898164	1999	9-12	2006-07		
Clements, Andrew	Frindle	0689837038	978-0689837036	2002	6-8	2006-07		
Coelho, Paulo	The Achemist 25th Anniversary: A Fable About Following your dreams		978-0062315007		9-12	2018-19		
Collier, Lincoln & Christopher	My Brother Sam is Dead	0439783607	978-0439783606	2005	6-8	2006-07		
Collins, Suzanne	The Hunger Games	0439023521	978-0439023528	2010	9-12	2010-11		
Collins, Suzanne	Mockingjay	0545663261	978-0545663267	2014	7-12			
Colum, Padraic	The Golden Fleece	0689868847	978-0689868849		9-12	2008-09		
Conde, Maryse	I Tutuba, Black Witch of Salem	0345384202	978-0345384201	1994	9-12	2006-07		
Conly, Jane Leslie	While No One Was Watching	006440787X	978-0064407878	1998	9-12	2006-07		
Cooney, Caroline B.	Burning Up	0440226872	978-0440226871	1999	9-12	2006-07		
Coonts, Stephen	Los Tipos Malos novela	0312971397	978-0312971397	2000	9-12	2006-07		
Cormier, Robert	8 Plus 1	0440208386	978-0440208389	1965	9-12	2006-07		
Cormier, Robert	Heroes, A Novel	0440227690	978-0440227694	2000	9-12	2006-07		
Cormier, Robert	I Am the Cheese	0141300515	978-0141300511	1977	6-8	2006-07		
Cormier, Robert	In the Middle of the Night	0007133049	978-0007133048	1995	9-12	2006-07		
Cormier, Robert	Other Bells For Us to Ring	044022862X	978-0440228622	1990	9-12	2006-07		
Cormier, Robert	The Bumblebee Flies Anyway	044090871X	978-0440908715	1983	9-12	2006-07		
Cormier, Robert	The Chocolate War	0375829873	978-0375829871	1974	9-12	2006-07		
Cormier, Robert	Tunes for Bears to Dance To	0440219035	978-0440219033	1992	9-12	2006-07		
Cormier, Robert	We All Fall Down	0440215560	978-0440215561	1991	9-12	2006-07		
Coughlin, Jack	Shooter	0312336861	978-0312336868	2005	9-12	2006-07		
Courtney, Bryce	The Power of One	0140272917	978-0140272918	1989	9-12	2006-07		
Covey, Sean	The 7 Habits of Highly Effective Teens		978-1476764665	2014	9-12	2018-19		
Covey, Stephen	Speed of Trust	074329730X	978-0743297301	2006	9-12	2006-07		
Crane, Stephan	The Red Badge of Courage	0812504798	978-0812504798	1990	9-12	2006-07		
Craven, Margaret	I Heard the Owl Call My Name	1550413392	978-1550413397	1973	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Crew, Linda	Children of the River	0440210224	978-0440210221	1989	9-12	2006-07		
Crowe, Ellie	Surfer of the Century: The life of Duke Kahanamoku	B00YW4C972		2013	9-12	2013-14		
Crutcher, Chris	Athletic Shorts, Six Short Stories	0060507837	978-0060507831	1989	9-12	2006-07		
Crutcher, Chris	Chinese Handcuffs	0060598395	978-0060598396	1989	9-12	2006-07		
Crutcher, Chris	Running Loose	0060094915	978-0060094911	1983	9-12	2006-07		
Curtis, Christopher Paul	Bud, Not Buddy	0553494104	978-0553494105	1999	9-12	2006-07		
Curtis, Christopher Paul	The Watsons Go To Birmingham - 1963	044022800X	978-0440228004	1995	9-12	2006-07		
Cussler, Clive	Iceberg	0425197387	978-0425197387	1975	9-12	2006-07		
D'Adamo, Francesco	Iqbal	1416903291	978-1416903291	2005	5-7	2014-15		
Danticat, Edwidge	The Farming of Bones		978-1616953492	2013	9-12	2018-19		
Dass, Ram	Be Here Now	0517543052	978-0517543054	1971	9-12	2013-14		
Davies, Luke	Candy	0345423879	978-0345423879	1997	9-12	2006-07		
De La Pena, Matt	The Living	385741200	978-0385741200	2013	9-12	2013-14		
De La Pena, Matt	We Were Here		978-0385736701	2010	9-12	2013-14		
De La Pena, Matt	Ball Don't Lie	0385734255	978-0385734257	2007	9-12	2013-14		
Denenberg, Barry	Nelson Mandela		978-0590441544		6-8	2008-09		
De Saint-Exupery, Antoine	El Principito (Spanish)		978-0156013925	2001	6-8	2019-20		
Dessen, Sarah	Someone Like You	0340854618	978-0340854617	1998	9-12	2006-07		
DeVoto, Bernard	The Journals of Lewis & Clarke	0395859964	978-0395859964	1953	9-12	2006-07		
Dickens, Charles	A Christmas Carol	1580495796	978-1580495790	2005	9-12	2006-07		
Dickens, Charles	A Tale of Two Cities	0141439602	978-0141439600	1859	9-12	2006-07		
Dickens, Charles	David Copperfield	0679783415	978-0679783411	2000	9-12	2006-07		
Dickens, Charles	Great Expectations	0141439564	978-0141439563	1996	9-12	2006-07		
Dickens, Charles	Oliver Twist	0812580036	978-0812580037	1998	9-12	2006-07		
Dickens, Charles	Wishbone Oliver Twist	006106419X	978-0061064197	1996	9-12	2006-07		
Dickenson, Peter	Eva	0330483846	978-0330483841	1988	9-12	2006-07		
Dillard, Annie	Pilgrim at Tinker Creek	0061233323	978-0061233326	1974	9-12	2006-07		
Doctorow, Cory	Little Brother		978-0765323118	2010	9-12	2017-18		
Dorris, Michael	Morning Girl	0590679252	978-0590679251	1992	9-12	2006-07		
Draper, Sharon M.	Darkness Before Dawn	689851340	978-0689851346	2002	9-12	2013-14		
Draper, Sharon M.	Forged by Fire	0689818513	978-0689818516	1997	9-12	2006-07		
Draper, Sharon M.	Tear of a Tiger	0689806981	978-0689806988	1994	9-12	2006-07		
Dumas, Alexandre	The Count of Monte Cristo	553213504	978-0553213508	1984	7-12	2013-14		
Duncan, Lois	Daughters of Eve	0440918642	978-0440918646	1979	9-12	2006-07		
Duncan, Lois	Don't Look Behind You	0440207290	978-0440207290	1989	9-12	2006-07		
Duncan, Lois	Down a Dark Hall	0440918057	978-0440918059	1974	9-12	2006-07		
Duncan, Lois	Gallow Hill	0440227259	978-0440227250	1997	9-12	2006-07		
Duncan, Lois	I Know What You Did Last summer	0440228441	978-0440228448	1973	9-12	2006-07		
Duncan, Lois	Killing Mr. Griffin	0440945151	978-0440945154	1978	9-12	2006-07		

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Duncan, Lois	Stranger With My Face	0440983568	978-0440983569	1981	9-12	2006-07		
Duncan, Lois	Summer of Fear	044098324X	978-0440983248	1976	9-12	2006-07		
Duncan, Lois	The Third Eye	0440802741	978-0440802747	1984	9-12	2006-07		
Duncan, Lois	The Twisted Window	0440802482	978-0440802488	1987	9-12	2006-07		
Duncan, Lois	They Never Come Home	0440207800	978-0440207801	1969	9-12	2006-07		
Edrich, Louise	Love Medicine	0060786469	978-0060786465	1993	9-12	2006-07		
Eig, Jonathon	The Luckiest Man: The Life and Death of Lou Gehrig.	0743245911	978-0743245913	2005	9-12	2006-07		
Ellis, Deborah	Paravana's Journey	0192753487	978-0192753489	2004	6-8	2006-07		
Ellis, Deborah	The Breadwinner	0192752847	978-0192752840	2004	6-8	2006-07		
Engle, Margarite	Silver People: Voices from the Panama Canal		978-0544668706	2016	9-12	2017-18		
Enriquez, Mariana	Las cosas que perdimaos en el fuego: (Spanish Edition)		978-0525432548	2017	9-12	2019-20		
Fadiman, Anne	The Spirit Catches You and You Fall Down		978-0374533403	2012	9-12	2017-18		
Evslin, Bernard	Adventures of Ulysses	0590425994	978-0590425995		9-12	2008-09		
Farmer, Nancy	A Girl Named Disaster	0439471443	978-0439471442	1996	9-12	2006-07		
Fast, Howard	April Morning	0553273221	978-0553273229	1961	9-12	2006-07		
Fecher, Sarah	Freaky Facts and Natural Disasters	1587285428	978-1587285424	2006	9-12	2006-07		
Fifty Cent, Kris Ex	From Pieces to Weight	0743488040	978-0743488044	2006	9-12	2006-07		
Filipovic, Zlata	Freedom Writers Diary	038549422X	978-0385494229	1999	9-12	2006-07		
Filipovic, Zlata	Zlata's Diary	0143036874	978-0143036876	1994	9-12	2006-07		
Fine, Anne	Flour Babies	0440219418	978-0440219415	1992	9-12	2006-07		
Fitzgerald, F. Scott	The Great Gatsby	185326041X	978-1853260414	1999	9-12	2006-07		
Flaherty, Mike	American Chopper At Full Throttle	0696221659	978-0696221651	2004	9-12	2006-07		
Flake, Sharon G.	The Skin I'm In	1423103858	978-1423103851	1998	9-12	2006-07		
Flaubert, Gustave	Madame Bovary		978-0143106494		9-12	2013-14		
Fleischman, Paul	Seedfolks	0064472078	978-0590425995		9-12	2008-09		
Fleischman, Paul	Whirligig	0440228352	978-0440228356	1998	9-12	2006-07		
Fletcher, Susan	Shadow Spinner	0689830513	978-0689830518	1998	6-8	2006-07		
Flocker, Michael	Death by Powerpoint	0306815125	978-0306815126	2006	9-12	2006-07		
Frank, Anne	The Diary of a Young Girl	0671835467	978-0671835460	1958	9-12	2006-07		
Frost, Robert	Poems	0312983328	978-0312983321	1916	9-12	2006-07		
Frost, Robert	The Road Not Taken	0805069836	978-0805069839	1971	9-12	2006-07		
Gaarder, Jostein	Sophie's World: History of Philosophy		978-0374530716	2007	9-12	2018-19		
Gaines, Ernest J.	A Lesson Before Dying	0375702709	978-0375702709	1993	9-12	2006-07		
Gaines, Ernest J.	Autobiography of Miss Jane Pittman	0881035629	978-0881035629	1982	9-12	2006-07		
Gallo, Donald R.	Connections: Short Stories by Outstanding Writers	0440207681	978-0440207689	1990	9-12	2006-07		
Gallo, Donald R.	Join In: Multiethnic Short Stories	0440219574	978-0440219576	1993	9-12	2006-07		
Gallo, Donald R.	No Easy Answers	0440413052	978-0440413059	1997	9-12	2006-07		
Gantos, Jack	Joey Pigza Loses Control	0060739436	978-0060739430	2005	6-8	2006-07		
Gantos, Jack	Joey Pigza Swallowed the Key	0064408337	978-0064408332	1998	6-8	2006-07		

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Garcia, Lionel G.	A Shroud in the Family	1558851135	978-1558851139	1994	9-12	2006-07		
Gardner, Martin	Entertaining Mathematical Puzzles	0486252116	978-0486252117	1986	9-12	2006-07		
Garrison, Paul	Red Sky at Morning	0380802201	978-0380802203	2000	9-12	2006-07		
Garza, Carmen	Family Pictures/Cuadros de Familia	0892391081	978-0892391080	1990	9-12	2006-07		
George, Chief Danie	There Is A Longing				9-12	2006-07		
George, Jean	Julie of the Wolves	0060739444	978-0060739447	1972	6-8	2006-07		
Craighead	Abina and the important Men Graphic History		978-0190238742	2015	9-12	2018-19		
Getz, Trevor R.								
Gibson, William	The Miracle Worker	0743457587	978-0743457583	1956	9-12	2006-07		
Golding, William	Lord of the Flies	0571191479	978-0571191475	1954	9-12	2006-07		
Gerald								
Goldman, Carrie	Bullied What every Parent, Teacher, and		978-0062105080		9-12	2019-20		
	Ked needs to Know							
Grande, Reyna	Across A Hundred Mountains	743269586	978-0743269582	2007	9-12	2009-10		
Gratz, Alan	Refugee		978-0545880831	2017	9-12	2019-20		
Green, Bette	Drowning of Stephan Jones	0440226953	978-0440226956	1997	9-12	2006-07		
Green, Brette	Summer of My German Soldier	0440900565	978-0440900566	1993	9-12	2006-07		
Green, Hannah	I Never Promised You a Rose Garden	0330320459	978-0330320450	1991	9-12	2006-07		
Green, John	The Fault in Our Stars	014242417X	978-0142424179	2014	9-12	2013-14		
Grimes, Nikki	Bronx Masquerade	0142501891	978-0142501894		9-12	2008-09		
Guevara, Ernesto	Motorcycle Diaries	1920888101	978-1920888107	2004	9-12	2006-07		
Guibault, Rose	The Farmworker's Daughter	1597140341	978-1597140348	2005	9-12	2006-07		
Castillo								
Guinness Book	Guinness World Book of Records	1904994121	978-1904994121	2006	9-12	2006-07		
Halce-Anderson, Laurie	Speak	014131088X	978-0141310886	1999	9-12	2006-07		
Hamilton, Edith	Perseus				9-12	2006-07		
	Mythology: Timeless Tales of Gods and Heroes	446574759	978-0446574754	2011	9-12	2017-18		
Hamilton, Edith	The House of Dies Drear	1416914056	978-1416914051	2006	9-12	2006-07		
Hammett, Dashiell	The Maltese Falcon	0752865331	978-0752865331	1930	9-12	2006-07		
Hamilton, Edith	Mythology							
Hans Peter Richter	Friedrich	0140322051	978-0140322057	1987	9-12	2006-07		
Hansberry, Lorraine	A Raisin In the Sun	0679755330	978-0679755333	1959	9-12	2006-07		
Hansberry, Lorraine	On Summer				9-12	2006-07		
Hansberry, Lorraine	To Be Young, Gifted and Black	0451159527	978-0451159526	1969	9-12	2006-07		
Hanson, Ron & Shepard, Jim	You've Got to Read This, Contemporary American Writers	0060982020	978-0060982027	1994	9-12	2006-07		
Harper Collins	Beginner's ESL Dictionary	0060564563	978-0060564568	2003	9-12	2006-07		
Hartinger, Brent	Geography Club	0060012234	978-0060012236	2004	9-12	2006-07		
Hautzig, Esther	Stranger in a Strange Land				9-12	2006-07		
Hawley Martin, Stephen	Life After Death, Powerful Evidence		978-1543134322	2017	9-12	2017-18		
Hautzig, Esther	The Endless Steppe	0590044451	978-0590044455	1986	9-12	2006-07		
Hayes, Joe	The Day It Snowed Tortillas		978-0938317760	2003	9-12	2019-20		
	Spanish/English							
Heller, Josphe	Catch-22	B00817RYCG		1995	9-12	2013-14		
Hemingway, Ernest	The Old Man and the Sea	0099908409	978-0099908401	1994	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Hemingway, Ernest	El Viejo y el Mar (Spanish)		978-1974556366	2017	9-12	2019-20		
Henry, O.	The Gift of the Magi	1595831916	978-1595831910	2007	9-12	2006-07		
Hersey, John	Hiroshima	0679721037	978-0679721031	1989	9-12	2006-07		
Hesse, Hermann	Siddhartha	0553208845	978-0553208849	1981	9-12	2006-07		
Hesse, Karen	Out of the Dust	0439771277	978-0439771276	2000	9-12	2006-07		
Hiatt, Steven	A Games as Old as Empire	1576753956	978-1576753958	2007	9-12	2006-07		
HighSpeed Productions	Juxtapoz Magazine	5552543920	978-5552543922	2007	9-12	2006-07		
Hill, Kirkpatrick	Winter Camp	0140370765	978-0140370768	1993	9-12	2006-07		
Hillerman, Tony	The Blessing Way	0061000019	978-0061000010	1970	9-12	2006-07		
Hinton, Sally E.	Rumble Fish	0440975344	978-0440975342	1975	9-12	2006-07		
Hinton, Sally E.	Taming the Star Runner	0440204798	978-0440204794	1988	9-12	2006-07		
Hinton, Sally E.	Tex	0440978505	978-0440978503	1979	9-12	2006-07		
Hinton, Sally E.	That Was Then, This Is Now	0140389660	978-0140389661	1971	9-12	2006-07		
Hinton, Sally E.	The Outsiders	014240733X	978-0142407332	1967	9-12	2006-07		
Hobbs, Will	The Maze	038072913X	978-0380729135	1999	6-12	2006-07		
Hobbs, Willis	Beardance	0689870728	978-0689870729	1993	6-8	2006-07		
Holly, Michael	Patriot Reign	0060757957	978-0060757953	2004	9-12	2006-07		
Homer	Odyssey	0143039954	978-0143039952	2006	9-12	2006-07		
Homer	Short Stories Character in Conflict				9-12	2006-07		
Hosseini, Khaled	Kite Runner	140002546X	978-1400025466	2003	9-12	2006-07		
Houston, Jeanne Wakatsuki	Farewell to Manzanar	0553272586	978-0553272581	1973	9-12	2006-07		
Hughes, Langston	The Big Sea, An Autobiography	0809015498	978-0809015498	1940	9-12	2006-07		
Hughes, Langston	The Dream Keeper & Other Poems	0679883479	978-0679883470	1996	9-12	2006-07		
Hunt, Irene	Across Five Aprils	0425182789	978-0425182789	1964	9-12	2006-07		
Huth, Mark	Practical Problems in Math for Carpenters	14087215	978-1401872151	2005	9-12	2009-10		
Huxley, Herman	Brave New World	0060929871	978-0060929879	1932	9-12	2006-07		
Isben, Henrik	A Doll's House & Other Plays		978-0141194561	2016	9-12	2018-19		
Ishiguro, Kazuo	Remains of the Day	0679731725	978-0679731726	1988	9-12	2006-07		
Jacobs, Samuel Paul	James Printer	0590975412	978-0590975414	2000	9-12	2006-07		
Jenkins, A.M.	Breaking Boxes	0440227178	978-0440227175	200	9-12	2006-07		
Jiang, Ji Li	Red Scarf Girl, A Memoir of the Cultural Revolution	0064462080	978-0064462082	1997	9-12	2006-07		
Jimenez, Francisco	Reaching Out		978-0547250304		9-12	2018-19		
Jimenez, Francisco	Breaking Through	0618342486	978-0618342488	2002	9-12	2006-07		
Jimenez, Francisco	The Circuit: Stories from the Life of a Migrant Child	0826317979	978-0826317971	1997	9-12	2006-07		
Johnson Alaya Dawn	The Summer Prince		978-0545417808	2014	9-12	2017-18		
Johnson, Angela	Heaven		978-0689822902		9-12	2008-09		
Johnson, Angela	The First Part Last		978-0689849230		9-12	2008-09		
Johnston, David	Green From the Ground Up	156158973X	978-1561589739	2008	9-12	2009-10		
Johnnson, Louanne	Muchacho: A Novel		978-0375859038	2011	9-12	2013-14		

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Jones, Karl	Day of the Dead	0843173009	978-0843173000	2013	9-12	2013-14		
Jones, Fred	Jones Tools for Teaching	0965026302	978-0965026307	2000	9-12	2006-07		
Junger, Sebastian	The Perfect Storm	1841151629	978-1841151625	1999	9-12	2006-07		
Juster, Norton	The Phantom Tollbooth	0375806709	978-0375806704	2000	6-8	2006-07		
Katz, Karen	A Potty for Me		978-0689874239	2005	Pre-K	2019-20		
Kaufman, Ken	Kaufman Field Guide to North American Birds	0618574239	978-0618574230	2000	9-12	2006-07		
Kennedy, Robert	Thirteen Days: A Memoir of the Cuban Missile Crisis	393318346	978-0393318340					
Kesey, Ken	One Flew Over the Cuckoo's Nest	0451163966	978-0451163967	1963	9-12	2006-07		
Kessler-Harris, Alice	Bread Givers: A Novel		978-0892552900	2003	9-12	2018-19		
Keyes, Daniel	Flowers for Algernon	0156030306	978-0156030304	1966	9-12	2006-07		
Keyes, Ralph	Quote Verifier	0312340044	978-0312340049	2006	9-12	2006-07		
Kincaid, Jamaica	Girl				9-12	2006-07		
King, A. S.	I Crawl Though It		978-0316334082	2015	9-12	2017-18		
King, Martin Luther Jr.	I Have A Dream	059020517X	978-0590205177	2007	9-12	2006-07		
King, Stephen	IT	0451169514	978-0451169518	1997	9-12	2006-07		
King, St	On Writing: 10th Anniversary Edition: A Memoir of the Craft	1439156816	978-1439156810	2010	9-12	2013-14		
Kingsolver, Barbara	The Bean Trees	0061097314	978-0061097317	1988	9-12	2006-07		
Kirk, Andrew G.	Doom Towns: The People and Landscapes of Atomic Testing		978-0199375905	2016	9-12	2018-19		
Klass, David	California Blue	0590466895	978-0590466899	1994	9-12	2006-07		
Kleinbaum, N.H.	Dead Poets Society	0553282980	978-0553282986	1989	9-12	2006-07		
Komunyakaa, Yusef	Slam, Dunk & Hook	0819564257	978-0819564252	2001	9-12	2006-07		
Konigsburg, E.L.	The View From Saturday	0590129015	978-0590129015	1998	9-12	2006-07		
Konigsburg, E.L.	Throwing Shadows	0689821204	978-0689821202	1979	9-12	2006-07		
Krakauer, Jon	Into the Wild	385486804		1997	9-12	2013-14		
Kroeber, Theodora	Ishi: Last of His Tribe	0553540661	978-0553540666	1992	9-12	2006-07		
Krossocka, Jarrett	Hey Kiddo		978-0545902489	2018	9-12	2019-20		
Kruszelnicki, Karl	Great Mythconceptions: The Science Behind the Myth	0740753649	978-0740753640	2006	9-12	2006-07		
Kuklin, Susan	No Choirboy	805079505	978-0805079500	2008	9-12	2007-08		
Lapena, Shari	A Stranger in the House		978-0735221123	2017	9-12	2017-18		
Lasky, Kathryn	Beyond the Burning Time	0590473328	978-0590473323	1994	9-12	2006-07		
Lass, Abraham & Tasman, Norma L.	21 Great Stories	0451627857	978-0451627858	1969	9-12	2006-07		
Lawrence, Jerone & Lee, Robert E.	Inherit the Wind	0345501039	978-0345501035	2007	9-12	2006-07		
Lawrence, Jerone & Lee, Robert E.	The Night Thoreau Spent in Jail	0809012235	978-0809012237	2001	9-12	2006-07		
Leamer, Laurence	The time for Justice		978-1250048684	2014	9-12	2019-20		
Le Guin, Ursula K.	A Wizard of Earthsea	0553383043	978-0553383041	2004	9-12	2006-07		
Lee, Harper	Go Set A Watchman: Novel	0062409867	978-0062409867	2016	9-12	2015-16		
Lee, Harper	To Kill A Mockingbird	0446310786	978-0446310789	1988	9-12	2006-07		
L'Engle, Madeline	A Swiftly Tilting Planet	0312368569	978-0312368562	1978	9-12	2006-07		
L'Engle, Madeline	A Wrinkle in Time		978-0312367541	2007	9-12	2018-19		

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Levine, Noah	Dharma Punx	0060008954	978-0060008956	2004	9-12	2006-07		
Levitt, Steven D.	Freakonomics Rogue Economocs		978-0060731335	2009	9-12	2018-19		
Lewis, C.S.	The Lion, The Witch, and the Wardrobe	0060764899	978-0060764890	2005	9-12	2006-07		
Lindberg, Charles	Spirit of St. Louis	0743237056	978-0743237055	2003	9-12	2006-07		
Lipsyte, Robert	The Contender	0064471527	978-0064471527	1967	9-12	2006-07		
Lisle, Janet Taylor	The Art of Keeping Cool		978-0689837883	2002	8-12	2018-19		
London, Jack	White Fang	1505313104	978-1505313109	2014	9-12	2017-18		
London, Jack	Call of the Wild and White Fang	1593080026	978-1593080020	1992	9-12	2006-07		
Lord, Bette	In the Year of the Boar and Jackie Robinson	0064401758	978-0064401753	1984	9-12	2006-07		
Lowry, Lois	Number of the Stars	0440227534	978-0440227533	1989	6-8	2006-07		
Lowry, Lois	The Giver	0440237688	978-0440237686	1993	6-8	2006-07		
Mah, Adeline Yen	Falling Leaves	0767903579	978-0767903578	1997	9-12	2006-07		
Mandela, Nelson	Long Walk to Freedom		978-0316548182	1995	9-12	2013-14		
Markandaya, Kamala	Nectar in a Sieve	0451528239			9-12	2008-09		
Marmom, Leslie	The Man to Send Rain Clouds	014017317X	978-0140173178	1992	9-12	2006-07		
Marsden, John	Letters from the Inside	0330397761	978-0330397766	2001	9-12	2006-07		
Martinez, Victor	Parrot In the Oven: Mi Vida	0064471861	978-0064471862	1996	9-12	2006-07		
Martinez, Xiuhtezcatl	We Rise: The Earth Guardians		978-1635650679	2017	9-12	2018-19		
Mathis, Sharon Bell	A Teacup Full of Roses	0140323287	978-0140323283	1972	9-12	2006-07		
Mazer, Harry	Snow Bound	0440961343	978-0440961345	1973	9-12	2006-07		
Mazer, Norma	Out of Control	0380713470	978-0380713479	1994	9-12	2006-07		
McArthur, John	Nothing But the Truth	1581340907	978-1581340907	1999	6-8	2006-07		
McCain, John S./ Mark Salter	Worth the Fighting For: A Memoir	0375505423	978-0375505423	2002	9-12	2009-10		
McCammon, Robert	Boy's Life		978-0671743055	1992	9-12	2018-19		
McCaughrean, Geraldine	Cyrano	0152058052	978-0152058050	2006	9-12	2006-07		
McCourt, Frank	Angela's Ashes	0007205236	978-0007205233	1996	9-12	2006-07		
McWhirter, Norris	Book of World Records	0553145002	978-0553145007	1981	9-12	2006-07		
Meier Schlesinger, Arthur	Thirteen Days: A Memoir of the Cuban Missile Crisis		978-0393318340		9-12	2017-18		
Menchu, Rigoberta	I Rigoberta Menchu	0860917886	978-0860917885	1987	9-12	2006-07		
Mephram, Michael	Sudoku	9685961514	978-9685961516	2006	9-12	2006-07		
Mephram, Michael	Sudoku, Jumbo Challenge	1933405392	978-1933405391	2006	9-12	2006-07		
Meyer, Stephanie	Twilight	0316015849	978-0316015844	2006	9-12	2006-07		
Mikaelsen, Ben	Touching Spirit Bear	0439401844	978-0439401845		9-12	2006-07		
Miller, Arthur	The Heart is a Lonely One				9-12	2006-07		
Moffatt, Betty Clare/Dan Millman	Everyday Enlightenment	446674974	978-0446674973	1998	9-12	2006-07		
Monk, Sue	The Secret Life of Bees	0142001740	978-0142001745	2003	9-12	2006-07		
Montana, Joe	Joe Montana	1570362408	978-1570362408	1995	9-12	2006-07		
Mooney, Bel	Voices of Silence	0440227585	978-0440227588	2002	9-12	2006-07		
Morrison, Lillian	The Spearthrower				9-12	2006-07		

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Morrison, Toni	Beloved	0452280621	978-0452280625	1987	9-12	2006-07		
Morrison, Toni	Jazz	1400076218	978-1400076215	2004	9-12	2006-07		
Morrison, Toni	Sula	1400033438	978-1400033430	2004	9-12	2006-07		
Morse, Jennifer	Scholastic Book of World Records	0439827663	978-0439827669	2006	9-12	2006-07		
Mukherjee, Bharati	Jasmine	0802136303	978-0802136305	1999	9-12	2006-07		
Mulcrone, Patricia	GED	0071451994	978-0071451994	2005	9-12	2006-07		
Munoz, Pam	Esperanza Rising	043912042X	978-0439120425	2002	9-12	2014-15		
Munoz Ryan, Pam	El El sonador Spanish Edition		978-0545176002	2010	4-7	2019-20		
Munoz Ryan, Pam	Esperanza renace (spanish Edition)		978-0439398855	2002	9-12	2019-20		
Munoz, Pam	Riding Freedom	439087961	978-0439087964	1999	5-12	2014-15		
Myers, Edward	Climb or Die	078682350X	978-0786823505	1997	9-12	2006-07		
Myers, Walter Dean	145th Street	0440229162	978-0440229162	2001	9-12	2006-07		
Myers, Walter Dean	Fallen Angels	0590409433	978-0590409438	1988	9-12	2006-07		
Myers, Walter Dean	Hoops	0440938848	978-0440938842	1981	9-12	2006-07		
Myers, Walter Dean	Me, Mop and the Moondance Kid	0440403960	978-0440403968	1988	9-12	2006-07		
Myers, Walter Dean	Slam! (Point Signature)	0590486683	978-0590486682	1996	9-12	2006-07		
Myers, Walter Dean	Somewhere in the Darkness	0439523567	978-0439523561	1992	9-12	2006-07		
Myers, Walter Dean	The Outside Shot		978-0-440-96784-2	1986	6-8	2010-11		
Narayan, R.K.	Old Man of the Temple				9-12	2006-07		
Naylor, Gloria	Women of Brewster Place	014006690X	978-0140066906	1982	9-12	2006-07		
Naylor, Phyllis Reynolds	San Spell				9-12	2006-07		
Neale Hurston, Zora	Their Eyes Were Watching God	0061120065	978-0061120060	1937	9-12	2006-07		
Nelson, Pete	Left for Dead: A Young Man's Search for Justice	0385730918	978-0385730914	2003	9-12	2006-07		
Neruda, Pablo	Five Decades Poems	0802130356	978-0802130358	1994	9-12	2006-07		
Nesbit, E	Story of the Treasure Seekers	0811854167	978-0811854160	2006	9-12	2006-07		
Neufeld, John	Lisa, Bright and Dark	0595450482	978-0595450480	1969	6-8	2006-07		
Nez, Chester	Code Talker: The First and Only Memoir By the Navajo Code Talker WWII	0425247856	978-0425247853					
Ngan	Will of Heaven	0525030611	978-0525030614	1982	9-12	2006-07		
Noah, Trevor	Born A Crime		978-1473635302		9-12	2018-19		
Norton, Juster	The Phantom Tollbooth	0375806709	978-0375806704	1961	9-12	2006-07		
Nouwen, Henri J.M.	Reaching Out	B00HTJT0TW		1986	9-12	2017-18		
Nye, Naomi Shihab	Shoulders				9-12	2006-07		
Nye, Naomi Shihab	The Salting Ocean, 100 Poems by Young Poets	0688161936	978-0688161934	2000	9-12	2006-07		
Nye, Naomi Shihab	The Same Sky	0689806302	978-0689806308	1992	9-12	2006-07		
Obama, Barack	Audacity of Hope	0307237702	978-0307237705	2007	9-12	2006-07		
Obama, Barack	Dreams from my Father	1400082773	978-1400082773	2004	9-12	2006-07		
O'Brien, Tim	The Things They Carried: A Work of Fiction	0767902890	978-0767902892	1990	9-12	2006-07		
O'Brien, Robert C.	Mrs. Frisby and the Rats of NIMH	0689862202	978-0689862205	1971	9-12	2006-07		
O'Brien, Robert C.	Silver Crown	0689871252	978-0689871252	2004	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
O'Dell, Scott	Island of the Blue Dolphins	0440228980	978-0440228981	1960	6-8	2006-07		
O'Dell, Scott	Sing Down the Moon	0440979757	978-0440979753	1970	9-12	2006-07		
O'Grady, Scott	Basher Five-Two	0440413133	978-0440413134	1997	9-12	2006-07		
Ortiz Cofer, Judith	An Island Like You	014038068X	978-0140380682	1996	9-12	2006-07		
Orwell, George	1984	0451524934	978-0451524935	1950	9-12	2006-07		
Orwell, George	Animal Farm	0451526341	978-0451526342	1946	9-12	2006-07		
Oxford Press	Oxford Dictionary/Thesaurus	0425180689	978-0425180686	2001	9-12	2006-07		
Oxford Press	Oxford Dictionary	019929996X	978-0199299966	2006	9-12	2006-07		
Palacio, R. J.	La Leccion de August/ Wonder (Spanish Edition)		978-1949061871	2019	9-12	2019-20		
Parker Rhodes, Jewe	Ninth Ward		978-0316043083	2012	9-12	2017-18		
Parenti, Michael	Dirty Truths	0872863174	978-0872863170	1996	9-12	2006-07		
Parsons, Jayne	The Way Science Works	0789485621	978-0789485625	2002	9-12	2006-07		
Paterson, Katherine	Bridge to Terabithia	0064401847	978-006440184	1977	9-12	2006-07		
Paterson, Katherine	Come Sing, Jimmy Jo	0140373977	978-0140373974	1985	9-12	2006-07		
Paterson, Katherine	Jacob Have I Loved	0064403688	978-0064403689	1980	9-12	2006-07		
Paterson, Katherine	Lyddie	0590981986	978-0590981989	1991	9-12	2006-07		
Paterson, Katherine	Of Nightingales That Weep	0064402827	978-0064402828	1974	9-12	2006-07		
Paterson, Katherine	Sign of the Chrysanthemum	0064402320	978-0064402323	1973	9-12	2006-07		
Patneau, David	Framed in Fire	0807590967	978-0807590966	1999	9-12	2006-07		
Paton, Alan	Cry, the Beloved Country	0743262174	978-0743262170	1948	9-12	2006-07		
Patterson, James	Angel Experiment	031615556X	978-0316155564	2005	9-12	2006-07		
Patterson, James	NYPD Red	1455521531	978-1455521531	2014	9-12	2013-14		
Patterson, James	Cross Country	044653630X	978-0446536301	2009	9-12	2013-14		
Patterson, James	Jack & Jill							
Paulsen, Gary	Alida's Song	0440414741	978-0440414742	1999	9-12	2006-07		
Paulsen, Gary	Brian's Return	0440413796	978-0440413790	1999	9-12	2006-07		
Paulsen, Gary	Brian's Winter	0440227194	978-0440227199	1996	9-12	2006-07		
Paulsen, Gary	Canyons	0440210232	978-0440210238	1990	9-12	2006-07		
Paulsen, Gary	Dogsong	1416939199	978-1416939191	1985	9-12	2006-07		
Paulsen, Gary	Hatchet	1416936475	978-1416936473	1987	9-12	2006-07		
Paulsen, Gary	Nightjohn	0440219361	978-0440219361	1993	6-8	2006-07		
Paulsen, Gary	Popcorn Days and Buttermilk Nights	0140342044	978-0140342048	1983	6-8	2006-07		
Paulsen, Gary	Sarny	0440219736	978-0440219736	1999	6-8	2006-07		
Paulsen, Gary	Soldier's Heart	0440228387	978-044022838	1998	9-12	2006-07		
Paulsen, Gary	The Boy Who Owned the School	0440405246	978-0440405245	1990	9-12	2006-07		
Paulsen, Gary	The Cookcamp	0439523575	978-0439523578	1990	9-12	2006-07		
Paulsen, Gary	The Crossing	0440205824	978-0440205821	1987	9-12	2006-07		
Paulsen, Gary	The Rifle	0152058397	978-0152058395	1995	9-12	2006-07		
Paulsen, Gary	The River	0440407532	978-0440407539	1991	9-12	2006-07		

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Paulsen, Gary	The Tent	0152058338	978-0152058333	1995	9-12	2006-07		
Paulsen, Gary	The Winter Room	0440227836	978-0440227830	1989	9-12	2006-07		
Paulsen, Gary	Voyage of the Frog	0440403642	978-0440403647	1989	9-12	2006-07		
Paulsen, Gary	Woodsong	1416939393	978-1416939399	1990	9-12	2006-07		
Peck, Robert	A Day No Pigs Would Die	0679853065	978-0679853060	1972	9-12	2006-07		
Pelzer, Dave	A Child Called It	1558743669	978-1558743663	1995	9-12	2006-07		
Pelzer, Dave	A Man Named Dave	0452281903	978-0452281905	1999	9-12	2006-07		
Pham, Andrew	Catfish and Mandala: A Two-Wheeled Voyage	0312267177	978-0312267179	1999	9-12	2006-07		
Philbrick, W.R.	Freak The Mighty	0439286069	978-0439286060	1993	6-8	2006-07		
Philbrick, W.R.	Zane and the Hurricane: A Story of Katrina		978-0545342391	2015	9-12	2017-18		
Philbrick, W.R.	The Fire Pony	0746065086	978-0746065082	1996	9-12	2006-07		
Piercy, Marge	To Be of Use	0385067194	978-0385067195	1973	9-12	2006-07		
Pipher, Mary	Reviving Ophelia	1594481881	978-1594481888	2005	9-12	2006-07		
Poe, Edgar Allen	18 Best Stories	0440322278	978-0440322276	1965	9-12	2006-07		
Potok, Chaim	The Chosen	0449213447	978-0449213445	1967	9-12	2006-07		
Potok, Chaim	Zebra and Other Stories	0375806865	978-0375806865	2000	9-12	2006-07		
Prasad, Chandra	Mixed	0393327868	978-0393327861	2006	9-12	2006-07		
Prelutsky, Jack	Something Big Has Been Here	0749710144	978-0749710149	1990	9-12	2006-07		
Prelutsky, Jack	The New Kid on the Block	0590408364	978-0590408363	1984	9-12	2006-07		
Prelutsky, Jack	The Pizza the Size of the Sun	0590374699	978-0590374699	1996	9-12	2006-07		
Princeton Review	Cracking the GED	0375765484	978-0375765483	2006	9-12	2006-07		
Pullman, Philip	The Golden Compass	0679879242	978-0679879244	1984	9-12	2006-07		
Qualey, Marsha	Thin Ice	0979344409	978-0979344404	2007	9-12	2006-07		
Quinonez, Ernesto	Bodega Dreams	B00E2533K		2010	9-12	2013-14		
Rapp, Adam	The Buffalo Tree	1932425993	978-1932425994	1997	9-12	2006-07		
Rand, Ayn	Atlas Shrugged	0452011876	978-0452011878	1999	9-12	2013-14		
Rawlings, Marjorie Kinnan	The Yearling	0743225252	978-0743225250	1938	6-8	2006-07		
Rawls, Wilson	Where the Red Fern Grows	0375806814	978-0375806810	2000	6-8	2006-07		
Rea, Jennifer	Perpetua's Journey: Faith, Gender, and Power		978-0190238711	2017	9-12	2018-19		
Reagan, Ronald	An American Life	0743400259	978-0743400251	1999	9-12	2009-10		
Remarque, Erich Maria	All Quiet on the Western Front	0449213943	978-0449213940	1987	9-12	2006-07		
Reynolds, Jason	All American Boys		978-1481463331	2015	9-12	2017-17		
Reynolds, Phyllis	Shiloh	0689862229	978-0689862229	2000	6-8	2006-07		
Rhatigan, Joe	Cool Cemistry Concoctions	1579908829	978-1579908829	2007	9-12	2006-07		
Rice, Anne	Interview with a Vampire	0345298829	978-0345298829	1981	9-12	2006-07		
Rich, Lynda	GED Language Arts	0738601039	978-0738601038	2005	9-12	2006-07		
Richter, Hans Peter	Fredrich	0140322051	978-0140322057	1987	9-12	2006-07		
Ride, Sally	Single Room, Earth View				9-12	2006-07		
Rinaldi, Ann	The Coffin Quilt	0152164502	978-0152164508	1999	9-12	2006-07		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Riordan, Rick	Magnus Chase and the Gods of Asgard Set		978-1484780626	2019	9-12	2019-20		
Riordan, Rick	Percy Jackson and the Olympians set 5 books		978-1484707234	2014	9-12	2019-20		
Rockowitz, Murray	Barron's GED 2007-08	0764136410	978-0764136412	2007	9-12	2006-07		
Rodriguez, Art	East Side Dreams	0967155509	978-0967155500	1999	9-12	2006-07		
Rodriguez, Gary	The Pregnancy Project: A Memoir	1442446234	978-1442446236	2013	9-12	2017-18		
Rowling, J.K.	Harry Potter and the Chamber of Secrets	0747549605	978-0747549604	2000	9-12	2006-07		
Rowling, J.K.	Harry Potter and the Half Blood Prince	0439785960	978-0439785969	2006	9-12	2006-07		
Rowling, J.K.	Harry Potter and the Sorcerers' Stone	059035342X	978-0590353427	1999	9-12	2006-07		
Rowling, J.K.	Harry Potter y el prisionero de Azkaban		978-8498386967	2015	9-12	2019-20		
Rowling, J.K.	Harry Potter y la camara secreta (Spanish Edition)		978-8498386950	2015	9-12	2019-20		
Ruiz, Don Miguel	The Four Agreements: A Practical Guide to Personal Freedom		978-1878424310	1997	9-12	2017-18		
Roy, Arundhati	The God of Small Things	0060977493	978-0060977498	1998	9-12	2006-07		
Ryan, Mary Elizabeth	Alias	0689822642	978-0689822643	1998	9-12	2006-07		
Ryan, Pam Munoz	Esperanza Rising	043912042X	978-0439120425	2002	6-8	2006-07		
Ryan, Pam Munoz	Becoming Naomi Leon	0439856213	978-0439856218	2006	9-12	2006-07		
Ryan, Pam Munoz	Riding Freedom	0439087961	978-0439087964	1999	9-12	2006-07		
Sachar, Louis	Holes	044022859X	978-0440228592	1998	9-12	2006-07		
Salinger, J.D.	Franny and Zooey	0316769495	978-0316769495	1991	9-12	2013-14		
Salinger, J.D.	Nine Stories	0316767727	978-0316767729	2001	9-12	2006-07		
Salinger, J.D.	The Catcher in the Rye	0316769177	978-0316769174	1951	9-12	2006-07		
Salisbury, Graham	Blue Skin of the Sea	0440413591	978-0440413592	1997	9-12	2006-07		
Salisbury, Graham	Under the Blood Red Sun	0553494872	978-0553494877	1994	9-12	2006-07		
Salzman, Mark	True Notebooks	0375727612	978-0375727610	2004	9-12	2013-14		
Sandburg, Carl	A Lincoln Preface				9-12	2006-07		
Sandburg, Carl	Chicago Poems	1417938293	978-1417938292	2004	9-12	2006-07		
Sandburg, Carl	I Am the People, The Mob				9-12	2006-07		
Satrapa, Marjane	Persepolis Complete		978-0375714832	2007	9-12	2018-19		
Schlaifer, Roger	Odds R': Odds on Everything Book	0553383469	978-0553383461	2005	9-12	2006-07		
Schwartz, Alvin	Scary Stories	006440465X	978-0064404655	2001	9-12	2006-07		
Sebestyen, Quida	Out of Nowhere	0140376402	978-0140376401	1994	9-12	2006-07		
Sebestyen, Quida	The Girl in the Box	0440228735	978-0440228738	1999	9-12	2006-07		
Sebold, Alice	Lovely Bones	0316166685	978-0316166683	2006	9-12	2006-07		
Shakespeare, William	Hamlet	074347712X	978-0743477123	1992	9-12	2006-07		
Shakespeare, William	Hamlet (Folger Library Shakespeare)	074347712X	978-0743477123	1992	9-12	2017-18		
Shakespeare, William	Henry V	0743484878	978-0743484879	1995	9-12	2006-07		
Shakespeare, William	Julius Caesar	0743482743	978-0743482745	1992	9-12	2006-07		
Shakespeare, William	Macbeth	0743477103	978-0743477109	1992	9-12	2006-07		
Shakespeare, William	Othello	0743477553	978-0743477550	1993	9-12	2006-07		
Shakespeare, William	Othello (New Folger Library)	B00ES29E1W		2004	9-12	2017-18		

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AUTHOR	NOVEL	ISBN 10 Digit	ISBN 13 Digit	Copyright	Grade	Yr. Adopted		
Shakespeare, William	Romeo & Juliet	0743477111	978-0743477116	1992	9-12	2006-07		
Shakespeare, William	The Taming of the Shrew	074347757X	978-0743477574	2004	9-12	2006-07		
Shakespeare, William	Titus Andronicus	0671722921	978-0671722920	2005	9-12	2006-07		
Shaphard, Robert & Thomas, James	Sudden Fiction, American Short-Short Stories	0879052481	978-0879052485	1986	9-12	2006-07		
Shelley, Mary	Frankenstein		978-0141439471	2003	9-12	2017-18		
Shelley, Mary	Frankenstein: The Graphic Novel		978-1906332495	2009	9-12	2018-19		
Shute, Nevil	On the Beach	1842322761	978-1842322765	1957	9-12	2006-07		
Simon, Seymour	Snakes	0061140953	978-0061140952	2007	9-12	2006-07		
Sinclair, Upton	The Jungle	1593080085	978-1593080082	2003	9-12	2006-07		
Singer, Isaac Bashevis	The Washerwoman				9-12	2006-07		
Skinner, B.F.	Walden Two	0872207781	978-0872207783	2005	9-12	2006-07		
Smith, Alexander McCall	Number 1 Ladies Detective Agency	140009688X	978-1400096886	2005	9-12	2006-07		
Solis, Octavio	Retables: Stories from a Life Lived Along the Border		978-0872867864	2018	9-12	2019-20		
Smith, Zadie	On Beauty	0143037749	978-0143037743	2006	9-12	2006-07		
Solzhenitsyn, Alexander	One Day in the Life of Ivan Denisovich	0374529523	978-0374529529	1963	9-12	2006-07		
Sophocles	Antigone	087220572X	978-0872205727	1998	9-12	2006-07		
Soto, Gary	The Afterlife	0152052208			9-12	2008-09		
Soto, Gary	Buried Onions	0152062653	978-0152062651	1997	9-12	2006-07		
Soto, Gary	Jesse	0590528378	978-0590528375	1996	9-12	2006-07		
Soto, Gary	Living Up the Street	0440211700	978-0440211709	1985	9-12	2006-07		
Soto, Gary	Local News	015204695X	978-0152046958	1993	9-12	2006-07		
Sparks, Christine	The Elephant Man	0345345134	978-0345345134	1980	9-12	2006-07		
Speare, Elizabeth George	The Witch of Blackbird Pond	0007148976	978-0007148974	1958	9-12	2006-07		
Spinelli, Jerry	Loser	0060540745	978-0060540746	2003	9-12	2006-07		
Spinelli, Jerry	Maniac Magee	0590452037	978-0590452038	2002	6-8	2006-07		
Spinelli, Jerry	Stargirl	0440416779	978-0440416777	2004	9-12	2006-07		
Spinelli, Jerry	Wringer	0060739487	978-0060739485	1997	6-8	2006-07		
Steinbeck, John	Acts of King Arthur and His Noble Knights	0141186305	978-0141186306	2001	9-12	2006-07		
Steinbeck, John	Cannery Row	0140187375	978-0140187373	1992	9-12	2006-07		
Steinbeck, John	Crash	0440238579	978-0440238577	1996	9-12	2006-07		
Steinbeck, John	Of Mice and Men	0142000671	978-0142000670	2002	9-12	2006-07		
Steinbeck, John	The Grapes of Wrath Centennial Edition		978-0142000663		9-12	2018-19		
Steinbeck, John	The Grapes of Wrath	0143039431	978-0143039433	2006	9-12	2006-07		
Steinbeck, John	The Long Valley	0141185511	978-0141185514	1995	9-12	2006-07		
Steinbeck, John	The Pearl	014017737X	978-0140177374	1992	9-12	2006-07		
Steinbeck, John	The Red Pony	0141312564	978-0141312569	1994	9-12	2006-07		
Stevenson, Bryan	Just Mercy (Adapted for Young Adults)		978-0525580034	2018	9-12	2019-20		
Stevenson, Robert Louis	Dr. Jekyll & Mr. Hyde	0451528956	978-0451528957	1987	9-12	2006-07		
Stevenson, Robert Louis	Kidnapped	0439295785	978-0439295789	2002	9-12	2006-07		

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Stevenson, Robert Louis	Treasure Island	1416500294	978-1416500292	2005	9-12	2006-07		
Stewart, Melissa	National Geographic Readers: Las Serpientes (Spanish Edition)		978-1426325960	2016	9-12	2019-20		
Stone, Nic	Dear Martin		978-1101939529	2018	9-12	2019-20		
Stoppard, Tom	Rosencrantz and Guildenstern Are Dead	3150091853	978-3150091852	1967	9-12	2006-07		
Strasser, Todd	The Wave	0440993717	978-0440993711	1981	9-12	2006-07		
Stringer, Lee	Sleepaway School	1583227016	978-1583227015	2006	9-12	2006-07		
Sullivan, George	In Their Own Words: Helen Keller	0439095557	978-0439095556	2001	9-12	2006-07		
Swarthout, Glendon	Bless the Beasts and Children	0743493699	978-0743493697	1970	9-12	2006-07		
Sweeney, Joyce	Free Fall	0440219752	978-0440219750	1997	9-12	2006-07		
Symons, Mitchell	This Book of Perfectly Useless Information	0060731494	978-0060731496	2004	9-12	2006-07		
Tan, Amy	The Joy Luck Club	0804106304	978-0804106306	1990	9-12	2006-07		
Tanaka, Shelly	Onboard the Titanic	0786813180	978-0786813186	1998	9-12	2006-07		
Taylor, Mildred D.	Let the Circle Be Unbroken	0140372903	978-0140372908	1981	9-12	2006-07		
Taylor, Mildred D.	Mississippi Bridge	0553159925	978-0553159929	1990	9-12	2006-07		
Taylor, Mildred D.	Roll of Thunder, Hear My Cry	0142401129	978-0142401125	1976	6-8	2006-07		
Taylor, Theodore	The Cay	044022912X	978-0440229124	1969	6-8	2006-07		
Temple, Frances	Grab Hands and Run	0064405486	978-0064405485	1995	9-12	2006-07		
Temple, Frances	Taste of Salt	0064471365	978-0064471367	1992	6-8	2006-07		
Thomas, Joyce Carol	A Gathering of Flowers	0064470822	978-0064470827	1990	9-12	2006-07		
Tolan, Stephanie	Surviving the Applewhites	0064410447			9-12	2008-09		
Tolkien, J.R.R.	The Hobbit	0618260307	978-0618260300	2002	9-12	2006-07		
Tomey, Ingrid	Nobody Else Has to Know	0440227828	978-0440227823	2000	9-12	2006-07		
Trembath, Don	The Tuesday Café	1551430746	978-1551430744	1996	9-12	2006-07		
Truman, Terry	Stuck in Neutral	0064472132	978-0064472135	2000	9-12	2006-07		
Trumbo, Dalton	Johnny Got His Gun	0806528478	978-0806528472	1939	9-12	2006-07		
Twain, Mark	Adventures of Huckleberry Finn	0553210793	978-0553210798	1981	9-12	2006-07		
Twain, Mark	Adventures of Tom Sawyer	1416500227	978-1416500223	2005	9-12	2006-07		
Twain, Mark	The Connecticut Yankee in King Arthur's Court	1416534733	978-1416534730	2007	9-12	2006-07		
Twain, Mark	The Invalid's Story				9-12	2006-07		
Upchurch, Carl	Convicted in the Womb	0553375202	978-0553375206	1997	9-12	2006-07		
Urrea, Luis Alberto	Into the Beautiful North	316025267	978-0316025263	2010	9-12	2015-16		
Uris, Leon	Exodus	0553258478	978-0553258479	1983	9-12	2006-07		
Valladares, Armando	Against All Hope	1893554198	978-1893554191	2001	9-12	2006-07		
Vargas, Jose Antonio	Dear America: Notes of an Undocumented Citizen		978-0062851345	2019	9-12	2019-20		
Vern, Jules	20,000 leagues Under the Sea	0439227151	978-0439227155	2003	9-12	2006-07		
Vern, Jules	Journey to the Center of the Earth	0553213970	978-0553213973	2006	9-12	2006-07		
Vern, Jules	Mysterious Island	0812972120	978-0812972122	2004	9-12	2006-07		
Villareal, Jose Antonio	Pocho	0385061188	978-0385061186	1959	9-12	2006-07		
Villasenor, Victor	Burro Genius	0060526130	978-0060526139	2005	9-12	2006-07		

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Villasenor, Victor	Rain of Gold	038531177X	978-0385311779	1992	9-12	2006-07		
Voigt, Cynthia	Dacey's Song	0689863624	978-06898636	1982	9-12	2006-07		
Vonnegut, Kurt	Cat's Cradle	038533348X	978-0385333481	1998	9-12	2013-14		
Vonnegut, Kurt	Mother Night	0385334141	978-0385334143	1999	9-12	2006-07		
Vonnegut, Kurt	Player Piano	0385333781	978-0385333788	1952	9-12	2006-07		
Vonnegut, Kurt	Welcome to the Monkey House: Collection of short stories		978-0385333504	1998	9-12	2018-19		
Vonnegut, Kurt	Slaughterhouse Five	0385333846	978-0385333849	1999	9-12	2013-14		
VonZiegesar, Cecily	Nothing Can Keep Us Together	0316735094	978-0316735094	2005	9-12	2006-07		
Walker, Alice	The Color Purple	0671727796	978-0671727796	1982	9-12	2006-07		
Walker, Alice	The Flowers				9-12	2006-07		
Wallis, Velma	Two Old Women	0060723521	978-0060723521	1993	9-12	2006-07		
Walsh, Jill Paton	The Green Book	0374428026	978-0374428020	1982	9-12	2006-07		
Walter, Mildred Pitts	Justin and the Best Biscuits in the world	0679803467	978-0679803461	1986	9-12	2006-07		
Watson, Larry	Justice	0671535579	978-0671535575	1995	9-12	2006-07		
Watson, Larry	Montana 1948	0671507036	978-0671507039	1993	9-12	2006-07		
Wells, H.G.	Time Machine	0451528557	978-0451528551	2002	9-12	2006-07		
Wells, H.G.	War on the Worlds	0375759239	978-0375759239	2002	9-12	2006-07		
Whelan, Gloria	Goodbye, Vietnam		978-0679823766		6-8	2008-09		
Whitman, Walt	I Hear America Singing	085646340X	978-0856463402	2002	9-12	2006-07		
Whybrow, Ian	Lobito Aprende a Ser malo Spanish Edition		978-0822586449	2007	7-8	2019-20		
Wiesel, Elie	Day	0809023091	978-0809023097	1962	9-12	2006-07		
Wiesel, Elie	Night Oprah 55	0374500010	978-0374500016	1972	9-12	2006-07		
Wilde, Oscar	The Picture of Dorian Grey	1580493939	978-1580493932	2005	9-12	2006-07		
Wilde, Oscar	The Picture of Dorian Grey: A Graphic Novel		978-1411415935	2009	9-12	2010-11		
Wilder, Thornton	Our Town	0060512636	978-0060512637	2003	9-12	2006-07		
Williams-Garcia, Rita	Like Sisters On the Homefront	0140385614	978-0140385618	1995	9-12	2006-07		
Wilson, August	The Piano Lesson	0452265347	978-0452265349	1990	9-12	2006-07		
Wilson, Rawls	Where the Red Fern Grows	0375806814	978-0375806810	1997	6-8	2006-07		
Wolf, Virginia	A Room of One's Own	0156787334	978-0156787338	1929	9-12	2006-07		
Wolfe, Tom	The Right Stuff	0553381350	978-0553381351	1979	9-12	2006-07		
Wolff, Tobias	This Boy's Life: A Memoir	0802136680	978-0802136688	1989	9-12	2006-07		
Wolff, Virginia Euwer	Make Lemondade	0805080708	978-0805080704	1993	9-12	2006-07		
Wolfgang Von Goethe, Johann	Faust in Plain and Simple English	1475181671	978-1475181678	2012	9-12	2013-14		
Woodson, Jacqueline	Hush	0142406007	978-0142406007	2002	9-12	2006-07		
Woodson, Jacqueline	If You Come Softly	0142406015	978-0142406014	1998	9-12	2006-07		
Woodson, Jacqueline	Miracle's Boys	0142406023	978-0142406021	2000	9-12	2006-07		
Woodson, Jacqueline	After Tupac and D Foster		978-0525432548	2010	9-12	2019-20		
World Almanac	World Almanac			2007	9-12	2006-07		
Wright, Kenneth	Machu Picchu: A Civil Engineering Marvel	0784404445	978-0784404447	2000	9-12	2006-07		

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Wright, Richard	Black Boy	0061130249	978-0061130243	1944	9-12	2006-07		
Yedin, Jane	Visions, Basic Language and Literacy	0838403859	78-0838403853	2003	9-12	2006-07		

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Board Adopted Book List

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
<u>SUBJECT</u>	<u>BOOK TITLE</u>	<u>ISBN 10 Digit</u>	<u>ISBN 13 digit</u>	<u>Copyright Date</u>	<u>Grade</u>	<u>Year Adopted</u>
MATH						
American Book Company	CMR Algebra				9-12	2006-07
American Book Company	California Math Revised	19324100882			9-12	2007-08
American Book Company	California Math Review		978-1-932-41008-2		9-12	2008-09
American Guidance Service	Algebra				9-12	2006-07
American Guidance Service	Algebra Student Workbook				9-12	2006-07
American Guidance Service	Algebra Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Algebra 2 Student Text	0785435433	978-0-785-43543-3	2004	9-12	2007-08
American Guidance Service	Algebra 2 Teachers Edition	0785435441	978-0-785-43544-0	2004	9-12	2007-08
American Guidance Service	Algebra Teachers Edition	0785435689	978-0-785-43568-6	2004	9-12	2007-08
American Guidance Service	Algebra 2 Student Workbook				9-12	2006-07
American Guidance Service	Algebra 2 Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Basic Math Knowledge Advance				9-12	2006-07
American Guidance Service	Basic Math Skills Curriculum Class Set Revised 2003 Edition	0785429573			9-12	2007-08
American Guidance Service	Basic Math Skills Revised 2003 Edition Student Texts	0785429522			9-12	2007-08
American Guidance Service	Basic Math Skills Student Edition	0785429573	978-0-785-42952-4	2003	9-12	2007-08
American Guidance Service	Basic Math Skills Teacher Edition	0785429530	978-0-785-42953-1	2003	9-12	2007-08
American Guidance Service	Basic Math Skills Student Workbook Answer Key	0785429565	978-0-785-42956-2	2003	9-12	2007-08
American Guidance Service	Consumer Math		978-0-785-42943-2		9-12	2006-07
American Guidance Service	Consumer Mathematics Teachers Edition	785429441			9-12	2006-07
American Guidance Service	Consumer Math Curriculum Class Set Revised 2003 Edition	0758429484			9-12	2007-08

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
American Guidance Service	Consumer Mathematics Student Text Revised	0785429433	978-0-785-42948-7	2003	9-12	2007-08
American Guidance Service	Consumer Mathematics Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Consumer Math Teacher Edition		978-0-785-42944-9		9-12	2010-11
American Guidance Service	Geometry	0785438297	978-0-785-43829-8	2005	9-12	2006-07
American Guidance Service	Geometry Teacher Edition				9-12	2006-07
American Guidance Service	Geometry Student Workbook	0785438319	978-0-785-43831-1		9-12	2006-07
American Guidance Service	Geometry Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Life Skills Mathematics				9-12	2006-07
American Guidance Service	Math for the World of Work				9-12	2006-07
American Guidance Service	Pre-Algebra Student Student Text Revised	0785435557	978-0-785-43560-0	2004	9-12	2007-08
American Guidance Service	Pre-Algebra Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Pre-Algebra Teachers Edition				9-12	2006-07
Cengage	BIM Integrated Math II Student Edition		<u>9781680330687.00</u>	<u>2018</u>	9-12	2019-20
Cengage	BIM Integrated Math 1 Student Edition		<u>9781680331127.00</u>	<u>2018</u>	9-12	2019-20
Cengage	BIM Integrated Math 1 TE		<u>9781680330519.00</u>	<u>2018</u>	9-12	2019-20
Cengage	BIM Integrated Math II TE		<u>9781680330700.00</u>	<u>2018</u>	9-12	2019-20
Cengage	BIM Integrated Math III TE		<u>9781680330892.00</u>	<u>2018</u>	9-12	2019-20
EAI Education	Real Life Math Algebra				9-12	2006-07
EAI Education	Real Life Math Statistics				9-12	2006-07
EAI Education	Fractions/Ratio Rate				9-12	2006-07
EAI Education	Probability				9-12	2006-07
EAI Education	Decimals/Percents				9-12	2006-07
EAI Education	Tables Charts Graphs				9-12	2006-07

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
EAI Education	Geometry				9-12	2006-07
EAI Education	The Quarter Mile Math L 2 33,000 Problems				9-12	2006-07
Edmentum	Online Math Curriculum					
Educational Design	Basic Algebra 1 Coach				9-12	2006-07
Educational Design	In Depth Math				9-12	2006-07
Glencoe/Mcgraw Hill	Mathematics: Course 1				9-12	2006-07
Glencoe/Mcgraw Hill	Mathematics: Course 2				9-12	2006-07
Glencoe/Mcgraw Hill	Mathematics Course: 3				9-12	2006-07
Glencoe/Mcgraw Hill	Mathematics Applications and Concepts				9-12	2006-07
Glencoe/Mcgraw Hill	Math with Business Applications Student Edition	0078692512		2007	9-12	2007-08
Glencoe/Mcgraw Hill	Math with Business Applications Teacher Edition	0078692520		2007	9-12	2007-08
Glencoe/Mcgraw Hill	Geometry: Integration, Application & Connection Student Text				9-12	2006-07
Glencoe/Mcgraw Hill	Geometry: Integration, Application & Connection Teacher Text				9-12	2006-07
Globe Fearon	Algebra set w/cd Rom				9-12	2006-07
Globe Fearon	Fractions Students				9-12	2006-07
Globe Fearon	Fraction Teachers Ed				9-12	2006-07
Globe Fearon	Formulas				9-12	2006-07
Globe Fearon	Basic Math				9-12	2006-07
Holt McDougal	Middle School Math CA Student Edition Course 1*		978-0-618-72650-9		6-8	
Holt McDougal	Middle School Math CA Teacher Edition Course 1*		978-0-618-80707-9		6-8	
Holt McDougal	Middle School Math CA Student Edition Course 2*		978-0-618-72651-6		6-8	
Holt McDougal	Middle School Math CA Teacher Edition Course 2*		978-0-618-80708-6		6-8	
Holt McDougal	Middle School Math CA Student Edition Course 3		978-0-618-72652-3		6-8	

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Holt McDougal	Middle School Math CA Teacher Edition Algebra		978-0-618-80709-3			
Holt, Rinehart & Winston	Practical Mathematics				9-12	2006-07
Houghton Mifflin Harcourt	Algebra SM Book 1*		978-0-395-59121-0		9-12	
Houghton Mifflin Harcourt	Algebra SM Book 1 Answer Key*		978-0-395-47050-3		9-12	
Houghton Mifflin Harcourt	Algebra SM Book 1 Answer Key*		978-0-395-54695-6		9-12	
Key Curriculum Press	Answer Books				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 1		978-1-559-53001-9	2006	9-12	2007-08
Key Curriculum Press	Key to Algebra Book 2		978-1-559-53002-6	2006	9-12	2007-08
Key Curriculum Press	Key to Algebra Book 3		978-1-559-53003-3	2006	9-12	2007-08
Key Curriculum Press	Key to Algebra Book 4		978-1-559-53004-0	2006	9-12	2007-08
Key Curriculum Press	Key to Algebra book 5				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 6				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 7				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 8				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 9				9-12	2006-07
Key Curriculum Press	Key to Algebra Book 10				9-12	2006-07
Key Curriculum Press	Key to Decimals Book 1				9-12	2006-07
Key Curriculum Press	Key to Decimals Book 2				9-12	2006-07
Key Curriculum Press	Key to Decimals Book 3				9-12	2006-07
Key Curriculum Press	Key to Decimals Book 4				9-12	2006-07
Key Curriculum Press	Key to Decimals Book Set 1-4		978-0-913684-13-9		9-12	2008-09
Key Curriculum Press	Key to Fractions Book 1				9-12	2006-07
Key Curriculum Press	Key to Fractions Book 2				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Key Curriculum Press	Key to Fractions Book 3				9-12	2006-07
Key Curriculum Press	Key to Fractions Book 4				9-12	2006-07
Key Curriculum Press	Key to Fractions Student Book Set		978-1-559-53100-9		9-12	2008-09
Key Curriculum Press	Key to Geometry Book 1				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 2				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 3				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 4				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 5				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 6				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 7				9-12	2006-07
Key Curriculum Press	Key to Geometry Book 8				9-12	2006-07
Key Curriculum Press	Key to Measure Book 1				9-12	2006-07
Key Curriculum Press	Key to Measure Book 2				9-12	2006-07
Key Curriculum Press	Key to Measure Book 3				9-12	2006-07
Key Curriculum Press	Key to Measure Book 4				9-12	2006-07
Key Curriculum Press	Key to Percents Book 1				9-12	2006-07
Key Curriculum Press	Key to Percents Book 2				9-12	2006-07
Key Curriculum Press	Key to Percents Book 3				9-12	2006-07
Key Curriculum Press	Key to Percents Student Book Set		978-1-559-53089-7		9-12	2008-09
Key Curriculum Press	Reproducible Test				9-12	2006-07
Math Teachers Press	Algebra Readiness Manipulative Kit				9-12	2010-11
Math Teachers Press	Web Based Assesment Pilot			2016	9-12	2017-18
McDougal Littell	Algebra 1: Exercises in Spanish		978-0547353616		9-12	2019-20

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McDougal Littell	California Math Course 1 Pupil Edition		978-0-618-72650-9	2008	6	2009-10
McDougal Littell	California Math Course 1 Teacher Edition		978-0-618-80707-9	2008	6	2009-10
McDougal Littell	California Math Practice Workbook Course 1		978-0-618-89300-3		6-12	2010-11
McDougal Littell	California Math Teacher Resource Manager Course 1		978-0-618-89347-8		6-12	2010-11
McDougal Littell	California Standards Review & Practice Student Course 1		978-0-618-89341-6		6-12	2010-11
McDougal Littell	California Standards Review & Practice Teacher Course 1		978-0-618-89344-7		6-12	2010-11
McDougal Littell	California Notetaking Guide Student Course 1		978-0-618-89307-2		6-12	2010-11
McDougal Littell	California Notetaking Guide Teachers Course 1		978-0-618-89338-6		6-12	2010-11
McDougal Littell	California EasyPlanner DVD-ROM Course 1		978-0-618-93960-2		6-12	2010-11
McDougal Littell	eEdition Plus Online Course 1		978-0-618-90806-6		6-12	2010-11
McDougal Littell	California Math Course 2 Pupil Edition		978-0-618-72651-6	2008	7	2009-10
McDougal Littell	California Math Course 2 Teacher Edition		978-0-618-80708-6	2008	7	2009-10
McDougal Littell	California Practice Workbook Course 2		978-0-618-89301-0		6-12	2010-11
McDougal Littell	California Math Teacher Resource Manager Course 2		978-0-618-89348-5		6-12	2010-11
McDougal Littell	California Standards Review & Practice Student Course 2		978-0-618-89342-3			2010-11
McDougal Littell	California Standards Review & Practice Teacher Course 2		978-0-618-89345-4		6-12	2010-11
McDougal Littell	California Notetaking Guide Student Course 2		978-0-618-89308-9		6-12	2010-11
McDougal Littell	California Notetaking Guide Teacher Course 2		978-0-618-89339-3		6-12	2010-11
McDougal Littell	California EasyPlanner DVD-ROM Course 2		978-0-618-93966-4		6-12	2010-11
McDougal Littell	eEdition Plus Online Course 2		978-0-618-90807-3		6-12	2010-11
McDougal Littell	California Math Algebra 1 Pupil Edition		978-0-618-72652-3	2008	8	2009-10
McDougal Littell	California Math Algebra 1 Teacher Edition		978-0-618-80709-3	2008	8	2009-10
McDougal Littell	California Teacher Resource Manager Algebra 1		978-0-618-89349-2		6-12	2010-11

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
McDougal Littell	California Practice Workbook Algebra 1		978-0-618-89302-7		6-12	2010-11
McDougal Littell	California Standard Review & Practice Student Algebra 1		978-0-618-89343-0		6-12	2010-11
McDougal Littell	California Standard Review & Practice Teachers Algebra 1		978-0-618-89346-1		6-12	2010-11
McDougal Littell	California Notetaking Guide Student Algebra 1		978-0-618-89337-9		6-12	2010-11
McDougal Littell	California Notetaking Guide Teachers Algebra 1		978-0-618-89340-9		6-12	2010-11
McDougal Littell	California Resource Manager Algebra				6-12	2010-11
McDougal Littell	California Teachers Edition Algebra 1		978-0-618-80709-3		6-12	2010-11
McDougal Littell	California Assessment Book Algebra 1				6-12	2010-11
McDougal Littell	California Activity				6-12	2010-11
McDougal Littell	CA eEdition DVD-ROM Algebra 1			2008	6-12	2010-11
McDougal Littell	eEdition Online Algebra 1		978-0-618-90808-0		6-12	2010-11
McDougal Littell	CA @Home Tutor CD-ROM Algebra 1				6-12	2010-11
McDougal Littell	California ExamView Suite 6.0 Test Generator CD-ROM Course 1, Course 2, Algebra 1				6-12	2010-11
McDougal Littell	The Electronic Classroom CD-ROM Algebra 1				6-12	2010-11
McDougal Littell	California EasyPlanner DVD-ROM Algebra 1		978-0-618-93872-8		6-12	2010-11
McDougal Littell	California Remediation Book		978-0-618-89280-8		6-12	2010-11
McDougal Littell/Houghton Mifflin	Algebra 1 TE				9-12	2006-07
McDougal Littell/Houghton Mifflin	Algebra: Structure and Method: Book II				9-12	2006-07
McDougal Littell/Houghton Mifflin	Algebra I; Exercises in Spanish 2003		978-0-618-37048-1	2003	9-12	2018-19
McDougal, Littell & Co.	Pre-Algebra Concepts & Skills: Course 1				9-12	2006-07
McDougal, Littell & Co.	Pre-Algebra Structure & Method: Book One	0618250034	978-0-618-25003-5	2005	9-12	2007-08
McDougal, Littell & Co.	Geometry Student Text	0395977274	978-0-395-97727-9	2004	9-12	2007-08
McDougal, Littell & Co.	Geometry Teacher Edition	0395977282	978-0-395-97728-6	2004	9-12	2007-08

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
McDougal, Littell & Co.	Geometry Solutions Key	0395667661	978-0-395-67766-7	2004	9-12	2007-08
McDougal, Littell & Co.	Tests (Blackline) Chapter Tests	0395573327	978-0-395-57332-7	2004	9-12	2007-08
McDougal, Littell & Co.	Answer Keys to Blackline Tests	039547714	978-0-395-47071-8	2004	9-12	2007-08
Merrill	Merrill Algebra Two with Triginometry				9-12	2006-07
National Geographics Learning	Big Ideas Math Integrated I TE		978-1680330519	2018	9-12	2018-19
National Geographics Learning	Big Ideas Math Integrated I Asmt BK		978-1680330540	2018	9-12	2018-19
National Geographics Learning	Big Ideas Math Integrated II Asmt BK		978-1680330731	2015	9-12	2019-20
National Geographics Learning	Big Ideas Math Integrated III Asmt BK		978-1680330922		9-12	2019-20
National Geographics Learning	Big Ideas Math Integrated I Resources by Chapter		978-1680330557	2018	9-12	2018-19
National Geographics Learning	Big Ideas Math I		978-1680331127	2018	9-12	2018-19
PCI Educational Publishing	Deluxe Banking Win CD				9-12	2006-07
PCI Educational Publishing	Twist & Shout Multiplication Deluxe				9-12	2006-07
PCI Educational Publishing	Talking Calculator				9-12	2006-07
PCI Educational Publishing	Clock and Calendar Skills				9-12	2006-07
PCI Educational Publishing	Algebra Curriculum Class Set Revised 2004 Edition	0785435727			9-12	2007-08
Pearson AGS Globe	Pre-Algebra Curriculum Class Set Revised 2004 Edition	0785435603			9-12	2007-08
Pearson AGS Globe	Algebra Revised 2004 Edition Student Text	0785435670	978-0-785-43568-9		9-12	2007-08
Pearson AGS Globe	Algebra SE Revised		978-0-785-43567-9		9-12	2017-18
Pearson AGS Globe	Geometry Revised				9-12	2006-07
Pearson AGS Globe	Algebra 2		978-0-785-43543-3		9-12	2017-18
Pearson AGS Globe	Geometry SE		978-0-785-43829-8		9-12	2017-18
Pearson AGS Globe	Geometry Curriculum Class Set Revised	0785438343	978-0-785-43834-2		9-12	2007-08
Pearson AGS Globe	Pre Algebra Revised				9-12	2006-07

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Pearson AGS Globe	Meeting the California Challenge Math Student Edition	078546413-1			9-12	2008-09
Pearson AGS Globe	Meeting the California Challenge Math Teacher Edition	078546414-x			9-12	2008-09
Pearson Education	Consumer Mathematics Workbook*		978-0-785-42945-6		9-12	2011-12
Pearson Education	Basic Math Skills Classroom Set*		978-0-785-42957-9		9-12	2011-12
Pearson Education	Basic Math Skills Workbook*		978-0-785-42954-8		9-12	2011-12
Pearson Education	Pre-Algebra Student Edition 2004*		978-0-785-43555-6	12-Sep		
Pearson Education	Pre-Algebra Teacher Edition 2004*		978-0-785-43556-3		9-12	2011-12
Pearson Education	Pre-Algebra Workbook 2004*		978-0-785-43557-0		9-12	2011-12
Pearson Education	Algebra Workbook 2004*		978-0-785-43569-3		9-12	2011-12
Pearson Education	Geometry Teacher Edition*		978-0-785-43830-4		9-12	2011-12
Pearson Education	Geometry Classroom Set 2005*		978-0-785-43834-2		9-12	2011-12
Pearson Education	AGS Algebra 2 Teacher Edition		978-0-785-43544-0		9-12	2009-10
Pearson Education	AGS Geometry Classroom Set		978-0-785-43834-2		9-12	2009-10
Pearson Education	AGS Algebra Revised Classroom Set		978-0-785-43572-3		9-12	2009-10
Pearson Education	AGS Lifeskills Math		978-0-785-43572-3		9-12	2009-10
Pearson Education	CC Integrated Math V1 & 2 2014		978-0-133-23453-4		9-12	2014
Pearson Education	CC Integrated Math Answer Solutions		978-0-133-23499-2		9-12	2014
Pearson Education	CC Integrated Math 3 TE V1 & 2 2014		978-0-133-23459-6		9-12	2014
Pearson Education	Consumer Math SE		978078542943-2		9-12	2016-17
Pearson Education	Consumer Math Teacher Edition		978078542944-9		9-12	2016.17
Pearson Education	HSM14 CC Int Mth 1W SE		978-0-133-23463-3		9-12	2017-18
Pearson Education	HSM14 CC Int Mth 3W SE		978-0-133-23480-0		9-12	2017-18
Pearson Education	HSM1 CC Intgrtd Mth 1 TE G 8/9		978-0133234534		9-12	2018-19

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Pearson Education	HSM14 CC Intgrtd Math 2 TE Gr 9/10		978-0133234565		9-12	2018-19
Pearson Education	HSM14 CC INTGRTD Mth 3 TE Gr 10/11		978-0133234596		9-12	2018-19
Pearson Education	HSM14 CC Int Math I SE Gr 8		978-0133234626		9-12	2018-19
Pearson Education	HSM14 CC Intgrtd Mth 3 W- I SE Gr 10		978-0133234770		9-12	2018-19
Pearson Educaion	HSM14 CC Intgrtd Mth 3 W I SE Gr 10		978-0133234794		9-12	2018-19
Pearson Education	Mathmatic Concepts Student Text	0785437819			9-12	2008-09
Pearson Education	Mathmatic Concepts Student Workbook	0785437835			9-12	2008-09
Pearson Education	Mathmatic Concepts Teacher Edition	0785437827			9-12	2008-09
Pearson Education	Geometry Teacher Edition		978-0-785-43830-4		9-12	2010-11
Pearson Education	Longman Mathematics Work Text		978-0-131-93023-0		9-12	2010-11
Pearson Education	Longman Mathematics Answer Key		978-0-131-96242-2		9-12	2010-11
Pearson Learning Group	Geometry Teacher's Edition Pacemaker	0130238422	978-0-130-23838-2		9-12	2007-08
Pearson Learning Group	Geometry Pacemaker	0130238376	978-0-130-23837-5		9-12	2007-08
Pearson Learning Group	Developing Skills in Algebra 1				9-12	2006-07
Prentice Hall	Algebra 1 California Edition				9-12	2006-07
Pearson Prentice Hall	Elementary Statistics Student Ed.				9-12	2006-07
Pearson Prentice Hall	Elementary Statistics Teachers Ed.				9-12	2006-07
Pearson Prentice Hall	Elementary Statistics Test Bank				9-12	2006-07
Saddleback Education	Spectrum Grade 8 Math				9-12	2006-07
Saddleback Education	Spectrum Grade 7 Math				9-12	2006-07
Saddleback Education	Mathematics for New Speakers of English		978-1562546465		9-12	2019-20
Saxon	Algebra 1: An Incremental Development				9-12	2006-07
Saxon	Algebra 1/2: An Incremental Development				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Saxon	Algebra II: An Incremental Development				9-12	2006-07
Scotts-Foresman	Algebra				9-12	2006-07
Scotts-Foresman	Geometry				9-12	2006-07
Software	Math Blaster				9-12	2006-07
Things for Learning Inc.	Cranium Crackers				9-12	2006-07
Things for Learning Inc.	730 Math Warm Ups				9-12	2006-07
Trunorth Research	Math Vocabulary Word List - Spanish Edition	No ISBN			9-12	2007-08
University of Chicago Math Project	Algebra				9-12	2006-07
University of Chicago Math Project	Geometry				9-12	2006-07
SCIENCE						
Addison-Wesley	Earth & Physical Scicence				9-12	2006-07
American Guidance Service	Biology				9-12	2006-07
American Guidance Service	Biology Revised		978-0-785-43613-3		9-12	2018-19
American Guidance Service	Biology Teacher Ed.				9-12	2006-07
American Guidance Service	Biology Student Workbook				9-12	2006-07
American Guidance Service	Biology Student Wokbook Answer Keys				9-12	2006-07
American Guidance Service	Biology & Curr. Science Curriculum Class Set				9-12	2006-07
American Guidance Service	Chemistry Teacher's Edition	0785440461	978-0-785-440512	2007	9-12	2007-08
American Guidance Service	Earth Science SE 2012		978-0-785-		9-12	2017-18
American Guidance Service	General Science				9-12	2006-07
American Guidance Service	General Science Student Workbook				9-12	2006-07
American Guidance Service	General Science & Curr. Science Curriculum Class Set				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
American Guidance Service	General Science Teacher Ed.				9-12	2006-07
American Guidance Service	General Science Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Earth Science SE G6/12		978-0785470687	2012	9-12	2018-19
American Guidance Service	Earth Science Student Workbook				9-12	2006-07
American Guidance Service	Earth Science Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Earth Science Teacher Ed.				9-12	2006-07
American Guidance Service	Earth Science & Curr. Science Curriculum Class Set				9-12	2006-07
American Guidance Service	Physical Science	0785436243	978-0-785-43624-9	2004	9-12	2007-08
American Guidance Service	Physical Science Revised				9-12	2006-07
American Guidance Service	Physical Science & Curr. Science Curriculum Class Set				9-12	2006-07
American Guidance Service	Physical Science Teachers Edition				9-12	2006-07
American Guidance Service	Physical Science Student Workbook				9-12	2006-07
American Guidance Service	Physical Science Workbook Answer Key				9-12	2006-07
American Guidance Service	Science Curriculum-Environmental				9-12	2006-07
Christopher Lee Publisher	Body Systems Packets				9-12	2006-07
Facing the Future	It's All Connected Classroom Set 2005 Edition	0971100543			9-12	2008-09
Facing the Future	It's All Connected Student Book 2005 Edition	0971100543			9-12	2008-09
Facing the Future	Understanding Sustainability - Sciences				9-12	2008-09
Glencoe	Earth Science				9-12	2006-07
Glencoe	Biology An Everyday Experience				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Student Ed.	none	978-0-078-60232-0	2004	9-12	2007-08
Glencoe McGraw-Hill	Reading Essentials for Content Mastery				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Teacher Wraparound Edition				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Glencoe McGraw-Hill	Biology: The Dynamics of Life Teacher Classroom Resources				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Teacherworks				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Study Guide & Reinforcement				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Virtual Labs CD-ROM				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Labs Package				9-12	2006-07
Glencoe McGraw-Hill	Biology: The Dynamics of Life Study Guide & Reinforcement Spanish				9-12	2006-07
Glencoe McGraw-Hill	Marine Biology				9-12	2006-07
Glencoe McGraw-Hill	Marine Biology Instructors Testing & Resource CD ROM				9-12	2006-07
Glencoe McGraw-Hill	Biology: Dynamics of Life SEC FOC TRANS BOOK 04				9-12	2006-07
Glencoe McGraw-Hill	Biology: Dynamics of Life BAS CONC TRANS BOOK 04				9-12	2006-07
Glencoe McGraw-Hill	Biology: Dynamics of Life RET SKI TRANS BOOK 04				9-12	2006-07
Glencoe	Chemistry Concepts and Applications				9-12	2006-07
Glencoe	Life Science				9-12	2006-07
Glencoe	Biology Dynamics of Life	0078665809			9-12	2006-07
Glencoe	Biology Dynamics of Life Teacher Wraparound Edition*	00788298997			9-12	2011-12
Glencoe	Biology				9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Geology, Environment & Universe Student Text	0078664233			9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Geology, Environment & Universe Teacher Edition	0078664241			9-12	2009-10
Glencoe McGraw-Hill	Earth Science: Science Notebook in Earth Science				9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Study Guide for Content Mastery				9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Teacher Wraparound Edition				9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Teacher Classroom Resources				9-12	2006-07
Glencoe McGraw-Hill	Earth Science: Virtual Labs CD ROM				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Glencoe McGraw-Hill	Physical Science Student Text				9-12	2006-07
Glencoe McGraw-Hill	Physical Science: Science Reading Essentials				9-12	2006-07
Glencoe McGraw-Hill	Physical Science: Teacher Wraparound Edition				9-12	2006-07
Glencoe McGraw-Hill	Physical Science Teacher Classroom Resources				9-12	2006-07
Glencoe McGraw-Hill	Physical Science: Study Guide & Reinforcement				9-12	2006-07
Glencoe McGraw-Hill	Physical Science: Virtual Labs CD_ROM				9-12	2006-07
Globe Fearon	Basic Biology				9-12	2006-07
Globe Fearon	Basic Chemistry				9-12	2006-07
Globe Fearon	General Science		978-0-130-23431-5		9-12	2010-11
Globe Fearon	Biologia-Vivos				9-12	2006-07
Globe Fearon	Biologia-Estudios Vivos				9-12	2006-07
Globe Fearon	Biologia Humana				9-12	2006-07
Holt McDougal	Environmental Science Student Edition		978-0-030-39073-9		9-12	2010-11
Holt McDougal	Environmental Science Teacher Edition		978-0-030-39074-6		9-12	2010-11
Holt McDougal	Environmental Science Student Edition		978-0-030-7813-5		9-12	2010-11
Holt McDougal	Interactive On Line Edition with Student CD-ROM		978-0-030-93116-1		9-12	2010-11
Holt McDougal	Science CA Student Edition Earth Science*		978-0-618-84094-2		6	2011-12
Holt McDougal	Science CA Teacher Edition Earth Science*		978-0-618-64098-0		6	2011-12
Holt McDougal	Science CA Student Edition Life Science*		978-0-618-64095-9		7	2011-12
Holt McDougal	Science CA Teacher Edition Life Science*		978-0-618-64099-7		7	2011-12
Holt McDougal	Science CA Student Edition Physical Science*		978-0-618-64096-6		8	2011-12
Holt	Science CA Teacher Edition Physical Science*		978-0-618-64100-0		8	2011-12
Holt, Rinehart & Winston	Modern Biology	0030651786	none	2006	9-12	2007-08

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Holt, Rinehart & Winston	Science Spectrum-Physical Science	0030664691	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Environmental Science Student Ed.	0030390737	978-0-030-78136-0	2006	9-12	2007-08
Holt, Rinehart & Winston	Environmental Science Teacher Ed.	0030390745	978-0-030-78137-7	2006	9-12	2007-08
Holt, Rinehart & Winston	Environmental Science Chapter Resource Package	0030413036	none	2006	9-12	2007-08
Holt, Rinehart & Winston	Environmental Science Active Reading Workbook	0030665949	none	2006	9-12	2007-08
Kendall-Hunt Publishers	Insights in Biology-Journey of Discovery Student Ed.	none	978-0-757-50863-9	2007	9-12	2007-08
McGraw-Hill	Earth Science Student Edition*	0076587134			9-12	
McGraw-Hill	Earth Science Teacher Wraparound Edition*	0076587142			9-12	
McGraw-Hill	Physical Science, Exploring Matter & Energy Student Text		978-0-077-04138-0		9-12	2010-11
McGraw-Hill	Physical Science, Exploring Matter & Energy Student Text W/ CD		978-0-077-04139-7		9-12	2010-11
McGraw-Hill	Physical Science, Student CD		978-0-077-04143-4		9-12	2010-11
McGraw-Hill	Physical Science, Teacher CD		978-0-007-04144-1		9-12	2010-11
McGraw-Hill	Physical Science, Assessment Suite CD		978-0-077-04145-8		9-12	2010-11
McGraw-Hill	Physical Science, Hardcover Teacher Edition		978-0-077-04140-3		9-12	2010-11
McGraw-Hill	Physical Science, Lab Manuel		978-0-077-04141-0		9-12	2010-11
McGraw-Hill	Physical Science, BLM Assessment Packet		978-0-077-04146-5		9-12	2010-11
McGraw-Hill	Physical Science, Overhead Transparencies		978-0-077-04147-2		9-12	2010-11
PBS	Going to Green		G0GR700-511A		9-12	2010-11
PBS	e2 Energy		DES1702-511A		9-12	2010-11
PBS	e2 Transport		DES1705-511A		9-12	2010-11
Pearson AGS Globe	Biology Class Set		978-0-785-43618-8	2004	9-12	2008-09
Pearson AGC Globe	Chemistry SE		978-0-785-44045-1	2007	9-12	2017-18
Pearson AGS Globe	Conceptual Physics Student Edition 2006	0131663011			9-12	2008-09

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Pearson AGS Globe	Conceptual Physics Teacher Edition 2006	013166302X			9-12	2008-09
Pearson AGS Globe	High School Physical Science Concepts in Action 2006	0131663054			9-12	2008-09
Pearson AGS Globe	High School Physical Science Concepts in Action 2006	0131663070			9-12	2008-09
Pearson AGS Globe	Environmental Science Curriculum Set	0785439498			9-12	2008-09
Pearson AGS Globe	Curriculum Class Set Physical Science	0785436294	978-0-785-43629-4	2004	9-12	2007-08
Pearson AGS Globe	Environmental Science Student Text	0785439447			9-12	2007-08
Pearson AGS Globe	Environmental Science Teacher Ed.	0785439455			9-12	2007-08
Pearson AGS Globe	Pacemaker General Science Curriculum Set	130246492	978-0-130-24649-3		9-12	2009-10
Pearson AGS Globe	General Science Student Textbook	0130234346			9-12	2009-10
Pearson AGS Globe	Discover Health Workbooks	0785418431			9-12	2009-10
Pearson Education	Earth Science Student Edition*		978-0-785-47068-7		9-12	
Pearson Education	Earth Science Teacher Edition*		978-0-785-47069-4		9-12	
Pearson Education	Earth Science Teacher Edition 2004*		978-0-785-43636-2		9-12	2011-12
Pearson Education	Biology Student Edition 2004*		978-0-785-43613-3		9-12	2011-12
Pearson Education	Biology Teacher Edition 2004*		978-0-785-43614-0		9-12	2011-12
Pearson Education	Biology Lab Manual 2004*		978-0-785-43621-8		9-12	2011-12
Pearson Education	MLBIO SE G9/10		978-0328925124		9-10	2019-20
Pearson Education	MLBIO TE G9/10		978-0328925131		9-10	2019-20
Pearson Education	Biology Lab Manual Answer Key 2004*		978-0-785-43622-5		9-12	2011-12
Pearson Education	AGS EarthScience 12 SE G6/12		978-0785470687		9-12	2019-20
Pearson Education	AGS EarthScience 12 TE G6/12		978-0785470694		9-12	2019-20
Pearson Education	AGS Environmental Science Classroom Set		978-0-785-43949-3		9-12	2009-10
Pearson Education	AGS Physical Science Classroom Set		978-0-785-43629-4		9-12	2009-10

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Pearson Education	AGS Biology Classroom Set		978-0-785-43618-8		9-12	2009-10
Pearson Education	Longman Science Student Text		978-0-131-93030-8		9-12	2010-11
Pearson Education	Longman Science Workbook		978-0-131-93031-5		9-12	2010-11
Pearson Education	Longman Science Teacher Guide		978-0-131-93032-2		9-12	2010-11
Pearson Education	Longman Science Audio CD		978-0-132-38636-4		9-12	2010-11
Pearson Education	Longman Keys to Learning Student Text		978-0-132-33935-3		9-12	2010-11
Pearson Education	Longman Keys to Learning Workbook		978-0-132-08373-7		9-12	2010-11
Pearson Education	Longman Keys to Learning Audio CD		978-0-132-09390-5		9-12	2010-11
Pearson Education	From Bacteria to Plants Student Edition	0133651002			9-12	2010-11
Pearson Education	From Bacteria to Plants Teachers Edition	0133651185			9-12	2010-11
Pearson Education	Animals Student Edition	0133651010	978-0-133-65101-0		9-12	2010-11
Pearson Education	Animals Teacher Edition	0133651193	978-0-133-65119-5		9-12	2010-11
Pearson Education	Human Biology and Health Student Edition	0133651037	978-0-133-65103-4		9-12	2010-11
Pearson Education	Human Biology and Health Teacher Edition	0133651215	978-0-133-65121-8		9-12	2010-11
Pearson Education	Intro Horticulture				9-12	2015
Pearson Education	Cells Student Edition		978-0-133-65102-7		9-12	2010-11
Pearson Education	Cells Teacher Edition		978-0-133-65120-1		9-12	2010-11
Pearson Education	Environmental Science Student Edition	0133651045	978-0-133-65104-1		9-12	2010-11
Pearson Education	Environmental Science Teacher Edition	0133651223	978-0-133-65122-5		9-12	2010-11
Pearson Education	Environmental Science Workbook*		978-0-785-43946-2		9-12	2011-12
Pearson Education	Environmental Science Lab Manual*		978-0-785-43952-3		9-12	2011-12
Pearson Education	Earth's Waters Student Edition	0133651088	978-0-133-65108-9		9-12	2010-11
Pearson Education	Earth's Waters Teacher Edition	0133668487	978-0-133-66848-3		9-12	2010-11

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Pearson Education	Astronomy Student Edition	013365110X	978-0-133-65110-2		9-12	2010-11
Pearson Education	Astronomy Teachers Edition	0133668509	978-0-133-66850-6		9-12	2010-11
Pearson Education	AGS Physical Science SE 6/12		978-0785470663	2012	9-12	2018-19
Pearson Education	Weather and Climate Student Edition	0133651096	978-0-133-65109-6		9-12	2010-11
Pearson Education	Weather and Climate Teachers Edition	0133668495	978-0-133-66849-0		9-12	2010-11
Pearson Education	Motion Student Edition		978-0-133-65113-3		9-12	2010-11
Pearson Education	Motion Teacher Edition		978-0-133-66853-7		9-12	2010-11
Pearson Education	AGS Life Skills Health Revised Class Set	0785441417			9-12	2010-11
Pearson Education	Pacemaker General Science Curriculum Set		978-0-130-24649-3		9-12	2010-11
Pearson Publishing	General Science Classroom with CD-ROM		978-0-130-24649-3		9-12	2009-10
Pearson Publishing	General Science Teacher Ed.		978-0-130-23431-5		9-12	2009-10
Pearson-Prentice Hall	Conceptual Physics w/Lab Manual	0130686077	none	2002	9-12	2007-08
Pearson-Prentice Hall	Conceptual Physics/Core Teaching Resources TE	0130643963	none	2002	9-12	2007-08
Pearson-Prentice Hall	Focus on Earth Science, California Student Edition	013201274X		2008	6	2009-10
Pearson-Prentice Hall	Focus on Earth Science, California Teacher Edition	132012758		2008	6	2009-10
Pearson-Prentice Hall	Focus on Life Science, California Student Edition	132012723		2008	7	2009-10
Pearson-Prentice Hall	Focus on Life Science, California Teacher Edition	132012731		2008	7	2009-10
Pearson-Prentice Hall	Focus on Physical Science, California Student Edition	132012707		2008	8	2009-10
Pearson-Prentice Hall	Focus on Physical Science, California Teacher Edition	132012715		2008	8	2009-10
Pearson-Prentice Hall	California Focus on Science	132034271			6-8	2010-11
Prentice-Hall	Biology: Exploring Life	0132509245	none	2004	9-12	2007-08
Prentice-Hall	Biology Teacher Resource Package	0131152130	none	2004	9-12	2007-08
Prentice-Hall	Cells: Building Blocks of Life	1931486220	978-1-931-48622-4	2001	9-12	2007-08

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Prentice-Hall	Product Testing by Consumer Reports Teacher Guide	139881220	978-0-139-88122-0	1993	9-12	2007-08
Prentice-Hall	Dynamic Earth				9-12	2006-07
Prentice-Hall	Earth Science	0131258524	none	2006	9-12	2007-08
Prentice-Hall	Ecology: Earth's Natural Resources				9-12	2006-07
Prentice-Hall	Ecology: Earth's Living Resources				9-12	2006-07
Prentice-Hall	Exploring Earth's Weather				9-12	2006-07
Prentice-Hall	Exploring Ecology				9-12	2006-07
Prentice-Hall	Exploring Planet Earth				9-12	2006-07
Prentice-Hall	Exploring the Universe				9-12	2006-07
Prentice-Hall	Human Biology and Health				9-12	2006-07
Prentice-Hall	La Biología Humana y La Salud (Spanish)				9-12	2006-07
Prentice-Hall	Motion Forces & Energy				9-12	2006-07
Prentice-Hall	Heredity: The Code of Life				9-12	2006-07
Prentice-Hall	Parade of Life: Animals				9-12	2006-07
Prentice-Hall	Parade of Life: Fungus				9-12	2006-07
Prentice-Hall	The Nature of Science				9-12	2006-07
Prentice-Hall	Physical Science HS SE 2011		978-0133163940	2011	9-12	2018-19
Prentice-Hall	Physical Science: Concepts in Action with Earth & Space SE				9-12	2006-07
Prentice-Hall	Physical Science: Concepts in Action with Earth & Space TE	0131663070	978-0-1316-6307-7	2006	9-12	2007-08
Prentice-Hall	Miller & Levine Biology Student Edition		0-13-050730X	2002	9-12	2007-08
Prentice-Hall	Miller & Levine Biology Teacher Edition				9-12	2006-07
Prentice-Hall	Student Ed. Miller & Levine Bio Core Teaching Resources				9-12	2006-07
Prentice-Hall	Prentice Hall Science Series				9-12	2006-07

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Prentice-Hall	Sounds and Light				9-12	2006-07
Prentice-Hall	Science				9-12	2006-07
Steck & Vaughn	Wonders of Science - Human Body- Student Edition	0739891766	978-0-739-89176-6	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science - Land Animals- Student Edition	0739891773	978-0-739-89177-3	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science - Water Life- Student Edition	0739891780	978-0-739-89178-0	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science - Matter, Motion & Machines- Student Ed	0739891797	978-0-739-89179-7	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science - Plant Life- Student Edition	0739891803	978-0-739-89180-3	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science - Earth & Beyond- Student Edition	0739891810	978-0-739-89181-0	2004	9-12	2007-08
Steck & Vaughn	Wonders of Science Series				9-12	2006-07
Steck & Vaughn	The Earth and Beyond		978-0-739-89181-0		9-12	2006-07
Steck & Vaughn	Matter Motion and Machines		978-0-739-89179-7		9-12	2006-07
Steck & Vaughn	The Human Body		978-0-793-89176-6		9-12	2006-07
Trunorth Research	Biology Word List - Spanish Edition	No ISBN			9-12	2007-08
Trunorth Research	Earth Science Word List - Spanish Edition	No ISBN			9-12	2007-08
SOCIAL SCIENCE						
American Guidance Service	American History				9-12	2006-07
American Guidance Service	Economics	0785437703	978-0-785-43770-3		9-12	2006-07
American Guidance Service	Economics Teacher Ed.	0785437711	978-0-785-43771-0		9-12	2006-07
American Guidance Service	Economics Student Workbook				9-12	2006-07
American Guidance Service	Economics Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Economics and Current Events Set				9-12	2006-07
American Guidance Service	Pacemaker Economics Class Set 2001 Edition	0130236578			9-12	2007-08

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American Guidance Service	Understanding Economics Class Set	0835919765			9-12	2007-08
American Guidance Service	Exploring Literature				9-12	2006-07
American Guidance Service	Exploring American History				9-12	2006-07
American Guidance Service	Geography of U S		978-0-785-40959-5		9-12	2006-07
American Guidance Service	Learning About Government				9-12	2006-07
American Guidance Service	Learning About Our United States				9-12	2006-07
American Guidance Service	Learning About Our United States Answer Key	0785424210	978-0-785-42421-5		9-12	2007-08
American Guidance Service	Learning About Our United States - Geography	0785409509	978-0-785-40959-5		9-12	2007-08
American Guidance Service	Learning About Our United States - Citizenship	0785409629	978-0-785-40962-5		9-12	2007-08
American Guidance Service	Learning About Our United States - American History	0785409602	978-0-785-40960-1		9-12	2007-08
American Guidance Service	Learning About Our United States - You and the Law	0785409537	978-0-785-40963-2		9-12	2007-08
American Guidance Service	Learning About Our United States - Government	0785409510	978-0-785-40961-8		9-12	2007-08
American Guidance Service	Learning About Our United States - Economics	0785424202	978-0-785-42420-8		9-12	2007-08
American Guidance Service	Learning About Our United States - Answer Key	0785442420	978-0-785-42421-5		9-12	2007-08
American Guidance Service	Understanding Economics	0835919765	978-0-785-91810-7		9-12	2007-08
American Guidance Service	U.S. History Student Text	0785425268	978-0-785-42526-7		9-12	2007-08
American Guidance Service	United States History Revised Student Text	0785438599	978-0-785-43859-5		9-12	2007-08
American Guidance Service	United States History Curriculum Class Set 2005 Edition	0785425322			9-12	2007-08
American Guidance Service	U.S. History Revised Curriculum Class Set				9-12	2006-07
American Guidance Service	U.S. History Teacher Ed.	0785438602	978-0-785-43830-1		9-12	2006-07
American Guidance Service	U.S. History Student Workbook				9-12	2006-07
American Guidance Service	U.S. History Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Youth and Law	0785430652	978-0-785-43065-0		9-12	2006-07

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American Guidance Service	World History	0785422129	978-0-785-42212-9		9-12	2007-08
American Guidance Service	World History Class Set 2008 Edition	0785464123			9-12	2007-08
American Guidance Service	World History Student Text 2008 Edition	0785464050	978-0-785-46405-1		9-12	2007-08
American Guidance Service	World History Teacher Edition 2008*		978-0-785-46406-8		9-12	
American Guidance Service	World History Student Text	0785422196	978-0-785-42219-8		9-12	2007-08
American Guidance Service	World History Teacher Ed.	0785422137	978-0-785-42213-6		9-12	2007-08
American Guidance Service	World History Student Workbook Answer Keys				9-12	2006-07
American Guidance Service	World History & Current Events Curriculum Class Set				9-12	2006-07
American Guidance Service	World Geography Student Text				9-12	2006-07
American Guidance Service	World Geography Teacher Ed.				9-12	2006-07
American Guidance Service	World Geography Student Workbook				9-12	2006-07
American Guidance Service	World Geography Student Workbook Answer Key				9-12	2006-07
American Guidance Service	World Geography & Curr. Events Curriculum Class Set				9-12	2006-07
American Guidance Service	United States Government Curriculum Class Set	0785438793			9-12	2007-08
American Guidance Service	U.S. Government Student Text 2005 Edition Revised	0785438718			9-12	2007-08
American Guidance Service	U.S. Government Student Text				9-12	2006-07
American Guidance Service	U.S. Government Student Workbook				9-12	2006-07
American Guidance Service	U.S. Government Student Workbook Answer Key				9-12	2006-07
American Guidance Service	U.S. Government Teacher Edition				9-12	2006-07
American Guidance Service	U.S. Government Teacher Edition Revised	0785429826			9-12	2006-07
American Guidance Service	U.S. Government & Curr. Events Curriculum Class Set				9-12	2006-07
American Guidance Service	Spanish U.S. Government Student Ed.				9-12	2006-07
American Guidance Service	Spanish U.S. Government Student Workbook				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
American Guidance Service	Spanish U.S. Government Student Workbook Answer Key				9-12	2006-07
American Guidance Service	The Way to U.S. Citizenship Student Text	1562709720			9-12	2007-08
American Guidance Service	World Literature				9-12	2006-07
American Guidance Service	Exploring Literature				9-12	2006-07
Appleby	ETAL 2010 American Vision SE 2010		978-0078799846	2010	9-12	2018-19
Appleby	ExamView Assessment Suite CD Rom 2010		978-0078917554	2010	9-12	2018-19
Appleby	ETAL 2010 American Vision Teacher Wraparound Edition		978-0078909399	2010	9-12	2018-19
Appleby	ETAL08 American Vision Section Quizzes & Chapter Test 2008		978-0078784293	2008	9-12	2018-19
California Dept. Of Education	2005 A Composite of Laws 24th Edition				9-12	2006-07
Center for Civil Ed.	Foundations for Democracy				9-12	2006-07
Clairece Feagin/Educ Design Inc.	Our Economic System	876943903			9-12	2006-07
Clairece Feagin/Educ Design Inc.	Our United States Government	876943512			9-12	2006-07
Educational Design	Our U.S. History				9-12	2006-07
Educational Design	U.S. Government				9-12	2006-07
Facing the Future	It's All Connected				9-12	2006-07
Facing the Future	Facing the Future Intermediate Classroom Set	N/A	N/A	2006	9-12	2007-08
Facing the Future	Facing the Future Advanced Classroom Set	N/A	N/A	2006	9-12	2007-08
Facing the Future	Global Issues Student Book				9-12	2008-09
Facing the Future	Engaging Students through Global Issues				9-12	2008-09
Facing the Future	Understanding Sustainability - Social Studies				9-12	2008-09
Facing the Future	Global Issues and Sustainable Solution	0971100527			9-12	2009-10
Foresman	American Voices				9-12	2006-07
Glencoe	Geography				9-12	2006-07

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Glencoe	American Journey				9-12	2006-07
Glencoe	American Odyssey Student Text	0078600170			9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Teachers Edition				9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Teacher Wraparound Ed.	0078600189			9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Teacher Classroom Resources				9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Reading Essential & Study Guide				9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Spanish Chapter Summaries				9-12	2006-07
Glencoe McGraw-Hill	American Odyssey Spanish Vocab. & Guided Reading Activities				9-12	2006-07
Glencoe McGraw-Hill	Discovering Our Past: Ancient Civilizations Student Edition	0078688744		2006	6	2009-10
Glencoe McGraw-Hill	Discovering Our Past: Ancient Civilizations Teacher Resources	0078693802		2006	6	2009-10
Glencoe McGraw-Hill	Discovering Our Past: Medieval and Early Modern Times Student	0078688760		2006	7	2009-10
Glencoe McGraw-Hill	Discovering Our Past: Medieval and Early Modern Times Teacher	0078693748		2006	7	2009-10
Glencoe McGraw-Hill	Discovering Our Past: The American Journey to World War I Student	0078693861		2006	8	2009-10
Glencoe McGraw-Hill	Discovering Our Past: The American Journey to World War I Teacher	0078693780		2006	8	2009-10
Glencoe McGraw-Hill	Discovering our Past Classroom Teacher Resources	0078693802			6	2010-11
Glencoe McGraw-Hill	Discovering our Past Classroom Teacher Resources	0078693780			7	2010-11
Glencoe McGraw-Hill	Discovering our Past Classroom Teacher Resources	0078693748			8	2010-11
Glencoe McGraw-Hill	Economics, Today and Tomorrow		978-0-078-74766-3		9-12	2006-07
Glencoe McGraw-Hill	Economics, Today and Tomorrow Teacher Wraparound Edition	0078747678	978-0-078-74767-0		9-12	2007-08
Glencoe McGraw-Hill	Government: Democracy in Action Student Text		978-0-078-79982-2		9-12	2006-07
Glencoe McGraw-Hill	Government: Democracy in Action Teachers Wraparound Edition		978-0-078-90908-5		9-12	2006-07
Glencoe McGraw-Hill	Government: Democracy In Action Teachers Classroom Resources				9-12	2006-07
Glencoe McGraw-Hill	Government: Democracy in Action Reading Essentials & Study Guide				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Glencoe Mcgraw-Hill	Government: Democracy in Action Spanish Chapter Summaries				9-12	2006-07
Glencoe	Sociology and You Student Edition	0078745195			9-12	2006-07
Glencoe	Sociology and You Teacher Edition	0078745209			9-12	2006-07
Glencoe	Human Heritage				9-12	2006-07
Glencoe	World Geography				9-12	2006-07
Glencoe	The Human Experience				9-12	2006-07
Glencoe	Geography The World and Its People				9-12	2006-07
Glencoe	U.S. Government: Democracy in Action				9-12	2006-07
Glencoe-Mcgraw-Hill	U.S. Government Complete Classroom Set		978-0021354733	2016	9-12	2017-18
Glencoe-Mcgraw-Hill	U.S. Government Our Democracy SE 2016		978-0076634538	2016	9-12	2017-18
Glencoe-Mcgraw-Hill	U.S. Government Our Democracy TE 2016		978-0076634521	2016	9-12	2017-18
Glencoe-Mcgraw-Hill	U.S. Government Chapter Test & Lesson Quizzes 2016		978-0021435616	2016	9-12	2017-18
Glencoe Mcgraw-Hill	U.S. Government: Democracy in Action Teachers Ed.				9-12	2006-07
Globe Fearon	Mexican American Literature				9-12	2006-07
Globe FearonPearson Learning Group	The Latino Experience in U.S. History				9-12	2006-07
Globe Fearon	Plains National American Literature				9-12	2006-07
Globe-Fearson	Freedom Fighters Set				9-12	2006-07
Globe Book Co.	World History for a Global Age Book 1				9-12	2006-07
Globe Book Co.	World History for a Global Age: Book 2				9-12	2006-07
Globe Fearon	Building Skills in Geography				9-12	2006-07
Globe Fearon	Understanding Economics: A Case Study Approach Class Set				9-12	2006-07
Globe Fearon	Understanding Economics: A Case Study Approach Student Text		978-0-835-91810-7		9-12	2006-07
Globe Fearon	Understanding Economics: Teachers Edition		978-0-835-91811-4		9-12	2006-07

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Globe Fearon	U.S. History Student Text				9-12	2006-07
Globe Fearon	U. S. History Teachers Edition				9-12	2006-07
Globe Fearon	World History				9-12	2006-07
Globe Fearon	Way to U.S Citizenship	003050967X	none	2005	9-12	2007-08
Harper Collins	Freakonomics Paper Back*		978-0-060-73133-5		9-12	
Holt, Rinehart & Winston	World History				9-12	2006-07
Houghton/Mifflin	Across the Centuries				9-12	2006-07
Houghton/Mifflin	America's History: Land of Liberty 2006 Student Edition		978-0-739-89708-9		9-12	2010-11
Houghton/Mifflin	America's History: Land of Liberty 2006 Teacher's Guide		978-0-739-89709-6		9-12	2010-11
Houghton Mifflin Harcourt	Language of Literature American Literature Grade 11*		978-0-618-60139-4		9-12	
McDougal Littell	Creating America				9-12	2006-07
McDougal Littell	Modern World History				9-12	2006-07
McDougal Littell	The American Pageant				9-12	2006-07
McDougal Littell	The Americans				9-12	2006-07
McDougal Littell	World Cultures and Geography				9-12	2006-07
McDougal Littell	World Cultures and Geography				9-12	2006-07
McDougal Littell	World Cultures and Geography				9-12	2006-07
McDougal Littell	World Cultures and Geography: Eastern Hemisphere				9-12	2006-07
McDougal Littell	World Cultures and Geography: Western Hemisphere				9-12	2006-07
McDougal Littell	World Geography				9-12	2006-07
McDougal Littell	Language of Literature Student Text 9th Grade	0618170340	978-0-618-17034-0	2002	9-12	2007-08
McDougal Littell	Language of Literature Teachers Ed.	0618170324	978-0-618-17032-6	2002	9-12	2007-08
McDougal Littell	Language of Literature 10th Grade Teachers Ed.	0618170391	978-0-618-17039-5	2002	9-12	2007-08

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McDougal Littell	Language of Literature 10th Grade Student Text	0618170405	978-0-618-17040-1	2002	9-12	2007-08
McDougal Littell	American Literature 11th Grade Student Text	0618170472	978-0-618-17047-0	2002	9-12	2007-08
McDougal Littell	American Literature 11th Grade Teachers Ed.	0618170456	978-0-618-17045-6	2002	9-12	2007-08
McDougal Littell	British Literature 12th Grade Student Text	0618170758	978-0-618-17075-3	2002	9-12	2007-08
McDougal Littell	British Literature 12th Grade Teachers Ed.	0618170731	978-0-618-17073-9	2002	9-12	2007-08
McDougal Littell	World History California Student Edition Ancient Civilizations		978-0-618-53124-0		6	2010-11
McDougal Littell	World History California Teacher Edition Ancient Civilizations		978-0-618-53127-1		6	2010-11
McDougal Littell	World History California Student Edition Medieval and Early Modern Times*		978-0-618-53295-7		7	2011-12
McDougal Littell	World History California Teacher Edition Medieval and Early Modern Times		978-0-618-53294-0		7	2010-11
McDougal Littell	Creating America California Student Edition Beginnings Through WWI		978-0-618-55949-7		8	2010-11
McDougal Littell	Creating America California Teacher Edition Beginnings Through WWI		978-0-618-55951-0		8	2010-11
McGraw-Hill	Building Citizenship: Civics & Economics TE		978-0076680542	2018	9-12	2018-19
McGraw-Hill	Economics Softcover Student Edition with CD-ROM*	0077044401			9-12	
McGraw-Hill	Economics Today & Tomorrow SE 2012		978-0078799969	2012	9-12	2014-15
McGraw-Hill	Economics Today & Tomorrow Teacher Wraparound 2012		9780078955525	2012	9-12	2014-15
McGraw-Hill	A History of Western Art 2011		978-0-073-379227	2017	9-12	2017-18
McGraw-Hill	Human Heritage Student Edition	0078695007		2006	9-12	2007-08
McGraw-Hill	Human Heritage Teacher Wrap Around Edition	0078695015		2006	9-12	2007-08
McGraw-Hill	Understanding Psychology Student Edition*	0078745179			9-12	2011-12
McGraw-Hill	Understanding Psychology Teacher Wraparound Edition*	0078745187			9-12	2011-12
McGraw-Hill	United States History & Geography SE		978-0076681020	2016	9-12	2018-19
McGraw-Hill	World History & Geography TE		978-0076647187	2014	9-12	2017-18
McGraw-Hill	World History & Geography Chapter Test and Lesson Quizzes		978-0076641307	2013	9-12	2017-18

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McGraw-Hill	World History & Geography Teacher Lesson Center 1 yr Subscription 2014		978-0076647361	2014	9-12	2017-18
McGraw-Hill	World History & Geography SE 2014		978-0076648689	2014	9-12	2018-19
McGraw-Hill-Appleby	American Vision 2010		978-0078799846	2010	9-12	2017-18
McGraw-Hill-Appleby	American Vision 2010 Exam Assessments		978-0078917554	2010	9-12	2017-18
McGraw-Hill-Appleby	American Vision Teacher Wraparound 2010		978-0078909399	2010	9-12	2017-18
McGraw-Hill-Appleby	American Vision Section Quizzes & Chapter Test 2008		978-0078784293	2008	9-12	2017-18
Pearson Learning Group	Latino Experience in U.S. History				9-12	2006-07
Pearson AGS Globe	US Government Student Edition		978-0-785-43871-7		9-12	2008-09
Pearson AGS Globe	World History Class Set		978-0-785-46412-9		9-12	2008-09
Pearson AGS Globe	World History Student Edition*		978-0-785-46405-1		9-12	2011-12
Pearson AGS Globe	World History Teacher Edition*		978-0-785-49406-8		9-12	2011-12
Pearson AGS Globe	US History Classroom Set 2005*		978-0-785-43865-6		9-12	2011-12
Pearson AGS Globe	US History Teacher Edition 2005*		978-0-785-43860-1		9-12	2011-12
Pearson AGS Globe	World History Inclusion Class Set	0785465421			9-12	2009-10
Pearson AGS Globe	World Geography Classroom Set 2001 Edition	0785424415			9-12	2008-09
Pearson AGS Globe	AGS Globe World History Student Edition 2008	0785464050			9-12	2008-09
Pearson AGS Globe	Real Life Stories - Text	1562702351			9-12	2008-09
Pearson AGS Globe	Real Life Stories - Answer Key	0768555159			9-12	2008-09
Pearson AGS Globe	Bridge Across America	1562700170			9-12	2008-09
Pearson AGS Globe	Bridge Across America Answer Key	0768555124			9-12	2008-09
Pearson AGS Globe	US History Curriculum Class Set	0785438653			9-12	2008-09
Pearson AGS Globe	US History Student Text	0785438599			9-12	2009-10
Pearson AGS Globe	American Government Classroom Set	0130236586			9-12	2008-09

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Pearson AGS Globe	American Government Student Text	0130236179			9-12	2008-09
Pearson Education	US History Revised Student Text	0785438599			9-12	2008-09
Pearson Education	US History Revised Workbook	0785438610			9-12	2008-09
Pearson Education	US History Revised Teacher Edition	0785438602			9-12	2008-09
Pearson Education	US Government Student Edition*		978-0-785-43871-7		9-12	
Pearson Education	US Government Teacher Edition*		978-0-785-43872-4		9-12	
Pearson Education	Economics Classroom Set*		978-0-785-43777-2		9-12	2011-12
Pearson Education	Economics Workbook*		978-0-785-43772-7		9-12	2011-12
Pearson Education	Pacemaker Economics Student Edition		978-0-130-23613-5		9-12	2009-10
Pearson Education	Pacemaker Economics Teacher Edition		978-0-130-23624-1		9-12	2009-10
Pearson Education	AGS United States Government		978-0-785-43879-3		9-12	2009-10
Pearson Education	AGS United States Government Teacher Edition 2005*		978-0-785-43872-4		9-12	2011-12
Pearson Education	AGS World History Classroom Set		978-0-785-46412-9		9-12	2009-10
Pearson Education	AGS US History Classroom Set		978-0-785-43865-6		9-12	2009-10
Pearson Education	AGS United States History Curriculum and Software*	0785438661	978-0-785-43866-3		9-12	2011-12
Pearson Education	US History Classroom Set	0130244376	978-0-130-24437-6		9-12	2009-10
Pearson Education	World History Class Set	0785463984	978-0-785-46398-6		9-12	2009-10
Pearson Education	Exploring American History	0785409602	978-0-785-40960-1		9-12	2008-09
Pearson Education	Longman Social Studies Student Text		978-0-131-93025-4		9-12	2010-11
Pearson Education	Longman Social Studies Workbook		978-0-131-93027-8		9-12	2010-11
Pearson Education	Longman Social Studies Teacher Guide		978-0-131-93028-5		9-12	2010-11
Pearson Education	Longman Social Studies Audio CD		978-0-132-23150-3		9-12	2010-11
Pearson Education	AGS Economics Class Set	0785437770			9-12	2010-11

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Pearson Education	World Geography & Cultures Teacher Edition*		978-0-785-46384-9		9-12	2011-12
Pearson Education	World Geography & Cultures Classroom Set*		978-0-785-46390-0		9-12	2011-12
Pearson Education	AGS World Geography and Cultures 2008 Student Edition	0785463836			9-12	2010-11
Pearson Education	AGS World Geography and Cultures 2008 Teacher Edition	0785463844			9-12	2010-11
Pearson Education	World Geography SE 2009		978013365291-8		9-12	2016-17
Pearson Education	World Geography TE 2009		978013365292-5		9-12	2016-17
Pearson Education	AGS Learning About Government*	0785409610			9-12	2011-12
Pearson Education	US Government Softward and Curriculum Set*	0785438807	978-0-785-43880-9		9-12	2011-12
Pearson Education/Prentice Hall	American Pathways Survey Ed/CD ROM Student Text				9-12	2006-07
Pearson Education/Prentice Hall	American Pathways Teacher Ed.				9-12	2006-07
Pearson Education/Prentice Hall	U.S. Government in America Student Text				9-12	2006-07
Pearson Education/Prentice Hall	Study Guide to Government in America				9-12	2006-07
Prentice Hall/Pearson	World History: Connections to Today Student Edition	0-13-128334-0		2005	9-12	2007-08
Prentice Hall/Pearson	World History: Connections to Today Teacher Edition	0-13-128334-0	978-0-030-39074-6	2005	9-12	2007-08
Prentice Hall/Pearson	<u>World History Historical Outline Map Book</u>				9-12	2006-07
Prentice Hall	World History				9-12	2006-07
Saddleback Education Inc.	e. Guides Earth				9-12	2006-07
Saddleback Education Inc.	Appollo 13	CP 1376-AO			9-12	2010-11
Saddleback Education Inc.	Attack on Pearl Harbor	CP-1377-AO			9-12	2010-11
Saddleback Education Inc.	Aztec Life	CP-0536-AO			9-12	2010-11
Saddleback Education Inc.	Native American Life	CP-0522-AO			9-12	2010-11
Saddleback Education Inc.	Iraq War (2003-present)	LC-1059-AO			9-12	2010-11
Saddleback Education Inc.	Hispanic Americans	JW-4054-AO			9-12	2010-11

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Saddleback Education Inc.	US Government	PC-1077-AO			9-12	2010-11
Scholastic	American Adventures				9-12	2006-07
Scott/Foresman	American Voices				9-12	2006-07
Scott/Foresman	American Adventures				9-12	2006-07
Scott/Foresman	Our World, Land & Cultures				9-12	2006-07
Steck & Vaughn	American Adventures				9-12	2006-07
Steck & Vaughn	American History Land of Liberty		978-0-739-89703-4		9-12	2006-07
Steck & Vaughn	American History: Land of Liberty Teacher's Resource Binder				9-12	2006-07
Steck & Vaughn	American History: Land of Liberty Teacher's Guide for Hardcover		978-0-739-89709-8		9-12	2006-07
Steck & Vaughn	America's Story				9-12	2006-07
Steck & Vaughn	America: Su Historia: Student Edition 2nd Edition		978-0811460507		5-10	2019-20
Steck & Vaughn	Economic Concepts & Applications				9-12	2006-07
Steck & Vaughn	History of Our World: People, Places and Ideas Complete Hardcover Student Ed.				9-12	2006-07
Steck & Vaughn	History of Our World: People, Places and Ideas Complete Hardcover Teacher Resource				9-12	2006-07
Steck & Vaughn	History of Our World: People, Places and Ideas Complete Hardcover Teachers Guide				9-12	2006-07
Steck & Vaughn	America: Su Historia: Student Edition		978-0811460507	1992	9-12	2018-19
T.C.I.	History Alive Series				9-12	2006-07
Teaching for Change	Books not Bars				9-12	2006-07
Teaching for Change	A Peoples History of the U.S.				9-12	2006-07
Teaching for Change	Teaching Economics as if People Mattered				9-12	2006-07
Teachers Curriculum Institute	History Alive! The Ancient World Student Edition	1583713504		2004	6	2009-10
Teachers Curriculum Institute	History Alive! The Ancient World Teacher Resources	1583713506		2004	6	2009-10
Teachers Curriculum Institute	History Alive! The Medieval World and Beyond Student Edition	158371376X		2005	7	2009-10

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Teachers Curriculum Institute	History Alive! The Medieval World and Beyond Teacher Resources	1583713754		2005	7	2009-10
Teachers Curriculum Institute	History Alive! The United States Through Industrialism Student Edition	1583714014		2005	8	2009-10
Teachers Curriculum Institute	History Alive! The United States Through Industrialism Teacher resources	1583714006		2005	8	2009-10
Trunorth Reseach	History/Social Studies Word List - Spanish Edition	No ISBN			9-12	2007-08
Interact Co.	Interact Collab Simulation Activities				9-12	2006-07
Weiser Educational Inc.	America's Story Student Text	LD4002WB		N/A	9-12	2007-08
Weiser Educational Inc.	America's Story Resource Binder	LD4008WB		N/A	9-12	2007-08
Weiser Educational Inc.	America's Story Audio CD	LD4009WB		N/A	9-12	2007-08
Weiser Educational Inc.	America's Story Set of 2 Videos	LD4012WB		N/A	9-12	2007-08
TEACHER SUPPLEMENTS						
Center for Applied Research in Education	Ready to Use Environmental Science Activities Kit				9-12	2006-07
Center for Applied Research in Education	Ready to Use Human Bio Activities Kit				9-12	2006-07
Evan-Moor	X-Spanish/English Read & Understand Science 4-6+		9781596738980		9-12	2018-19
Evan-Moor	X-Spanish Read & Understand Nonfiction 4-6+		9781596738973		9-12	2018-19
Evan-Moor	X-Spanish /English Read & Understand Fiction 4-6+		9781596738966		9-12	2018-19
National Geographic Reader	Las Serpiente Spanish/Reader		978-1426333736		7-8	2019-20
National Geographic Society	Personal Narrative 6 Pack Teachers Guide				9-12	2006-07
National Geographic Society	Sequence A 6 Pack/ Teachers Guide				9-12	2006-07
National Geographic Society	Questions A 6 Pack/ Teachers Guide				9-12	2006-07
National Geographic Society	Interview A 6 Pack Teachers Guide				9-12	2006-07
National Geographic Society	Visual Info A 6 Pack Teachers Guide				9-12	2006-07
National Geographic Society	Cause/Effect B 6 Pack				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
National Geographic Society	Description B 6 Pack				9-12	2006-07
National Geographic Society	Info Articles B 6 Pack				9-12	2006-07
National Geographic Society	Feature Story B 6 Pack				9-12	2006-07
National Geographic Society	Und. Vis. Info B 6 Pack Teacher Guide				9-12	2006-07
National Geographic Society	P/S Article C Pack Teachers Guide				9-12	2006-07
National Geographic Society	Letters/Journals C 6 Pack Teacher Guide				9-12	2006-07
National Geographic Society	Bio Sketch C 6 Pack				9-12	2006-07
National Geographic Society	Info Articles C Pack Teachers Guide				9-12	2006-07
National Geographic Society	Und. Vis. Info C 6 Pack Teacher Guide				9-12	2006-07
National Geographic Society	Windows on Literacy Plus				9-12	2006-07
National Geographic Society	Map Essentials Grade 5				9-12	2006-07
National Geographic Society	Student Response Book				9-12	2006-07
National Geographic Society	Teachers Guide				9-12	2006-07
Preparation Guide for the CHSPE	Test Prep. Guide for the CHSPE				9-12	2006-07
TOPS Learning Systems	Motion Task Card Activities-TOPS Learning Systems				9-12	2006-07
The Merriam - Webster Dictionary	Merriam-Webster Incorp.				9-12	2006-07
KITS						
Delta Education	FOSS (Full Option Science Systems) Lab Kits				9-12	2006-07
Monterey Bay STEP	Salmon & Trout Education Program				9-12	2006-07
CD ROM						
Digital Frog International	Digital Frog				9-12	2006-07

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Digital Frog International	Digital Desert				9-12	2006-07
Digital Frog International	Digital Wetlands				9-12	2006-07
Digital Frog International	Digital Rainforest				9-12	2006-07
Darwin Research Station	Galapagos				9-12	2006-07
LANGUAGE ARTS						
American Guidance Service	American Literature Curriculum Class Set	0785441174	978-0-785-44118-2	2007	9-12	2007-08
American Guidance Service	American Literature Student Ed.				9-12	2006-07
American Guidance Service	American Literature Revised 2007 Edition Student Text	0785441050			9-12	2007-08
American Guidance Service	American Literature Teacher Ed. Revised	0785441069	978-0-785-44106-9	2007	9-12	2007-08
American Guidance Service	American Literature Student Workbook Revised	0785441085	978-0-785-44108-3	2007	9-12	2007-08
American Guidance Service	American Literature Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Basic English Comp				9-12	2006-07
American Guidance Service	Basic English Composition Teacher Ed.				9-12	2006-07
American Guidance Service	Basic English Composition Student Workbook				9-12	2006-07
American Guidance Service	Basic English Composition Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Basic English Grammar Class Set	0785429212	978-0-785-46330-6	2008	9-12	2007-08
American Guidance Service	British Literature 2007 Edition Student Text	0785440909			9-12	2007-08
American Guidance Service	British Literature Curriculum Class Set	0785441026			9-12	2007-08
American Guidance Service	English for the World of Work				9-12	2006-07
American Guidance Service	Life Skills English				9-12	2006-07
American Guidance Service	Life Skills English Teacher Edition		978-0-785-43066-7		9-12	2006-07
American Guidance Service	Life Skills English Student Workbook				9-12	2006-07

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American Guidance Service	Life Skills English Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Exploring Literature Curriculum Set	0785418261	978-0-785-41826-9	2007	9-12	2007-08
American Guidance Service	Exploring Literature Student Text	0725440755	978-0-785-44075-8		9-12	2006-07
American Guidance Service	Exploring Literature Teacher Ed. Revised	0785440763	978-0-786-41814-6	2007	9-12	2007-08
American Guidance Service	Exploring Literature Student Workbook Revised	078544078X	978-0-786-41818-4	2007	9-12	2007-08
American Guidance Service	Exploring Literature Student Workbook Answer Key				9-12	2006-07
American Guidance Service	World Literature Curriculum Class Set	0785440720	978-0-786-41841-2	2007	9-12	2007-08
American Guidance Service	World Literature Curriculum Class Set Student Ed. Revised				9-12	2006-07
American Guidance Service	World Literature Student Text	0785440607			9-12	2007-08
American Guidance Service	World Literature Teacher Ed.	0785440615	978-0-786-41829-0	2007	9-12	2007-08
American Guidance Service	World Literature Student Workbook	0785440631	978-0-786-41831-3	2007	9-12	2007-08
American Guidance Service	World Literature Student Workbook Answer Key				9-12	2006-07
Ammie Enterprises	English the Easy Way				9-12	2006-07
Ammie Enterprises	English Grammar Punctuation Card				9-12	2006-07
Ammie Enterprises	Dictionary & Homophones				9-12	2006-07
Ammie Enterprises	Spanish/English Dictionary				9-12	2006-07
Ammie Enterprises	Pronounce It Perfectly in English				9-12	2006-07
Ammie Enterprises	Essentials in English				9-12	2006-07
Cengage Learning	Basic English Review: English the Easy Way, 8th Edition	0538727209	978-0-538-72720-4		9-12	2007-08
Educational Design	California Standards				9-12	2006-07
Educational Design	Based English Language				9-12	2006-07
Educational Design	Art, Coach Series				9-12	2006-07
Folett	American Heritage Dictionary				9-12	2006-07

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Folett	Spanish/English Dictionary				9-12	2006-07
Globe	Tapestry A Multi-Cultural Anthology				9-12	2006-07
Globe Fearon	Practical English				9-12	2006-07
Globe Fearon	Basic English				9-12	2006-07
Globe Fearon	Basic English Work Book				9-12	2006-07
Globe Fearon	Basic English Answer Key				9-12	2006-07
Globe Fearon	ESL Teachers Package				9-12	2006-07
Globe Fearon	Latino Biographies				9-12	2006-07
Globe Fearon	Latino Literature				9-12	2006-07
Great Source Education/The Write Source	All Write Handbook Softcover				9-12	2006-07
Great Source Education/The Write Source	All Write Teacher's Guide (to the Handbook)				9-12	2006-07
Great Source Education/The Write Source	Write Ahead Handbook Softcover				9-12	2006-07
Great Source Education/The Write Source	Write Ahead Teacher's Guide				9-12	2006-07
Heinle & Heinle	More Grammar Practice Book 1				9-12	2006-07
Heinle & Heinle	More Grammar Practice Book 2				9-12	2006-07
Heinle & Heinle	More Grammar Practice Book 3				9-12	2006-07
Heinle & Heinle	Grammar Practice Answer Key				9-12	2006-07
Holt	Adventures in English Literature	?			9-12	2006-07
Holt	Characters in Conflict	?			9-12	2006-07
Holt	Vocabulary Workshop	?			9-12	2006-07
Holt McDougal	Elements of Literature Course 3 Student Edition		978-0-030-36878-3		9-12	2010-11
Holt McDougal	Elements of Literature Course 3 Teachers Edition		978-0-030-99285-8		9-12	2010-11
Holt McDougal	Elements of Literature Course 4 Student Edition		978-0-030-36879-0		9-12	2010-11

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Holt McDougal	Elements of Literature Course 4 Teachers Edition		978-0-030-99281-0		9-12	2010-11
Holt McDougal	Elements of Literature Course 5 Student Edition		978-0-030-36881-3		9-12	2010-11
Holt McDougal	Elements of Literature Course 5 Teachers Edition		978-0-030-99279-7		9-12	2010-11
Holt McDougal	Essentials of British and World Literature Student Edition		978-0-030-36882-0		9-12	2010-11
Holt McDougal	Literature and Language Arts Course 11 Teachers Edition		978-0-030-99284-1		9-12	2010-11
Holt, Rinehart & Winston	African American Literature	003051083X	none	1998	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature: First Course	0030683734	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature: Second Course	0030683742	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature: Third Course	0030683769	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature: Third Course Teacher's Edition	003068384X	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature Fourth Course	0030683777	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature 5th Course	0030683785	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature 6th Course	0030382823	none	2005	9-12	2007-08
Holt, Rinehart & Winston	Elements of Literature: Sixth Course Teacher's Edition	0030424321	none	2005	9-12	2007-08
Houghton Mifflin	Focus on Literature - People				9-12	2006-07
Houghton, Mifflin	American Heritage Dictionary				9-12	2006-07
Houghton Mifflin Harcourt	Language Of Literature Gr 10 PE		978-061860138-7		9-12	2014-15
Houghton Mifflin Harcourt	Language of Literature Gr 10 TE		978-061860146-2		9-12	2014-15
Houghton Mifflin Harcourt	Language of Literature Gr 11 PE		978-061860139-4		9-12	2014-15
Houghton Mifflin Harcourt	Language of Literature Gr 12 TE		978-061860148-6		9-12	2014-15
Houghton Mifflin Harcourt	HDM Lifetime Health SE		978-003096219-6		9-12	2016-17
Houghton Mifflin	Vocabulary for Achievement Grade 6, Student Workbook		978-0-669-52042-2		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 6, Teacher Edition		978-0-669-51761-3		9-12	2009-10

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>			<u>GRADE</u>	
Houghton Mifflin	Vocabulary for Achievement Grade 7, Student Workbook	978-0-669-52044-6		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 7, Teacher Edition	978-0-669-51762-0		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 8, Student Workbook	978-0-669-52045-3		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 8, Teacher Edition	978-0-669-51763-7		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 9, Student Workbook	978-0-669-52046-0		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 9, Teacher Edition	978-0-669-51764-4		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 10, Student Workbook	978-0-669-52047-7		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 10, Teacher Edition	978-0-669-51765-1		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 11, Student Workbook	978-0-669-52048-4		9-12	2009-10
Houghton Mifflin	Vocabulary for Achievement Grade 11, Teacher Edition	978-0-669-51766-8		9-12	2009-10
National Geographic School	California SE Theme Books Set A and Practice Book	978-0-736-25975-0			2010-11
National Geographic School	California TE Language & Fluency CD	978-0-736-25911-8			2010-11
National Geographic School	Teacher Support Pack	978-0-736-25980-4			2010-11
National Geographic School	Folk Tales Collection w/ CD, California Adoption Level A	978-0-736-25981-1			2010-11
National Geographic School	Assessment Handbook	978-0-736-25680-3			2010-11
National Geographic School	California SE Theme Books Set B & Practice Book	978-0-736-25984-2			2010-11
National Geographic School	California TE Language & Fluency CD	978-0-736-25912-5			2010-11
National Geographic School	Teacher Support Pack	978-0-736-25989-7			2010-11
National Geographic School	Folk Tales Collection w/ CD, California Adoption Level B	978-0-736-25981-1			2010-11
National Geographic School	Assessment Handbook	978-0-736-25681-0			2010-11
National Geographic School	California TE Language & Fluency CD w/ Reading & Language SE w/ Practice Book & Writing SE w/ workout	978-0-736-26002-2			2010-11
National Geographic School	California TE Set, Vol 1 & 2	978-0-736-26008-4			2010-11
National Geographic School	Teacher Support Pack w/ Leveled Library Single, Copy Set C	978-0-736-26012-1			2010-11

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
National Geographics School	Leveled Library Single, Copy Set		978-0-736-26013-8			2010-11
National Geographics School	Assessment Handbook		978-0-736-25682-7			2010-11
National Geographics School	CA Reading & Language SE w/ Practice Book & Writing SE w/ workout		978-0-736-26020-6			2010-11
National Geographics School	California Teachers Edition Set, Vol 1 & 2		978-0-736-26026-8			2010-11
National Geographics School	Teacher Support Pack w/ Leveled Library Classroom Set D		978-0-736-26029-9			2010-11
National Geographics School	CA Reading & Language SE w/ Practice Book & Writing SE w/ workout		978-0-736-26038-1			2010-11
National Geographics School	California Teachers Edition Set, Vol 1 & 2		978-0-736-26044-2			2010-11
National Geographics School	Teacher Support Pack w/ Leveled Library Classroom Set E		978-0-736-26047-3			2010-11
National Geographics School	Language Development Work Text SE, Literacy Express Practice Book		978-0-736-27201-8			2010-11
National Geographics School	Teachers Edition		978-0-736-27069-4			2010-11
National Geographics School	Assessment Handbook		978-0-736-27134-9			2010-11
National Geographics School	Inside the U.S.A. Kit		978-0-736-27075-5			2010-11
National Geographics School	Theme Books Library		978-0-736-27066-3			2010-11
National Geographics School	Level C California Inside Literature, Reading Practice Books*				9-12	
National Geographics School	Level D California Inside Literature, Mexico Pack*				9-12	
National Geographics School	Level E California Inside Literature, Sound-Spelling Card Set*				9-12	
Novel Units	Miracle's Boys Student Packet/Teachers Guide				9-12	2006-07
Novel Units	The Merriam-Webster's Dictionary of Synonyms & Antonyms				9-12	2006-07
Novel Units	Julius Ceasar Student Packet/Teachers Guide				9-12	2006-07
PCI Educational Publishing	Confusing Words				9-12	2006-07
Perfection Learning Corp	Progress to Success: English Teacher Wraparound Grades 11-12		978-0-789-188694		9-10	2016-17
Perfection Learning Corp	Progress to Success: English Language Arts Grades 11-12 SE		978-0-789-188687		11-12	2016-17
Pearson AGS Globe	American Literature Student Workbook		978-0-785-44105-3		9-12	2008-09

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Pearson AGS Globe	American Literature Student Edition 2007		978-0-785-44105-0		9-12	2008-09
Pearson AGS Globe	American Literature Student Workbook 2007		978-0-785-44108-3		9-12	2008-09
Pearson AGS Globe	Exploring Literature Student Edition		978-0-785-44075-5		9-12	2008-09
Pearson AGS Globe	Exploring Literature Student Workbook		978-0-785-44078-9		9-12	2008-09
Pearson AGS Globe	Exploring Literature Teacher Ed. 2007		978-0-785-44076-3		9-12	2008-09
Pearson AGS Globe	Exploring Literature Workbook 2007		978-0-785-44078-9		9-12	2008-09
Pearson AGS Globe	World Literature Student Workbook		978-0-785-44063-5		9-12	2008-09
Pearson AGS Globe	World Literature Student Edition		978-0-785-44060-4		9-12	2008-09
Pearson Education	Exploring Literature Teacher Edition*		978-0-785-44076-5		9-12	2011-12
Pearson Education	Exploring Literature Vocabulary Workbook*		978-0-785-44080-2		9-12	2011-12
Pearson Education	Exploring Literature Classroom Set*		978-0-785-44087-1		9-12	2011-12
Pearson Education	American Literature Vocabulary Workbook*		978-0-785-44112-0		9-12	2011-12
Pearson Education	American Literature Classroom Set*		978-0-785-44117-5		9-12	2011-12
Pearson Education	MPELA 17 SE V1 & 2 Gr 9 2017		978-0-133-33952-9		9	2017-18
Pearson Education	MPELA 17 SE V1 & 2 Gr 10 2017		978-0-133-33953-6		10	2017-18
Pearson Education	MPELA 17 SE V1 & 2 Gr 11 2017		978-0-133-33954-3		11	2017-18
Pearson Education	MPELA 17 V1 & 2 Gr 12 2017		978-0-133-33955-0		12	2017-18
Pearson Education	MPELA 17 Gr 9 2017 TE		978-0-133-33868-3		09	2017-18
Pearson Education	MPELA 17 Gr 10 TE 2017		978-0-133-33869-0		10	2017-18
Pearson Education	MPELA 17 Gr 11 TE 2017		978-0-133-33870-6		11	2017-18
Pearson Education	MPELA 17 Gr 12 TE 2017		978-0-133-33871-3		12	2017-18
Pearson Education	World Literature Classroom Set*		978-0-785-44072-7		9-12	2011-12
Pearson Education	World Literature Teacher Edition*		978-0-785-44061-1		9-12	2011-12

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Pearson Education	World Literature Vocabulary Workbook*		978-0-785-44067-3		9-12	2011-12
Pearson Education Inc.	American Literature Vocabulary Workbook*	0785441123			9-12	2011-12
Pearson Education Inc.	American Literature Classroom Set*	0785441174			9-12	2011-12
Pearson Education Inc.	World Literature Classroom Set*	0785440720			9-12	2011-12
Pearson Education Inc.	World Literature Vocabulary Workbook*	0785440674			9-12	2011-12
Pearson Education Inc.	British Literature Vocabulary Workbook*	0785440976			9-12	2011-12
Pearson Education Inc.	British Literature Classroom Set*	0785441026			9-12	2011-12
Pearson Education Inc.	Writing Sentences and Paragraphs*	0785409459			9-12	2011-12
Pearson Education Inc.	Building Vocabulary Skills*	0785409475			9-12	2011-12
Pearson Education Inc.	Punctuation, Capitalization & Spelling*	0785409467			9-12	2011-12
Pearson Education Inc.	Grammar and Composition Skills A*	0785409483			9-12	2011-12
Pearson Education Inc.	PM Basic English Composition Student Edition*	0785463100	978-0-785-46310-8		9-12	2011-12
Pearson Education Inc.	PM Basic English Composition Teacher Edition*	0785463313	978-0-785-43661-3		9-12	2011-12
Pearson Education Inc.	PM Basic English Composition Student Workbook*	078546333X			9-12	2011-12
Pearson Education Inc.	Phlit 10 Reality Central Rdgs TM 2010		978013367444-6		9-12	2016.-17
Pearson Education Inc.	Phlit 10 Reality Cntrl Wrtnng Jrn 2010		978013367515-3		9-12	2016-17
Pearson Education Inc.	Phlit 10 Cntrl Anth G09 2010		978013367438-5		9-12	2016-17
Pearson Education Inc.	Plit 15 CC Stdt Cmpn Aio Wkbk G09 2015		978013327118-8		09	2016-17
Pearson Education Inc.	Plit 15 CC Compn Wkbk G09 2015		978013327110-2		09	2016-17
Pearson Education Inc.	LC13 TE G09 2013		978142843520-9		09	2016-17
Pearson Education Inc.	PHlit10 Ntl Lang Cntrl Wkbk Gr 2010		978013370441-9		09	2016-17
Pearson Education Inc.	Phlit 10 TE G09 2010		978013366641-0		10	2016-17
Pearson Education Inc.	Phlit 10 Newcomer Book TE 2010		978013367550-4		10	2016-17

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>			<u>GRADE</u>	
Pearson Education Inc.	PHLit 10 Newcomer Book SE 2010		978013367580-1	9-12	2016-17
Pearson Education Inc.	LC13 TE G10		978142843521-6	9-12	2016-17
Pearson Education Inc.	Phlit10 Reality Cntrl Anth G10 2010		978013367439-2	9-12	2016-17
Pearson Education Inc.	PLIT15 CC STDT CMPN A10 WKBK G10 2015		978013327119-5	9-12	2016-17
Pearson Education Inc.	PLIT15 CC COMPN WKBK G 10 2015		978013327111-9	9-12	2016-17
Pearson Education Inc.	PLIT 15 CC TE G10 2015		978013326831-7	9-12	2016-17
Pearson Education Inc.	PHLIT10 NTL LANG CNTRL WKBK GR 2010		978013370442-6	9-12	2016-17
Pearson Education Inc.	PHLIT 10 REALITY CNTRL Writng Jrnl 2010		978013367516-0	9-12	2016-17
Pearson Education Inc.	PLIT 15 CC TE G10 2015		978013326831-7	9-12	2016-17
Pearson Education Inc.	PHLIT 10 Lang Cntrl REV & Assess 2010		978013367522-1	9-12	2016-17
Pearson Education Inc.	PHLIT 10 TE G10 2010		978013366643-4	9-12	2016-17
Pearson Education Inc.	PHLIT 10 REality Central RDGS TM 2010		978013367445-3	9-12	2016-17
Pearson Education Inc.	PLIT 15 TE G09 2015		978013326830-0	9-12	2016-17
Pearson Learning Group	Be a Better Reader A		978-0-130-23868-9	9-12	2008-09
Pearson Learning Group	Be a Better Reader B		978-0-130-23869-6	9-12	2006-07
Pearson Learning Group	Be a Better Reader B Teacher's Edition			9-12	2006-07
Pearson Learning Group	Be a Better Reader C		978-0-130-12860-3	9-12	2006-07
Pearson Learning Group	Be a Better Reader C Teacher's Edition		978-0-130-23878-8	9-12	2006-07
Pearson Learning Group	Be a Better Reader D			9-12	2006-07
Pearson Learning Group	Be a Better Reader D Teacher's Edition			9-12	2006-07
Pearson Learning Group	Be a Better Reader E		978-0-130-12872-6	9-12	2006-07
Pearson Learning Group	Be a Better Reader E Teacher's Edition			9-12	2006-07
Pearson Learning Group	Be a Better Reader F		978-0-130-23873-3	9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Pearson Learning Group	Be a Better Reader F Teacher's Edition		978-0-130-23882-5		9-12	2006-07
Pearson Learning Group	Be a Better Reader G				9-12	2006-07
Pearson Learning Group	Be a Better Reader G Teacher's Edition				9-12	2006-07
Pearson Learning Group	Be a Better Reader Start Out		978-0-130-23925-5		9-12	2008-09
Pearson Learning Group	Diagnostic Guide				9-12	2006-07
Pearson Publishing	Basic English Curriculum Class Set	07854429107			9-12	2009-10
PCI Educational Publishing	Synonyms & Antonyms				9-12	2006-07
Prentice Hall	Guided Reading & Study Work Book				9-12	2006-07
Prentice Hall/Pearson	Literature Bronze Student Ed.				9-12	2006-07
Prentice Hall/Pearson	Literature Bronze Teacher Ed.				9-12	2006-07
Prentice Hall/Pearson	Assessment Bronze				9-12	2006-07
Prentice Hall/Pearson	Literature Adapted Reader's Companion Bronze				9-12	2006-07
Prentice Hall/Pearson	Literature ELL Reader's Companion Bronze				9-12	2006-07
Prentice Hall/Pearson	Literature Reader's Companion Teacher Guide Bronze				9-12	2006-07
Prentice Hall/Pearson	Literature Student Edition Silver				9-12	2006-07
Prentice Hall/Pearson	Literature Teacher's Edition Silver				9-12	2006-07
Prentice Hall/Pearson	Assessment Silver				9-12	2006-07
Prentice Hall/Pearson	Literature Adapted Reader's Companion Silver				9-12	2006-07
Prentice Hall/Pearson	Literature ELL Reader's Companion Silver				9-12	2006-07
Prentice Hall/Pearson	Literature Reader's Companion Teacher's Guide Silver				9-12	2006-07
Prentice Hall/Pearson	Literature Student Edition Gold				9-12	2006-07
Prentice Hall/Pearson	Literature Teacher's Edition Gold				9-12	2006-07
Prentice Hall/Pearson	Assessment Gold				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Prentice Hall/Pearson	Literature Adapted Reader's Companion Gold				9-12	2006-07
Prentice Hall/Pearson	Literature ELL Reader's Companion Gold				9-12	2006-07
Prentice Hall/Pearson	Literature Reader's Companion Teaching Guide Gold				9-12	2006-07
Prentice Hall/Pearson	Literature Student Edition Platinum				9-12	2006-07
Prentice Hall/Pearson	Literature Teacher's Edition Platinum				9-12	2006-07
Prentice Hall/Pearson	Assessment Platinum				9-12	2006-07
Prentice Hall/Pearson	Literature Adapted Reader's Companion Platinum				9-12	2006-07
Prentice Hall/Pearson	Literature ELL Reader's Companion Platinum				9-12	2006-07
Prentice Hall/Pearson	Guide to Essentials Teacher's Manual				9-12	2006-07
Prentice Hall/Pearson	Guide to the Essentials (English)				9-12	2006-07
Prentice Hall/Pearson	Guide to the Essentials (Spanish)				9-12	2006-07
Prentice Hall/Pearson	Guide Reading Spanish Audiotapes				9-12	2006-07
Prentice Hall/Pearson	Literature Reader's Companion Teaching Guide Platinum				9-12	2006-07
Prentice Hall/Pearson	Teaching Resources				9-12	2006-07
Curriculum Associates	Quickword - Handbook of Student Words	No ISBN		2007	9-12	2007-08
Renaissance	Accelerated Reader/Starter Kit				9-12	2006-07
Saddleback Education Inc.	School Dictionary				9-12	2006-07
Saddleback Education Inc.	Spanish English Dictionary				9-12	2006-07
Saddleback Education Inc.	Step up to Writing: Handy Pages, Level 1 (Pack of 10)				9-12	2006-07
Saddleback Education Inc.	Step Up to Writing: Overhead MastersEA				9-12	2006-07
Saddleback Education Inc.	Step Up to Writing: Classroom ReproducibleEA				9-12	2006-07
Saddleback Education Inc.	Step Up to Writing ManualEA				9-12	2006-07
Saddleback Education Inc.	Openography: A Student Road map to Better Spelling Intro. Classroom SetEA				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Saddleback Education Inc.	Primary Steps: Reproducibles for K-2 Teachers Using Step Up to WritingEA				9-12	2006-07
Saddleback Education Inc.	Maureen Auman's Practical Writing SeriesEA				9-12	2006-07
Saddleback Education Inc.	Primary Steps Poster Set				9-12	2006-07
Saddleback Education Inc.	Painless Language Arts	BA-1215-AO			9-12	2010-11
Saddleback Education Inc.	Read Reflect Respond	SA-0005-AO			9-12	2010-11
Scholastic Inc.	Book Teacher's Edition Stage C	QDP973485		2007	9-12	2007-08
Scholastic Inc.	Teaching Resource Topic Software	QDP977385		2007	9-12	2007-08
Starline Press, Inc.	English 9 Complete	E900C		2007	9-12	2007-08
Starline Press, Inc.	English 10 Complete	E1000C		2007	9-12	2007-08
Steck Vaughn/Harcourt	Short Classic Complete Set				9-12	2006-07
Steck Vaughn/Harcourt	Short Classics Set 1 Teachers Guide				9-12	2006-07
Steck Vaughn/Harcourt	Short Classics Set 2 Teachers Guide				9-12	2006-07
Sundance	Novel 1 Idea Plus New Voices				9-12	2006-07
Sundance	The Last Book in the Universe				9-12	2006-07
Sundance	Parrot in the Oven, Mi Vida Novel Skills Ideas				9-12	2006-07
Teaching for Change	Starting with 1 Personal Essays by Teenagers				9-12	2006-07
Things for Learning	Dictionaries				9-12	2006-07
Things for Learning	Writing Sentences and Paragraphs				9-12	2006-07
Things for Learning	Steps to Good Grammar				9-12	2006-07
Thomson Education	English The Easy Way				9-12	2006-07
Thomson Education	English the Easy Way Teacher's Workbook				9-12	2006-07
Trunorth Research	Academic Language Vocabulary Word List Spanish Ed	No ISBN			9-12	2007-08
VarsityBooks	Language of Literature Level 10				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
VarsityBooks	Language of Literature Level 11				9-12	2006-07
Wieser Educational	Complete Spelling Steps Series				9-12	2006-07
ENGLISH LANGUAGE LEARNER STRUCTURED IMMERSION PROGRAM						
Fisher Hill	English Reading & Spelling for the Spanish Speakers Book 1-3				9-12	2006-07
Fisher Hill	Diccionario Espanol - Ingles				9-12	2006-07
Fisher Hill	English for Spanish Speaker Book 1-3				9-12	2006-07
Fisher Hill	English for the Spanish Speaker Book & Cassette 1-3				9-12	2006-07
Fisher Hill	Health Easy to Read				9-12	2006-07
Great Source Education	Access English Student & Student Activities Journal Bundle				9-12	2006-07
Great Source Education	Access English Teacher's Ed.				9-12	2006-07
Great Source Education	Access English Student Activity Journal Teacher's Ed.				9-12	2006-07
Great Source Education	Access English Assessment Book				9-12	2006-07
Great Source Education	Access American History Student & Student Activity Journal Bundle				9-12	2006-07
Great Source Education	Access American History Teacher's Edition				9-12	2006-07
Great Source Education	Access American History Student Activity Journal Teacher's Ed.				9-12	2006-07
Great Source Education	Access American History Assessment Book				9-12	2006-07
Great Source Education	Access American History Assessment Folder				9-12	2006-07
Great Source Education	Access Science Student/Student Activity Journal Bundle				9-12	2006-07
Great Source Education	Access Science Teacher's Edition				9-12	2006-07
Great Source Education	Access Science Student Activity Journal Teacher's Edition				9-12	2006-07
Great Source Education	Access Science Assessment Book				9-12	2006-07
Great Source Education	Access Math Student/Student Activity Journal Bundle				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Great Source Education	Access Math Teacher's Edition				9-12	2006-07
Great Source Education	Access Math Student Activity Journal Teacher's Edition				9-12	2006-07
Great Source Education	Access Math Assessment Book				9-12	2006-07
Great Source Education	Access Math Assessment Folder				9-12	2006-07
Rosetta Stone	Network English (US) 1				9-12	2006-07
Rosetta Stone	Network English (US) 2				9-12	2006-07
Rosetta Stone	Network English (US) 3				9-12	2006-07
Rosetta Stone	Network Spanish (LA) 1				9-12	2006-07
Rosetta Stone	Network Spanish (LA) 2				9-12	2006-07
Teacher Created Materials	Add on Packs				9-12	2006-07
Teacher Created Materials	Emergent Kit				9-12	2006-07
Teacher Created Materials	Non Fiction 2nd Level Kit				9-12	2006-07
Teacher Created Materials	Teacher Guide ELL Level 5				9-12	2006-07
Teacher Created Materials	Activity Book				9-12	2006-07
Teacher Created Materials	ELL Level 4				9-12	2006-07
Teacher Created Materials	Ex Non Fiction Level 4				9-12	2006-07
Teacher Created Materials	Write Time Level 4				9-12	2006-07
Teacher Created Materials	Write Time Level 3				9-12	2006-07
Teacher Created Materials	Write Time Level 8				9-12	2006-07
Teacher Created Materials	Write Time 7th Grade Kit				9-12	2006-07
Things for Learning Inc.	Beginner set Life Themes for ESL Classes				9-12	2006-07
Thomson Heinle	Visions: Basic Language & Literacy Student Book				9-12	2006-07
Thomson Heinle	Visions: Basic Language & Literacy Activity Book				9-12	2006-07

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Thomson Heinle	Visions: Basic Language & Literacy Student Handbook				9-12	2006-07
Thomson Heinle	Visions: Basic Language & Literacy Assessment Program				9-12	2006-07
Thompson Learning	Activitiy Masters				9-12	2006-07
Thompson Learning	Activity Masters				9-12	2006-07
Thompson Learning	Activity Masters				9-12	2006-07
Thompson Learning	Answer Key for More Grammar 1-3				9-12	2006-07
Thompson Learning	Assessment				9-12	2006-07
Thompson Learning	Assessment				9-12	2006-07
Thompson Learning	Assessment				9-12	2006-07
Thompson Learning	Assessment Pkg				9-12	2006-07
Thompson Learning	Assessment Pkg				9-12	2006-07
Thompson Learning	Assessment Pkg				9-12	2006-07
Thompson Learning	Composition Practice Book 1				9-12	2006-07
Thompson Learning	Composition Practice Book 2				9-12	2006-07
Thompson Learning	Composition Practice Book 3				9-12	2006-07
Thompson Learning	Composition Practice Book 4				9-12	2006-07
Thomson Learning	Launch into Reading Level 1				9-12	2006-07
Thomson Learning	Launch into Reading Level 1				9-12	2006-07
Thomson Learning	Launch into Reading Lev. 1 Teacher Edition				9-12	2006-07
Thomson Learning	Launch into Reading Level 2 Workbook				9-12	2006-07
Thomson Learning	Launch into Reading Level 2 Text				9-12	2006-07
Thomson Learning	Launch into Reading Level 2 Teacher Edition				9-12	2006-07
Thomson Learning	Launch into Reading Level 3 Text				9-12	2006-07

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Thomson Learning	Launch into reading Level 3 Workbook 3				9-12	2006-07
Thomson Learning	Launch into Reading Level 3 Teacher Edition				9-12	2006-07
Thomson Learning	Luanch Into Reading Level 1 Assessment				9-12	2006-07
Thomson Learning	Launch into Reading Level 2 Assessment				9-12	2006-07
Thomson Learning	Launch into Reading Level 3 Assessment				9-12	2006-07
Thomson Learning	Launch into Reading Level 1 Teachers Resource				9-12	2006-07
Thomson Learning	Launch into Reading Level 2 Teachers Resource				9-12	2006-07
Thomson Learning	Launch into Reading Level 3 Teachers Resource				9-12	2006-07
Thomson Learning	Launch into Reading Level 3 Video Program				9-12	2006-07
Thomson Learning	Launch into Reading Student CD Rom Level 1				9-12	2006-07
Thomson Learning	English Action Level 3 Text/Audio Pkg				9-12	2006-07
Thomson Learning	English Action Level 3 Workbook/Audio				9-12	2006-07
Thompson Learning	Listening and Speaking Tape				9-12	2006-07
Thompson Learning	Listening and Speaking Tape 2				9-12	2006-07
Thompson Learning	Listening and Speaking Tape 2				9-12	2006-07
Thompson Learning	Literacy Masters				9-12	2006-07
Thompson Learning	Making Connections Level 1 Student Text	0838470084	978-0-838-47008-4	1996	9-12	2007-08
Thompson Learning	Making Connections Level 1 Workbook	0838470009		1996	9-12	2007-08
Thompson Learning	Making Connections Level 2 Student Text	0838470122	978-0-838-47012-1	1996	9-12	2007-08
Thompson Learning	Making Connections Level 2 Workbook	0838470408		1996	9-12	2007-08
Thompson Learning	Making Connections Level 3 Student Text	0838438415	978-0-838-43841-1	1996	9-12	2007-08
Thompson Learning	Making Connections Level 3 Workbook	0838442439		1996	9-12	2007-08
Thompson Learning	Composition Practice Level 1 Workbook	0838419933	978-0-8419933	2001	9-12	2007-08

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Thompson Learning	Composition Practice Level 2 Workbook	0838419984	978-0-8419984	2001	9-12	2007-08
Thompson Learning	Composition Practice Level 3 Workbook	0838419992	978-0-8419991	2001	9-12	2007-08
Thompson Learning	Composition Practice Level 4 Workbook	0838420001	978-0-8420003	2001	9-12	2007-08
Thompson Learning	Basic English Review-Annotated Teacher's Edition	0538727241	978-0-538-72724-2	2005	9-12	2007-08
Thompson Learning	Basic English English the Easy Way Teacher's Ed Workbook	0538717602		2005	9-12	2007-08
Thompson Learning	Basic English the Easy Way Student Workbook	0538727209	978-0-538-72720-4	2005	9-12	2007-08
Thompson Learning	More Grammar Practice Workbook 1				9-12	2006-07
Thompson Learning	More Grammar Practice Workbook 2				9-12	2006-07
Thompson Learning	More Grammar Practice Workbook 3				9-12	2006-07
Thompson Learning	More Grammar Practice Book 1/2/3 Answer Keys				9-12	2006-07
Thompson Learning	Skillbuilder 1				9-12	2006-07
Thompson Learning	Skillbuilder 2				9-12	2006-07
Thompson Learning	Student Journal w/Activity Masters				9-12	2006-07
Thompson Learning	Student Journal w/Activity Masters				9-12	2006-07
Thompson Learning	Student Journal w/Activity Masters				9-12	2006-07
Thompson Learning	Student Tape				9-12	2006-07
Thompson Learning	Student Tape				9-12	2006-07
Thompson Learning	Student Tape				9-12	2006-07
Thompson Learning	Teacher Tape				9-12	2006-07
Thompson Learning	Teacher Tape				9-12	2006-07
Thompson Learning	Teacher Tape				9-12	2006-07
Thompson Learning	Teachers Extended Edition				9-12	2006-07
Thompson Learning	Teachers Extended Edition				9-12	2006-07

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Thompson Learning	Teachers Extended Edition				9-12	2006-07
Thompson Learning	Teachers Guide				9-12	2006-07
Thompson Learning	Teachers Guide				9-12	2006-07
Thompson Learning	Teachers Guide				9-12	2006-07
Thompson Learning	Teachers Guide to Using the Heinle & Heinle ESL/ELD Program				9-12	2006-07
Thompson Learning	Transparencies				9-12	2006-07
Thompson Learning	Transparencies				9-12	2006-07
Thompson Learning	Transparencies				9-12	2006-07
Thompson Learning	Voices in Literature Bronze Text				9-12	2006-07
Thompson Learning	Voices in Literature Silver Text				9-12	2006-07
Thompson Learning	Voices in Literature Gold Text				9-12	2006-07
Thompson Learning	Workbook				9-12	2006-07
Thompson Learning	Workbook				9-12	2006-07
Thompson Learning	Workbook				9-12	2006-07
HIGH SCHOOL EXIT EXAM PREP MATERIALS						
American Book Co.	California Grammar & Usage Review				9-12	2006-07
American Book Co.	California Mathematics Review				9-12	2006-07
American Book Co.	California Reading Review				9-12	2006-07
American Book Co.	California Writing Review				9-12	2006-07
American Book Co.	Passing the California Algebra 1 State Exam		978-1-598-07141-2		9-12	2007-08
CGP Study	CAHSEE Mathematics Workbook Class Set	M9W1CAC20		2007	9-12	2007-08

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
CGP Study	CASHEE Algebra 1 Workbook Class Set	A8W1CAC20		2007	9-12	2007-08
CGP Study	CAHSEE English Language Arts Workbook Class Set	E9M1CAC20		2007	9-12	2007-08
CGP Study	Romeo & Juliet - An Introduction	E9R11		2007	9-12	2007-08
Chariot Software Group	CAHSEE Test Prep System				9-12	2006-07
CHSPE Study Guide Preparation Team	CHSPE Prerparation Book: Study Guide Book & Practice Test		978-1628454680	2018	9-12	2017-18
Coordination Group Publications	Mathematics Workbook				9-12	2006-07
Educational Testing Service	La Guia Oficial para el Examen (HiSet) Spanish Edition		9.78126E+12	2018	9-12	2019-20
Houghton Mifflin	Complete GED Preparation		978-1-419-05399-3		9-12	2009-10
Math Teachers Press	Exit Exam Student Book Soft Cover				9-12	2010-11
Math Teachers Press	Exit Exam Teachers Manual				9-12	2010-11
Math Teachers Press	Algebra Readiness Manipulative Kit				9-12	2010-11
Math Teachers Press Inc.	CAHSEE EXIT EXAMS Class Sets	CAC20			10-12	2014.15
Math Teachers Press, Inc.	Conquering the CAHSEE Class Manipulative Kit				9-12	2010-11
Math Teachers Press, Inc.	Conquering the CAHSEE Overhead Manipulatives				9-12	2010-11
Math Teachers Press, Inc.	Conquering the CAHSEE Teachers Resource Manuel		978-1-591-67313-2		9-12	2010-11
Math Teachers Press, Inc.	Conquering the CAHSEE Student Book		978-1-591-67312-5		9-12	2010-11
Math Teachers Press Inc.	SUMS Teachers Guide	SUMSTG			9-12	2016-17
McDougal Littell	California Standards Review & Practice for CASHEE Student		978-0-547-12451-3			2010-11
McDougal Littell	California Standard Review & Practice for CASHEE Teacher		978-0-547-12458-2			2010-11
The Princeton Review	Cracking the CAHSEE: Math		978-0-375-76593-3		9-12	2008-09
Riverhead Books	WOE Is I: The Grammarphobe's Guide				9-12	2006-07
Saddleback Educational Inc.	GED Test Prep Exercise Class				9-12	2006-07
Sacramento COE	CHSPE Test Preparation Guide				9-12	2016-17

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Steck-Vaughn	GED: Test Prep Math Reasoning Spanish Bundle 2014		978-0544386532		9-12	2019-20
Educational Testing Service	Guia Oficial Examen HiSet 1st Edition 2017		978-1259837128		9-12	2017-18
Educational Testing Service	The Official Guide to the HiSet Exam 2nd Edition		978-1259640797		9-12	2017-18
HiSet Study Guide Prep Team	HiSet 2018 Preparation Book Study Guide & Practice Exam		978-1628455038		9-12	2017-18
Reza Nazari & Ava Ross	Most Comprehensive Review for Math		978-1986478496		9-12	2017-18
Kaplan Test Prep	SAT Prep Plus 2018: 5 Practice Test and Strategies		978-1506221304	2018	9-12	2018-19
Test Prep Book Review Team	SAT Prep 2017-18 Study Guide & Practice Test Questions		978-1628454673	2018	9-12	2018-19
The College Board	The Official SAT Study Guide 2018 Edition		978-1457309281	2018	9-12	2018-19
The Princeton Review	Cracking the SAT with 5 Practice Tests 2019 Edition		978-1524757861	2019	9-12	2019-20
HEALTH						
American Guidance Service	Discover Skills for Life				9-12	2006-07
American Guidance Service	Everyday Life Skills				9-12	2006-07
American Guidance Service	Health				9-12	2006-07
American Guidance Service	Life Skills Health Curriculum Class Set	0785418784	978-0-785-41878-8	2007	9-12	2007-08
American Guidance Service	Life Skills Health Student Ed.	0785441336	978-0-785-44133-5		9-12	2006-07
American Guidance Service	Life Skills Health Teacher Ed.		978-0-785-44134-2		9-12	2006-07
American Guidance Service	Life Skills Health Student Workbook	0785441360	978-0-785-44136-6		9-12	2006-07
American Guidance Service	Life Skills Health Student Workbook Answer Key				9-12	2006-07
American Guidance Service	Life Skills English	0785430652	978-0-785-43065-0		9-12	2010-11
Cengage Learning	Diversified Health Occupations 6th Edition		978-1-401-81456-4		9-12	2010-11
Cengage Learning	Workbook Diversified Health Occupations 6th Edition		978-1-401-81457-1		9-12	2010-11
Cengage Learning	Instructors Manual Diversified Health Occupation 6th Edition		978-1-401-81458-8		9-12	2010-11

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<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Goodheart-Willcox	Children: The Early Years	1590705858	978-1-590-70585-8		9-12	2007-08
Goodheart-Willcox	Children: The Early Years, Student Activity Guide		978-1-590-70547-6		9-12	2008-09
Goodheart-Willcox	Teacher's Wraparound Edition	1590705467			9-12	2007-08
Goodheart-Willcox	Teacher's Resource Guide	1590705483			9-12	2007-08
Goodheart-Willcox	Student Activity Guide	1590705475			9-12	2007-08
Goodheart-Willcox	Guide to Good Food Textbook 2018		978-1631262258	2018	9-12	2018-19
Goodheart-Willcox	Guide to Good Food WB 2018		978-1631262265	2018	9-12	2018-19
Goodheart-Willcox	Guide to Good Food TS 2018		978-1631262333	2018	9-12	2018-19
Goodheart-Willcox	Guide to Good Food Student Activity Guide		978-1590706923		9-12	2009-10
Goodheart-Willcox	Guide to Good Food Teacher's Edition		978-1631262302	2018	9-12	2018-19
Goodheart-Willcox	Student Activity Guide	159070519X			9-12	2007-08
Goodheart-Willcox	Child Development: Early Stages Through Age 12 Text Book*		978-1-605-25293-3		9-12	2011-12
Goodheart-Willcox	Child Development: Early Stages Through Age 12 Workbook*		978-1-605-25295-7		9-12	2011-12
Goodheart-Willcox	Child Development: Early Stages Through Age 12 Teacher Edition*		978-1-605-25294-0		9-12	2011-12
Glencoe	Cross Curriculum Activities				9-12	2006-07
Glencoe Mcgraw-Hill	Health & Wellness Student Edition	0078760267	978-0-078-76026-6	2008	9-12	2007-08
Glencoe Mcgraw-Hill	Health & Wellness Teacher Edition	0078308631	978-0-078-76027-3	2008	9-12	2007-08
Glencoe Mcgraw-Hill	La Salud (Health Spanish Version)		978-0078620218	2004	9-12	2019-20
Glencoe Mcgraw-Hill	Health & Wellness Teacher Classroom Resources	0078760275	978-0-078-30863-5	2005	9-12	2007-08
Glencoe Mcgraw-Hill	Health & Wellness Teacher Wraparound Edition*	0078760275			9-12	
Glencoe Mcgraw-Hill	Reading Essentials Health Spanish				9-12	2006-07
Glencoe Mcgraw-Hill	Reading Essentials Health Spanish T.E.				9-12	2006-07
Harcourt	Health				9-12	2006-07

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Houghton Mifflin Harcourt	Decisions for Health Book 1		978-0-811-43300-6		9-12	2008-09
Houghton Mifflin Harcourt	Decisions for Health Book 2		978-0-811-43301-3		9-12	2008-09
Houghton Mifflin Harcourt	Decisions for Health Teachers Edition		978-0-811-43302-1		9-12	2008-09
Human Kinetics	Fitness For Life Teacher Lesson Plans CD ROM				9-12	2006-07
Human Kinetics	Fitness For Life				9-12	2006-07
Holt McDougal	Holt Lifetime Health Student Edition		978-0-030-96219-6		9-12	2008-09
Holt McDougal	Holt Lifetime Health Teacher Edition		978-0-030-96220-2		9-12	2008-09
Human Kinetics	Fitness For Life 5th Edition - Cloth		978-0-736-06675-4		9-12	2008-09
Human Kinetics	Fitness For Life 5th Edition - Teacher Edition		978-0-736-06864-2		9-12	2008-09
Human Kinetics	Fitness For Life DVD In Service		978-0-736-05568-0		9-12	2008-09
Human Kinetics	Fitness For Life Spanish E Book		978-0-736-05531-4		9-12	2008-09
Human Kinetics	Fitness For Life Poster		978-0-736-05098-2		9-12	2008-09
Human Kinetics	Social Issues in Sports		978-1-4504-9520-2		9-12	2015-16
Holt, Rinehart & Winston	Health				9-12	2006-07
McGraw-Hill	Health & Wellness SE		978007877771-4		9-12	2016-17
McGraw-Hill	Health & Wellness TE		978002280389-6		9-12	2016-17
McGraw-Hill	Understanding Psychology SE 2014		978-0076631940	2014	9-12	2018-19
Mc Graw-Hill	Understanding Psychology Student Edition 2003	0078285712			9-12	2007-08
Mc Graw-Hill	Chapter and Unit Tests	0078285720			9-12	2007-08
Mc Graw-Hill	Understanding Psychology Teacher Wraparound Edition	0078301181			9-12	2007-08
Morning Glory Press	Your Pregnancy & Newborn Journey Easy Reading Edition*				9-12	2011-12
Morning Glory Press	Your Pregnancy & Newborn Journey Workbook Easy Reading Edition*				9-12	2011-12
Morning Glory Press	Your Pregnancy & Newborn Journey Answer Key and Quizzes Easy Reading Edition*				9-12	2011-12

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Morning Glory Press	Your Pregnancy & Newborn Journey				9-12	2006-07
Morning Glory Press	Your Pregnancy & Newborn Journey Spanish	38427			9-12	2007-08
Morning Glory Press	Your Pregnancy & Newborn Journey Work Books				9-12	2006-07
Morning Glory Press	Your Pregnancy & Newborn Journey Work Books Spanish	38434			9-12	2007-08
Morning Glory Press	Your Pregnancy & Newborn Journey Teachers Answer Key Spanish	38441			9-12	2007-08
Morning Glory Press	Nurturing Your Newborn				9-12	2006-07
Morning Glory Press	Nurturing Your Newborn Spanish	38397			9-12	2007-08
Morning Glory Press	Nurturing Your Newborn Work Book				9-12	2006-07
Morning Glory Press	Nurturing Your Newborn Work Book Spanish	38403			9-12	2007-08
Morning Glory Press	Nurturing Your Newborn Teachers Edition	56609			9-12	2007-08
Morning Glory Press	Your Baby's First Year				9-12	2006-07
Morning Glory Press	Your Baby's First Year Work Book				9-12	2006-07
Morning Glory Press	Your Baby's First Year Answer Key and Quizzes*				9-12	2011-12
Morning Glory Press	The Challenge of Toddlers Work Books				9-12	2006-07
Morning Glory Press	Discipline from Birth to Three Work Books				9-12	2006-07
Morning Glory Press	Discipline from Birth to Three Work Books Spanish	38670			9-12	2007-08
Morning Glory Press	Discipline from Birth to Three Work Book Answer Key	38151			9-12	2007-08
Morning Glory Press	Discipline from Birth to Three Work Book Answer Key Spanish	38694			9-12	2007-08
Morning Glory Press	Teen Dads Work Book				9-12	2006-07
New Futures	Teenage Pregnancy: A New Beginning Text Book				9-12	2006-07
New Futures	Teenage Pregnancy: A New Beginning Work Book				9-12	2006-07
Pearson Publishing	Discover Health Curriculum Class Set	0785418601			9-12	2009-10
Pearson Publishing	Discover Health Student Textbook	0785418431			9-12	2009-10

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Prentice-Hall	Human Biology & Health				9-12	2006-07
Workman Publishing Inc.	What to Expect When You Are Expecting				9-12	2006-07
Workman Publishing Inc.	What to Expect the First Year				9-12	2006-07
GENDER & SEXUALITY						
New Futures, Inc	Teenage Pregnancy: A New Beginning				9-12	2006-07
New Futures, Inc	Teenage Pregnancy: Student Guide A New Beginning				9-12	2006-07
New Futures, Inc	Working with Pregnant & Parenting Teens				9-12	2006-07
Teaching for Change	Flirting or Hurting A Teachers Guide on Sexual Harrasment				9-12	2006-07
Tides/Girls Circle Association	Girls Circle Complete Set				9-12	2006-07
VIDEOS						
Attenborough, David	Planet Earth Series				9-12	2008-09
Library Video Company	Lord of the Flies				9-12	2006-07
Library Video Company	The Great Gatsby				9-12	2006-07
Library Video Company	Hatchet				9-12	2006-07
APPLIED ARTS						
California Educational Creations	Complete Driver's Education Program	No ISBN		2007	9-12	2007-08
Mc Graw-Hill	Introducing Art Student Edition 2007				9-12	2006-07
Mc Graw-Hill	Introducing Art Teacher Wraparound Edition 2007				9-12	2006-07
Goodheart-Willcox	The World of Fashion Merchandising Textbook		978-1-566-37891-8		9-12	2007-08

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Goodheart-Willcox	Student Activity Guide		978-1-566-37892-5		9-12	2007-08
Goodheart-Willcox	Teacher's Resource Portfolio		1-59070-554-8		9-12	2007-08
Goodheart-Willcox	Auto Fundamentals		0-59070-325-1		9-12	2007-08
Goodheart-Willcox	Auto Workbook		1-59070-326-X		9-12	2007-08
Goodheart-Willcox	Instructor's Manual		1-59070-327-8		9-12	2007-08
Goodheart-Willcox	Residential Housing & Interior Workbook		978-1-590-70305-2		9-12	2008-09
Goodheart-Willcox	Residential Housing & Interior Teachers Edition		978-1-590-70305-7		9-12	2008-09
Goodheart-Willcox	Residential Housing and Interiors		1-59070-304-9		9-12	2007-08
Goodheart-Willcox	Student Activity Guide		1-59070-305-7		9-12	2007-08
Goodheart-Willcox	Instructor's Resource Portfolio		1-59070-307-3		9-12	2007-08
Goodheart-Willcox	Firefighting: Basic Skills and Techniques Textbook		1-56637-034-5		9-12	2007-08
Goodheart-Willcox	Instructor's Manual		1-56637-036-1		9-12	2007-08
Goodheart-Willcox	School To Career Text Book*		978-1-605-25528-6		9-12	2011-12
Goodheart-Willcox	School To Career Student Workbook*		978-1-605-25529-3		9-12	2011-12
Goodheart-Willcox	School To Career Teacher Edition*		978-1-605-25530-9		9-12	2011-12
Goodheart-Willcox	Housing and Interior Design Text Book*		978-1-605-25337-4		9-12	2011-12
Goodheart-Willcox	Housing and Interior Design Student Workbook*		978-1-605-25339-8		9-12	2011-12
Goodheart-Willcox	Housing and Interior Design Teacher Edition*		978-1-605-25338-1		9-12	2011-12
Goodheart-Willcox	Understanding Your Change Life Student Text book		978-1-605-251264		9-12	2011-12
Glencoe	Responsible Driving				9-12	2006-07
Glencoe/Mcgraw-Hill	Culinary Essentials Student Ed.				9-12	2006-07
Glencoe/Mcgraw-Hill	Culinary Essentials Instructor Resource Guide				9-12	2006-07
Mc Graw-Hill	Art in Focus Student Edition*		978-0-078-68545-3		9-12	2011-12

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Mc Graw-Hill	Introducing Art Student Edition*		978-0-078-46499-7		9-12	2011-12
Mc Graw-Hill	Introducing Art*		978-0-078-46504-8		9-12	2011-12
Pearson Education	Medical Terminology a Living Language	0-13-184910-7			9-12	2007-08
Pearson Education	Engineering Our Digital Future	0-13-035482-1			9-12	2007-08
Pearson Education	Understanding Psychology 2014		978-0076631940		9-12	2016-17
Pearson Education	Understanding Psychology TE 2014		978-0076640782		9-12	2016-17
Starline Press, Inc.	Art 1 Complete	A100C			9-12	2007-08
Starline Press, Inc.	Home Economics Complete	HE100C			9-12	2007-08
Starline Press, Inc.	Business 1 Complete	B100C			9-12	2007-08
VOCATIONAL EDUCATION						
AGS	Career Planning Student Text		978-0-0785440314		9-12	2018-19
Cengage Learning	Criminal Justice in Action Textbook	0495094757	978-0-495-09475-3		9-12	2007-08
Cengage Learning	Criminal Justice in Action Instruction Resource Manual		978-0-495-10097-3		9-12	2009-10
Cengage Learning	Criminal Justice in Action Study Guide*		978-0-495-10090-4		9-12	2011-12
Cengage Learning	Diversified Health Occupation Textbook	1401814565			9-12	2007-08
Cengage Learning	Diversified Health Occupation Workbook	1401814573			9-12	2007-08
Cengage Learning	Instructors Manual Diversified Health Occupations		978-1-401-81458-8		9-12	2009-10
Davis Publishing, Inc.	Exploring Visual Designs SE		978-1615280223	2018	9-12	2018-19
Davis Publishing, Inc.	Exploring Visual Designs TE		978-1615280230	2018	9-12	2018-19
Davis Publishing, Inc.	Exploring Visual Design Teacher Resources CD		978-1615280254	2018	9-12	2018-19
Goodheart-Wilcox	Auto Fundamentals 2015 Text Book		978-1-61960-820-7		9-12	2015-16
Goodheart-Wilcox	Auto Fundamentals Desk Copy		978-1-61960-827-6		9-12	2015-16

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Goodheart-Wilcox	Auto Fundamentals 2015 WB		978-1-61960-825-2		9-12	2015-16
Goodheart-Wilcox	Child Development SE		978-1631260384	2018	9-12	2018-19
Goodheart-Wilcox	Child development TE		978-1631260445	2018	9-12	2018-19
Goodheart-Wilcox	Child Development 6yr email		978-1631260506	2018	9-12	2018-19
Goodheart-Wilcox	Working with Young Children 2016		978-1631260254	2016	9-12	2018-19
Goodheart-Wilcox	Discovering Careers WB		978-1-61960-321-9	2014	9-12	2013-14
Goodheart-Wilcox	Discovering Careers Student Text		978-1-61960-316-5	2014	9-12	2013-14
Goodheart-Wilcox	Discovering Careers TAW		978-1-61960-322-6		9-12	2013-14
Goodheart-Wilcox	Discovering Careers TRG		978-1-61960-323-3		9-12	2013-14
Goodheart-Wilcox	Discovering Careers Desk Copy TE		978-1-61960-320-2		9-12	2013-14
Goodheart-Wilcox	Fashion Market & Merch 2019 TE		978-1635631456	2019	9-12	2018-19
Goodheart-Wilcox	Fashion Market & Merch 2019 WkBk		978-1635631464	2019	9-12	2018-19
Goodheart-Wilcox	Fashion Market & Merch RCD (2019)		978-1635631500	2019	9-12	2018-19
Goodheart-Wilcox	Fashion Market & Merch SE		978-1631264474	2019	9-12	2018-19
Goodheart-Wilcox	Foundation Personal Finance TE		978-1619603578		9-12	2015-16
Goodheart-Wilcox	Foundation of Financial Literacy Text		978-1631261374	2019	9-12	2019-20
Goodheart-Wilcox	Foundation of Financial Literacy Workbook		978-1631261411	2019	9-12	2019-20
Goodheart-Wilcox	Foundation Personal Finance WKBK		978-1-61960-362-2		9-12	2015-16
Goodheart-Wilcox	Foundation Personal Finance Copy		978-1-61960-361-5		9-12	2015-16
Goodheart-Wilcox	Foundation Personal Finance RCD		978-1-61960-366-0		9-12	2015-16
Goodheart-Wilcox	Hospitality Services Text 2018		978-1631265495	2018	9-12	2018-19
Goodheart-Wilcox	Hospitality Services WB		978-1631265532	2018	9-12	2018-19
Goodheart-Wilcox	Hospitality Services 6yr email			2018	9-12	2018-19

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Goodheart-Wilcox	Housing Interior Design S Text		978-1631265679	2018	9-12	2018-19
Goodheart-Wilcox	Housing Interior Design WB		978-1631265716	2018	9-12	2018-19
Goodheart-Wilcox	Housing Interior Design RCD		978-1631265723	2018	9-12	2018-19
Goodheart-Willcox	Learning for Earning Student Textbook		978-1-590-70551-3		9-12	2009-10
Goodheart-Willcox	Learning for Earning Student Activity Guide		978-1-590-70553-7		9-12	2009-10
Goodheart-Willcox	Learning for Earning Teacher's Wraparound Edition		1-59070-552-0		9-12	2007-08
Goodheart-Wilcox	Lifespan Development TXT		978-1631265402	2018	9-12	2018-19
Goodheart-Wilcox	Lifespan Development WB		978-1631265440	2018	9-12	2018-19
Goodheart-Wilcox	Lifespan Development RCD		979-1631265457	2018	9-12	2018-19
Goodheart-Willcox	Student Activity Guide		1-59070-553-X/7		9-12	2007-08
Goodheart-Wilcox	Math for Automotive Technicians Text		978-1635632224	2019	9-12	2019-20
Goodheart-Willcox	Teacher's Resource Guide		1-59070-554-8/4		9-12	2007-08
CareerBook Store. Com	Becoming the Best Me Instructor's Manual				9-12	2006-07
CareerBook Store. Com	Becoming the Best Me				9-12	2006-07
Educational Activities Inc	Getting Along with Others CD Rom Video Guide				9-12	2006-07
Educational Activities Inc	Getting A Job Keeping Your Job				9-12	2006-07
Globe Fearon/Pearson Learning Group	Job Skills & Career Exploration Finding a Job				9-12	2006-07
Jones and Bartlett Publishers	Law Enforcement in the U.S.	0763783528			9-12	2007-08
Jist Publishing	300 Best Jobs				9-12	2006-07
Jist Publishing	Job Savvy				9-12	2006-07
Jist Publishing	How to Be a Success at Work at Work DVD Series				9-12	2006-07
Jist Publishing	Quick Job Success				9-12	2006-07
Jist Publishing	Putting the Bars Behind your Package				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Jist Publishing	Young Person's Guide to Getting & Keeping a Good Job				9-12	2006-07
Pearson Education	Career Planning Inclusion Class Set	0785440437			9-12	2008-09
Pearson Education/Peachpit Education	Creating Resumes, Letters, Business Cards and Flyers in Word				9-12	2006-07
Pearson Education/Peachpit Education	The Career Toolkit for High School Students: Making the Transition from School to Work.				9-12	2006-07
Pearson Publishing	Career Planning Curriculum Class Set	0785440372			9-12	2009-10
Pearson Publishing	Career Planning Student Textbook	0785440313			9-12	2009-10
Pearson Publishing	Career Planning Workbook	0785440348			9-12	2009-10
Starline Press, Inc.	Business 1 Complete		B100C		9-12	2006-07
COMPUTER LITERACY						
O'Reilly Media Inc.	The CSS Anthology: 101 Essential Tips, Tricks & Hacks				9-12	2006-07
O'Reilly Media Inc.	CSS Cookbook				9-12	2006-07
O'Reilly Media Inc.	Cascading Style Sheets: The Definitive Guide, 2nd Edition				9-12	2006-07
O'Reilly Media Inc.	HTML Utopia: Designing Without Tables Using CSS				9-12	2006-07
Pearson Education/Peachpit Press	Creating Graphics for Learning and Performance: Lessons in Visual Literacy				9-12	2006-07
Pearson Education/Peachpit Press	Creating a Presentation in PowerPoint Visual QuickProject Guide				9-12	2006-07
Pearson Education/Peachpit Press	Teaching and Learning w/Microsoft Office and Front Page.				9-12	2006-07
Pearson Education/Peachpit Press	Photoshop Elements 2: 50 Ways to Create Cool Picture				9-12	2006-07
Pearson Education/Peachpit Press	How to WOW: Photoshope for the Web Publishing a Blog/Blogger Guide				9-12	2006-07
Pearson Education/Peachpit Press	How to WOW: Photoshope for the Web				9-12	2006-07
Pearson Education/Peachpit Press	Microsoft Office Powerpoint 2003 Windows Visula QuickStart Guide				9-12	2006-07
Pearson Education/Peachpit Press	Photoshop Elements 2 Hands-On Training				9-12	2006-07
Pearson Education/Peachpit Press	Creating A Web Site with Flash: Visual QuickProject Guide				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Pearson Education/Peachpit Press	Microsoft Word 2003 Comprehensive Student Edition				9-12	2006-07
Pearson Education/Peachpit Press	Creating A Web Page with HTML: Visual QuickProject Guide				9-12	2006-07
Thompson Delmar Learning	Exploring Web Design				9-12	2006-07
Thompson Delmar Learning	The Digital Designer, 101 Graphic Design Projects, Print,Multimedia and Motion Graphics				9-12	2006-07
Thompson Delmar Learning	Contemporary Color				9-12	2006-07
Wiley Publishers	Teach Yourself Microsoft Word 2000 Visually				9-12	2006-07
Wiley Publishers	Master Visually Creating Web Pages				9-12	2006-07
MULTI MEDIA						
Glencoe Mcgraw-Hill	Understanding the Film				9-12	2006-07
Glencoe Mcgraw-Hill	Understanding the Film Teachers Resource Book				9-12	2006-07
Glencoe Mcgraw-Hill	Television Production Today				9-12	2006-07
Glencoe Mcgraw-Hill	Television Production Today Teachers Book				9-12	2006-07
Sundance	The Circuit Audiotape 2 Cassettes				9-12	2006-07
Sundance	Hiroshima Video				9-12	2006-07
Sundance	Hiroshima 4 Cassettes				9-12	2006-07
Sundance	Miracle's Boys 2 Cassettes				9-12	2006-07
Sundance	Parrot in the Oven, Mi Vida 2 Cassettes				9-12	2006-07
Sundance	The Breadwinner 2 Cassettes				9-12	2006-07
Sundance	Bridge to Terabithia 3 Cassettes				9-12	2006-07
Sundance	Crash 3 Cassettes				9-12	2006-07
Sundance	The House on Mango Street 2 Cassettes				9-12	2006-07
Sundance	Tuck Everlasting 3 CD's				9-12	2006-07

<u>PUBLISHER</u>	<u>BOOK TITLE</u>				<u>GRADE</u>	
Sundance	Julius Caesar Shakespeare 2 Cassettes				9-12	2006-07
Sundance	The Watson's Go to Birmingham 4 Cassettes				9-12	2006-07
Sundance	To Kill a Mockingbird 8 Cassettes				9-12	2006-07
Sundance	Joey Pigza Swallowed the Key 2 Cassettes				9-12	2006-07
PERIODICALS						
National Geographics	National Geographics Comprehensive Subscription		978-0-736-26749-6			2010-11
Scholastic	New York Times Upfront	No ISBN		2007	9-12	2007-08
Scholastic	Scholastic Art				9-12	2006-07
Weekly Reader Corporation	Teen Newsweek				9-12	2006-07
Weekly Reader Corporation	Current Science				9-12	2006-07
Weekly Reader Corporation	Current Health 2				9-12	2006-07
Weekly Reader Corporation	Career World				9-12	2006-07

Cypress Charter English Textbook List 19-20

SUBJECT	GRADE	BOOK TITLE	COPYRIGHT YEAR	YEAR ADOPTED	ISBN #
English 11	11	Fast Food Nation		2019	978-0547750330
English 11	11	Nothing to Envy		2019	978-0385523912
English 11	11	Mini unit on xenophobia (supplemental texts not one main)		2019	
English 11	11	Mini excerpt on technology (supplemental texts not one main)		2019	
English 11	11	Mini excerpt on education (supplemental texts not one main)		2019	
English 12	12	The Reluctant Fundamentalist		2019	978-0156034029
English 12	12	Drifting House		2019	
English 12	12	Sightseeing		2019	978-0802142344
English 12	12	Girl Rising World Education Unit		2019	
AP Language	11/12	We Should All Be Feminists		2019	978-0143122937
AP Language	11/12	Fast Food Nation		2019	978-0547750330
AP Language	11/12	Educated		2019	978-0399590504
AP Language	11/12	How to Win Friends and Influence People			978-0671027032
AP Language	11/12	The Everything Store: Jeff Bezos and the Age of Amazon			978-0316219280
AP Language	11/12	Outliers			978-0316017930
English 9	9	Citizen	2014	2019	9781555976903
English 9	9	Persepolis	2003	2019	9780375714573
English 9	9	Romeo and Juliet		2019	Online Edition (No Fear Shakespeare)
English 9	9	Oedipus		2019	Online Edition
English 9	9	I Am Malala	2015	2019	9780316322423
English 10	10	Siddhartha	1971	2019	553208845
English 10	10	Bless Me Ultima	1994	2019	446600253
English 10	10	Born a Crime	2016	2019	9780399588174
English 10	10	Lit Groups: Into the Wild or Wild	1996 and 2012	2019	9780385486804 and 9780307476074
English 10 H	10	Siddhartha	1971	2019	553208845

English 10 H	10	Bless Me Ultima	1994	2019	446600253
English 10 H	10	Born a Crime	2016	2019	9780399588174
English 10 H	10	Lit Groups: Into the Wild or Wild or To Shake The Sleeping Self	1996 and 2012 and 2018	2019	9780385486804 and 9780307476074 and 9780525588467
English 10 H	10	The Catcher in the Rye	1991	2019	316769487
English 10 H	10	Stay With Me	2017	2019	9780451494603

Cypress Charter Spanish Textbook List 2019-2020

SUBJECT	GRADE	PUBLISHER	BOOK TITLE	COPYRIGHT YEAR		ISBN #
				HT YEAR	ADOPTED	
Spanish 1	Spanish 1 9th-12th	Vista higher learning	Descubre 1			2019 9-781680-047202
	Spanish 2 9th - 12th	Vista higher learning	Descubre 2			2019
	Spanish 3 9th - 12th	Vista higher learning	Descubre 2 & 3			2019

Cypress Charter Social Science Textbook List 2019-2020

SUBJECT	GRADE	PUBLISHER	BOOK TITLE	YEAR ADOPTED	ISBN #
World History	10	Teachers Curriculum Institute	History Alive! World Connections	2019	978-1-58371-948-0
World History	10	Brown University	The Choices Program	2019	978-1-60123-178-9
Geography & Global Culture	9	Teachers Curriculum Institute	Geography Alive! Regions and People	2019	978-1-934534-68-7
U.S. History	11	Teacher's Curriculum Institute	History Alive! Pursuing American Ideals	2019	978-1-934534-51-9
U.S. History	11	Seven Stories Press	A Young People's History of the United States	2019	978-1-58322-769-6
Honors U.S. History	11	Bedford St. Martin's	America: A Concise History	2019	978-0-312-48541-2
Honors U.S. History	11	Bedford St. Martin's	Going to the Source, Vol. 1 and 2	2019	978-0-312-44822-6
Honors U.S. History	11		American Colonies		
Philosophy	11/12	Blackwell	Western Philosophy: an anthology	2019	978-1-4051-2477-5
Philosophy	11/12	Prufrock Press	Philosophy for Teens	2019	978-1-59363-202-1
Economics	12	EMC	Economics: new ways of thinking	2019	0-8219-3401-5
Economics	12	National Council on Economic Education	Capstone: exemplary lessons for high school economics	2019	978-1-56183-516-1
Economics/AP Microeconomics	12	Worth	Economics by Example	2019	978-0-7167-6934-7
AP Microeconomics	12	Worth	Krugman's Microeconomics for AP	2019	978-1-4292-8606-0
AP Microeconomics	12	Council for Economic Education	AP Economics	2019	978-1-56183-566-9
Government	12	Teachers Curriculum Institute	Government Alive!	2019	978-1-934534-01-4
AP Government	12	Pearson	Government in America	2019	978-0-13-256693-3

Cypress Charter Math Textbook List 2019-2020

SUBJECT	GRADE	PUBLISHER	BOOK TITLE	COPYRIGHT YEAR	YEAR ADOPTED	ISBN #
Integrated Math 1	9		Core Connections Integrated 1	2015	2019	9781603283236
Integrated Math 2	10		Core Connections Integrated 2	2015	2019	9781603283489
Integrated Math 3	11		Core Connections Integrated 3	2015	2019	9781603283939
A.P Statistics	11-12		The Practice of Statistics for The AP E	2018	2019	9781319113339
Statistics	11-12		The Practice of Statistics for The AP E	2018	2019	9781319113339

Cypress Charter English Textbook List 2019-2020

SUBJECT	GRAD E	PUBLISHER	BOOK TITLE	COPYRIGHT YEAR	YEAR ADOPTED	ISBN #
Chemistry	10	Prentice Hall Eugene LeMay, Jr.	Chemistry: Connections to Our Changing World (2002)		2019	0-13-058060-0
Biology	9				2019	0-13-050730-X
AP Environmental Science	11/12	Miller and Spoolman Cengage Learning	Living in the Environment		2019	0-538-49566-0
					2019	
					2019	
					2019	
					2019	
					2019	
					2019	
					2019	

Cypress Charter English Textbook List 2019-2020

SUBJECT	GRADE	PUBLISHER	BOOK TITLE	ISBN #
Art 1/2	9-12	Cengage Learning	Design Basics	978-1-285-85822-7
AP Art	11-12			
Film Studies	9-12		Save the Cat Scripwriting	



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

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Action

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Information

TO: Dr. Faris Sabbah, County Superintendent of Schools

FROM: Adam Wade, Coordinator of Technology, Testing, & Accountability,
Alternative Education

SUBJECT: Adopt Resolution #19-15: Sufficiency of Instructional Materials

BACKGROUND

Resolves that the governing board of the Santa Cruz County Office of Education makes the determination that each pupil has sufficient textbooks and/or instructional materials in each of the noted subjects that are consistent with the content and cycles of the curriculum framework adopted by the state board, and, further, that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Adopt Resolution #19-15.

FUNDING IMPLICATIONS:

None.

Resolution #19-15
SUFFICIENCY OF INSTRUCTIONAL MATERIALS 2019-2020

WHEREAS, Educational Code Section 60119 establishes procedures to ensure the availability of textbooks and instructional materials in order to be eligible to receive funds for that purpose; and

WHEREAS, the procedures require that the governing board shall hold a public hearing before the end of the eighth week from the first day pupils attend school for that year at which the governing board shall encourage participation by parents, teachers, and members of the community interested in the affairs of the Santa Cruz County Office of Education, and bargaining unit leaders, shall make a determination, by resolution, as to whether each pupil in each school operated by the Santa Cruz County Office of Education has sufficient textbooks, instructional materials, or both, in each of the following subjects, as appropriate, that are consistent with the content and cycles of curriculum framework adopted by the state board:

1. Mathematics
2. Science
3. History-social science
4. English/language arts, including the English language development component of an adopted program

WHEREAS, the board shall make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials consistent with the content and cycles of curriculum framework of the state board for those subjects. The governing board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades nine through twelve, inclusive; and

WHEREAS “sufficient textbooks or instructional materials” means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in

class and to take home. This does not require two sets of textbooks or instructional materials for each pupil. Sufficient textbooks or instructional materials does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.

THEREFORE BE IT RESOLVED that the governing board of the Santa Cruz County Office of Education makes the determination that each pupil of the district has sufficient textbooks and/or instructional materials in each of the above noted subjects that are consistent with the content cycles of the curriculum framework adopted by the state board, and, further, that each pupil, including English language learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments.

PASSED and ADOPTED by the Santa Cruz County Board of Education on this **19th day of September 2019** by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Dana M. Sales, President
Santa Cruz County Board of Education

Faris M. Sabbah, Secretary
Santa Cruz County Superintendent of Schools



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Bruce Van Allen, Chair, Policy Committee

SUBJECT: Second Reading: Board Policies (BP), 9000 Series

BACKGROUND

Modification and new policies may be adopted by the County Board of Education following a first and second reading by the Board. The Board may accept the proposed policy or policies as submitted and waive a second reading and move to take action, order changes, or order changes and bring back for a final reading.

**Note: at the August 15, 2019 meeting of this Board, it was requested that staff do due diligence by speaking with counsel to address all clarifying questions the Board had regarding the policies being considered. Staff did address all issues with counsel and made changes as necessary.*

Board Policies:

- 9000 Role of the Board
- 9005 Governance Standards
- 9010 Public Statements
- 9011 Disclosure of Confidential/Privileged Information
- 9012 Board Member Electronic Communication
- 9100 Organization
- 9121 President
- 9124 Attorney
- 9130 Board Committees

- 9140 Board Representatives
- 9200 Limits of Board Member Authority
- 9220 Governing Board Elections
- 9222 Resignation
- 9223 Filling Vacancies
- 9224 Oath or Affirmation
- 9230 Orientation
- 9240 Board Training
- 9260 Legal Protection
- 9270 Conflict of Interest
- 9310 Board Policies
- 9320 Meetings and Notices
- 9321 Closed Session
- 9322 Agenda Meeting Materials
- 9323 Meeting Conduct
- 9323.2 Actions by the Board
- 9324 Minutes and Recordings
- 9400 Self Evaluation
- 9500 County Superintendent's Remuneration

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Adopt second reading of 9000 series policies.

FUNDING IMPLICATIONS:

None.

Role of the Board

Board Bylaw

BB 9000

The County Board of Education provides leadership and citizen oversight for educational programs and services operated by the County Office of Education (COE), including services provided to school districts and the community. The primary objectives of the County Board are to work with the County Superintendent of Schools to establish direction and priorities for the COE and to provide leadership necessary for the success of public education.

In fulfilling its objectives, it is the role of the County Board to:

1. Adopt and update policies for its own governance and for programs under the statutory authority of the County Board
2. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board
3. Fulfill responsibilities related to the Local Control Funding Formula (LCFF), including adopting the COE Local Control and Accountability Plan (LCAP) or update and the LCFF budget overview for parents/guardians
4. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state, and federal levels
5. Collaborate with the County Superintendent to ensure implementation of the shared vision, goals, and policies of the COE
6. Collaborate with the County Superintendent to ensure the provision of a safe and appropriate educational environment for all COE students
7. Adopt the annual budget and review interim reports of the County Superintendent
8. Set the salary of the County Superintendent in accordance with law
9. Adopt rules and regulations governing the administration of the Office of the County Superintendent
10. Acquire, lease, lease-purchase, hold, and convey real property for the purpose of housing

the offices, schools, and the services of the COE

11. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community
12. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law
13. Conduct public hearings when appropriate
14. Consider petitions and provide oversight for charter schools approved by the County Board and fulfill other statutory responsibilities in connection with charter schools

The County Board is authorized to establish, carry on, and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law and does not conflict with the purposes for which the County Board is established. (Education Code 35160-35160.1)

Legal References:

EDUCATION CODE

1000-1017 Election, jurisdiction, organization and procedure; county boards of education
1040-1048 Duties and responsibilities; county boards of education, especially:
1042 County boards; authority
1080-1082 Transfer of duties and functions to county board
1090 Compensation for county board member services
1095 County board membership in organizations for promotion and advancement of public education
1200 Actual and necessary travel expenses incurred by county superintendent
1209 Approval by county board for determination of county superintendent salary
1240-1281 Duties, responsibilities, and general powers; county superintendents of schools, especially:
1240 Duties of county superintendent
1279 Disposal of personal property
1280 Budget revisions
1294 Staff employed by county superintendent
1295 Leaves of absence for non- certificated staff
1302 Salary, bonus, and retirement benefits increases for county office of education staff
1620-1630 County board budget approval and adoption, including appropriations limit resolution
1720 Preparation of courses of study and development of curriculum and instructional materials
1730 Supervision of instruction
1740 Supervision of attendance
1750 Supervision of health
1760 Provision of guidance services

1770 Provision of library services
1900 Classes or schools for prisoners
1920 Emergency schools
1945 Provision of advisory services
1946 Agreements with districts for centralized in-service training programs
1980-1986 County community schools
4020-4024 Transfer of duties of county committee to county board
5000 Election of district board members
5091 Vacancy on district board
8321 County superintendent authority to establish and maintain child development programs
17150-17150.1 School bonds; public disclosure of non-voter-approved debt
33050 Request to state board for waiver
33319.5 Implementation of authority of local agencies
35160 Authority of county boards
35160.1 Authority of county boards; legislative intent
41032 Gifts, donations, bequests, and devises
44332 Temporary certificates for purpose of authorizing salary payments
44422 Hearing by county board; immoral or unprofessional conduct by holder of credential
46601 Parent/guardian appeal of interdistrict transfer request
47600-47616.5 Charter Schools Act of 1992, as amended
48321 County school attendance review board
48645-48648 Juvenile court schools
48919 Expulsion and appeals to county board
52064.1-52077 Local control and accountability plan
52300-52334.7 Career technical education; regional occupational centers
60119 District requirements for instructional materials funding
60200-60213 Selection and adoption of elementary school materials
60400 Adoption and Purchase of high school textbooks
ELECTIONS CODE
9603 Advisory election during regular or special election
GOVERNMENT CODE
910-915.4 Presentation and consideration of claims
53096 City or county ordinance inapplicable to proposed use of property
53822 Temporary borrowing; notes, tax anticipation warrants or other evidences or indebtedness
87300 Conflict of interest code
CALIFORNIA CONSTITUTION
Article 9, Section 3.1 Qualifications and salary of county superintendent
CODE OF REGULATIONS, TITLE 5
17433 Claims for travel expense
18271 Child care and development programs; philosophy, goals, and objectives
ATTORNEY GENERAL OPINIONS
72 Ops.Cal.Atty.Gen. 205 (1989)

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

County Board Member Handbook: A Guide to Effective Governance, 2015

CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES

ASSOCIATION PUBLICATIONS

Statutory Functions of County Boards of Education and County Superintendents of Schools, rev.
2014

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

Role of the Board

Exhibit

E 9000

LEGAL RESPONSIBILITIES OF THE COUNTY BOARD OF EDUCATION

The roles and responsibilities of the County Board of Education as stated in the California Constitution, the California Education Code, Title 5 of the California Code of Regulations, and other statutes include, but are not necessarily limited to, the following required and optional responsibilities.

Governance

The County Board is required to do the following:

1. Adopt rules and regulations consistent with laws of the state for its own governance (Education Code 1040)
2. Hold a regular meeting at least once a month (Education Code 1011)
3. Keep a record of County Board proceedings including all votes of the County Board (Education Code 1040, 1015)
4. Conduct the biennial election of the County Board (Education Code 1007, 5000)

The County Board has the discretion to do the following:

5. Conduct an advisory election on substantive issues or ballot proposals (Elections Code 9603)
6. Adopt or repeal a limit on the number of terms a member may serve on the County Board (Education Code 1006)

Operations

The County Board is required to do the following:

7. Adopt and update a conflict of interest code for County Board members and designated consultants (Government Code 87300)
8. Act as the county committee on school district organization when ordered to do so by the

State Board of Education (SBE) (Education Code 4020)

The County Board has the discretion to do the following:

9. Initiate and carry on any program or activity, or otherwise act in any manner which is not in conflict with or inconsistent with, or preempted by, any law and which is not in conflict with the purposes for which the County Office of Education (COE) is established (Education Code 35160)
10. Adopt rules and regulations governing the administration of the Office of the County Superintendent of Schools (Education Code 1042)
11. Accept on behalf of the COE any gifts, donations, devices, and bequests made to the COE or for the benefit of any school or program maintained by the COE (Education Code 41032)
12. Consider for approval any COE staff request for a sabbatical leave that is not otherwise covered by a certificated bargaining agreement and has been granted by the County Superintendent (Education Code 1294)
13. Consider for approval any COE staff request made through the County Superintendent for a paid or unpaid leave of absence, not otherwise included in the classified bargaining agreement (Education Code 1295)
14. Conduct a hearing at the request of the Commission on Teacher Credentialing (CTC) for any credential holder who is serving in or last served in the county and is accused of misconduct by the CTC (Education Code 44422)
15. Issue temporary teaching certificates to certificated employees for the purpose of authorizing salary payments (Education Code 44332)
16. Contract with and employ persons to furnish the County Board with special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if these persons are specially trained and experienced and competent to perform the special services required (Education Code 1042)
17. Take action on any claim for damages presented in accordance with the provisions governing claims filed against public entities (Government Code 911.6)
18. Acquire, lease, lease-purchase, and hold and convey real property for the purpose of housing the offices and the services of the COE (Education Code 1042)
19. Exercise the power of eminent domain to acquire any property necessary or convenient for carrying out the duties and responsibilities of the County Board (Education Code

1047)

20. Render a city or county zoning ordinance related to storage or transmission of water or electrical energy facilities inapplicable to a proposed use of property by the COE (Government Code 53096)

County Programs, Schools, and Services

The County Board is required to do the following:

21. Adopt a course of study for county community schools (Education Code 1983)
22. Ensure that services and programs designed to address the language needs of English learners in county community schools are provided (Education Code 1983)
23. Ensure that assessments are administered in all areas of suspected disability and appropriate services and programs, as specified in a student's individualized education program, are provided (Education Code 1983)
24. Act as the governing board for any regional occupational program (ROP) maintained by the County Superintendent (Education Code 52310.5)
25. Establish and maintain an employer advisory board for an ROP governed by the County Board (Education Code 52302.2)
26. Biennially review the career technical courses and/or program offered by an ROP (Education Code 52302.3)
27. Consider for approval any plans for the construction of any juvenile court classrooms and facilities (Education Code 48645.6)
28. Provide for the administration and operation of juvenile court schools (Education Code 48645.2)
29. Adopt a course of study for juvenile court schools as recommended by the County Superintendent (Education Code 48645.3)
30. Evaluate the educational program established for juvenile court schools (Education Code 48645.3)
31. Adopt an annual school calendar for juvenile court schools as recommended by the County Superintendent (Education Code 48645.3)
32. Annually select state-approved textbooks and instructional materials for grades K-8 for specific career and technical education courses in juvenile court and community school

programs (Education Code 60200)

33. As recommended by the County Superintendent, adopt textbooks and instructional materials for high schools under the control of the COE (Education Code 60400)
34. If the COE receives funds for instructional materials for county-operated educational programs from any state source, annually hold a public hearing to make a determination as to whether students in COE programs have sufficient textbooks and/or instructional materials that are aligned to state content standards (Education Code 60119)
35. Consider for approval the program philosophy, goals, and objectives of any child care and development program operated by the County Superintendent (5 CCR 18271)

The County Board has the discretion to do the following:

36. Consider establishing and maintaining one or more county community schools (Education Code 1980)
37. Consider approving any County Superintendent proposal for the establishment of a child development program or center before submission to the Superintendent of Public Instruction (SPI) for approval (Education Code 8321)
38. Certify by resolution the compliance of ROP curriculum with state course approval criteria (Education Code 52309)
39. Appoint individuals or group representatives, other than district representatives, to a county school attendance review board (Education Code 48321)
40. Request the SBE to waive for the COE all or any part of the Education Code or any regulation adopted by the SBE (Education Code 33050)
41. Fill by appointment any vacancy that may occur during the term of the County Superintendent (Education Code 1042)
42. Fill by appointment any vacancy that may occur during the term of a County Board member (Education Code 1008, 5091)

Finance

The County Board is required to do the following:

43. Fix the salary and fringe benefits of the County Superintendent in accordance with law (California Constitution, Art. 9, Sec. 3.1; Education Code 1209)
44. Adopt regulations to pay the actual and necessary travel expenses of the County

Superintendent and COE staff (Education Code 1081, 1200; 5 CCR 17433)

45. Approve the annual budget of the County Superintendent before its submission to the County Board of Supervisors (Education Code 1040)
46. Review any recommendation by the County Superintendent to provide a bonus or salary increase of \$10,000 or more for any employee (Education Code 1302)
47. Adopt an annual budget for the budget year and file it with the SPI, the County Board of Supervisors, and the County Auditor (Education Code 1622)
48. Review the report of the annual audit provided by the County Superintendent at a regularly scheduled public meeting (Education Code 1040)
49. Review the interim budget reports presented by the County Superintendent (Education Code 1240)
50. Approve or make revisions, reductions, or additions to the annual itemized estimates of anticipated revenue and expenditures prepared by the County Superintendent (Education Code 1042, 1080)
51. Annually adopt a resolution identifying the estimated appropriations limit for the current fiscal year and the actual appropriation limit for the prior fiscal year (Education Code 1629)
52. Consider for approval the disposal of the COE's personal property worth over \$25,000, as submitted by the County Superintendent (Education Code 1279)

The County Board has the discretion to do the following:

53. For fiscally dependent County Boards, determine the monthly compensation of County Board members (Education Code 1090)
54. Act by resolution to approve the meeting stipend of an absent County Board member when permitted by law (Education Code 1090)
55. Consider for approval any budget revision in excess of \$25,000. Such budget revisions shall be incorporated in the next interim financial report or board report submitted to the County Board for discussion and approval at a regularly scheduled meeting. (Education Code 1280)
56. Consider for approval any consultant contract that constitutes a budget revision and is in excess of \$25,000. Such budget revisions shall be incorporated into the next interim financial report or board report submitted to the County Board for discussion and

approval at a regularly scheduled meeting. (Education Code 1281)

57. Include in the budget a general reserve to meet the cash requirements of the following fiscal year until adequate proceeds of the taxes levied or of the apportionment of state funds are available (Education Code 1621)
58. Include in the budget a designated fund balance, available for appropriation by a majority vote of the County Board, for any specific purpose (Education Code 1621)
59. Consider for approval any recommendation by the County Superintendent to increase the retirement benefits for an employee (Education Code 1302)
60. Subscribe for membership in any state or local organization which has as its primary purpose the promotion and advancement of public education (Education Code 1095)
61. Approve the County Superintendent's subscription for membership in any society, association, or organization which has the purpose of the promotion and advancement of public education (Education Code 1260)

Use of County School Service Fund

62. Consider short and long term borrowing based on projected tax revenue or estimated state apportionment as recommended by the County Superintendent (Government Code 53822)
63. Consider for approval the issuance of revenue bonds or agreements for financing pursuant to the California School Finance Authority Act (Education Code 17150)
64. Consider for approval any use of the county school service fund to allow the County Superintendent to employ supervisors to supervise instruction in the elementary school districts under the County Superintendent's jurisdiction (Education Code 1730)
65. Consider for approval any use of the county school service fund to allow the County Superintendent to employ personnel to supervise the attendance of students in elementary, high school, and unified school districts under the County Superintendent's jurisdiction (Education Code 1740)
66. Consider for approval any use of the county school service fund to allow the County Superintendent to employ supervisors of health to provide health services to students in elementary, high school, and unified school districts under the County Superintendent's jurisdiction (Education Code 1750)
67. Consider for approval any use of the county school service fund to allow the County Superintendent to employ personnel to provide necessary guidance services to students in elementary, high school, and unified school districts under the County Superintendent's

jurisdiction (Education Code 1760)

68. Consider for approval any use of the county school service fund for the County Superintendent to enter agreements with the county librarian to take over all existing contracts for supplementary books and other material adopted for the course of study between the school districts or community college districts and the county librarian (Education Code 1770)
69. Consider for approval any use of the county school service fund to allow the County Superintendent to prepare, with the cooperation of school and community college districts, courses of study and the development of curriculum and instructional materials to be used in the elementary and secondary schools (Education Code 1720)
70. Consider for approval any use of the county school service fund to allow the County Superintendent to establish and maintain emergency elementary schools, provide emergency teachers, and/or provide transportation to elementary schools for students residing in the county when funds are not available from other sources (Education Code 1920)
71. Consider for approval any use of the county school service fund to allow the County Superintendent to provide advisory services in school business administration activities, in maintenance of school building and grounds, and in the processing of special problems concerning credentials as designated by the California Department of Education (Education Code 1945)
72. Consider for approval any use of the county school service fund to provide classes to serve prisoners in county jail facilities as recommended by the County Superintendent and approved by the County Board of Supervisors (Education Code 1900)
73. Consider for approval any use of the county school service fund to provide classes to serve prisoners in state correctional facilities pursuant to a contract with the Director of Corrections as recommended by the County Superintendent (Education Code 1259)
74. Consider for approval any use of the county school service fund to enter into an agreement with any school or community college district within the jurisdiction of the County Superintendent to provide, under the direction of the County Superintendent, a centralized inservice training program to certificated or classified employees of those districts or of the COE (Education Code 1946)

Local Control and Accountability Plan

The County Board is required to do the following:

75. For County Board run schools and programs, hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the Local Control and Accountability Plan (LCAP) and annual updates (Education Code 52068)
76. Adopt the LCAP and annual updates, and the accompanying local control funding formula budget overview for parents/guardians (Education Code 52064.1, 52067, 52068)
77. Adopt revisions to the LCAP during the period the plan is in effect (Education Code 52068)

Charter School Petitions and Oversight

The County Board is required to do the following:

78. Provide technical assistance to County Board authorized charter schools consistent with state law (Education Code 47607.3)
79. Provide oversight by ensuring that all reports required of County Board authorized charter schools, including updates to the LCAP, are filed in a timely manner and by monitoring the fiscal condition of each County Board authorized charter school (Education Code 47604.32, 47606.5)
80. Review and adopt updates presented by the County Superintendent for any LCAP adopted by County Board authorized charter schools (Education Code 47604.33, 52067-52068)

The County Board has the discretion to do the following:

81. Consider for approval any petition to establish a charter school that will serve students for whom the COE would otherwise be responsible for providing direct education and related services (Education Code 47605.5)
82. Consider for approval any petition to establish a countywide charter school for the purpose of providing instructional services that are not generally provided by COE if the students who will benefit from those services cannot be served as well by a charter school that operates in a single school district within the county (Education Code 47605.6)
83. As part of the countywide charter school petitioning process, enter into an agreement with a third party to oversee, monitor, and report to the County Board on the operations of the charter school (Education Code 47605.6)
84. Consider for approval requests to materially revise a charter authorized by the County Board, including revisions that propose additional locations for the charter school

(Education Code 47605, 47605.6, 47607)

85. Consider for approval requests to renew the petition of a charter school authorized by the County Board (Education Code 47607)
86. When necessary, and in accordance with proper procedures and appropriate findings, revoke a County Board approved charter for any of the reasons allowed by law (Education Code 47607)
87. Contract with the SBE to perform the oversight, monitoring, and reporting duties on the operations of a statewide benefit charter school authorized by the SBE (Education Code 47605.8)
88. Perform the supervisorial and oversight duties of a charter school that was approved on appeal by the SBE and is located within the county (Education Code 47605)

Charter, Expulsion, and Interdistrict Transfer Appeals

The County Board is required to do the following:

89. Upon request of a charter school petitioner, act as the appeals board when the petition has been denied by a district within the county (Education Code 47605)
90. Act as the appeals board for the nonrenewal of a charter school petition authorized by a district governing board (Education Code 47607)
91. Act as the appeals board for the revocation of a charter school petition by a district governing board (Education Code 47607)
92. Act as the appeals board for an interdistrict transfer attendance request denied by a district governing board (Education Code 46601)
93. Act as the appeals board for a student expulsion ordered by a district governing board (Education Code 48919)

Other Services to Districts

The County Board has the discretion to do the following:

94. Consider for approval the County Superintendent's proposal to study, or join with school districts to study, the future management, conditions, needs, and financial support of the schools within the county (Education Code 1260)
95. Consider for approval the County Superintendent's proposal to install and maintain exhibits of educational programs and activities of the school districts within the county at

any county fair or agricultural district fair (Education Code 1260)

96. Consider for approval the County Superintendent's proposal to inform and make known to the citizens of the County the educational programs and activities of school districts in the County (Education Code 1260)
97. Consider for approval the County Superintendent's proposal to provide inservice programs and coordination services for district and community college governing boards or board associations in the county (Education Code 1260)

Governance Standards

Board Bylaw

BB 9005

The County Board of Education believes that its primary responsibility is to act in the best interests of every student in every school or program operated by the County Office of Education (COE). The County Board has commitments to parents/guardians, all members of the community, COE employees, and the state of California. The County Board is bound by laws pertaining to public education and the established policies of the COE. To maximize County Board effectiveness and public confidence in its governance, County Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

The County Board expects its members to work with each other and with the County Superintendent of Schools to ensure that a high-quality education is provided to all students in COE schools and programs and that high-quality services are provided to the community and to the school districts within the jurisdiction of the COE. Each individual County Board member shall:

1. Keep learning and achievement for all students as the primary focus
2. Value, support, and advocate for public education
3. Recognize and respect differences of perspective and style on the County Board and among staff, students, parents/guardians, and the community
4. Act with dignity and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions of authority between the County Board and the County Superintendent, and refrain from performing management functions that are the responsibility of the County Superintendent and staff
8. Understand that authority rests with the County Board as a whole and not with individual

9. Support the will of the Board majority after an action has been taken. Trustees shall have the right to voice a minority opinion as an individual.

County Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the County Board shall have a unity of purpose and:

1. Keep focused on student learning and achievement, as well as the role of the COE in providing services to school districts and the community
2. Work collaboratively with the County Superintendent
3. Communicate a common vision
4. Operate openly, with trust and integrity
5. Govern in a dignified and professional manner, treating everyone with civility and respect
6. Govern within the law and County Board-adopted policies and procedures
7. Take collective responsibility for the County Board's performance
8. Periodically evaluate its own effectiveness
9. Ensure opportunities for the diverse range of views in the community to inform County Board deliberations

Legal Reference:

EDUCATION CODE

1040 Duties and responsibilities; county boards of education

1042 County boards; authority

35160-35160.1 Authority of county boards

GOVERNMENT CODE

1090 Financial interest in contract

1098 Disclosure of confidential information

1125-1129 Incompatible activities

54950-54962 The Ralph M. Brown Act

87300-87313 Conflict of interest code

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

County Board Member Handbook: A Guide to Effective Governance, 2015

WEB SITES

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

California County Boards of Education: <http://www.theccbbe.org>

Public Statements

Board Bylaw

BB 9010

The County Board of Education recognizes the responsibility of County Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the County Office of Education (COE), and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding COE issues, County Board members are expected to respect the authority of the County Board to choose its spokesperson to communicate its positions and to abide by established protocols.

All public statements authorized to be made on behalf of the County Board shall be made by the County Board president or, if appropriate, by the County Superintendent of Schools, or other designated spokesperson.

When speaking for the County Board, the spokesperson is encouraged to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the County Board's leadership.

When making public statements County Board members shall not disclose confidential information or information received in closed session except when authorized by a majority of the County Board. (Government Code 54963)

When speaking to community groups, members of the public, or the media, individual County Board members should recognize that their statements may be perceived as reflecting the views and positions of the County Board. County Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the County Board.

In addition, Board members who participate on social networking sites, blogs, or other discussion or informational sites are encouraged to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for COE students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

Legal Reference:

GOVERNMENT CODE

6250-6270 California Public Records Act

54960 Actions to stop or prevent violation of meeting provisions

54963 Confidential information in closed session

Management Resources:

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

Disclosure of Confidential/Privileged Information

Board Bylaw

BB 9011

The County Board of Education recognizes the importance of maintaining the confidentiality of information acquired as part of a County Board member's official duties. Confidential information shall be released only to the extent authorized by law.

Disclosure of Closed Session Information

A County Board member shall not disclose confidential information acquired during a closed session of a board meeting to a person not entitled to receive such information, unless a majority of the County Board has authorized its disclosure. (Government Code 54963)

For these purposes, confidential information means a communication made in a closed session that is specifically related to the basis for the County Board to meet lawfully in closed session. (Government Code 54963)

The County Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or County Board policy, when the person is: (Government Code 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a County Board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of County Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

Other Disclosures

A County Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Such a disclosure may result in criminal prosecution. For these purposes, confidential information also includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the County Board member. (Government Code 1098)

Disclosures made to law enforcement officials when reporting improper governmental activities are excepted from this prohibition. (Government Code 1098)

Legal Reference:

EDUCATION CODE

35146 Closed session

EVIDENCE CODE

1040 Privilege for official information

GOVERNMENT CODE

1098 Public officials and employees re confidential information

6250-6270 Inspection of public records

54950-54963 Brown Act, especially:

54956.8 Open meeting laws

54956.9 Closed meeting for pending litigation

54957.5 Public records

54957.7 Reasons for closed session

54963 Confidential information in closed session

ATTORNEY GENERAL OPINIONS

80 Ops.Cal.Atty.Gen. 231 (1997)

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

WEB SITES

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

Board Member Electronic Communications

Board Bylaw

BB 9012

The County Board of Education recognizes that electronic communication is an efficient and convenient way for County Board members to communicate and expedite the exchange of information within the County Office of Education (COE) and with members of the public. County Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the County Board to deliberate outside of an agenda meeting nor to circumvent the public's right to access records regarding COE business.

A majority of County Board members shall not, outside of a noticed meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

To avoid inadvertently violating the prohibition of law against a serial meeting, a County Board member shall not forward his/her comments on an electronic communication he/she receives from another member regarding an issue within the subject matter jurisdiction of the County Board to any other member.

When communicating electronically, County Board members shall make every effort to adhere to the same standards and protocols established for other forms of communication. A County Board member may respond to an electronic communication received from a member of the community and should make clear that his/her response does not necessarily reflect the views of the County Board as a whole. As appropriate, complaints or requests for information may be forwarded to the County Superintendent so that the issue may receive proper consideration and be handled through the appropriate COE process. Communication received from the media shall be forwarded to the County Board president and the County Superintendent.

A County Board member's electronic communications, including, but not limited to, emails and text messages, which are related to the conduct of COE business may be subject to disclosure under the California Public Records Act, regardless of whether they are sent or received on the County Board member's personal or COE-provided account or device. To the extent possible, electronic communications regarding any County Board business shall be transmitted through a COE-provided device or account. When any such communication is transmitted through a

County Board member's personal device or account, he/she shall copy the communications to a COE electronic storage device for easy retrieval.

County Board members may use electronic communications to discuss matters that are outside the jurisdiction of the County Board, regardless of the number of members participating in the discussion, and such personal communications are generally not subject to public disclosure.

(cf. 9010 - Public Statements)

Legal Reference:

EDUCATION CODE

1011 Time and place of meetings

35145 Public meetings

35145.5 Agenda; public participation; regulations

35147 Open meeting law exceptions and applications

GOVERNMENT CODE

6250-6270 California Public Records Act

11135 State programs and activities, discrimination

54950-54963 The Ralph M. Brown Act, especially:

54952.2 Meeting, defined

54953 Meetings to be open and public; attendance

54954.2 Agenda posting requirements, board actions

COURT DECISIONS

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

Management Resources:

CSBA PUBLICATIONS

Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

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

California Attorney General's Office: <https://oag.ca.gov>

Organization

Board Bylaw

BB 9100

The County Board of Education shall hold an annual organizational meeting, which shall be the first meeting on or after the second Friday in December. (Education Code 1009)

At the organizational meeting, the County Board shall:

1. Elect a president and, as applicable, other officers from its members through a process that shall not involve voting by secret ballot or the mail ballot
2. Announce the County Superintendent of Schools as secretary and executive officer of the County Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Develop a County Board calendar for the year stating the time when important governance matters will be addressed
6. Designate County Board members to serve on County Board standing committees and, as appropriate, to represent the County Board on interagency committees of which the County Board is a member or to which the County Board is invited to participate

Legal Reference:

EDUCATION CODE

1007 Elections

1009 Annual organizational meeting; date and notice

1010 County Superintendent- ex-officio secretary and executive officer

1011 Regular meetings

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act, open meeting laws

ATTORNEY GENERAL OPINIONS

68 Ops.Cal.Atty.Gen. 65 (1985)

Management Resources:

WEB SITES

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

California County Boards of Education: <http://www.thecbbe.org>

President

Board Bylaw

BB 9121

The County Board of Education shall elect a president from among its members to provide leadership on behalf of the County Board and the educational community it serves.

To ensure that County Board meetings are conducted in an efficient, transparent, and orderly manner, the president shall:

1. Call such meetings of the County Board as deemed necessary, giving notice as required by law
2. Work with the County Superintendent of Schools, as secretary to the County Board, on the preparation of County Board meeting agendas
3. Call the meeting to order at the appointed time and preside over the meeting
4. Announce the business to come before the County Board in its proper order
5. Work to ensure the County Board's compliance with Brown Act requirements and County Board bylaws related to the conduct of meetings
6. Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference
7. Facilitate the County Board's effective deliberation, ensuring that each County Board member has an opportunity to participate in the deliberation and that the discussion remains focused
8. Rule on issues of parliamentary procedure
9. Put motions to a vote, and clearly state the results of the vote

The president shall have the same rights as other members of the County Board, including the right to discuss and vote on all matters before the County Board.

The president shall perform other duties in accordance with law and County Board policy, including, but not limited to:

1. Signing all instruments, acts, orders, and resolutions necessary to comply with legal requirements and carry out the will of the County Board
2. Working with the County Superintendent or designee to ensure that County Board members have necessary materials and information
3. Appointing members of the County Board to fill the vacant seats of a school district board when a majority of those seats are vacant (Education Code 5094)
4. Subject to County Board approval, appointing and dissolving all committees
5. Subject to County Board approval, appointing County Board members to serve as representatives on committees on matters of concern to the County Board, the county office of education, or the districts, schools, and students within its jurisdiction
6. Representing the County Board as spokesperson
7. Leading the County Board's advocacy efforts to build support within the local community and at the state and national levels

The president may participate in the California School Boards Association's Board President's Workshop and other professional development opportunities to enhance leadership skills.

When the president resigns or is absent, the vice president shall perform the president's duties. When both the president and vice president are absent, the County Board shall choose a president pro tempore to perform the president's duties.

Legal Reference:

EDUCATION CODE

1009 Annual organization of the board

1012 Special meetings

5094 Power to fill district board vacancies

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, rev. 2015

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

A Guide to Effective Governance, February 27, 2015

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

Attorney

Board Bylaw

BB 9124

The County Board of Education recognizes that the complex legal environment in which it discharges its functions creates the need for sound and dependable legal services and advice. The County Board also recognizes that a County Superintendent of Schools is not limited by statute as to what legal services he/she may contract with legal counsel to perform.

The County Board may arrange to obtain legal services and advice in accordance with law.

General Legal Services and Advice

As authorized by law, the County Board will work with the County Superintendent to appoint a shared legal counsel. Subject to County Board approval, the County Superintendent may hire and fix the compensation to be paid to an independent contractor or a law firm to serve as shared legal counsel for the County Board and County Superintendent. When the proposed appointee is an employee of the County Superintendent, the County Superintendent shall fix his/her compensation and shall be responsible for his/her evaluation as an employee.

If the County Board and County Superintendent cannot agree on the appointment of a shared legal counsel, the County Board shall permit the County Superintendent to appoint the shared legal counsel. The shared legal counsel shall provide general legal services and advice to the County Board except when the County Board decides to exercise its right to seek special legal services and advice pursuant to Education Code 1042.

The shared legal counsel must be admitted to practice law in California but is not required to have any certification qualifications. (Education Code 35041.5)

The duties of the shared legal counsel may include:

1. Rendering legal advice to the County Board, County Superintendent, and County Office of Education employees and officers as appropriate
2. Serving the County Board and County Superintendent in the preparation and conduct of school district litigation and administrative proceedings
3. Rendering advice in relation to school bond and tax increase measures and preparing all legal papers and forms necessary for the voting of school bond and tax increase measures in the district(s).

4. Rendering administrative duties as may be assigned by the County Superintendent or by the County Board

The County Board may request to have shared legal counsel attend a board meeting to provide legal advice or to prepare a written legal opinion on issues within the jurisdiction of the County Board including, but not limited to, expulsion appeals, charter school petitions and appeals, interdistrict transfer appeals, open meeting laws, real property transactions, the county office budget, and the county office local control accountability plan.

The County Board may consult with the shared legal counsel on matters affecting the operations of the County Board. The County Board may consult with the shared legal counsel as a group. The County Board also may authorize a specific County Board member to consult with the shared legal counsel on behalf of the County Board. Any individual County Board member who consults with the shared legal counsel on behalf of the County Board shall report the conversation to the County Board and when requested, the shared legal counsel shall provide his/her advice or opinion directly to the County Board. Consultation with the shared legal counsel shall occur in open session except when closed session is authorized by law. (Government Code 54962)

Special Legal Services and Advice

The County Board may contract with a trained, experienced, and competent legal counsel other than the shared legal counsel, to furnish special services and advice in any of the following situations:

1. When, for reasons beyond the County Board's control, the shared legal counsel has a conflict of interest or has failed to render timely advice in a particular matter
2. The services being sought by the County Board are in addition to those usually, ordinarily and regularly obtained from the shared legal counsel
3. The County Board desires a second legal opinion in a particular matter

In such situations, the County Board shall fix the compensation to be paid for the special services or advice, and may pay such compensation from any available funds. (Education Code 1042)

Legal Reference:

EDUCATION CODE

1042 County boards: authority

17150 Revenue bonds

35041.5 Legal counsel: Relieving duties of county counsel and district attorney

GOVERNMENT CODE

814-895.8 Liability of public entities and public employees

995-996.6 Defense of public employees

54950-54963 The Ralph M. Brown Act

ATTORNEY GENERAL OPINIONS

86 Ops.Cal.Atty.Gen. 57 (2003)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

California County Superintendents Educational Services Association: <http://ccsesa.org>

Education Legal Alliance: <http://www.csba.org/Advocacy/EducationLegalAlliance.aspx>

Board Committees

Board Bylaw

BB 9130

The County Board of Education may establish Board committees on matters whenever it determines that such a committee is within its jurisdiction and would benefit the county office of education (COE). The County Board shall define the duties, responsibilities, authority, and term of a committee at the time of the committee's establishment. Unless specifically authorized by the County Board to act on its behalf, such committees shall act in an advisory capacity only.

The County Board president shall appoint all committees with County Board approval.

Whenever so charged, County Board committees may actively seek input and participation by parents/guardians, staff, community, and students and may consult with local public boards and agencies.

At the request of the County Board, the County Superintendent of Schools may serve and/or designate or nominate any COE staff member to serve as an advisor to or as a non-voting member of a County Board committee.

Committee Meetings

County Board committees, other than advisory committees with less than a majority of Board members as discussed below, shall provide public notice of their meetings and conduct these meetings in accordance with state open meeting laws. An agenda of any such committee meeting shall be posted not less than 24 hours prior to the meeting. Meetings of advisory committees or standing committees for which an agenda is posted at least 72 hours in advance of the meeting shall be considered as regular meetings of the committee for purposes of the Brown Act. (Government Code 54954)

Standing committees with continuing subject matter jurisdiction include, but are not limited to, those which at the County Board's request are responsible for providing advice on finance, policy, governmental relations, curriculum development, and program evaluation. An ad hoc committee formed for a limited term and charged with accomplishing a specific task in a short period of time is not a standing committee. Advisory committees composed solely of less than a quorum of the members of the County Board are not subject to open meeting laws unless they are standing committees that have a continuing subject matter jurisdiction or a meeting schedule established by the County Board. (Government Code 54952)

When a majority of the members of the County Board attend an open and noticed meeting of a standing committee, the County Board members who are not members of the standing committee shall attend only as observers. (Government Code 54952.2)

Committee Reports and Recommendations

County Board committees shall report their activities and/or recommendations to the County Board at an open meeting of the County Board, except in matters on which a closed session is required or allowed by law.

When an item has already been considered at a public meeting by a County Board committee composed exclusively of County Board members, and the meeting provided for public comment on the item before or during the committee's consideration of the item, the County Board may or may not provide for additional public comment on the item at a subsequent County Board meeting. Public comment shall be afforded, however, if the County Board determines that the item has been substantially changed since it was heard by the committee. (Government Code 54954.3)

Legal Reference:

EDUCATION CODE

1040 Duties and responsibilities; county boards of education

1042 County boards; authority

GOVERNMENT CODE

54952 Legislative body, definition

54952.2 Definition of meeting

54954 Time and place of regular meetings; special meetings; emergencies

54954.3 Opportunity for public to address legislative body

54956 Special meeting notices

54956.5 Emergency meeting notices

ATTORNEY GENERAL OPINIONS

81 Ops.Cal.Atty.Gen. 156 (1998)

80 Ops.Cal.Atty.Gen. 308 (1997)

79 Ops.Cal.Atty.Gen. 69 (1996)

Management Resources:

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

Board Representatives

Board Bylaw

BB 9140

The County Board of Education recognizes that effective performance of its community leadership responsibilities may require its participation on various committees on matters of concern to the County Board, the County Office of Education (COE), or the districts, schools, and students within its jurisdiction. The County Board may appoint any of its members to serve as its representative on a committee of another public agency or organization of which the County Board is a member or to which the County Board is invited to participate.

If a committee discusses a topic on which the County Board has taken a position, the County Board member shall express the position of the County Board. When contributing his/her own ideas or opinions, the representative shall very clearly indicate that he/she is expressing his/her individual idea or opinion and not the opinions of the County Board.

When making such appointments, the County Board shall clearly specify the authority and responsibilities of the representative(s), including, but not limited to, reporting back to the County Board regarding committee activities and/or actions. County Board representatives shall not exercise the authority of the County Board without prior County Board approval.

Legal Reference:

EDUCATION CODE

1040-1047 Duties of county boards of education

35160-35160.2 Authority of governing boards

GOVERNMENT CODE

54952.2 Meetings

Management Resources:

WEB SITES

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

California County Boards of Education: <http://www.theccbbe.org>

Limits of Board Member Authority

Board Bylaw

BB 9200

The County Board of Education recognizes that it has authority only as a unit and that a County Board member has no individual authority. County Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

Unless agreed to by the County Board as a whole, individual members of the County Board shall not exercise any authority with respect to any matter within the jurisdiction of the County Board. In appropriate circumstances, individual County Board members may independently submit requests for information to the secretary of the County Board.

Individual County Board members do not have the authority to resolve complaints. Any County Board member approached directly by a person with a complaint should refer the complainant to the County Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate process. For the purpose of requesting information, County Board members shall also refer County Board-related correspondence to the president and the secretary of the County Board for dissemination to the rest of the County Board or placement on the agenda, as appropriate

A County Board member whose child is attending a school within the jurisdiction of the County Office of Education (COE) should be aware of his/her role as a County Board member when interacting with COE employees about his/her child. The County Board member should inform the County Superintendent before volunteering in his/her child's classroom.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

1040-1042 Duties and responsibilities

35160-35160.2 Powers and duties

51101 Rights of parents/guardians

GOVERNMENT CODE

54950-54962 The Ralph M. Brown Act, especially:

54952.1 Member of a legislative body of a local agency

54952.7 Copies of chapter to members of legislative body

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

County Board Member Handbook: A Guide to Effective Governance, 2015

WEB SITES

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

California County Boards of Education: <http://www.thecbbe.org>

Governing Board Elections

Board Bylaws

BB 9220

The County Board of Education shall consist of seven members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007).

To reduce costs associated with conducting elections, the County Board election may be consolidated with the local municipal or statewide primary or general election upon adoption of a resolution by the County Board and approval of the County Board of Supervisors. (Elections Code 1302, 10404.5)

Election procedures shall be followed in accordance with state and federal law.

Eligibility

Any person other than the County Superintendent of Schools, a member of his/her staff, or an employee of a school district that is within the jurisdiction of the County Board, is eligible to be a member of the County Board if he/she is an elector of the trustee area he/she is to represent and is not legally disqualified from holding civil office. (Education Code 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be a County Board member except when he/she has been granted a pardon in accordance with law. (Elections Code 20, 321)

Term of Office

The term of office for members elected in regular elections shall be four years, commencing on the last Friday in November following their election. (Education Code 1007, 5017)

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the County Office of Education, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

In order to help defray the costs of campaigning, the County Board shall pay the cost of printing, handling, translating, and mailing candidate statements filed pursuant to Elections Code 13307.

On the 125th day prior to the day fixed for the general election, the County Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the County Board. At that time, the County Board shall determine the winner by lot. (Education Code 5016)

Legal References:

EDUCATION CODE

1000 Composition, and trustee area, county board of education

1002 Trustee area boundaries and membership changes

1006 Qualifications for holding office, county board of education

1007 Elections

1017 Expiration of terms

5000-5033 Elections

5220-5231 Elections

5300-5304 General provisions (conduct of elections)

5320-5329 Order and call of elections

5340-5345 Consolidation of elections

5360-5363 Election notice

5380 Compensation (of election officer)

5390 Qualifications of voters

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions

ELECTIONS CODE

20 Public office eligibility

321 Elector

1302 Local elections

2201 Grounds for cancellation

4000-4004 Elections conducted wholly by mail

10400-10418 Consolidation of elections

10509 Notice of election by secretary

10600-10604 School district elections

13307 Candidate's statement

13309 Candidate's statement, indigence

14025-14032 California Voting Rights Act

20440 Code of Fair Campaign Practices

GOVERNMENT CODE

1021 Conviction of crime

1302 Continuance in office until qualification of successor

1303 Exercising functions of office without having qualified

1360 Necessity of taking constitutional oath

12940 Nondiscrimination, Fair Employment and Housing Act

81000-91014 Political Reform Act

PENAL CODE

68 Bribes

74 Acceptance of gratuity

424 Embezzlement and falsification of accounts by public officers

661 Removal for neglect or violation of official duty

CALIFORNIA CONSTITUTION

Article 2, Section 2 Voters, qualifications

Article 7, Section 7 Conflicting offices

Article 7, Section 8 Disqualification from office

UNITED STATES CODE, TITLE 52

10301-10508 Voting Rights Act

COURT DECISIONS

Shelby County v. Holder, (2013) 133 S. Ct. 2612

Rey v. Madera Unified School District, (2012) 138 Cal. Rptr. 3d 192

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Sanchez v. City of Modesto, (2006) 51 Cal.Rptr.3d 821

Dusch v. Davis, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 49 (2002)
83 Ops.Cal.Atty.Gen. 181 (2000)
81 Ops.Cal.Atty.Gen. 98 (1998)
69 Ops.Cal.Atty.Gen. 290 (1986)

Management Resources:

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

California Secretary of State's Office: <http://www.ss.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute for Local Self Government: <http://www.ca-ilg.org>

Resignation

Board Bylaw

BB 9222

A member of the County Board of Education who wishes to resign from office shall file a written resignation with the County Superintendent of Schools. (Education Code 1008, 5090)

The resignation shall become effective when filed with the County Superintendent, except when a deferred effective date is specified in the resignation. The effective date may not be deferred for more than 60 days after the resignation is filed with the County Superintendent. (Education Code 5090, 5091)

Once filed, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090)

Any County Board member whose resignation is filed with a deferred effective date shall, until the effective date of the resignation, continue to exercise all the powers of the office, except that the resigning County Board member shall not have the right to vote in a provisional appointment to fill the vacancy that will thereby result. (Education Code 1008, 5091, 35178)

Any County Board member who resigns shall, within 30 days of leaving office, file a revised Statement of Economic Interest/Form 700 covering the period of time between the closing date of the last statement required to be filed and the date the County Board member leaves office. (Government Code 87302, 87500)

Legal Reference:

EDUCATION CODE

1008 Vacancies; procedure for filing

5090-5095 Vacancy on the board

35178 Resignation with deferred effective date

GOVERNMENT CODE

1770 Vacancy on the board

87300-87313 Conflict of interest code

87500 Statements of economic interests

Management Resources:

CSBA PUBLICATIONS

Filling a Board Vacancy, rev. December 2010

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

Filling Vacancies

Board Bylaw

BB 9223

Events Causing a Vacancy

A vacancy on the County Board of Education may occur for any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term (Government Code 1770)
3. A County Board member's resignation (Government Code 1770)
4. A County Board member's removal from office, including by recall (Elections Code 11384; Government Code 1770)
5. A County Board member's ceasing to inhabit the trustee area which he/she represents on the County Board (Government Code 1770)
6. A County Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
 - a. Upon County Board business with the approval of the County Board
 - b. With the consent of the County Board for an additional period not to exceed a total absence of 90 days. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the County Board.
 - c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard. If the absence of the County Board member for military deployment exceeds six months, the County Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the County Board may

appoint an interim member to serve in his/her absence. If two or more members of the County Board are absent by reason of military deployment, and those absences result in the inability to establish a quorum at a regular meeting, the County Board may immediately appoint one or more interim members as necessary to enable the County Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent County Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A County Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law (Government Code 1770)
8. A County Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
9. A County Board member's refusal or neglect to file his/her required oath within the time prescribed (Government Code 1770)
10. The decision of a competent tribunal declaring void a County Board member's election or appointment (Government Code 1770)
11. A County Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)
12. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a County Board seat(s) (Education Code 5090, 5326, 5328)

Timelines for Filling a Vacancy

When a vacancy occurs, the County Board shall take the following action, as appropriate: (Education Code 1008)

1. When a vacancy occurs within four months of the end of a County Board member's term, the County Board shall take no action. (Education Code 5093)
2. When a vacancy occurs more than four months before the end of a County Board member's term, the County Board shall either order an election or make a provisional appointment within 60 days of the date of the vacancy or the filing of the member's deferred resignation unless a special election as described in item #3 below is required. (Education Code 5091, 5093)

3. When a vacancy occurs between six months and 130 days before a regularly scheduled County Board election but the vacant position is not scheduled to be filled during that election, a special election to fill the position shall be consolidated with the regular election. The person elected shall take office at the first regularly scheduled County Board meeting following the certification of the election and shall serve until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the County Board, a person must meet the eligibility requirements specified in Education Code 1000 and 1006 and described in Board Bylaw 9220.

Provisional Appointments

When a special election is not required, the County Board is authorized by law to make a provisional appointment to fill a vacancy on the County Board. Before making a provisional appointment, the County Board shall advertise in the local media to solicit candidate applications or nominations. The County Board shall ensure that applicants are eligible for County Board membership, interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

The person appointed shall be afforded all the powers and duties of a County Board member immediately upon appointment and shall hold office until the next regularly scheduled election for County Board members. (Education Code 5091)

Within 10 days after the appointment is made, the County Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the jurisdiction of the County Board. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date that the vacancy occurred or the date of the filing of, and the effective date of the resignation
2. The full name of the provisional appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, the appointment shall become effective

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and an election will not be held, the County Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the County Board shall publish a notice once in a newspaper of general circulation published in the county, or if no such newspaper exists, in a newspaper having general circulation within the county. This notice shall state that the County Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures specified above in the "Provisional Appointments" section.

Legal Reference:

EDUCATION CODE

1000 Composition and trustee area, county board of education

1006 Qualifications for holding office, county board of education

1007 Elections

5090-5095 Vacancies

5300-5304 General provisions (conduct of elections)

5320-5329 Order and call of election

5340-5345 Consolidation of elections

ELECTIONS CODE

10600-10604 School district elections

11381-11386 Candidates for recall

GOVERNMENT CODE

1064 Absence from state

1770 Vacancies: definition

3000-3003 Forfeiture of office

3060-3075 Removal other than by impeachment

6061 One time notice

54950-54963 The Ralph M. Brown Act

PENAL CODE

88 Bribery, forfeiture from office

UNITED STATES CODE, TITLE 18

704 Military medals or decorations

ATTORNEY GENERAL OPINIONS

58 Ops.Cal.Atty.Gen. 888 (1975)

81 Ops.Cal.Atty.Gen. 98 (1998)

Management Resources:

CSBA PUBLICATIONS

Filling a Board Vacancy, rev. May 2012

WEB SITES

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

California State Attorney General's Office, Quo Warranto Applications:

http://ag.ca.gov/opinions/quo_warranto.php

Oath or Affirmation

Board Bylaw

BB 9224

Prior to entering upon the duties of their office, all members of the County Board of Education shall take the oath or affirmation required by law. (California Constitution, Article 20, Section 3; Government Code 1360)

The oath may be administered and certified by any County Board member, the secretary or assistant secretary to the County Board, the County Superintendent of Schools, the Superintendent of Public Instruction, or any other person authorized in Education Code 60 or Government Code 1225.

The executed oath shall be filed with the County Clerk. (Government Code 1363)

Legal Reference:

EDUCATION CODE

60 Persons authorized to administer and certify oaths

GOVERNMENT CODE

1225 Right to administer and certify oaths

1303 Misdemeanor for failure to take oath

1360-1369 Oath of office

3100-3109 Oath or affirmation of allegiance

CALIFORNIA CONSTITUTION

Article 20, Section 3 Oath of office

COURT DECISIONS

Chilton v. Contra Costa Community College District (1976) 55 Cal. App. 3d 544

Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22

Orientation

Board Bylaw

BB 9230

The County Board of Education recognizes the importance of providing all newly elected or appointed County Board members with support and information to enhance their effectiveness in the performance of the responsibilities of their office.

As soon as possible following their election or appointment, incoming County Board members shall be provided an orientation designed to build their knowledge of County Office of Education (COE) programs and an understanding of the responsibilities of their position. Such orientation may include the provision of information, support, and/or training related to County Board functions, policies, protocols, and standards of conduct. Orientation sessions shall be held during an open meeting of the County Board (ie. Board Retreat).

Upon their election or appointment, incoming County Board members shall be provided a copy of the Brown Act and informed that, pursuant to Government Code 54952.1, they must conform to the Act's requirements as if they had already assumed office.

Resources that may be useful for County Board members shall be identified for newly elected or appointed County Board members. Such resources may include, but are not limited to, County Board bylaws related to the limits of individual County Board member authority, the conduct of County Board meetings, and other County Board operations; governance standards for ethical conduct; legal requirements related to conflict of interest and prohibited political activity; protocols for speaking with COE staff, members of the public, and the media; and publications on effective governance practices.

In addition, incoming County Board members shall be provided specific background information regarding the COE, including, but not limited to, vision and goals statements, the local control and accountability plan and other comprehensive plans, student demographic data, student achievement data, COE policy manual, COE budget, and minutes of recent County Board meetings.

Incoming County Board members may be provided information about trainings and professional development opportunities, available to them at COE expense, that address the needs of individual board members and the County Board as a whole, including, but not limited to, the California School Boards Association's Orientation for New Trustees, Institute for New and First-Term Board Members, workshops of the California County Boards of Education (CCBE), and other such workshops and conferences.

Legal Reference:

EDUCATION CODE

1095 Membership in organizations

33360 Department of Education and statewide association of school district boards; annual workshops

33362-33363 Reimbursement of expenses; board member or member-elect

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially:

54952.1 Member of a legislative body

54952.2 Open meeting laws; posting agenda; board actions

54952.7 Copies of Brown Act to board members

Management Resources:

CSBA PUBLICATIONS

Call to Order, A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. December 2014

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

A Guide to Effective Governance, February 27, 2015

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

Board Training

Board Bylaw

BB 9240

The County Board of Education believes that its ability to effectively and responsibly govern is essential to promoting student achievement, building positive community relations, and protecting the public interest in county schools. County Board members shall be provided sufficient opportunities for professional development that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardsmanship skills.

The County Board shall work with the County Superintendent of Schools or designee to provide an orientation to newly elected or appointed County Board members which includes comprehensive information regarding County Board roles, policies, and procedures and the County Office of Education's (COE) vision and goals, operations, and current challenges. Throughout their first term, County Board members shall continue to participate in additional educational opportunities designed to assist them in understanding the principles of effective governance, including, but not limited to, information on school finance and budgets, student achievement and assessment, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

All County Board members are encouraged to continuously participate in advanced training offered by the California School Boards Association and California County Boards of Education in order to reinforce boardsmanship skills and build knowledge related to key education issues. Such activities may include online courses, webinars, webcasts, and in-person attendance at workshops and conferences. In addition, workshops and consultations may be held within the county on issues that involve the entire governance team.

Funds for training shall be budgeted annually for the County Board and each County Board member. In selecting appropriate activities, the County Board and/or individual County Board members shall consider activities that are aligned with the COE's vision and goals and the needs of the County Board or individual County Board members to obtain specific knowledge and skills. The County Board shall annually develop a training calendar in order to schedule and track training activities and to schedule opportunities for County Board members to report on the activities in which they participated.

County Board members may attend a conference or similar public gathering with other County Board members and/or with the County Superintendent or designee in order to develop common knowledge and understanding of an issue or engage in team-building exercises. In such cases, a

majority of the County Board members shall not discuss among themselves, other than as part of the scheduled program, business of a specified nature that is within the COE's jurisdiction, so as not to violate the Brown Act open meeting laws pursuant to Government Code 54952.2.

County Board members may report orally or in writing on the training activities they attend, for the purpose of sharing the acquired knowledge or skills with the full County Board and enlarging the benefit of the activity to the County Board and COE.

Legal Reference:

EDUCATION CODE

1095 Membership in organizations

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially:

54952.2 Meeting

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

A Guide to Effective Governance, February 27, 2015

WEB SITES

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

California County Boards of Education: <http://www.thecbbe.org>

Legal Protection

Board Bylaw

BB 9260

Liability Insurance

The County Board of Education shall provide insurance necessary to protect its members against liability for death, personal injury, or damage or loss of property caused by their negligent act or omission when acting within the scope of their office.

Protection Against Liability

No County Board member shall be liable for harm caused by his/her act or omission when acting within the scope of his/her responsibilities for the County Office of Education. The act or omission must be in conformity with federal, state, and local laws and made in furtherance of an effort to control, discipline, expel or suspend a student, or maintain order or control in the classroom or school. (20 USC 6733, 6736)

The protection against liability shall not apply when: (20 USC 6736)

1. The County Board member acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to the harmed person's right to safety.
2. The County Board member caused harm by operating a motor vehicle.
3. The County Board member was not properly licensed, if required, by the state for such activities.
4. The County Board member was found by a court to have violated a federal or state civil rights law.
5. The County Board member was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the County Board member has been convicted in a court.
7. The misconduct involved a sexual offense for which the County Board member has been convicted in a court.

Legal Reference:

EDUCATION CODE

35208 Liability insurance

GOVERNMENT CODE

815.3 Intentional torts

820-823 Tort Claims Act

825.6 Indemnification of public entity

1090-1098 Conflicts of interest, prohibitions applicable to specified officers

54950-54963 The Ralph M. Brown Act

87100-89503 Conflicts of interest

UNITED STATES CODE, TITLE 18

16 Crime of violence defined

UNITED STATES CODE, TITLE 20

6731-6738 Teacher Protection Act

COURT DECISIONS

Caldwell v. Montoya (Paramount Unified School District) 10 Cal 4th 972 (1995)

Conflict of Interest

Board Bylaw

BB 9270

The County Board of Education desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the County Office of Education (COE) and the public. In accordance with law, County Board members shall disclose any conflict of interest and, as necessary, shall abstain from participating in any decisions or discussions that could affect or be effected by those interests, especially, as prohibited by Government Code 1090, those interests related to contracts. The County Board shall consult legal counsel whenever an actual or potential conflict of interest arises.

The County Board shall adopt a resolution that specifies the terms of its conflict of interest code, designates any consultant positions required to complete conflict of interest reporting, and establishes disclosure categories required for each position. The conflict of interest code must be approved by the appropriate code reviewing body. Upon request by the code reviewing body, the County Board shall review the conflict of interest code and submit any changes to the code reviewing body.

When a change in the conflict of interest code is necessitated due to changed circumstances, such as the hiring of a new consultant in a position that is not already designated in the conflict of interest code or a change to an existing consultant's scope of work in a manner that changes the consultant's position to a designated position, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the conflict of interest code, the County Board shall provide members of the community, the County Superintendent of Schools, COE staff, and consultants of the County Board adequate notice and a fair opportunity to present their views. (Government Code 87311)

County Board members shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the conflict of interest code. A County Board member who leaves office shall, within 30 days, file a revised statement covering the period of time between the closing date of the last required statement and the date of leaving office. (Government Code 87302, 87302.6)

Conflict of Interest under the Political Reform Act

A County Board member shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the County Board member's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the County Board member's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A County Board member is involved in making a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the County Board to any course of action, or votes to enter into or approve any contractual agreement on behalf of the County Board. (2 CCR 18704)

A County Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the County Board shall abstain from voting on the matter. Although he/she may remain on the dais, if they do choose to stay their presence shall not be counted towards achieving a quorum for that matter. A County Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the County Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18700)

Conflict of Interest under Government Code 1090 - Financial Interest in a Contract

County Board members shall not be financially interested in any contract made by the County Board and shall not be included in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids for such contracts. If a County Board member has such a financial interest, the County Board is barred from entering into the contract. (Government Code 1090; *Klistoff v. Superior Court*, (2007) 157 Cal.App. 4th 469)

A County Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5.

A County Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a County Board meeting and noted in the official County Board minutes. The affected County Board member shall not vote or debate on the matter or attempt to influence any other County Board member's vote. (Government Code 1091)

To avoid the appearance of impropriety, County Board members may decide not to participate in any discussion or action involving contracts where his/her interest is a "noninterest" or "remote interest" as described in Education Code 1091 and 1091.5.

Common Law Doctrine Against Conflict of Interest

A County Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties. The County Board shall consult legal counsel whenever an actual or potential conflict of interest arises.

County Board members shall abstain from voting on personnel matters that uniquely affect relatives. Relative means an adult who is related to the County Board member by blood, affinity, or adoptive relationship within the third degree.***

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a County Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18705.

Incompatible Offices and Activities

County Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the County Board member's duties as an officer of the COE. (Government Code 1099, 1126)

Gifts

County Board members may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the County Board for its members. (Government Code 89506)

Honoraria

County Board members shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the COE for donation into the general fund without being claimed as a deduction from income for tax purposes

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35230-35240 Corrupt practices, especially:

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82003 Agency definition

82011 Code reviewing body

82019 Definition, designated employee

82028 Definition, gift

82030 Definition, income

82033 Definition, interest in real property

82034 Definition, investment

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

91000-91014 Enforcement

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:

18700-18707 General prohibitions

18722-18740 Disclosure of interests

18750.1-18756 Conflict of interest codes

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al. (4/12/16, No. B262850)

Davis v. Fresno Unified School District (2015) 237 Cal.App.4th 261

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

89 Ops.Cal.Atty.Gen. 217 (2006)

86 Ops.Cal.Atty.Gen. 138(2003)

85 Ops.Cal.Atty.Gen. 60 (2002)

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

63 Ops.Cal.Atty.Gen. 868 (1980)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Board Policies

Board Bylaw

BB 9310

The County Board of Education shall adopt written policies to convey its expectations for actions that will be taken by the County Office of Education (COE), clarify roles and responsibilities of the County Board, and communicate County Board philosophy and positions to students, staff, parents/guardians, and the community.

The County Board's policies shall promote student learning and achievement, provide for consistent and fair treatment of students, and proactively address the provision of equal access to opportunities for all students.

The County Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. No COE policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public County Board meetings.

Policy Development and Adoption Process

The County Board's policy development process shall include the following basic steps:

1. The County Board shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new vision statement, new goals in the local control and accountability plan, educational research or trends, an incident that has arisen within the jurisdiction of the County Board, or a recommendation or request from the County Superintendent of Schools, a parent/guardian, or other interested person.
2. As needed, the County Board shall gather fiscal data, input from the County Superintendent, COE staff, and the public, sample policies from the California School Boards Association or other organizations or agencies, and other useful information and data to fully inform the County Board about a particular issue.
3. The County Board may hold discussions during a public County Board meeting to gain

an understanding of the issue. The discussion may include, but not be limited to, community expectations and the anticipated impact of the policy on student learning and well-being, governance, the COE's fiscal resources, and operational efficiency.

4. The County Board may request that legal counsel review the draft policy as appropriate.
5. A draft policy shall be presented for a first reading at a public County Board meeting. At its second reading, the County Board may take action on the proposed policy. The County Board may waive the second reading or may require an additional reading if necessary.

Only policies formally adopted by a majority vote of the County Board shall constitute official County Board policy.

The policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or the desire to provide greater opportunities for consultation and public input.

Policies shall become effective upon adoption or at a future date if so designated by the County Board at the time of adoption.

Board Bylaws

The County Board shall adopt rules and regulations for its own governance consistent with state law and regulations. (Education Code 1040)

Bylaws governing County Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of County Board policy.

Administrative Regulations

It is the responsibility of the County Superintendent or designee to develop and enforce administrative regulations for the operation of the COE. At his/her discretion, the County Superintendent or designee may also develop procedures manuals, handbooks, or other guides to carry out the intent of County Board policy.

The County Board may review the County Superintendent's regulations for the purpose of determining conformity with the intent of County Board policy.

Monitoring and Evaluation

At any time, the County Board may determine that progress reports and/or an evaluation of the policy should be scheduled. If so, it shall establish a timeline and, as applicable, measures for evaluating the effectiveness of the policy in achieving its purpose.

Access to Policies

All staff and the public shall have access to an up-to-date policy manual. The policy manual shall be maintained electronically and/or by paper copy.

As necessary, the County Board or County Superintendent shall determine the appropriate communication strategy to notify COE staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. Policies shall be posted on the COE's web site when required by law.

Legal Reference:

EDUCATION CODE

1015 Vote requirements

1040-1042 Duties and responsibilities of county boards

35160-35160.2 Authority of governing boards

Management Resources:

WEB SITES

CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online), Policy Review Program, Individual Policy Workshops, Agenda Online, and Manual Maintenance: <http://www.csba.org/ps>

Meetings and Notices

Board Bylaw

BB 9320

Meetings of the County Board of Education are conducted for the purpose of accomplishing County Board business. In accordance with state open meeting laws (Brown Act), the County Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, County Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the County Board's bylaws, policies, and administrative regulations.

A County Board meeting exists whenever a majority of County Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

A majority of the County Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. However, the County Superintendent of Schools or a county office of education (COE) employee or official may engage in separate conversations with County Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the County Board, as long as that person does not communicate the comments or position of any County Board members to other County Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at County Board meetings, appropriate disability-related accommodations or modifications shall be provided upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Regular Meetings

The County Board shall hold one regular meeting each month. Regular meetings shall be determined at the organizational meeting of each year.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the County Board's and/or COE's web site. (Government Code 54954.2)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the County Board less than 72 hours before the meeting, the secretary to the County Board or his/her designee shall make the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

Special Meetings

Special meetings of the County Board may be called by the board president when exigencies require them to be held, or whenever any three members of the County Board make a written request for such a meeting. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the County Superintendent. (Education Code 1012; Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all County Board members and the local media who have requested such notice in writing. The notice also shall be posted on the County Board's and/or COE's web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Government Code 54956)

Any County Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the secretary of the County Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the County Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the County Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special

meetings pursuant to Government Code 54956. The County Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the County Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the County Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the County Board

Except in the case of a dire emergency, the County Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the County Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the County Board. In the case of a dire emergency, the County Board president or designee shall give such notice at or near the time he/she notifies the other members of the County Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the County Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the County Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the County Board may adjourn such a meeting. If no County Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The County Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The County Board may also convene a retreat or discussion meeting to discuss County Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the County Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within the county. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of County Board members at any of the following events is not subject to the Brown Act provided that a majority of the County Board members do not discuss specific County Board business among themselves other than as part of the scheduled program:
(Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the County Board or COE to address a topic of local community concern
3. An open and noticed meeting of another body of the COE
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the County Board, provided that the County Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a County Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a

payment or purchase in order to be admitted. (Government Code 54961)

Meetings shall be held within the county, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the COE is a party
2. Inspect real or personal property which cannot conveniently be brought into the county, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the COE has no meeting facility within its boundaries or if its principal office is located outside the county
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the COE over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the COE but located outside the county, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the County Board's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Interview residents of another county or district regarding the County Board's potential employment of an applicant for interim County Superintendent

Meetings exempted from the boundary requirements, as specified in items #1-8 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the County Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the County Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the County Board in which County Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The County Board may use teleconferences for all purposes in connection with any meeting within its subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the County Board shall participate from locations within the County. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the County Board, including the right to address the County Board directly at each teleconference location. (Government Code 54953)

All County Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The County Board secretary or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

1009 Annual organizational meeting, date, and notice

1011 Time and place of meetings

1012 Special meeting

1040-1042 Duties and responsibilities of County Boards

GOVERNMENT CODE

3511.1 Local agency executives

11135 State programs and activities, discrimination

54950-54963 The Ralph M. Brown Act, especially:

54953 Meetings to be open and public; attendance

54954 Time and place of regular meetings

54954.2 Agenda posting requirements, board actions

54956 Special meetings; call; notice

54956.5 Emergency meetings

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

CALIFORNIA CONSTITUTION

Article 9, Section 3 County superintendents

COURT DECISIONS

Wolfe v. City of Fremont, (2006) 144 Cal.App. 544

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 218 (2005)

84 Ops.Cal.Atty.Gen. 181 (2001)

84 Ops.Cal.Atty.Gen. 30 (2001)

79 Ops.Cal.Atty.Gen. 69 (1996)

78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2014

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

Open and Public IV: A Guide to the Ralph M. Brown Act Supplement, September 2013

WEB SITES

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

CSBA, Agenda Online:

<https://www.csba.org/ProductsAndServices/AllServices/AgendaOnline.aspx>

California Attorney General's Office: <http://www.ag.ca.gov>

Institute for Local Government: <http://www.ca-ilg.org>

League of California Cities: <http://www.cacities.org>

CLOSED SESSION

Board Bylaw

BB 9321

The County Board of Education is committed to complying with state open meeting laws and modeling transparency in the conduct of its business. The County Board shall hold a closed session during a regular, special, or emergency meeting only for purposes authorized by law.

The agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law and specified below. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

In the open session preceding the closed session, the County Board shall disclose the items to be discussed in closed session. In the closed session, the County Board may consider only those matters so disclosed. (Government Code 54957.7)

After the closed session, the County Board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly report closed session actions, the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed. Such reports may be made in writing or orally at the location announced in the agenda for the closed session. (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, a copy of the document shall be provided to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the document shall be made available the next business day or when the necessary retyping is complete. Whenever copies of an approved agreement will not be immediately released due to an amendment, the County Board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

Confidentiality

A County Board member shall not disclose confidential information received in closed session unless the County Board authorizes the disclosure of that information. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The County Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual misconduct or child abuse shall be identified in any County Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

Matters Related to Students

The County Board shall meet in closed session to consider the appeal of an expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the County Board may meet in closed session for the purpose of deliberations. (Education Code 48920)

(cf. 5144.3 - Student Expulsion Appeals)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion appeal hearing," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

In taking final action, the County Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion appeal, the County Board shall refer to the student number or other identifier and shall not disclose the student's name.

The County Board shall meet in closed session to address any student matter over which it has statutory authority, when the matter may involve disclosure of confidential student information.

Real Property Negotiations

The County Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the County Board or County Office of Education (COE) in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Before holding the closed session, the County Board shall hold an open and public session to identify its negotiator(s), the property under negotiation, and the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the County Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

When the County Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the County Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the COE of its approval. (Government Code 54957.1)

Pending Litigation

Based on the advice of its legal counsel, the County Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when discussion of the matter in open session would prejudice the COE's or County Board's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the COE or County Board is a "party" has been initiated formally. (Government Code 54956.9(d)(1))
2. A point has been reached where, in the County Board's opinion based on the advice of its

legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the County Board or COE, or the County Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(d)(2), (3))

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the County Board or COE but which the County Board believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.
- b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the County Board or COE, which are already known to potential plaintiff(s) and which must be publicly disclosed before the closed session or specified on the agenda.
- c. The receipt of a claim pursuant to the Government Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
- d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the County Board.
- e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the County Board, provided that the COE official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat of litigation on the victim's behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the County Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(d)(4))

Before holding a closed session pursuant to the pending litigation exception, the County Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(d)(1), the County Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the County Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3) and shall specify the potential number of cases. When the County Board expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2b-e above. (Government Code 54954.5)

Following the closed session, the County Board shall publicly report, as applicable:
(Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the ability to serve process on unserved parties or the ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation and if final approval rests with the other party or with the court, the County Board shall report the fact of approval, and the substance of the agreement to persons who inquire once the settlement is final. (Government Code 54957.1)

Review of Student Assessment Instruments

The County Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the County Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the County Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Other Matters for Closed Session

When appropriate, the County Board may also hold a closed session to discuss any of the following:

1. Security Matters

The County Board may meet in closed session with the Governor, Attorney General, district attorney, legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the County Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code 54956.5, 54957)

(cf. 9323.2 - Actions by the Board)

Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the County Board will consult. (Government Code 54954.5)

2. Tactical Response Plan

The County Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the County Board shall report any action taken to approve the plan, but need not disclose the COE's plan for tactical responses. (Education Code 32281)

3. Joint Powers Agency Issues

The County Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the COE is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

When the board of the JPA has so authorized and upon advice of legal counsel, the County Board may also meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA that has direct financial or liability implications for the COE. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the name of the JPA, the closed session description used by the JPA, and the name of the County Board member representing the County Board on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

The County Board shall report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

4. Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the County Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any County Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Following the closed session, the County Board shall publicly confirm that the report was reviewed and a response was prepared.

Legal Reference:

EDUCATION CODE

1040 Duties and responsibilities; county boards of education
1042 County boards; authority
1700 County school service fund
1703 Coordination services
1730 Supervision of instruction
1740 Supervision of attendance
1750 Supervision of health
1760 Provision of guidance services
32281 School safety plans
35145 Public meetings
35146 Closed session for student suspension or disciplinary action
48912 Governing board suspension of student
48918 Rules governing expulsion procedures; hearings and notice
49073-49079 Privacy of student records
60617 Closed session (re review of contents of statewide assessment)

GOVERNMENT CODE

815-818.9 California Government Claims Act
3540-3549.3 Educational Employment Relations Act
6252-6270 California Public Records Act
54950-54963 The Ralph M. Brown Act

CALIFORNIA CONSTITUTION

Article 1, Section 3 Public right to access information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy

COURT DECISIONS

Moreno v. City of King, (2005) 127 Cal.App.4th 17
Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860
Rim of the World Unified School District v. San Bernardino County Superior Court, (2002) 104 Cal.App.4th 1393
Bell v. Vista Unified School District, (2000) 82 Cal.App. 4th 672
Kleitman v. Superior Court of Santa Clara County, (1999) 87 Cal Rptr. 2d
Furtado v. Sierra Community College District, (1998) 68 Cal.App. 4th 876
Gillespie v. San Francisco Public Library Commission, (1998) 67 Cal.App.4th 1165
Roberts v. City of Palmdale, (1993) 5 Cal. 4th 363
Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)
89 Ops.Cal.Atty.Gen. 110 (2006)

Santa Cruz County Board of Education
BB 9321

86 Ops.Cal.Atty.Gen. 210 (2003)
85 Ops.Cal.Atty.Gen. 77 (2002)
78 Ops.Cal.Atty.Gen. 218 (1995)
59 Ops.Cal.Atty.Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2014

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

Open and Public IV: A Guide to the Ralph M. Brown Act Supplement, September 2013

WEB SITES

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

California Office of the Attorney General: <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

Agenda/Meeting Materials

Board Bylaw

BB 9322

Agenda Content

County Board of Education meeting agendas shall reflect the County Board's vision and goals and its focus on student learning.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

In order to promote efficient meetings, the County Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature for which County Board discussion is not anticipated and for which approval is recommended. When any County Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide members of the public the opportunity to address the County Board on any agenda item, including any consent agenda item, before or during the County Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of County Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular County Board meeting shall also provide members of the public an opportunity to comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the County Board. (Government Code 54954.3)

Any County Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

Each agenda for a regular meeting shall list the address designated for public inspection of documents related to an open session item that have been distributed to the County Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the County Board meeting. (Government Code 54954.2)

Each agenda shall include a statement regarding the option for students and parents/guardians to request that their directory information or personal information, as defined in Education Code 49061 or 49073.2, be excluded from the minutes. The agenda shall also state that the request must be made in writing to the secretary or clerk of the County Board.

Agenda Preparation

The County Board President, Vice President, and the County Superintendent of Schools, as secretary to the County Board, shall work together to develop the agenda for each regular and special meeting.

Any County Board member or member of the public may request that a matter within the jurisdiction of the County Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the County Superintendent and County Board president with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The County Board president and County Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the County Board. Items not within the subject matter jurisdiction of the County Board shall not be placed on the agenda. In addition, before placing the item on the agenda, the County Board president and County Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing County Board policy, administrative regulation, or other guidance document.

If a request from a County Board member to place an item on the agenda is denied, the member may ask the County Board to take action to determine whether the item shall be placed on the agenda.

The County Board president and County Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to County Board vote or an information item that does not require immediate action.

Agenda Dissemination to County Board Members

At least 72 hours before each regular meeting, each County Board member shall be provided a copy of the agenda and agenda packet, including any reports from the County Superintendent; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available documents pertinent to the meeting.

When special meetings are called, County Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

County Board members shall review agenda materials before each meeting. Individual members may confer directly with the County Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of County Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the County Board.

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the County Board shall be made available to the public upon request without delay. Only those documents which are public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the agenda shall be posted on the homepage of the County Office of Education (COE) web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the COE's agenda management platform in accordance with Government Code 54954.2. When the COE utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the County Board meeting agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a document which relates to an open session agenda item of a regular County Board meeting is distributed to the County Board less than 72 hours prior to the meeting, the document shall be made available for public inspection at a designated location at the same time the document is distributed to all or a majority of the County Board. (Government Code 54957.5)

As County Board secretary, it is the responsibility of the County Superintendent or designee to mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or

upon distribution of the agenda to a majority of the County Board, whichever occurs first.
(Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the County Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the County Board or COE and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person and presented at the meeting shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the County Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:

EDUCATION CODE

35145.5 Right of public to place matters on agenda

49061 Student records; definitions

49073.2 Privacy of student and parent/guardian personal information

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956 Brown Act open meeting laws; special meetings

54956.5 Emergency meetings

54957.5 Availability of public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229
Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318
ATTORNEY GENERAL OPINIONS
99 Ops.Cal.Atty.Gen. 11 (2016)
78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, rev. 2015
The Brown Act: School Boards and Open Meeting Laws, rev. 2014

OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

WEB SITES

CSBA, Agenda Online: <http://www.csba.org>
Office of the Attorney General: <http://www.oag.ca.gov>

Meeting Conduct

Board Bylaw

BB 9323

The County Board of Education endeavors to conduct business efficiently and in a manner that promotes full and fair consideration of the issues and allows for meaningful participation of members of the public.

Meeting Procedures

All County Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with County Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The County Board president shall conduct meetings in accordance with County Board bylaws and approved meeting procedures.

The County Board believes that late night meetings discourage public participation, can affect the County Board's decision-making ability, and can be an unnecessary burden on Board members, the County Superintendent, and his/her staff. Regular Board meetings shall be adjourned at the time, if any, set by the County Board at the annual organizational meeting.

Quorum and Abstentions

A majority of the members of the County Board shall constitute a quorum for the transaction of business. (Education Code 1013)

On a call by any County Board member, a voice vote shall be taken upon any proposition and the vote shall be recorded in the minutes. (Education Code 1015)

Unless otherwise provided by law, affirmative votes by a majority of all the membership of the County Board are required to approve any action under consideration, regardless of the number of members present.

The County Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted as an affirmative vote for purposes of determining whether a majority of the membership of the County Board has taken action.

If the County Board consists of seven members and not more than two vacancies occur on the County Board, the vacant position(s) shall not be counted for purposes of determining how many members of the County Board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, any vacant position(s) shall be not be counted for purposes of determining the total membership constituting the County Board.

Public Participation

Members of the public are encouraged to attend County Board meetings and to address the County Board concerning any item on the agenda or within the County Board's jurisdiction. So as not to inhibit public participation, persons attending County Board meetings shall not be required to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct business in an orderly and efficient manner, the County Board requires public presentations to the County Board to comply with the following procedures:

1. The County Board shall give members of the public an opportunity to address the County Board on any item of interest to the public that is within the subject matter jurisdiction of the County Board, either before, during, or after the County Board's consideration of the item. (Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the County Board matters that are not listed on the agenda. The County Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Government Code 54954.2)
3. Without taking action, County Board members or County Office of Education (COE) staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a County Board member or COE staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2) Furthermore, the County Board may provide a reference to staff or other resources for factual information, ask staff to report back to the County Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The County Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of County Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the County Board determines that the item has been substantially changed since the committee heard the item, the County Board shall provide an opportunity for the public to speak. (Government Code 54954.3)
5. A person wishing to be heard by the County Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed three minutes to address the County Board on each agenda or nonagenda item. The County Board may limit the total time for public input on each item to 20 minutes. With County Board consent, the County Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

In order to ensure that non-English speakers receive the same opportunity to directly address the County Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the County Board, unless simultaneous translation equipment is used to allow the County Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The County Board president may rule on the appropriateness of a topic, subject to the following conditions:
 - a. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.
 - b. The County Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
 - c. The County Board shall not prohibit public criticism of persons employed directly by the County Board. However, whenever a member of the public initiates specific complaints or charges against an individual COE employee, the County Board president shall inform the complainant that employment matters are the jurisdiction of the County Superintendent and shall advise the complainant to address his/her complaint to the County Superintendent using the appropriate complaint procedure.
7. The County Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the County Board. When the room is ordered

cleared due to a disturbance, further proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9) When such disruptive conduct occurs, law enforcement shall be contacted as necessary.

Recording by the Public

Members of the public may record an open County Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The County Board may designate locations from which members of the public may make such recordings without causing a distraction.

If the County Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the County Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE

1013 Quorum

1015 Voting

1040 Duties and responsibilities; county boards of education

1042 County boards; authority

1090 County board member compensation

32210 Willful disturbance of public school or meeting a misdemeanor

35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

527.8 Workplace Violence Safety Act

GOVERNMENT CODE

54953.3 Prohibition against conditions for attending a board meeting

54953.5 Audio or video tape recording of proceedings

54953.6 Broadcasting of proceedings

54954.2 Agenda; posting; action on other matters

54954.3 Opportunity for public to address legislative body; regulations

54957 Closed sessions

54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

403 Disruption of assembly or meeting

COURT DECISIONS

City of San Jose v. Garbett, (2010) 190 Cal.App.4th 526

Norse v. City of Santa Cruz, (9th Cir. 2010) 629 F3d 966

McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275

Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194

Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

76 Ops.Cal.Atty.Gen. 281 (1993)
66 Ops.Cal.Atty.Gen. 336 (1983)
63 Ops.Cal.Atty.Gen. 215 (1980)
61 Ops.Cal.Atty.Gen. 243, 253 (1978)
59 Ops.Cal.Atty.Gen. 532 (1976)
55 Ops.Cal.Atty.Gen. 26 (1972)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015
The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

WEB SITES

CSBA: <http://www.csba.org>
California Attorney General's Office: <https://oag.ca.gov>

Actions by the Board

Board Bylaw

BB 9323.2

The County Board of Education shall act by a majority vote of all of the membership constituting the County Board, unless otherwise required by law.

An "action" by the County Board means: (Government Code 54952.6)

1. A collective decision by a majority of the County Board members
2. A collective commitment or promise by a majority of the County Board members to make a positive or negative decision
3. A vote by a majority of the County Board members when sitting as the County Board upon a motion, proposal, resolution, order, or ordinance

The County Board shall not take action by secret ballot, whether preliminary or final.
(Government Code 54953)

Actions taken by the County Board in open session shall be recorded in the County Board minutes. (Education Code 1015)

Action on Non-Agenda Items

After publicly identifying the item, the County Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2)

1. When a majority of the County Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5
2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the County Board's attention after the agenda was posted
3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier

Actions Requiring a Two-Thirds Vote of the Entire County Board

A two-thirds vote of the County Board membership shall be required for the following actions:

1. Request for temporary borrowing pursuant to Government Code 53820-53833, to pay obligations incurred before the receipt of income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
2. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the county office of education (COE) (Government Code 53094)
3. Resolution of necessity to proceed with an eminent domain action and, if the County Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting

A two-thirds vote of the County Board members present at the meeting shall be required for the following actions:

1. Determination that there is a need to take immediate action and that the need for action came to the County Board's attention after the posting of the agenda (Government Code 54954.2)
2. Determination that a closed session is necessary during an emergency meeting (Government Code 54956.5)

If less than two-thirds of the County Board members are present at the meeting, a unanimous vote of all members present shall be required for the above actions.

Action Requiring a Four-Fifths Vote of the Entire County Board

A four-fifths vote of the County Board membership shall be required for any resolution for borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the COE's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)

Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting

A two-thirds vote of the County Board members present at the meeting shall be required to approve the expenditure and transfer of necessary funds and use of property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to

provide for adequate national or local defense (Government Code 53790-53792)

3. Resolution for borrowing, between July 15 and August 30 of any fiscal year, of up to 25 percent of the estimated income and revenue to be received by the COE during that fiscal year from apportionments based on the average daily attendance (ADA), for the preceding school year, of schools operated by the County Board (Government Code 53823-53824)

Action Requiring a Unanimous Vote of the Entire County Board

A unanimous vote of the County Board membership shall be required for any resolution authorizing and prescribing the terms of a community lease for extraction of gas (Education Code 17510-17511)

Actions Requiring a Unanimous Vote of the Board Members Present at the Meeting

A unanimous vote of the County Board members present at the meeting shall be required for the following actions:

1. Determination that surplus property is not worth more than \$2,500, and the subsequent authorization of a private sale of such property without advertisement (Education Code 17546)
2. Determination that the value of surplus property would not defray the cost of arranging its sale, and the subsequent authorization to dispose of such property in the local dump or donate it to a charitable organization (Education Code 17546)
3. If less than two-thirds of the County Board members are present at the meeting, determination that there is a need to take immediate action and that the need for action came to the County Board's attention after the posting of the agenda (Government Code 54954.2)
4. If less than two-thirds of the County Board members are present at the meeting, determination that a closed session is necessary during an emergency meeting (Government Code 54956.5)

Challenging Board Actions

The district attorney's office or any interested person may file an action in court to stop or prevent the County Board's violation or threats of violations of the Brown Act, to determine the applicability of the Brown Act to ongoing or future threatened County Board actions, to determine the validity, under California or federal law, of any County Board rule or action to penalize any of its members or otherwise discourage the member's expression, or to compel the County Board to audio record its closed sessions because of its violation of any applicable Government Code provision. (Government Code 54960)

The district attorney or any interested person may present a demand that the County Board cure and correct a County Board action which he/she alleges is in violation of law regarding any of the following: (Government Code 54960.1)

1. Open meeting and teleconferencing (Government Code 54953)
2. Agenda posting (Government Code 54954.2)
3. Closed session item descriptions (Government Code 54954.5)
4. New or increased tax assessments (Government Code 54954.6)
5. Special meetings (Government Code 54956)
6. Emergency meetings (Government Code 54956.5)

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the County Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

Within 30 days of receiving the demand, the County Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.

If the County Board takes no action within the 30-day review period, its inaction shall be

considered a decision not to cure or correct the action. (Government Code 54960.1)

In addition, the district attorney's office or any interested party may file an action in court to determine the applicability of the Brown Act to any past County Board action not specified in Government Code 54960.1, if the following conditions are met: (Government Code 54960.2)

1. Within nine months of the alleged violation, a cease and desist letter is submitted to the County Board, clearly describing the past action and the nature of the alleged violation.
2. The time for the County Board to respond has expired and the County Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.

Legal Reference:

EDUCATION CODE

1015 Recording votes

1042 Power to hold and convey real property

1047 Eminent domain

17466 Declaration of intent to sell or lease real property

17481 Lease of property with residence for nondistrict purposes

17510-17511 Resolution requiring unanimous vote of all members constituting board

17546 Private sale of personal property

17556-17561 Dedication of real property

35164 Vote requirements

CODE OF CIVIL PROCEDURE

1245.240 Eminent domain vote requirements

1245.245 Eminent domain, resolution adopting different use

GOVERNMENT CODE

53090-53097.5 Regulation of local agencies by counties and cities

53724 Parcel tax resolution requirements

53790-53792 Exceeding the budget

53820-53833 Temporary borrowing

53850-53858 Temporary borrowing

54950-54963 The Ralph M. Brown Act, especially:

54952.6 Action taken, definition

54953 Meetings to be open and public; attendance; secret ballots

54960-54960.5 Actions to prevent violations

65352.2 Coordination with planning agency

COURT DECISIONS

Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors (2003)

112 Cal.App.4th 1313

McKee v. Orange Unified School District (2003) 110 Cal.App.4th 1310

Bell v. Vista Unified School District (2002) 82 Cal.App.4th 672

Boyle v. City of Redondo Beach (1999) 70 Cal.App.4th 1109

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, July 2010

Open and Public IV: A Guide to the Ralph M. Brown Act Supplement, September 2013

WEB SITES

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

California Attorney General's Office: <http://www.ag.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Actions by the Board

Exhibit

E 9323.2

UNCONDITIONAL COMMITMENT LETTER

To: (Name of district attorney or any interested person)

The _____ County Board of Education has received your cease and desist letter dated (date) alleging that the following described past action taken by the County Board violates the Ralph M. Brown Act: (Describe alleged past action as set forth in the cease and desist letter.)

In order to avoid unnecessary litigation and without admitting any violation of the Ralph M. Brown Act, the County Board hereby unconditionally commits that it will cease, desist from, and not repeat the challenged past action described above.

The County Board may rescind this commitment only by a majority vote of its membership taken in open session at a regular meeting and noticed on its posted agenda as "Rescission of Brown Act Commitment." You will be provided with written notice, sent by any means or media you provide in response to this message, to whatever address(es) you specify, of any intention to consider rescinding this commitment at least 30 days before any such regular meeting. In the event that this commitment is rescinded, a notice will be delivered to you by the same means as this commitment, or by mail to an address that you have designated in writing, and you will have the right to commence legal action pursuant to Government Code 54960(a).

Sincerely,

(Name)

President, _____ County Board of Education

Minutes and Recordings

Board Bylaw

BB 9324

The County Board of Education recognizes that maintaining accurate minutes of County Board meetings helps foster public trust in Board governance and provides a record of official actions for use by county office of education (COE) staff and the public.

The County Board shall keep a record of its proceedings and shall record the votes of County Board members in the meeting minutes. (Education Code 1015, 1040)

The County Board's minutes shall be public records and shall be made available to the public upon request.

The minutes of County Board meetings shall include, but not be limited to:

1. A notation of which County Board members are present, in person or by teleconference, and whether a member is not present for part of the meeting due to late arrival and/or early departure

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)
(cf. 9320 - Meetings and Notices)
2. A brief summary of the County Board's discussion on each agenda topic, rather than a verbatim record of each County Board member's specific point of view during the discussion
3. A summary of the public comments made on agendized items and unagendized topics
4. The specific language of each motion and the names of the County Board members who made and seconded the motion
5. A record of any action taken by the County Board and the vote or abstention on that action by each County Board member present (Government Code 54953)

County Board minutes shall not include a student's or parent/guardian's address, telephone number, date of birth, or email address, or a student's name or other directory information as defined in Education Code 49061, if a parent/guardian or student age 18 or older submits a written request to the secretary or clerk to the County Board. (Education Code 49073.2)

(cf. 9100 - Organization)

The secretary of the County Board or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The County Board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the County Board, the minutes shall be signed by the County Board president.

Official County Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

Any minutes or recordings kept for County Board meetings held in closed session shall be kept separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

Recording or Broadcasting of Meetings

The district may tape, film, stream, or broadcast any open County Board meeting. At the beginning of the meeting, the County Board president shall announce that a recording or broadcasting is being made at the direction of the County Board and that the recording or broadcast may capture images and sounds of those attending the meeting. As practicable, the recorder or camera shall be placed in plain view of meeting participants.

Any County Board recording may be erased or destroyed 30 days after the meeting once the minutes of that meeting have been approved. Recordings made at the direction of the County Board during a meeting are public records and, upon request, shall be made available for inspection by members of the public on COE equipment without charge. (Government Code 54953.5)

Legal Reference:

EDUCATION CODE

1011 County board meetings

1015 Recording votes

1040 Duties of the county board

49061 Student records; definitions

49073.2 Privacy of student and parent/guardian personal information

GOVERNMENT CODE

6250-6270 Public Records Act

54952.2 Meeting defined

54953 Meetings

54953.5 Audio or video recording of proceedings

54953.6 Broadcasting of proceedings

54957.2 Closed sessions; clerk; minute book

54960 Violations and remedies

PENAL CODE

632 Unlawful to intentionally record a confidential communication without consent

CODE OF REGULATIONS, TITLE 5

16020-16027 Classification and retention of records

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, 2014

WEB SITES

CSBA, Agenda Online: <http://www.agendaonline.com>

Office of the Attorney General: <http://www.ag.ca.gov>

Board Self-Evaluation

Board Bylaw

BB 9400

The County Board of Education may annually conduct a self-evaluation in order to demonstrate accountability to the community and ensure that governance effectively supports student achievement and the attainment of the County Board's vision and goals.

The evaluation may address any area of County Board responsibility, including, but not limited to, County Board performance in relation to vision setting, finance, policy development, community relations, and advocacy. The evaluation may also address objectives related to County Board meeting operations, relationships among County Board members and with the County Superintendent of Schools, understanding of County Board and County Superintendent roles and responsibilities, communication skills, or other governance or boardsmanship skills.

The County Board may evaluate itself as a whole. Individual County Board members are also expected to use the evaluation process as an opportunity to assess and set goals for their own personal performance.

Each year the County Board may determine an evaluation method or instrument that measures key components of County Board responsibility and previously identified performance objectives. Visual and/or audio recordings of a County Board meeting may only be used as an evaluation tool when consent is given by all County Board members.

Any discussion involving the County Board's self-evaluation shall be conducted in open session.

At the request of the County Board, a facilitator may be used to assist with the evaluation process. The County Board may invite the County Superintendent or other individual(s) with pertinent information to provide input into the evaluation process.

Following the evaluation, the County Board shall set goals, define and/or refine protocols, and establish priorities and objectives for the following year's evaluation. The County Board shall also develop strategies for strengthening County Board performance based on identified areas of need, including, but not limited to, county board trainings such as those offered by the California School Boards Association and California County Boards of Education.

(cf. 9230 - Orientation)
(cf. 9240 - Board Training)

Legal Reference:
GOVERNMENT CODE
54950-54963 Brown Act

Management Resources:

CSBA PUBLICATIONS
Professional Governance Standards for County Boards, October 2014
Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014

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

County Superintendent's Remuneration

Board Bylaw

BB 9500

The County Board of Education believes that the County Superintendent of Schools renders services that promote the success of students and of the educational programs of the county office of education, and that anyone occupying the position should be fairly compensated for his/her service. In accordance with law, the County Board shall fix the salary of the County Superintendent and may adopt a remuneration package that includes, but is not limited to, salary, allowances, health and welfare benefits, and other benefits as appropriate.

The Attorney General has opined that a County Board may increase or decrease the County Superintendent's salary at any point during the term for which the County Superintendent was elected, but that any salary decrease may not be retroactive. Due to the conflict recognized by the Attorney General between the California Constitution and Education Code 1207, prior to decreasing a County Superintendent's salary, the County Board should first contact legal counsel.

Any discussion and/or action take on the County Superintendent's remuneration shall take place in open session, at a regularly scheduled meeting of the County Board. (Government Code 54956)

Any changes to the County Superintendent's salary, financial remuneration, or any benefit, for any reason, may only be made upon approval of the County Board after discussion at a regularly scheduled meeting of the County Board. (Education Code 1209, Government Code 54956)

The County Superintendent shall receive reimbursement for his/her actual and necessary traveling expenses. (Education Code 1200, 1201)

Legal Reference:

EDUCATION CODE

1200-1209 Appointment, qualifications, salary and expenses of county superintendent

GOVERNMENT CODE

3511.1-3511.2 Local agency executives

53243.3-53243.4 Abuse of office

54954 Time and place of regular meetings

54957 Closed session personnel matters

CALIFORNIA CONSTITUTION

Article 9, Section 3.1 County Superintendent qualifications and salaries

COURT DECISIONS

Woodcock v. Dick, (1950) 36 Cal 2d 146

ATTORNEY GENERAL OPINIONS

61 Ops.Cal.Atty.Gen. 384 (1978)

62 Ops.Cal.Atty.Gen. 356 (1979)

Management Resources:

WEB SITES

CSBA, Governance Consulting Services: <http://www.csba.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: Bruce Van Allen, Chair, Policy Committee

SUBJECT: Board Policy Workshop

BACKGROUND AND RECOMMENDATION FOR BOARD ACTION:

At its most recent meeting, the Policy Committee addressed the corrections and clarifications in updated Board policies requested by Trustees at the last Board meeting. A significant determination from research by staff was that the CSBA-recommended policies are each thoroughly vetted as to their statutory applicability to county boards, and that policies referenced with education code or other citations accurately reflect whether such policies are optional or mandatory for county boards.

As the Committee proceeded to review the next tranche of policies, it became clear that the scope of CSBA-recommended policy updates, and the challenge of addressing them with due Committee and Board deliberation, meant that we would be engaged in this process over an indefinite number of months, well into next year.

Staff raised the possibility of an alternative approach that would be more efficient and would also offer all Trustees more assurance that the Board can adopt updated policies with confidence in their applicability and suitability.

The alternative approach is to engage a program of the CSBA to hold a series of workshops for Trustees, with CSBA presenters providing context, legislative

intent, and clarifications of the recommended policies in an organized manner. The program entails three workshops of several hours each, and the Committee briefly discussed holding them over a period of several weeks between now and the middle of November. These workshops would be open to all Board members (publicly noticed); the Committee and staff felt that this might allow more advance understanding of the policy changes, allowing more efficient consideration of the updated policies when they are brought to the Board meeting for adoption.

The Policy Committee recommends that the Board of Trustees take this alternative approach to updating Board policies, recognizing that there will be cost for the program, and a time commitment from Trustees to attend.

FUNDING IMPLICATIONS:

\$5,275 for total cost of workshop.

Policy Development Workshops

CSBA's Policy Services Department leads the Policy Development Workshop for 60-75 districts and County Offices of Education each year.

The workshop process brings CSBA resources directly to districts and county offices of education for two or three days (depending on the amount of policies being evaluated) to develop a manual and a process for keeping your policies, regulations, exhibits and board bylaws current and in compliance with state and federal mandates.

The process begins with a policy manual consultant working with staff to select dates that will work best for the district or county office, as well as listening to the needs of the district or county office.

When the workshop type and dates are selected, the consultant from CSBA comes to the district or county office to work on site with staff and members of the board (if enough Board members participate that a quorum is reached, the workshop does have to be noticed). The consultant brings the entire sample manual, or whatever portions have been agreed upon in advance, for Santa Cruz – it will be sections:

0000 - Philosophy

1000 – Community Relations

3000 – Business and Noninstructional Operations

5000 - Students

6000 - Instruction

7000 – Facilities

(2000 Administration are for local district superintendents, 4000 Personnel was removed at SCCOE's request, there is no 8000 and 9000 Board Bylaws were also removed at SCCOE's request).

The workshop time is for members of the staff and board to work on which CSBA sample policies will be selected and edited if needed to reflect the current practice, which ones will be deleted and which SCCOE policies will be kept in place of the CSBA samples.

The CSBA consultant on site will be there from 9:00am – 3:30pm each day of the workshop to answer questions, work on edits, discuss mandated vs optional policies and have as a resource for the entire workshop process.

At the close of the workshop, if the manual process has been completed, the consultant will take the edited sample manual back to CSBA to have a first draft created (that takes between 6-8 weeks). Once the first draft has been created, it will be mailed back to the district or county office with the original workshop copy (if it isn't complete, it is mailed to CSBA once it is finished). The first draft typically includes some corrections that are needed to be made by the staff or board, updated policies and other questions. The Board can globally adopt the entire manual from this first draft (after a first and second reading). This is the CSBA recommendation since if it is done in pieces, by the time the entire manual is adopted, it will already be out of date again.

Once the first draft has been corrected and adopted, it is mailed back to CSBA to have a final draft created. The final draft is created and mailed back to the district or county office and occasionally has updates or corrections that a district or county office may need to address. But this final copy will have the adoption dates in the footer of the document and be provided to the district or county office in electronic form for posting. If a district or county office is going to subscribe to Manual Maintenance and have their manual posted on GAMUT, that will happen about a week after the final version of the manual is emailed to the district or county office.

CALIFORNIA SCHOOL BOARDS ASSOCIATION POLICY DEVELOPMENT WORKSHOP AGREEMENT

This Policy Development Workshop Agreement (Agreement) is entered into between the California School Boards Association (CSBA) and Santa Cruz County Office of Education of Santa Cruz, California (District) and shall be effective on the date executed by District.

WHEREAS CSBA is a statewide membership association for California school districts and county offices of education.

WHEREAS California school districts and county offices of education, including District, are required by law to establish policies and procedures for the governance and operations of educational programs and other activities for which they are responsible.

WHEREAS CSBA has written or developed, and as necessary, updates, a reference policy manual, including sample policies, regulations, bylaws, and exhibits, based on applicable state and federal law.

WHEREAS subject to the terms and conditions of the GAMUT Online Service Agreement, CSBA grants school districts and county offices of education which are CSBA members in good standing a nontransferable and nonassignable access to its reference policy manual.

WHEREAS subject to the terms and conditions of this Agreement, CSBA provides limited word processing and consulting services to assist school districts and county offices of education with customizing a policy manual based on the CSBA reference policy manual.

NOW THEREFORE, CSBA and District in consideration of the covenants herein contained, and other good and valuable consideration, agree as follows:

I. CSBA RESPONSIBILITIES

CSBA agrees to assist District in developing a District Policy Manual by doing the following:

- a. Provide District with one (1) paper copy of CSBA's reference policy manual, including sample policies, regulations, bylaws, and exhibits which reflect requirements of state and federal law.¹
- b. Provide District one (1) policy manual consultant to facilitate a Policy Development Workshop at a District location and provide consultation during said workshop for up to three (3) days.

¹ The cases and laws cases interpreting the laws on which the policies and regulations are based are constantly changing and are frequently subject to more than one interpretation. Technical points of law and similar matters may receive only partial reference or may be omitted altogether for the sake of administrative convenience or for other reasons not appearing on the face of the CSBA policies and regulations. Since subtle variations in facts and underlying circumstances from case to case can produce divergent results under the law, the District is cautioned to seek the advice of its legal counsel when confronted with particular situations as this service is not intended to be a substitute for legal advice.

CALIFORNIA SCHOOL BOARDS ASSOCIATION POLICY DEVELOPMENT WORKSHOP AGREEMENT

- c. Provide District with guidance in the selection of optional language in the CSBA reference policy manual and the incorporation of current District policies and practices into the CSBA reference policy manual for inclusion in a District Policy Manual that reflects the philosophy, goals, objectives and mandates of District.
- d. Provide District with consulting, typing, editing, proofreading required to produce one (1) draft copy of the District Policy Manual developed at the workshop.
- e. Provide District with one (1) paper copy and one (1) CD-Rom containing the draft District Policy Manual described in Section I.d., above.
- f. Provide District with consulting, typing, editing, proofreading required to produce required to produce one (1) CD-Rom containing a final draft of the District Policy Manual described in Section I.d. above, reflecting adoption date(s) and any edits and revisions made to the draft manual and as specified by District.

II. DISTRICT RESPONSIBILITIES

District agrees to the following:

- a. Provide physical space to host the Policy Development Workshop for up to three (3) days.
- b. With the assistance of the CSBA policy consultant, review CSBA's reference policy manual and District's existing policy manual and, as appropriate, select, edit, and revise applicable policies, regulations, and bylaws to develop an up to date District policy manual that reflects District philosophy and practice.
- c. Identify policy statements contained in existing District documents and edit those policies for consistent language and compliance with current state and federal laws and regulations for inclusion in the District policy manual.
- d. Identify areas where District lacks policies and create new policy or select and revise applicable policies from CSBA's reference policy manual those policies for consistent language and compliance with current state and federal laws and regulations.
- e. Where necessary, revise District policy to conform to current state and federal laws and District's collective bargaining agreements.
- f. Review and modify or delete CSBA sample policies from the CSBA's reference policy manual and incorporate District policies when appropriate.
- g. Inform CSBA of edits, revisions, and adoption date(s) to incorporate into a final District manual.

CALIFORNIA SCHOOL BOARDS ASSOCIATION POLICY DEVELOPMENT WORKSHOP AGREEMENT

- h. For the duration of this Agreement, enter into a GAMUT Online Service Agreement with CSBA for a nontransferable, nonassignable access to the CSBA reference policy manual.
- i. The CSBA samples policies, regulations, bylaws, and exhibits to which District is given access are CSBA's proprietary materials, they are provided for the District's sole use, and they may not be transmitted, reproduced, or distributed to others, in whole or in part, without CSBA's written consent.

III. FEES AND PAYMENT

- a. District agrees to pay CSBA the sum of \$ **5,275** for the services described under this Agreement.
- b. District agrees to reimburse CSBA for consultant's travel expenses associated with the Policy Development Workshop, including transportation, lodging, and food. Reimbursement for mileage and meals shall be at the IRS rates in effect on the date of travel. Lodging and other costs, excluding personal expenses, shall be reimbursed in their entirety. Lodging accommodation shall be selected and booked by CSBA.
- c. Any services performed by a CSBA consultant after the three (3) day Policy Development Workshop that are not described in this Agreement or a Manual Maintenance Service Agreement between CSBA and District will be charged separately at the rate of \$75 per hour.
- d. Payment for the services described in this Agreement shall be due in full upon completion of the three (3) day Policy Development Workshop.

IV. TIME FOR COMPLETION

- a. District shall schedule and complete the three (3) day Policy Development Workshop within one (1) calendar year of the execution of this agreement. If the Policy Development Workshop is not completed within that one-year period CSBA may, at its sole discretion and subject to any increase to the fee schedule for the services provided, honor the terms this Agreement.
- b. District shall provide CSBA with necessary edits, revisions, and adoption date(s) required to produce a final District manual within one (1) calendar year of completing the three (3) day Policy Development Workshop. In the event that District does not provide such information, CSBA may, at its sole discretion, elect to fulfill the remaining terms of this Agreement.

V. COPYRIGHT

- a. All copies of CSBA's sample policies, regulations, bylaws, and exhibits, including electronic, digital, or other data storage device containing such materials, as well as the

CALIFORNIA SCHOOL BOARDS ASSOCIATION POLICY DEVELOPMENT WORKSHOP AGREEMENT

materials made available through CSBA's GAMUT website, are for District's sole use and shall not be made available for use outside of District.

- b. District shall comply with the GAMUT End User License Agreement attached to the District's GAMUT Online Service Agreement with CSBA.

VI. DISCLAIMER OF WARRANTY

- a. District acknowledges that by providing the services described in this Agreement, CSBA, its employees, agents, representatives and consultants are neither acting as District's legal counsel nor providing legal advice or counsel to District.
- b. CSBA sample policies, administrative regulations, bylaws, and exhibits are provided as a resource for school districts and county offices of education in developing their local policy manual and are not intended for exact replication or as a substitute for legal advice.
- c. CSBA's samples are a reflection of current law and do not necessarily express the personal or political opinions or viewpoints of CSBA, its Board of Directors, or its employees.
- d. Although CSBA's sample policies, regulations, bylaws and exhibits have been carefully crafted and thoroughly reviewed, they contain no warranty as to their sufficiency for addressing District's specific situations. District is cautioned to seek the advice of its legal counsel when confronted with legal questions or situations requiring legal advice.

VII. MISCELLANEOUS

- a. This Agreement and any attachments hereto contain all of the terms and conditions agreed upon by CSBA and District relating to the matters covered by this Agreement, and supersede any and all prior and contemporaneous agreements, negotiations, correspondence, understandings, and communications between CSBA and District, whether oral or written, respecting the matters covered by this Agreement.
- b. This Agreement may be modified or amended only by a writing signed by the CSBA and District, or their authorized representatives.
- c. The language in all parts of this Agreement, unless otherwise stated, shall be construed according to its plain and ordinary meaning. This Agreement shall be construed pursuant to California law, without regard to conflict of law principles.
- d. This Agreement may be executed in one or more counterparts which, taken together, shall be deemed to constitute one and the same document. An executed copy of this Agreement shall be valid as an original. Signatures of the Parties transmitted by facsimile or email shall be deemed binding.

VIII. CANCELLATION

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
POLICY DEVELOPMENT WORKSHOP AGREEMENT**

- a. Either CSBA or District may terminate this Agreement at any time by providing at least thirty (30) days notice in writing to the other party.
- b. CSBA may terminate this contact if District fails to maintain its membership in CSBA or to timely pay the annual fees described in Section III of this Agreement.
- c. District understands and acknowledges that no refunds of any fees described in Section III of this Agreement will be given by CSBA if District cancels this Agreement after the first day of the three (3) day Policy Development Workshop.

California School Boards Association

Santa Cruz County Office of Education

Robert Tuerck

Name of Official

Assistant Executive Director
Policy & Governance Technology

Title of Official

Title of Official

Date

Date



SANTA CRUZ COUNTY BOARD OF EDUCATION

AGENDA ITEM

Board Meeting Date: Sept. 19, 2019

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Action

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Information

TO: Santa Cruz County Board of Education

FROM: The Community Outreach & Legislation Committee

SUBJECT: Legislative Updates and Proposed Resolution

BACKGROUND

The committee will update the Board on recent and upcoming legislative policy changes.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION:

Receive report.

FUNDING IMPLICATIONS:

None.



Santa Cruz County Board of Education • 400 Encinal Street, Santa Cruz, CA 95060 • Tel (831) 466-5900 • santacruzcoe.org
Ms. Jane Royer Barr • Ms. Rose Filicetti • Ms. Sandra Nichols • Ms. Sue Roth • Mr. Dana Sales
Mr. Abel Sanchez • Mr. Bruce Van Allen

Santa Cruz County Board of Education
Regular Board Meeting
Thursday September 19, 2019
4:00 p.m.
Board Room

COMMUNITY OUTREACH AND LEGISLATION COMMITTEE REPORT

I. New Legislative Outcomes

The Community Outreach and Legislation Committee has been monitoring legislation of interest to education. In the recent session, significant legislative issues were addressed:

- Charter Schools
- School Start Times
- State School Finance Bond
- Split-roll/Reform of Prop 13

Committee members will obtain summaries of the status of these issues, and report orally to the Board of Trustees.

II. Updated Resolution Regarding Gun Violence

As a reminder, in 2017 the Board approved a resolution (#17-19) stating its concerns and policy recommendations for making schools safe from gun violence. The Committee proposes that the Board adopt a refreshed resolution in light of recent events and policy developments in the state and nationally. Before drafting a resolution, the Committee wishes to hear from Trustees as to which topics to include. Guided by this discussion, the Committee will return at the October Board meeting with a draft resolution.