

Kashia School District
31510 Skaggs Spring Road
P.O. Box 129 Stewarts Point, CA 95480
707-785-9682 phone 707-785-2802 fax

Minutes

Governing School Board
Wednesday, March 5, 2025
4:00 p.m.
Kashia School District

Start: 4:19 p.m. End: 6:11 p.m.

1. Call to Order Board and Staff/Establishment of Quorum

Glenda Antone X
Coleen McCloud X
Charlene Pinola X

Frances Johnson X

2. Approval of Agenda: **Motion to approve: Trustee Antone. Second: Trustee McCloud. The agenda was approved unanimously.**
3. Public Comment on Closed Session Items: **There was no public comment on Closed Session items.**
4. Closed Session: **4:20 p.m.**

4.1 Personnel (Government Code 54957(b): Public Employee
Appointment/Employment/Performance/Discipline/Dismissal – Discussion

Closed session adjourned at 5:06 p.m.

5. Reconvene to Open Session

Open session reconvened at 5:09 p.m.

- 5.1 Report of Actions Taken in Closed Session:

The Board approved the hire of a substitute Principal/Lead Teacher to work part-time during the remainder of the 2024-25 school year, two days per week on Thursdays and Fridays. Approved unanimously. Role call vote:

Trustee Antone: Aye
Trustee McCloud: Aye
Trustee Pinola: Aye

The Board approved the adoption of Resolution #2025-05 for the Non-Re-election of a Probationary Teacher – Literacy Coach/Reading Specialist.

Approved unanimously. Role call vote:

Trustee Antone: Aye

Trustee McCloud: Aye

Trustee Pinola: Aye

6. Public Comment on Open Session Items (Limit 5 minutes)

No public comment.

7. Consent Agenda

7.1 Approval of the Minutes from the February 12, 2025 Regular Board Meeting

7.2 Approval of Routine Budget Updates for the period of January 26, 2025 – February 25, 2025

7.3 Ratification of Accounts Payable Warrant Registers for the period of January 26, 2025 – February 25, 2025

Approval of the Consent Agenda: Motion by Trustee McCloud. Second by Trustee Pinola. Approved unanimously.

8. Reports and Communications

8.1 Governing Board Members: Trustee McCloud: Asked about the far gate – when is it opened? She inquired because the Fire Department staff was asking. They would like it open in case of emergencies. Ms. Ruiz said that she wasn't certain where the key is; the lock can be replaced if the key cannot be located. Vaughn Pena of the tribe mentioned to her that the tribe has \$50,000 that can be contributed towards a play structure and they could potentially redo the black top. Trustee McCloud told him that she would bring it up with the Board. Supt. Frances recommended that Trustee McCloud obtain a letter from the tribe affirming the possible donation.

8.2 Superintendent: Mr. Scott Carson has resigned; his last day is Thurs., March 6. The Board approved the hire of a substitute Principal/Lead Teacher who will work two days per week on Thursdays and Fridays.

8.3 PTO: Asked staff for follow-up on a new van. Ms. Stubbs shared information about her research, e.g. a Chevy Express 12-passenger would be best and a Santa Rosa dealership will share more information with her regarding governmental discounts, costs, production schedules, and used inventory. She

expressed concern about large capital expenditures given the uncertainty of the school's future. She indicated she would forward the information from the dealership to the board via e-mail when she receives it. Trustee McCloud asked about the current van and if maintenance was completed so that it could be used for field trips. She also asked if parents could drive the van and indicated she was willing to drive it and take it for maintenance if needed. Supt. Frances said that it is best not to have parents drive the van due to liability concerns for both parents and the district, but she will look into it. Trustee McCloud also asked about the \$5,000 donation that the tribe had promised the PTO, but the district never received. Ms. Stubbs was asked to e-mail a letter that the PTO will write to Vaughn and Chairman Dino Franklin, copying Melissa. Michele Taylor-Jones asked about access to students' cumulative records. Supt. Johnson will make sure Michele gets the access she needs.

8.4 Staff: Michele Taylor-Jones, Literacy Coach/Reading Specialist, provided a staff report (attached).

9. Items Scheduled for Information and Discussion

9.1 Review of Information Related to Governance and the Brown Act

Ms. Stubbs reviewed an article entitled "*What it Takes to Lead*" by the California School Boards Association (CSBA) with the board. The article outlines the roles and responsibilities of board members.

9.2 Student Enrollment and Attendance

Supt. Johnson stated that attendance is low, e.g. below 6 ADA. With declining enrollment projected, lapsation is inevitable in the near future unless new students enroll. Independent study doesn't work well for the students who need seat time with the teacher, etc.

10. Items Scheduled for Discussion and Action

10.1 Review and Consideration of Approval, Renewal of the Five-Year Interdistrict Transfer Agreement

The Board approved the renewal of the five-year interdistrict transfer agreement. Motion: Trustee McCloud. Second: Trustee Pinola. Approved unanimously.

10.2 Revised Proposition 28: Arts and Music in Schools Funding Annual Report (Fiscal Year 2024-25)

The Board approved the corrected report. Motion: Trustee McCloud.
Second: Trustee Antone. Approved unanimously.

- 10.3 Retainer Agreement with School and College Legal Services of California
The Board approved the agreement. Motion: Trustee McCloud. Second:
Trustee Antone. Approved unanimously.

- 10.4 Review and Consideration of Approval, 2024-25 Second Interim Report
The Board approved the Second Interim Report as presented. Motion:
Trustee Antone. Second: Trustee McCloud. Approved unanimously.

11. Items Scheduled for Future Board Meetings

11.1 Williams Quarterly Complaint Form

11.2 Local Control and Accountability Plan (LCAP) – Public Hearing/Adoption

11.3 2025-26 Original Budget – Public Hearing and Adoption

12. Adjournment: 6:11 p.m.

Special Board Meeting:
Wednesday, March 12, 2025, 4:30 p.m.

Next Regular Board Meeting:
Wednesday, April 9, 2025, 4:00 p.m.

Ledger06a

Transfer of Budget Appropriations

Effective 02/27/2025 through 03/20/2025

Fiscal Year 2025

Account	Description	From	To
JE # BR25-00068	JE Trans Date 02/27/2025 JE Posted 02/27/2025 Comment SCLS Retainer		
01-0000-0-0000-7110-5823-600-7110	Legal Costs,Board,Undistributed,Board	CR	5,000.00
	Net increase to Appropriations	.00	5,000.00
JE # BR25-00069	JE Trans Date 03/15/2025 JE Posted 03/15/2025 Comment Correct acct coding		
01-0000-0-0000-3600-4360-600-7230	Pupil Transport,Pupil Transport,Undistributed,VAN	DR	200.00
01-0000-0-1110-1000-4360-600-7230	Pupil Transport,Instruction,Regular Educati,VAN	CR	200.00
01-0000-0-0000-3600-4361-600-7230	Tires,Pupil Transport,Undistributed,VAN	DR	1,000.00
01-0000-0-1110-1000-4361-600-7230	Tires,Instruction,Regular Educati,VAN	CR	1,000.00
01-0000-0-0000-3600-4362-600-7230	Fuel And Oil,Pupil Transport,Undistributed,VAN	DR	500.00
01-0000-0-1110-1000-4362-600-7230	Fuel And Oil,Instruction,Regular Educati,VAN	CR	500.00
01-0000-0-0000-3600-5200-600-7230	Travel & Confer,Pupil Transport,Undistributed,VAN	DR	1,000.00
	Net decrease to Appropriations	2,700.00	1,700.00
JE # BR25-00070	JE Trans Date 03/15/2025 JE Posted 03/15/2025 Comment Correct coding		
01-0000-0-0000-3600-5200-600-7230	Travel & Confer,Pupil Transport,Undistributed,VAN	CR	1,000.00
	Net increase to Appropriations	.00	1,000.00
JE # BR25-00071	JE Trans Date 03/20/2025 JE Posted 03/20/2025 Comment Lotter, M. Contract		
01-6500-0-5760-3120-5831-600-0000	Contracted Serv,Psychological S,Spec Ed, 5-22,Undefined	CR	3,025.00
	Net increase to Appropriations	.00	3,025.00
	Total for Org 046	2,700.00	10,725.00
	Net increase to Appropriations		
Org 046 Net <Decrease> in Estimated Fund Balance	8,025.00-		

Checks Dated 02/26/2025 through 03/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
2081487	02/26/2025	Andrea Stubbs	01-4310 RCEF Grant Supplies (Taylor-Jones grant)		268.36	
			01-5950 Postage stamps		36.50	304.86
2081488	02/26/2025	Gavin Antone	01-5800 Replacement check for security camera install			400.00
2081489	02/26/2025	Interactive Ed Services Inc	01-4340 Web hosting svcs, 2025-26 school year			
2081490	02/26/2025	Frances Johnson	01-4310 RCEF Grant Supplies (Taylor-Jones grant)		99.98	1,295.00
			01-4380 Security cameras, classroom		583.04	
			01-4390 Computer adaptor		10.89	693.91
2081491	02/26/2025	Gene Parrish	01-5200 Home2 Feb. 17-21, 2025			479.85
2081492	02/26/2025	Gene Parrish	01-5201 Mileage Feb. 17-21, 2025			181.30
2082611	03/05/2025	Kashia Band of Pomo Indians	01-5530 Water utility, Jan. 2025			195.20
2082612	03/05/2025	Kashia Band of Pomo Indians	01-4390 Calendar for school-students			140.00
2082613	03/05/2025	School & College Legal Svcs	01-5823 Legal services retainer			5,000.00
2082614	03/05/2025	Amerigas	01-5510 Propane utility 02/27/2025			483.04
2082615	03/05/2025	Janet VanWinkle	01-5800 RSP hours, Feb. 2025			1,925.00
2082616	03/05/2025	Gene Parrish	01-5201 Mileage Feb. 26-Feb. 28, 2025			181.30
2082617	03/05/2025	Gene Parrish	01-5200 Home2 Feb. 26-28, 2025			319.90
2084346	03/12/2025	Andrea Stubbs	01-4350 First aid supplies			21.88
2084347	03/12/2025	Frontier Communications	01-5911 Phone utility			335.08
2084348	03/12/2025	Frances Johnson	01-4353 Janitorial supplies			733.37
2084349	03/12/2025	Marcia I Lotter	01-5831 Psych evaluation services		173.92	975.00
2084350	03/12/2025	Pacific Gas & Electric	01-5520 2834323877-1		6.46	
			9396706641-1		47.50	227.88
			9438373305-5			673.51
2084351	03/12/2025	Gene Parrish	01-5200 Home2 Mar 3-6, 2025			256.90
2084352	03/12/2025	Gene Parrish	01-5201 Mileage Mar 3-6 2025			1,229.58
2084353	03/12/2025	Presence Learning, Inc.	01-5807 Speech svcs			231.48
2084354	03/12/2025	Recology Sonoma Marin	01-5560 Waste svcs			
2084355	03/12/2025	Stephen Roatch Accountancy	01-5821 23-24 Audit		1,685.00	
			Audit, 24-25, Progress Billing 1		1,850.00	3,535.00
2084356	03/12/2025	Terminix	01-5800 Termite treatment			1,450.00
2085882	03/19/2025	Linda Lawson	01-4310 Art supplies, RCEF grant			46.73
2085883	03/19/2025	Gene Parrish	01-5201 Mileage Mar 10-15, 2025			274.40
2085884	03/19/2025	Gene Parrish	01-5200 Home2 Mar. 10-15, 2025			682.76
2085885	03/19/2025	Ryland Strategic Business Consulting	01-5831 Bus. Svcs, Feb. hours			4,500.00
Total Number of Checks					28	26,772.93

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

046 - Kashia

Generated for Andi Stubbs (ASTUBBS46), Mar 31 2025 2:01PM

Checks Dated 02/26/2025 through 03/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	---------	-----------------	--------------

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	28	26,772.93
Total Number of Checks		28	26,772.93
Less Unpaid Tax Liability			.00
Net (Check Amount)			26,772.93

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

046 - Kashia

Generated for Andi Stubbs (ASTUBBS46), Mar 31 2025 2:01PM

Quarterly Report – Williams Uniform Complaints [Education Code § 35186]

District: Kashia Elementary School District

Name & Title of Preparer: Andrea Stubbs, Business Manager

Quarter Reported: (check one)

- ☐ 1st Quarter: July 2024 through September 2024 – Due October 2024
- ☐ 2nd Quarter: October 2024 through December 2024 – Due January 2025
- ☒ 3rd Quarter: January 2025 through March 2025 – Due April 2025
- ☐ 4th Quarter: April 2025 through June 2025 – Due July 2025

Date for information to be reported publicly at governing board meeting: April 9, 2025

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints. **Copies of the complaint and the district's written response will be submitted along with this report.**

General Subject Area	Number of Complaints Received	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials and Textbooks	0	0	0
Facility Conditions	0	0	0
Teacher Vacancy or Misassignment	0	0	0
TOTAL	0	0	0

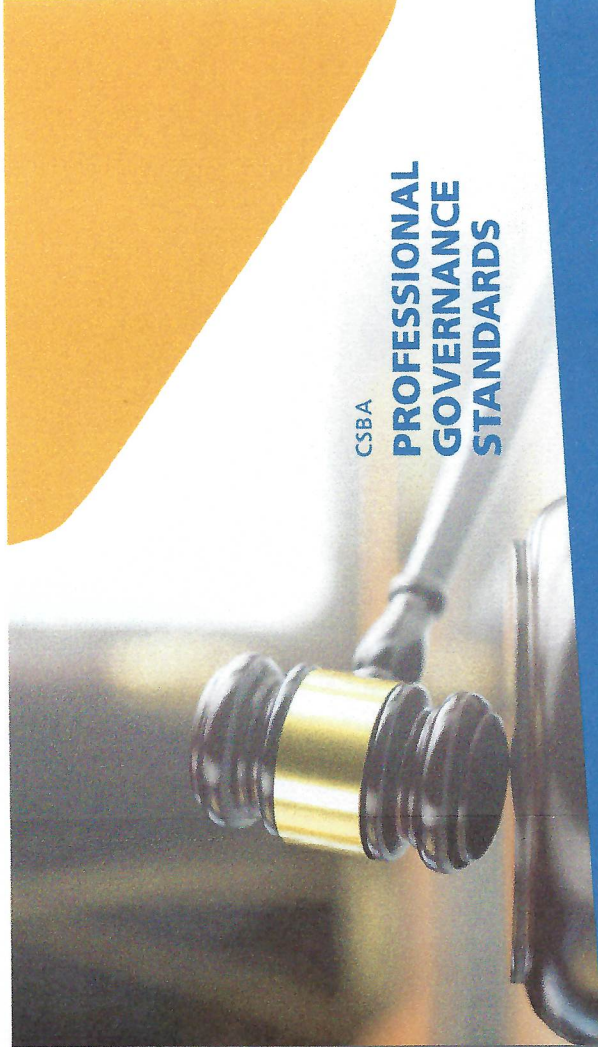
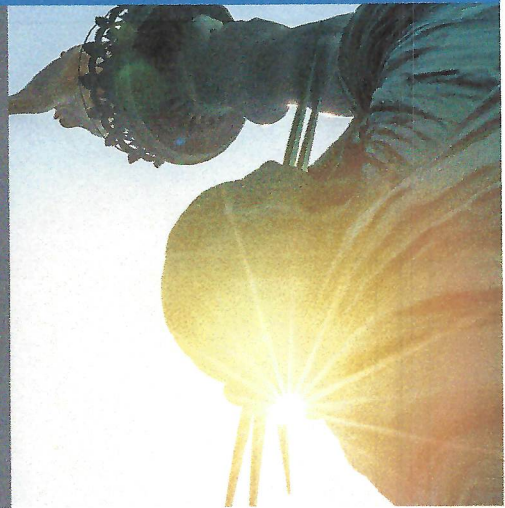
Name & Signature of Superintendent

Date: April 10, 2025

Sign and date the report **after** it is presented at your board meeting.
Please submit the executed report to SCOE EES via email at williams@scoe.org

**PUBLIC OVERSIGHT OF LOCAL
GOVERNMENT IS THE FOUNDATION
OF AMERICAN DEMOCRACY.**

Nowhere is this more evident than in our public schools, where local boards of education are entrusted by their diverse communities to uphold the Constitution, protect the public interest in schools and ensure that a high quality education is provided to each student. To maximize the public's confidence in local government, our local boards must govern responsibly and effectively.



**CSBA
PROFESSIONAL
GOVERNANCE
STANDARDS**

for School Boards

3751 Beacon Boulevard
West Sacramento, CA 95691
800.286.3382 | FAX: 916.371.3407
www.csba.org

11/2/17



THE CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA), representing nearly 1,000 local school districts and county boards of education, recognizes there are certain fundamental principles involved in governing responsibly and effectively. These principles — or Professional Governance Standards — reflect consensus among hundreds of board members, superintendents and other educational leaders throughout the state.

These Professional Governance Standards describe the three components vital to effective school governance:

- 1 the attributes of an effective **individual trustee**,
- 2 the attributes of an effective governing **board**, and
- 3 the **specific jobs** the board performs in its governance role.

The intent of these standards is to enhance the public's understanding about the critical responsibilities of local boards and to support boards in their efforts to govern effectively.

1 THE INDIVIDUAL TRUSTEE

In California's public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

TO BE EFFECTIVE, AN INDIVIDUAL TRUSTEE:

- » Keeps learning and achievement for all students as the primary focus.
- » Values, supports and advocates for public education.
- » Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- » Acts with dignity, and understands the implications of demeanor and behavior.
- » Keeps confidential matters confidential.
- » Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- » Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- » Understands that authority rests with the board as a whole and not with individuals.

2 THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a "governance team." This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

TO OPERATE EFFECTIVELY, THE BOARD MUST HAVE A UNITY OF PURPOSE AND:

- » Keep the district focused on learning and achievement for all students.
- » Communicate a common vision.
- » Operate openly, with trust and integrity.
- » Govern in a dignified and professional manner, treating everyone with civility and respect.
- » Govern within board-adopted policies and procedures.
- » Take collective responsibility for the board's performance.
- » Periodically evaluate its own effectiveness.
- » Ensure opportunities for the diverse range of views in the community to inform board deliberations.

3 THE BOARD'S JOBS

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

EFFECTIVE BOARDS:

- » Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- » Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- » Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- » Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- » Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- » Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- » Ensure that a safe and appropriate educational environment is provided to all students.
- » Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- » Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

2024-25 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

49 70888 0000000
Form 011
F82H7JM6RS(2024-25)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	701,772.54	699,901.00		666,900.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	87,000.00	87,000.00		87,000.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	170,184.00	155,834.00	87,366.00	154,330.00	(1,504.00)	-1.0%
Education Protection Account State Aid - Current Year		8012	25,873.00	13,592.00	13,963.00	20,605.00	7,013.00	51.6%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	597.00	604.00	289.22	580.00	(24.00)	-4.0%
Timber Yield Tax		8022	306.00	608.00	309.98	600.00	(8.00)	-1.3%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	122,274.00	133,601.00	74,466.12	127,344.00	(6,257.00)	-4.7%
Unsecured Roll Taxes		8042	4,228.00	4,087.00	4,076.07	3,409.00	(678.00)	-16.6%
Prior Years' Taxes		8043	0.00	6.00	0.00	0.00	(6.00)	-100.0%
Supplemental Taxes		8044	1,833.00	1,942.00	1,027.91	1,900.00	(42.00)	-2.2%
Education Revenue Augmentation Fund (ERAF)		8045	1,413.00	1,329.00	850.00	1,225.00	(104.00)	-7.8%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF								
(50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			326,708.00	311,603.00	182,348.30	309,993.00	(1,610.00)	-0.5%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			326,708.00	311,603.00	182,348.30	309,993.00	(1,610.00)	-0.5%

2024-25 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	326,708.00	311,603.00	182,348.30	309,993.00	(1,610.00)	-0.5%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	1,851.00	1,851.00	3,182.27	1,653.00	(198.00)	-10.7%
4) Other Local Revenue		8600-8799	6,000.00	60,166.00	48,930.42	40,850.00	(19,516.00)	-32.4%
5) TOTAL, REVENUES			334,559.00	373,620.00	234,460.99	352,296.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	121,688.00	128,101.00	64,171.44	159,250.00	(31,149.00)	-24.3%
2) Classified Salaries		2000-2999	7,500.00	7,500.00	1,020.00	7,500.00	0.00	0.0%
3) Employee Benefits		3000-3999	36,547.00	35,400.00	16,550.14	36,292.00	(892.00)	-2.5%
4) Books and Supplies		4000-4999	36,948.00	36,948.00	19,242.18	36,888.00	60.00	0.2%
5) Services and Other Operating Expenditures		5000-5999	147,344.00	172,707.00	62,751.99	162,707.00	10,000.00	5.8%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	3,542.00	3,542.00	0.00	3,542.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			353,569.00	384,198.00	163,735.75	406,179.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			(19,010.00)	(10,578.00)	70,725.24	(53,883.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	(10,304.00)	0.00	0.00	10,304.00	-100.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	(10,304.00)	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)								
			(19,010.00)	(20,882.00)	70,725.24	(53,883.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	807,782.54	807,783.00		807,783.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			807,782.54	807,783.00		807,783.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			807,782.54	807,783.00		807,783.00		
2) Ending Balance, June 30 (E + F1e)			788,772.54	786,901.00		753,900.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		

12

2024-25 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	5,281.00	5,281.00	0.00	5,281.00	0.00	0.0%
2) Federal Revenue		8100-8299	25,731.00	25,731.00	(5,605.00)	25,985.00	254.00	1.0%
3) Other State Revenue		8300-8599	60,051.00	60,805.00	110,651.62	60,842.00	37.00	0.1%
4) Other Local Revenue		8600-8799	119,307.00	120,207.00	62,279.71	168,922.00	48,715.00	40.5%
5) TOTAL, REVENUES			210,370.00	212,024.00	167,326.33	261,030.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	95,734.00	94,900.00	55,454.78	99,169.00	(4,269.00)	-4.5%
2) Classified Salaries		2000-2999	47,725.00	47,646.00	25,988.94	47,646.00	0.00	0.0%
3) Employee Benefits		3000-3999	59,465.00	57,675.00	30,062.19	57,675.00	0.00	0.0%
4) Books and Supplies		4000-4999	19,847.00	23,609.00	5,794.50	25,378.00	(1,769.00)	-7.5%
5) Services and Other Operating Expenditures		5000-5999	115,075.00	117,375.00	42,024.71	136,381.00	(19,006.00)	-16.2%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			337,846.00	341,205.00	159,325.10	366,249.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(127,476.00)	(129,181.00)	8,001.23	(105,219.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	10,304.00	0.00	0.00	(10,304.00)	-100.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	10,304.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(127,476.00)	(118,877.00)	8,001.23	(105,219.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	532,202.32	532,203.00		532,203.00	0.00	0.0%
b) Audit Adjustments		9793	(50,000.00)	0.00		(50,000.00)	(50,000.00)	New
c) As of July 1 - Audited (F1a + F1b)			482,202.32	532,203.00		482,203.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			482,202.32	532,203.00		482,203.00		
2) Ending Balance, June 30 (E + F1e)			354,726.32	413,326.00		376,984.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		

(13)
(82)

Resource	Description	2024-25 Projected Totals
2600	Expanded Learning Opportunities Program	450.00
6211	Literacy Coaches and Reading Specialists Grant Program	346,316.00
6500	Special Education	17,439.00
6546	Mental Health-Related Services	376.00
6547	Special Education Early Intervention Preschool Grant	12,332.00
9010	Other Restricted Local	71.00
Total, Restricted Balance		376,984.00

Friends of Kasha is Resource and Management 9010
PTO is Management 9050

Mgmt 9010 (Friends of Kasha), Resource 0000

	2017-18:	2018-19:	2019-20:	2020-21	2021-22	2022-23	2023-24	2024-25	
BFB:	\$0.00	\$550.00	-\$384.00	-\$284.00	\$666.00	\$5,743.00	\$5,169.00	\$5,169.00	
Revenue:	\$550.00	\$652.00	\$250.00	\$950.00	\$9,250.00	\$4,750.00	\$0.00	0	Cultural Arts supplies: \$304.97.
Expense:	\$0.00	\$1,586.00	\$150.00	\$0.00	\$4,173.00	\$5,324.00	\$0.00	803.27	Student gifts: \$498.30. Total:
Balance:	\$550.00	-\$384.00	-\$284.00	\$666.00	\$5,743.00	\$5,169.00	\$5,169.00	\$4,365.73	803.27.

Mgmt 9050 (PTO), Resource 0000

	2015-16	2016-17	2017-18:	2018-19:	2019-20:	2020-21	2021-22	2022-23	2023-24	2024-25:
BFB:	0	898.05	\$3,525.04	\$2,123.60	\$5,747.60	\$5,417.67	\$4,027.82	\$2,990.00	\$1,779.58	\$1,779.58
Revenue:	898.05	3170	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
Expense:	0	543.01	\$1,401.44	\$1,376.00	\$329.93	\$1,389.85	\$1,037.82	\$1,210.42	\$0.00	0
Balance:	898.05	3525.04	\$2,123.60	\$5,747.60	\$5,417.67	\$4,027.82	\$2,990.00	\$1,779.58	\$1,779.58	\$1,779.58



5340 Skylane Boulevard
Santa Rosa, CA 95403-8246
707-524-2600 | scoe.org

March 12, 2025

Frances Johnson, Superintendent
Kashia School District
31510 Skaggs Springs Road
Stewarts Point, CA 95480

Sonoma County Office of Education
FY 2024-25
Business Services

This Memorandum of Understanding (MOU) sets forth the terms and conditions under which the Sonoma County Office of Education (SCOPE) will provide substitute coverage for Kashia School District from March 3 through the end of the school year.

1) BASIS OF AGREEMENT

SCOPE will provide a substitute teacher for Kashia School District every Monday, Tuesday, Thursday, and Friday. If SCOPE is unable to provide a substitute on any given day, it will be the responsibility of Kashia School District to arrange substitute coverage.

2) WORK HOURS

Substitutes will be required to be on campus from 8:00 AM to 4:00 PM on the days they are assigned.

3) PROJECT COSTS

Substitute teachers provided by SCOPE will be compensated according to the SCOPE Administrative Salary Schedule at Principal Step 3.

Brian Martens, who will be subbing only during March and April 1, will be compensated according to the SCOPE ASOE Salary Schedule at Step 8, Column 1.

4) Lodging and Travel Provisions

If needed, lodging will be provided for substitute teachers the night before and the night of their assigned subbing days.

Mileage reimbursement will be provided for travel to and from Kashia School District.

Mileage from lodging to Kashia School District and back will also be reimbursed.

Payment for SCOPE services are made payable to the Sonoma County Office of Education.

Amie R. Carter, Ed.D. | Sonoma County Superintendent of Schools
Board of Education | Gina Cuculis, Herman G. Hernandez, Steven Herrington, Ph.D., Peter Kostas, Mary Watts

16



5340 Skylane Boulevard
Santa Rosa, CA 95403-8246
707-524-2600 | scoe.org

5) Exclusions

Meals and other incidental expenses will not be covered under this agreement unless individually approved in advance.

6) Agreement Duration and Modifications

This agreement shall remain in effect from March 3 through the end of the school year. Any modifications to this agreement must be agreed upon in writing by both SCOE and Kashia School District.

7) CONTACT PERSON

Name of SCOE contact person:
Sarah Lampenfeld, Assistant Superintendent, Business Services
Telephone: 707-524-2635
Email:slampenfeld@scoe.org

Approved by:

DocuSigned by:

Frances Johnson

RE18D6532BD2452

Frances Johnson, Superintendent
Kashia School District

Signed by:

Sarah Lampenfeld

F0843E7EE8FF444

Sarah Lampenfeld, Assistant Superintendent, Business Services
Sonoma County Office of Education

2025-26 Board Governance Calendar

August 13, 2025	September 10, 2025	October 8, 2025	November 12, 2025	December 10, 2025	January 14, 2026	February 11, 2026	March 11, 2026	April 8, 2026	May 13, 2026	June 10, 2026
Every Board Meeting: <ul style="list-style-type: none"> • Reports/Communications • Consent Agenda Items <ul style="list-style-type: none"> ○ Minutes from previous Board meeting(s) ○ Routine Budget Updates - Report ○ Accounts Payable Warrant Registers 										
Williams Quarterly Report	Unaudited Actuals	Williams Quarterly Report	Board Policy Updates	Comprehensive School Safety Plan	Williams Quarterly Report	LCAP Mid-Year Report	Second Interim Report	Williams Quarterly Report	Resolution: Education Protection Act	Contracts/MOU's
Contracts/ MOU's	Gann Limit Resolution			First Interim Report	Audit Report	Certification of Corrective Action (Audit Report)	Notice of Lay-Off's	Board Policy Updates	Local Control & Accountability Plan (LCAP) - Public Hearing	Prop. 28 Annual Report
Consolidated Application	Sufficiency of Instructional Materials – Public Hearing and Resolution			Annual Organizational Meeting	School Accountability Report Card (SARC)	Consolidated Application – Winter Data Collection			Original Budget – Public Hearing	Certificated Salary Schedule
									School Calendar	Classified Salary Schedule
										Local Control and Accountability Plan (LCAP)
										CA Dashboard – Local Indicators
										Resolution – Budget Transfers
										Original Budget
										Resolution – Elections

AGREEMENT FOR SERVICES

This Agreement ("Agreement"), made this March 20, 2025 by and between Patricia Capretta ("Contractor") and the Kashia Elementary School District ("KESD").

CONTRACTOR and KESD hereby agree as follows:

1. Scope of Services:

Contractor agrees to provide psychological testing services as-needed during the 2024-25 school year, as authorized by the Superintendent.

2. Contract Documents:

The contract documents consist of the Agreement for Services, the following General Provisions, any attachments, and any required completed insurance forms.

3. Compensation:

As full compensation for all services contemplated by this Agreement, Contractor shall be paid by KESD at a rate of \$75.00 per hour, not to exceed \$4,000 during the 2024-25 school year. Payment shall be made by KESD to Contractor for each billing period within thirty (30) days after receipt of an invoice and timesheets for the prior month's services. Contractor may submit receipts for supplies (e.g. testing supplies) along with the required form for reimbursement, with prior approval by the Superintendent.

4. Term of Agreement:

The term of this Contract shall be from August 1, 2024 to June 30, 2025, inclusive, subject to the provisions of Section 11 of the General Provisions.

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

CONTRACTOR:

KESD:

s/ _____

s/ _____

Name/Title

Name/Title

(19)

GENERAL PROVISIONS

1. Warranty: Contractor hereby warrants that all its services will be performed in accordance with generally accepted professional practices and standards as well as the requirements of applicable laws, it being understood that acceptance of Contractor's services by KESD shall not operate as a waiver or release.
2. Contractor as Independent Contractor: The parties intend that Contractor, in performing the services herein specified, shall act as an independent Contractor, and shall have control of the services and the manner in which they are performed. Contractor is not to be considered an agent or employee of KESD and is not entitled to participate in any pension plans, insurance, bonuses, or similar benefits, if any, that KESD provides or may provide to its employees.
3. Conflict of Interest: Contractor represents that it presently has no interest which would conflict in any manner or degree with the performance of services contemplated by this Agreement, and Contractor further represents that, during the performance of this Agreement, no such conflict of interest shall exist. If Contractor participates in the planning, development, or negotiation of a contract or other matter for the KESD, Contractor may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.
4. Extra (Changed) Work: Only the Executive Director of KESD may authorize extra (and/or changed) work. Other personnel of either KESD or Contractor are without authorization to either order extra (and/or changed) work or waive contract requirements. Failure of Contractor to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work.
5. Nondiscrimination: Contractor shall comply with all applicable laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.
6. Insurance and License(s): With respect to the performance of services under this Agreement, Contractor shall maintain insurance and/or license(s) as indicated below:
 - (a) Required/ ☒ Not Required: **Worker's compensation insurance** with statutory limits as required by the Labor Code of the State of California or other applicable law.
 - (b) Required/ ☒ Not Required: **Commercial or Comprehensive General Liability insurance** covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to: premises and operations liability, independent Contractor's liability, and personal injury liability.

(c) Required/ X Not Required: **Automobile liability insurance** covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

(d) Required/ X Not Required: **Sexual abuse/molestation insurance** in an amount no less than \$1,000,000 combined single limit for each occurrence.

(e) Each such insurance policy shall include the following:

1. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
2. This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to KESD.

(f) Required/ X Not Required: **Professional Liability (Errors and Omissions) Insurance** for all activities arising out of or in connection with this Agreement is an amount no less than \$1,000,000 combined single limit for each occurrence.

(g) Required/ X Not Required: **Business and/or Other License(s).** Contractor represents and warrants that each of its personnel performing the services shall at all times during the term of this Agreement have a valid and current driver's license issued by the State of California.

(h) Documentation: The following insurance and license documentation shall be submitted to KESD:

- (1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this Agreement.
- (2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.
- (3) Upon KESD's written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of KESD's request.

7. Method and Place of Giving Notice, Submitting Bills and Making Payments: All notices, bills, and payments shall be made in writing and may be given by personal delivery or by mail. Notice, bills, and payments sent by mail shall be addressed as follows:

CONTRACTOR:

Marcia I. Lotter
47080 Havens Neck Drive
Gualala, CA 95445

KESD:

Kashia Elementary School District
P.O. Box 129
Stewarts Point, CA 95480
707-204-9794
Attention: Andrea Stubbs, CBO

and when so addressed, shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded certified, or registered with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes may be made in names and addresses of the person to whom notices, bills, and payments are to be given by giving notice pursuant to this paragraph.

8. Termination:

(a) Either party may terminate this Agreement without cause by giving thirty (30) calendar days written notice to the other party. In the event KESD elects to terminate the Agreement without cause, it shall pay Contractor the services satisfactorily rendered to such date at the hourly rate set forth on the first page of this Agreement.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Agreement, either party may terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, Contractor shall be entitled to receive payment as provided in the preceding paragraph.

9. COVID Protocols: In performing services under this Agreement, Contractor agrees to strictly, and without exception, follow all local, state, and federal guidelines and protocols regarding COVID, including all Contractor and KESD policies and procedures.

10. Due Performance: Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. The KESD further reserves the right to audit Contractor's compliance with the terms of this Agreement.

11. Taxes: Each party agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this Agreement. In case either party is audited for

compliance regarding any applicable taxes, the other party agrees to furnish the audited party with proof of payment of, or exemption from, taxes on those earnings.

12. Dispute Resolution: The parties agree to make a good faith effort to resolve any dispute arising from or relating to this Agreement through mediation. Within sixty (60) days following a written request by either party to mediate a dispute that has not been resolved by informal negotiation, the parties shall mutually agree upon a mediator, schedule a mediation, and shall share the costs of mediation equally, except costs incurred by each party for representation by legal counsel. Pending resolution of the dispute, the Contractor shall continue to provide the services required by this Agreement.

13. Choice of Law and Venue: This Agreement shall be governed by California law, and venue shall be in the County of Sonoma, California, and no other place.

14. Merger: This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

15. Assignment/Delegation: Neither party shall assign, subcontract, or transfer any interest in this Agreement or any duty hereunder without prior written consent of the other.

16. No Third-Party Beneficiaries: There are no intended third-party beneficiaries to this Agreement.

17. No Waiver of Breach: The waiver by either party of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.

18. Force Majeure: If either party is delayed or hindered in or prevented from the performance of any act required hereunder because of strikes, lockouts, inability to procure labor or materials, failure of power, riots, insurrection, war, fire or other casualty, or other reason beyond the reasonable control of the party delayed, excluding financial inability ("Force Majeure Event"), performance of that act shall be excused for the period during which the Force Majeure Event prevents such performance, and the period for that performance shall be extended for an equivalent period. Delays or failures to perform resulting from lack of funds shall not be Force Majeure Events.

19. Severability: If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, in part or in whole, the remaining provisions, or portions of the Agreement shall remain in full force and effect.

20. Limitation of Contractor Liability: The financial obligations of either party under this Agreement shall be limited to the payment of the compensation provided in this Agreement. In no event shall the either party be liable, in tort or in contract, for special, consequential, indirect, or incidental damages arising out of the services performed pursuant to this Agreement.

21. Economic Sanctions: As required by Executive Order N-6-22, issued by Governor Gavin Newsom on March 4, 2022 ("EO"), each party certifies compliance with the economic sanctions imposed in response to Russia's actions in Ukraine, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Each party understands that failure to comply may result in the termination of this Agreement.

22. Execution in Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

23. Authorization: Each individual executing this Agreement, or its counterpart, on behalf of the respective party, warrants that he/she is authorized to do so, and that this Agreement constitutes the legally binding obligation of the entity which he/she represents.

24. Attachments: The following Attachments, attached hereto, are incorporated herein by reference:

None

Kashia Elementary School

2025-26 CALENDAR

13-Meetings
 14-Mandated Training
 15-Class Prep
 18-First Day of School
 10 School Days

AUGUST 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

13-Storm Day
 16-20-President's
 Week
 14 School Days

1-Labor Day
 21 School Days

SEPTEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MARCH 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20-Storm Day
 13-Trimester 2
 Ends
 20 School Days

13-Indigenous Peoples'
 Day
 31-Staff Devel.
 21 School Days

OCTOBER 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

13-17-Spring
 Break
 17 School Days

11-Veterans Day
 24-28-Thanksgiving Break
 14-Trimester 1 Ends
 14 School Days

November 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2026						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22-Storm Day
 25-Memorial Day
 20 School Days

22-31-Winter Break
 19-Minimum Day
 14.5-School Days

DECEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2026						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

12-Last Day of
 School for
 Students/
 Minimum Day
 12-Trimester 3
 Ends
 9.5 School Days

1-2-Holiday Break
 19-Martin Luther King
 Day
 19 School Days

JANUARY 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- Staff Development Days
- Minimum Days
- Storm Days
- Holidays (no school)
- First/Last Day of School
- School for students

Trimester 1 Ends:
 Nov 14, 2025
Trimester 2 Ends:
 Mar 13, 2026
Trimester 3 Ends:
 Jun 13, 2026

**Indian Parent Committee Information
for Title VI Indian Education Formula Grant Program**

LEA Name: _____ City _____ State _____ Zip Code _____
PR Award#: S060A25 _____

Summary: All local education agency (LEA) applicants will upload: (1) the Indian Parent Committee Application Approval; and (2) the Indian Parent Committee Membership List into the ED's electronic application system before EASIE Part II closes. See EASIE Part II FAQs HERE for more information.

IPC Approval Directions (Note: This section is to be completed by the IPC):

All LEA applicants must develop the project with the participation of an IPC selected in accordance with ESEA section 6114(c); and with the written approval of that parent committee. (ESEA Section 6114(c)(4)).

Attestation: The IPC Chairperson/Designee attests that the IPC: (1) participated fully in the planning and development of the FY24 OIE Formula Title VI (A) application, and (2) approves the proposed program as either a regular formula grant program, Title I School-Wide program, or Integration of Services under ESEA Section 6116. The IPC approval date confirms when the proposed program was approved. The IPC also attests that it had an opportunity to review the program in a timely fashion and that the program is consistent with the purpose of the Formula grant program for Indian students. If a Title I School-Wide application was submitted and approved by the IPC, the IPC understands that the Title VI project funds will be combined with Title I and other federal funding. In doing so, the IPC has determined that including project funds within a Title I School-Wide program would not diminish the availability of culturally-related activities for Indian students. The IPC determined that the program will directly enhance the educational experience of Indian students. (ESEA Sections 6114(c)(4)(C) and 6115(c))

IPC Approval Date: _____

Print Name and Title VI Indian Parent Committee Chairperson/Designee
(must also appear in Column A of the IPC table on page 2 below)

Signature of Title VI Indian Parent Committee Chairperson/Designee:

Section 2: Indian Parent Committee (IPC) Membership List (Note: This section is to be completed by either the IPC or the LEA applicant.)

Directions: All LEA applicants will provide a list of printed names of all current members of the IPC. ESEA section 6114(c)(4) requires the IPC to be comprised of **parents and family members (Column A below)** of Indian children enrolled in the school; **representatives of Indian tribes (Column B below)** on Indian lands located within 50 miles of any school that the agency will serve if such tribes have any children in such school; **Teachers (Column C below)**; and if appropriate, **Indian students (Column D below)** attending the LEA's secondary schools.

The IPC must consist of more than one-half (51%+) of parents and family members of eligible Indian children enrolled in the LEA, with a minimum of three (3) IPC members inclusive of a Chairperson (**Column A**). Tribal officials (**Column B**) must have formal delegation from the Tribe on file. Please list **each person only once** in the table below. Column A is required, Columns B through D are recommended, but not required for approval.

A. Parent/family members: 51% +; 3 min.; inc. Chair (Required)	B. Tribal Reps (recommended)	C. Teachers (recommended)	D. Students (recommended)

Section 3: Indian Parent Committee (IPC) Bylaws

Directions: Within six months of receiving the award, the LEA assures the IPC will adopt and abide by reasonable bylaws for the conduct of the activities of the committee. (ESEA Section 6114(c)(4)(D))

Section 4: Indian Parent Committee (IPC) Meeting Minutes

Directions: Enter your IPC meeting minutes in the space below, including IPC Approval meeting: Date, location, time, attendees present, members voting, vote results, and name of recorder.