

Liberty Elementary School District

Board Meeting of the Board of Trustees

AGENDA

Liberty Elementary School

Cafeteria

1771 East Pacific Avenue, Tulare, CA 93274

Tuesday, April 09, 2024

6:00pm 1.0 **Call to Order**

2.0 **Adopt Agenda (Action Item)**

This item is provided as an opportunity for trustees, through consensus, to approve, re-sequence, or table agenda topics. In accordance with the Brown Act Requirements effective July 1, 2008, if documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the District Office located at 1771 E. Pacific Ave. Tulare, CA 93274.

In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in this meeting, including receipt of the agenda and documents in the agenda package in an alternate format, please contact the Liberty Elementary School District Office at (559) 686-1675. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35, 104 ADA Title II), and allow for the preparation of documents in the appropriate alternate format.

3.0 **Adjourn to Closed Session**

The Board may adjourn to closed session to discuss matters of personnel security, negotiations, student discipline, litigation, or other matters as authorized by the government Code Section 3459.1, 5496.6 and 54967.6 and Ed Code Sections 35136 and 48913.

- a. **(Ed Code Section 35146, 48900) Student Discipline & Other Confidential Student Matters**
- b. **(Gov. Code 54957) Public Employee Discipline/Dismissal/Release**

6:30pm 4.0 **Reconvene in Open Session**

4.1 **Flag Salute**

4.2	Roll Call:	Ron Koetsier	President
		John Beaver	Clerk
		Jill White	Member
		Diane Tanner	Member
		Jonathon Thorpe	Member

Also in attendance for Closed and Open Session: Deanna Cardoza (Superintendent)

BOARD GOALS

1. **Achieve high academic standards and meet the needs of all students in a safe and supportive environment.**
2. **Provide quality educational, extra-curricular, and athletic opportunities through exemplary activity programs.**
3. **Improve district organization, growth and capacity of facilities.**
- 4.3 **Board President** – Opportunity for Board President to comment or report on any matters pertinent or of concern to the Board.
 - a. **Board President to announce Closed Session Items of Discussion.**
- 4.4 **Public Comments:**

Those in the audience desiring to address the Board regarding items not on the agenda may do so at this time. Each speaker is to have (3) three minutes to address the Board and make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agenda items.
- 5.0 **Information Items:**

This item is provided for informational reports and will highlight district and student events and successes.
- 5.1 **Staff Reports** - Opportunity for Liberty Elementary School Staff Members to comment or report on any matters pertinent or of concern to the Board.
- 5.2 **Superintendent**– Opportunity for Superintendent to comment or report on any matters pertinent or of concern to the Board.
- 5.3 **Principal** - Opportunity for Principal to comment or report on any matters pertinent or of concern to the Board.
- 5.4 **First Reading of CSBA Updated Board Policies for March 2024**
- 6.0 **Action Items:**

These items are provided for Board information, discussion, and/or action.
- 6.1 **Approval of Consent Agenda**
 - *Minutes of Regular Board Meeting, March 12, 2024
 - *Payment of Warrants
- 6.2 **Approval of the Workplace Violence Prevention Plan for Liberty Elementary School District**

Adjustment _____

CSBA UPDATE CHECKLIST – March 2024

District Name: Liberty ESD

Contact Name: Deanna Cardoza, Ed.D. Phone: _____ Email: dcardoza@liberty.k12.ca.us

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 0450	Comprehensive Safety Plan New Law	OPTION 1: X OPTION 2: <input type="checkbox"/>	
AR 0450	Comprehensive Safety Plan New Law		
BP 0470	COVID-19 Mitigation Plan	Delete POLICY X Yes <input type="checkbox"/> No	
BP 3516	Emergencies and Disaster Preparedness Plan	New Law	
AR 3516	Emergencies and Disaster Preparedness Plan	New Law	
BP 3550	Food Service/Child Nutrition Program	New Law	
AR 3550	Food Service/Child Nutrition Program	New Law	
BP 3551	Food Service Operations/Cafeteria Fund	OPTION 1: X OPTION 2: <input type="checkbox"/>	
AR 3551	Food Service Operations/Cafeteria Fund	Update to align	
BP 3553	Free and Reduced Price Meals	New Law	
AR 3553	Free and Reduced Price Meals	Fill in Blanks <u>New Law</u> _____ _____	
BP 4111	Recruitment and Selection	New Law	
BP 4211	Recruitment and Selection	New Law	
BP 4311	Recruitment and Selection	Update to align	
AR 4112.5	Criminal Record Check	New Law	
AR 4212.5	Criminal Record Check	New Law	
AR 4312.5	Criminal Record Check	New Law	

CSBA UPDATE CHECKLIST – March 2024

District Name: Liberty ESD

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
E(1) 4112.5	Criminal Record Check	Fill in Blanks <u>New Law</u> 	
E(1) 4212.5	Criminal Record Check	Fill in Blanks <u>New Law</u> 	
E(1) 4312.5	Criminal Record Check	Fill in Blanks <u>New Law</u> 	
BP 4118	Dismissal/Suspension/Disciplinary Action		
AR 4118	Dismissal/Suspension/Disciplinary Action	OPTION 1: <input type="checkbox"/> OPTION 2: <input type="checkbox"/>	
BP 4140	Bargaining Units	New Law	
BP 4240	Bargaining Units	New Law	
BP 4340	Bargaining Units	New Law	
BP 4157	Employee Safety	New Law	
BP 4257	Employee Safety	New Law	
BP 4357	Employee Safety	New Law	
AR 4157	Employee Safety	New Law	
AR 4257	Employee Safety	New Law	
AR 4357	Employee Safety	New Law	
AR 4157.1	Work-Related Injuries	New Law	
AR 4257.1	Work-Related Injuries	New Law	
AR 4357.1	Work-Related Injuries	New Law	

CSBA UPDATE CHECKLIST – March 2024

District Name: Liberty ESD

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 4218	Dismissal/Suspension/Disciplinary Action	Update	
AR 4218	Dismissal/Suspension/Disciplinary Action	Update	
BP 5126	Awards for Achievement		
AR 5126	Awards for Achievement	New Law	
BP 5141.21	Administering Medication and Monitoring Health Conditions	OPTION 1: <input type="checkbox"/> OPTION 2: <input type="checkbox"/>	
BP 5144	Discipline	New Law	
AR 5144	Discipline	New Law	
BP 6115	Ceremonies and Observances	Update	
AR 6115	Ceremonies and Observances	New Law	
BP 6141.2	Recognition of Religious Beliefs and Customs	Update	
AR 6141.2	Recognition of Religious Beliefs and Customs	New Law	
BP 6175	Migrant Education Program	Update	
AR 6175	Migrant Education Program	Update	
BB 9320	Meetings and Notices	Fill in Blanks <u>New Law</u> _____ _____ _____	
BB 9323.2	Actions by the Board	New Law	
E(1) 9323.2	Actions by the Board	New Law	
E(2) 9323.2	Actions by the Board	Delete EXHIBIT X Yes <input type="checkbox"/> No	

CSBA POLICY GUIDE SHEET
March 2024

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0450 - Comprehensive Safety Plan

Policy updated to reference **NEW LAW (SB 323, 2023)** which (1) authorizes a school employee, a student's parent/guardian or educational rights holder, or a student, at specified times, to bring concerns about an individual student's ability to access disaster safety procedures described in the comprehensive safety plan to the principal, and if there is merit to the concern requires the principal to make appropriate modifications, and (2) requires comprehensive safety plans to include adaptations for students with disabilities in accordance with the federal Individuals with Disabilities Education Act and section 504 of the federal Rehabilitation Act of 1973. Additionally, policy updated to clarify that portions of the comprehensive safety plan that include tactical response to criminal incidents are not required to, but may be, publicly disclosed.

Administrative Regulation 0450 - Comprehensive Safety Plan

Regulation updated to clarify that written notifications to specified persons and entities are required when those persons or entities are available and to reflect **NEW LAW (SB 323, 2023)** which (1) authorizes a school employee, a student's parent/guardian or educational rights holder, or a student, at specified times, to bring concerns about an individual student's ability to access disaster safety procedures described in the comprehensive safety plan to the principal, and if there is merit to the concern requires the principal to make appropriate modifications, and (2) requires comprehensive safety plans to include adaptations for students with disabilities in accordance with the federal Individuals with Disabilities Education Act and section 504 of the federal Rehabilitation Act of 1973. Additionally, regulation updated to reflect **NEW LAW (SB 671, 2023)** which requires a district's comprehensive safety plan to include procedures to assess and respond to reports of any dangerous, violent, or unlawful activity that is being conducted or threatened to be conducted at the school, an activity sponsored by the school, or on a school bus serving the school. In addition, regulation updated to reflect **NEW LAW (SB 10, 2023)** which requires schools that serve students in any of grades 7-12 to include in their comprehensive safety plans a protocol in the event a student is suffering or reasonably believed to be suffering from an opioid overdose. Regulation also updated to reference **NEW LAW (AB 1023, 2023)** which provides schools increased cybersecurity support.

Delete - Board Policy 0470 - COVID-19 Mitigation Plan

Policy deleted as unnecessary due to expiration of COVID-19 public health emergency declaration, with relevant concepts incorporated into other policies.

Board Policy 3516 - Emergency and Disaster Preparedness Plan

Policy updated to reflect **NEW LAW (SB 323, 2023)** which requires school emergency and disaster preparedness plans to include adaptations for students with disabilities in accordance with the federal Individuals with Disabilities Education Act and section 504 of the federal Rehabilitation Act of 1973.

Administrative Regulation 3516 - Emergency and Disaster Preparedness Plan

Regulation updated to include an attack or threat of attack to the district's digital network and technology infrastructure to the list of emergencies and disasters that the district and/or school site plans should cover, and routine monitoring of such technology as part of the district's strategies and actions for prevention/mitigation, preparedness, response, and recovery. Additionally, regulation updated to reference **NEW LAW (AB 1023, 2023)** which provides schools increased cybersecurity support, include automatic dialing devices as a form of communication during an emergency, and expand the list of critical information that would be needed in an emergency.

Board Policy 3550 - Food Service/Child Nutrition Program

Policy updated to reflect **NEW LAW (SB 348, 2023)** which (1) clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, including a student enrolled in an independent study program as specified, regardless of the student's eligibility for a federally funded free or reduced-price meal, (2) defines a "nutritionally adequate breakfast and lunch," and (3) requires that students be provided with adequate time to eat. Additionally, policy updated to reflect **NEW LAW (AB 95, 2023)** which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. In addition, policy updated to reflect **NEW LAW (SB 114, 2023)** which establishes school food best practices such as serving freshly prepared onsite meals using minimally processed, locally grown, and sustainable food, giving priority to California-grown or produced foods, and increasing plant-based or restricted diet food options for students. Policy updated to reflect California Department of Food and Agriculture guidance about school gardens.

Administrative Regulation 3550 - Food Service/Child Nutrition Program

Regulation updated for clarity and alignment with the accompanying Board Policy, with references to outdated material deleted.

Board Policy 3551 - Food Service Operations/Cafeteria Fund

Policy updated to reflect **NEW LAW (SB 348, 2023)** which clarifies that (1) the establishment of a cafeteria fund does not preclude the district from using other funds for the purpose of purchasing school meals, and (2) districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, including a student enrolled in an independent study program as specified, regardless of the student's eligibility for a federally funded free or reduced-price meal. Additionally, policy updated to reflect **NEW LAW (AB 95, 2023)** which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided and **NEW LAW (SB 114, 2023)** which establishes school food best practices such as giving priority to using California-grown or produced, sustainably grown, or whole or minimally processed foods, increasing plant-based or restricted diet food options for students, and preparing fresh meals onsite.

Administrative Regulation 3551 - Food Service Operations/Cafeteria Fund

Regulation updated for clarity and alignment with the accompanying Board Policy, with references to outdated material deleted.

Board Policy 3553 - Free and Reduced Price Meals

Policy updated to reflect **NEW LAW (SB 348, 2023)** which clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, regardless of the student's eligibility for a federally funded free or reduced-price meal, and **NEW LAW (AB 95, 2023)** which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. Additionally, policy updated to clarify that meals served under the school nutrition program meet district-adopted guidelines, in addition to state and federal nutrition standards. In addition, policy updated to more closely align with code language.

Administrative Regulation 3553 - Free and Reduced Price Meals

Regulation updated for clarity and alignment with the accompanying Board Policy, with references to outdated material deleted.

Board Policy 4111/4211/4311 - Recruitment and Selection

Policy updated to reflect **NEW GUIDANCE** from the California Department of Education and the Commission on Teacher Credentialing related to the benefit to students when district staff reflects the racial, ethnic, linguistic and cultural diversity of the district, and when the district's recruitment and selection process seeks to establish and maintain a diverse staff. Additionally, policy updated to include that the pay scale for an open position be included in the job posting. In addition, policy updated to include that discrimination

against a person in hiring based on the person's use of cannabis off the job and away from the workplace is prohibited, and reflect **NEW LAW (SB 700, 2023)** which prohibits the district from requesting information from an applicant related to the applicant's prior use of cannabis, apart from the person's criminal history, unless the district is otherwise legally permitted to consider or inquire about that information, In addition, policy updated to provide that the district retains the right to maintain drug-free schools and to prohibit employees from possessing, being impaired by, or using cannabis while on the job. Policy also updated to include that, in addition to Governing Board approval and district needs, the provision of incentives to recruit teachers be in accordance with any applicable collective bargaining agreement.

Administrative Regulation 4112.5/4212.5/4312.5 - Criminal Record Check

Regulation updated to reference that discrimination against a person in hiring based on the person's use of cannabis off the job and away from the workplace is prohibited, including **NEW LAW (SB 700, 2023)** which prohibits the district from requesting information from an applicant related to the applicant's prior use of cannabis, apart from the person's criminal history, unless the district is otherwise legally permitted to consider or inquire about that information. Additionally, regulation updated for clarity.

Exhibit(1) 4112.5/4212.5/4312.5 - Criminal Record Check

Exhibit reviewed in conjunction with the update of the accompanying Administrative Regulation.

Board Policy 4118 - Dismissal/Suspension/Disciplinary Action

Policy updated to generalize the material related to the basis for disciplinary action, and reflect **NEW COURT DECISION (Visalia Unified School District v. PERB)** which held that service as a union officer constitutes protected activity under the Educational Employment Relations Act for purposes of complaints of retaliation for union activities, and that retaliation solely for engaging in protected activities is prohibited. Additionally, policy updated to amend the list of what may be considered disciplinary actions to more closely align with law, and to add new section "Compulsory Leave of Absence" for consistency with law and the accompanying administrative regulation.

Regulation 4118 - Dismissal/Suspension/Disciplinary Action

Regulation updated to reference that discrimination against a person in termination or any term or condition of employment based on the person's use of cannabis when off the job or away from the workplace is prohibited, and to clarify that proper notice is required by March 15 of the employee's second complete consecutive year of employment for the district to not rehire a probationary employee for the following school year without giving a statement of reasons. Additionally, regulation updated to delete outdated material and for clarity.

Board Policy 4140/4240/4340 - Bargaining Units

Policy updated to clarify use of "employee organization," "recognized employee organization," "exclusive representative," and "bargaining unit". Additionally, policy updated to clarify Public Employee Relations Board opinions regarding when a district may restrict the wearing of union buttons, insignia, or other pictorial or written messages by employees, when a district may limit an employee organization's ability to communicate with its members, and what constitutes "reasonable restrictions" by a district. In addition, policy updated to remove outdated material related to COVID-19, and reflect **NEW LAW (AB 243, 2023)** which extends the Safe at Home address confidentiality protection to victims of child abduction and members of their households. Policy also updated for clarity, precision, organization, and consistency.

Board Policy 4157/4257/4357 - Employee Safety

Policy updated to reference **NEW LAW (SB 553, 2023)** which requires, starting July 1, 2024, districts to establish, implement, and maintain at all times and in all work areas a workplace violence prevention plan with specified components.

Administrative Regulation 4157/4257/4357 - Employee Safety

Regulation updated to add that the Department of Industrial Relations Division of Occupational Safety and Health may prohibit entry into a place of employment when, in its opinion, the place of employment exposes employees to an imminent hazard. Additionally, regulation updated to reflect **NEW LAW (SB 553, 2023)** which requires, starting July 1, 2024, districts to (1) establish, implement, and maintain at all times and in all

work areas a violence prevention plan with specified components, and (2) provide all employees with training when the plan is first established and annually thereafter. In addition, regulation updated to delete outdated information related to actions districts were required to take upon notice of potential exposure to COVID-19.

Administrative Regulation 4157.1/4257.1/4357.1 - Work-Related Injuries

Regulation updated to move material related to notice requirements for an employee who is a victim of a crime for better placement of content, and delete outdated information related to workers' compensation benefits for illness or death resulting from COVID-19.

Board Policy 4218 - Dismissal/Suspension/Disciplinary Action

Policy updated to add that the Governing Board expects all employees to serve as positive role models at school and in the community for consistency with expectations for certificated staff, generalize the material related to the basis for disciplinary action, and reflect **NEW COURT DECISION** (Visalia Unified School District v. PERB) which held that service as a union officer constitutes protected activity under the Educational Employment Relations Act for purposes of complaints of retaliation for union activities, and that retaliation solely for engaging in protected activities is prohibited. Additionally, policy updated to amend the list of what may be considered disciplinary actions to more closely align with law, clarify that if a timely request for a hearing is submitted, a third-party hearing officer is required to conduct the hearing if the Board has delegated such authority, and to add new section "Compulsory Leave of Absence" for consistency with law and the accompanying administrative regulation.

Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action

Regulation updated to reference that discrimination against a person in termination or any term or condition of employment based on the person's use of cannabis when off the job or away from the workplace is prohibited. Additionally, regulation updated to delete outdated material and for clarity.

Board Policy 5126 - Awards for Achievement

Policy updated to add that a budget be established for the purpose of student awards, and that no fee or other cost be charged to any student in relation to any requirements in qualifying for or receiving any district achievement awards. Additionally, policy updated to separate out the State Seal of Biliteracy material from district established awards for biliteracy, and to clarify that the Governing Board may prohibit the district committee which administers the district's scholarship and loan fund from accepting any donation under conditions it finds incompatible with the fund's intents and purposes as specified in Board Policy 3290 - Gifts, Grants and Requests.

Administrative Regulation 5126 - Awards for Achievement

Regulation updated to reflect **NEW LAW (AB 370, 2023)** which revises the criteria needed to be met for a student to be awarded the State Seal of Biliteracy, and to clarify the eligibility requirements for an English learner to be eligible for the State Seal of Biliteracy.

Board Policy 5141.21 - Administering Medication and Monitoring Health Conditions

Policy updated to reflect **NEW LAW (AB 1283, 2023)** which authorizes districts to provide emergency stock albuterol inhalers to school nurses or trained personnel who have volunteered, who may use the inhaler to provide emergency medical aid to person(s) suffering, or reasonably believed to be suffering, from respiratory distress, and **NEW LAW (AB 1722, 2023)** which authorizes districts to hire a licensed vocational nurse following Governing Board approval that a diligent search was conducted for a credentialed school nurse.

Board Policy 5144 - Discipline

Policy updated to reflect **NEW LAW (SB 291, 2023)** which, beginning with the 2024-25 school year, prohibits a school staff member from denying a student's recess unless the student's participation poses an immediate threat to the physical safety of the student or one or more of the student's peers. Additionally, policy updated to clarify that the Governing Board may, but is not required, to review approved discipline rules for consistency with Board policy and state law. In addition, policy updated to include interventions and supports to students as a priority in determining appropriate discipline.

Administrative Regulation 5144 - Discipline

Regulation updated to clarify that "junior high" and "high school students" are interpreted to mean students in grades 7-12, which affects the list of representatives for the development of site-level disciplinary rules, and that supervised suspension is one of the means of discipline that may be used when other means of correction have failed to bring about proper conduct. Additionally, regulation updated to reflect **NEW LAW (SB 10, 2023)** which expresses the legislative intent that districts use alternatives to a referral of a student to a law enforcement agency in response to an incident involving the student's misuse of an opioid to the extent that the alternative is not in conflict with any other law requiring a referral, and that a multi-tiered system of supports may be utilized, **NEW LAW (AB 1165, 2023)** which encourages districts to have a student who has been suspended, or for whom other means of correction have been implemented, for an incident of racist bullying, harassment, or intimidation, and the victim, to engage in a restorative justice practice suitable to address the needs of both of the students, engage the perpetrator in a culturally sensitive program, and to regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues, and **NEW LAW (SB 291, 2023)** which, beginning with the 2024-25 school year, prohibits a school staff member from denying a student's recess unless the student's participation poses an immediate threat to the physical safety of the student or one or more of the student's peers.

Board Policy 6115 - Ceremonies and Observances

Policy updated to add events of present day significance to the Governing Board's recognition of the importance of students celebrating events of significance, as observances which districts are required to hold by law may include current laws and rights. Additionally, policy updated to reflect that specified commemorative exercises may be required by law and include educational components.

Administrative Regulation 6115 - Ceremonies and Observances

Regulation updated to reflect **NEW LAW (AB 800, 2023)** which requires districts to observe, during the week that includes April 28, "Workplace Readiness Week" by providing high school students with specified information on their rights as workers, and, for students in grades 11 and 12, for the observances to be integrated into the regular school program consistent with the history-social science framework. Additionally, regulation updated to reflect that specified commemorative exercises may be required by law. In addition, regulation updated to add to the list of when the national flag is required to fly at half-staff to include the death of a first responder in the state who dies while serving in the line of duty.

Board Policy 6141.2 - Recognition of Religious Beliefs and Customs

Policy updated to reflect **NEW GUIDANCE** from the U.S. Department of Education regarding constitutionally protected prayer and religious expression in public schools and Appendix F of the California Department of Education's History and Social Science Framework which offers guidance and support for educators regarding the recognition of religious beliefs and customs. Additionally, policy updated to add that instruction regarding the role of religion in society be consistent with adopted instructional materials and state standards. In addition, policy updated to reflect U.S. Supreme Court decision ([Kennedy v. Bremerton](#)) which held that the employee, a football coach, did not coerce students to pray when the employee knelt at midfield after games to offer a quiet personal prayer, rejected the district's argument that any visible religious conduct by a teacher or coach amounted to impermissible coercion on students, and concluded that the coach was acting in a private capacity and not in the capacity of an employee of the district when the prayer was offered during a time when school employees were free to attend to personal matters. Policy also updated to reflect **NEW COURT DECISION** ([Fellowship of Christian Athletes v. San Jose Unified School District](#)) in which the Ninth Circuit U.S. Court of Appeals held that it would be discrimination for a district to fail to recognize a student club with religiously based leadership requirements upon a finding that multiple student clubs imposed certain requirements for membership or leadership positions—i.e., discriminated against certain students—but that the district only objected to the Fellowship of Christian Athletes' requirements because of the *religious* basis of the requirements.

Administrative Regulation 6141.2 - Recognition of Religious Beliefs and Customs

Regulation updated to reflect Appendix F of the California Department of Education's History and Social Science Framework which offers guidance and support for educators regarding the recognition of religious beliefs and customs.

Board Policy 6175 - Migrant Education

Policy updated to reference this group of highly mobile students as "students who are migratory" to align with language found within the Education Code and the California Department of Education's 2023-24 federal program monitoring instrument.

Administrative Regulation 6175 - Migrant Education

Regulation updated to reference this group of highly mobile students as "students who are migratory" to align with language found within the Education Code and the California Department of Education's (CDE) 2023-24 federal program monitoring instrument. Additionally, regulation updated to include that a student who is migratory may, but is not required, to be provided with programs for online instruction as a substitute for physical attendance, and to delete material related to family literacy services, as the funding and legal basis no longer exist. In addition, regulation updated to provide that for summer school programs, the number of instructional days may be decreased if there are holidays for which schools are required to be closed, that districts are required to make facilities available at no cost to other agencies that request facilities for the operation of migrant summer school program unless just cause for denial exists, and that districts who receive authorization and funding from CDE to provide an extended school year program to migratory students who, due to family movement, enroll in transitional kindergarten, kindergarten, or any of grades 1-6, on or after March 1 of the school year and depart on or before December 1 of the next school year, are required to operate such program in accordance with law. Regulation also updated to add material related to requirements regarding the transfer of coursework and credits, exemptions from district-established graduation requirements, and for the option to remain in school to complete district-established or statewide course requirements.

Board Bylaw 9320 - Meetings and Notices

Bylaw updated to clarify that a study session, retreat, public forum, or discussion meeting of the Governing Board must either be held as a regular or special Board meeting. Additionally, bylaw updated to reflect **NEW LAW (AB 557, 2023)** which extended and modified the ability of a Board member to join a meeting by teleconference due to just cause or emergency circumstances or during a proclaimed state of emergency. In addition, bylaw updated to remove outdated COVID-19 related requirements. Bylaw also updated for clarity, precision, organization, and consistency.

Board Bylaw 9323.2 - Actions by the Board

Bylaw updated to add that the Governing Board may take action on a request by a Board member to participate by teleconference due to emergency circumstances if it is not on the posted agenda so long as there was not sufficient time to place it on the agenda. Additionally, bylaw updated to remove language related to the authority of the district attorney's office or an interested person to file a civil action asking the court to order the Board to stop or prevent a Brown Act violation and replace it with language requiring the district attorney's office or interested person to first present a demand to "cure and correct" the alleged violation and, when such occurs, for the Board to consult with legal counsel on if and how to respond.

Exhibit(1) 9323.2 - Actions by the Board

Exhibit updated to clarify that the exhibit is a non-exhaustive list of actions that require more than a simple majority vote and that have restrictions on when the Governing Board may act. Additionally, exhibit updated to remove, in the section "Actions Requiring a Two-Thirds Vote of the Membership of the Board," an item related to school facilities improvement districts as well as an item related to parcel taxes, both of which do not require a two-thirds vote. In addition, exhibit updated to add sections on "Actions Required to Occur During a Regular Board Meeting" and "Prohibitions on Certain Board Actions". Exhibit also updated to reflect **NEW LAW (SB 494, 2023)** which prohibits the Board from taking action to terminate a superintendent or assistant superintendent without cause within 30 calendar days after the first convening of the Board after a general election at which one or more of the Board members are elected or recalled, and **NEW LAW (SB 229, 2023)** which requires a district that is disposing of surplus land and has received notification of a violation to hold an open and public meeting to review and consider the substance of the notice of violation and prohibits the Board from taking final action to ratify or approve the proposed disposal of surplus land until a public meeting is held. Exhibit also updated for clarity, precision, organization, and consistency.

Delete - Exhibit(2) 9323.2 - Actions by the Board

Exhibit deleted as districts should consult with legal counsel if there is a need to respond to a "cure and correct" letter.

Liberty Elementary School District

Board Meeting of the Board of Trustees

Minutes

Liberty Elementary School

Library

1771 East Pacific Avenue. Tulare, CA 93274

Tuesday, March 12, 2024

6:00pm 1.0 **Call to Order** 6:03 p.m.

2.0 **Adopt Agenda (Action Item)**

This item is provided as an opportunity for trustees, through consensus, to approve, re-sequence, or table agenda topics. In accordance with the Brown Act Requirements effective July 1, 2008, if documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the District Office located at 1771 E. Pacific Ave. Tulare, CA 93274.

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6:00pm 3.0 **Adjourn to Closed Session** 6:03 p.m.

The Board may adjourn to closed session to discuss matters of personnel security, negotiations, student discipline, litigation, or other matters as authorized by the government Code Section 3459.1, 5496.6 and 54967.6 and Ed Code Sections 35136 and 48913.

- a. **(Ed Code Section 35146, 48900) Student Discipline & Other Confidential Student Matters.**
- b. **(Gov. Code 54957) Public Employee Discipline/Dismissal/Release**
- c. **Employment, resignations, transfers, etc. of Certificated and Classified Personnel**
- d. **Gov. Code 54956.9) Significant Exposure to Litigation Pursuant to Government Code section 54956.9, subdivision (d)(2) or (3) One Case-Approval of Final**

6:30pm 4.0 **Reconvene in Open Session** 6:30 p.m.-No Action Taken

4.1 **Flag Salute**

4.2	Roll Call:	Ron Koetsier	President	<i>Present</i>
		John Beaver	Clerk	<i>Present</i>
		Jill White	Member	<i>Absent</i>
		Diane Tanner	Member	<i>Present</i>
		Jonathon Thorpe	Member	<i>Present</i>

Also in attendance for Closed and Open Session: Deanna Cardoza (Superintendent),

BOARD GOALS

1. **Achieve high academic standards and meet the needs of all students in a safe and supportive environment.**
2. **Provide quality educational, extra-curricular, and athletic opportunities through exemplary activity programs.**
3. **Improve district organization, growth and capacity of facilities.**

- 4.3 **Board President** – Opportunity for Board President to comment or report on any matters pertinent or of concern to the Board.
 - a. **Board President to announce Closed Session Items of Discussion.**

- 4.4 **Public Comments:**

Those in the audience desiring to address the Board regarding items not on the agenda may do so at this time. Each speaker is to have (3) three minutes to address the Board and make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agenda items.

- 5.0 **Information Items:**

This item is provided for informational reports and will highlight district and student events and successes.

- 5.1 **Staff Reports** - Opportunity for Liberty Elementary School Staff Members to comment or report on any matters pertinent or of concern to the Board. *Mrs. Melton and Mrs. Martin attended on behalf of the second grade team. They thanked the board for all they do for our staff and students.*

- 5.2 **Superintendent** – Opportunity for Superintendent/Principal to comment or report on any matters pertinent or of concern to the Board. *Dr. Cardoza shared with the board that the LCAP Survey went out to parents and staff and she has already received feedback. She also gave an update regarding Liberty not qualifying for state funding to build the new 10 wing classroom. At this time we have decide to move forward with modifying the project to a four wing classroom with student restrooms.*

- 5.3 **Principal-** Opportunity for Superintendent/Principal to comment or report on any matters pertinent or of concern to the Board *Mrs. Newkirk gave the dates for some upcoming events. March 18th the Lion Band will be performing at Tulare Union March 22 will be Liberty’s Annual Talent Show. Tryouts for Poetry and Prose is underway.*

- 5.4 **Statement of Economic Interests Form 700 due by April 2nd**
Due April 2nd.

- 6.0 **Action Items:**

These items are provided for Board information, discussion, and/or action.

- 6.1 **Approval of Consent Agenda**
 - *Minutes of Regular Board Meeting, February 13, 2024
 - *Payment of Warrants

Diane Tanner made a motion to approve the Consent Agenda 2nd made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver and Jonathon Thorpe

6.2 Approval of Resolution 2023-2024-08 Regarding Non-Reelection and Release from Employment of Temporary Certificated Employees

Employee 1000059

John Beaver made a motion to approve Resolution 2023-2024-08 Regarding Non-Reelection and Release from Employment of temporary Certificated Employees 2nd made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver and Jonathon Thorpe Noes: 0 Abstain: 0 Absent: Jill White *Motion Carried*

6.3 Approval of Budget Revisions

Diane Tanner made a motion to approve item 6.3 Budget Revisions and item 6.4 the 2nd Interim Reporting for 2023-2024 2nd made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver and Jonathon Thorpe Noes: 0 Abstain: 0 Absent: Jill White *Motion Carried*

6.4 Approval of 2023-2024 2nd Interim Report
Approved with item 6.3

6.5 Approval of 2024-2025 Transportation Services Plan

John Beaver made a motion to approve the 2024-2025 Transportation Service Plan 2nd made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver and Jonathon Thorpe Noes: 0 Abstain: 0 Absent: Jill White *Motion Carried*

6.6 Approval to award the formal bid to Bush Construction. Authoring the Superintendent to sign the contract based upon the revised proposal of a 4 wing classroom not to exceed 2,800,000.00

John Beaver made a motion to award the formal bid to Bush Construction 2nd made by Diane Tanner Ayes: Ron Koetsier, Diane Tanner, John Beaver and Jonathon Thorpe Noes: 0 Abstain: 0 Absent: Jill White *Motion Carried*

Adjourned 6:47 p.m.

Accounts Payable Final Prelist - 3/14/2024 10:46:25AM

*** FINAL ***

Batch No 328

Audit
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
000585	AT&T	PV-240426	3/5/2024		BAN 9391032124		010-00000-0-00000-82000-59000-0	\$134.55		
	AT&T	PV-240447	3/8/2024		BAN9391057381		010-00000-0-00000-82000-59000-0	\$355.74		
	AT&T	PV-240448	3/8/2024		BAN9391028846		010-00000-0-00000-82000-59000-0	\$265.59		
								\$755.88		
000724	AT&T MOBILITY	PV-240427	3/5/2024		ACCT#829065989		010-00000-0-00000-82000-59000-0	\$77.12		
								\$77.12		
000687	BSK Associates	PV-240434	2/27/2024		AH04982		010-00000-0-00000-82000-56000-0	\$70.00		
								\$70.00		
000971	CALIFORNIA BUSINESS MACHINES	PV-240433	3/6/2024		344313/344469		010-00000-0-00000-82000-56000-0	\$915.18		
								\$915.18		
000225	CARTOZIANS AIR CONDITIONING	PV-240452	3/1/2024		B/P010124C		010-81500-0-00000-81100-56000-0	\$4,720.00		
								\$4,720.00		
000617	CITY OF TULARE	PV-240432	3/5/2024		CUST# 251965+001		010-00000-0-00000-82000-55000-0	\$2,226.40		
								\$2,226.40		
000992	COSCO FIRE PROTECTION, INC	PV-240429	2/16/2024		1000655048		010-00000-0-00000-82000-43000-0	\$841.09		
								\$841.09		
000797	CVIN / VAST	PV-240449	3/1/2024		52335		010-00000-0-00000-82000-59000-0	\$292.50		
								\$292.50		
000857	De Lage Laden Financial Serv	PV-240453	3/9/2024		ACCT #379893		010-00000-0-00000-82000-56000-0	\$2,045.70		
								\$2,045.70		
000958	DEERE CREDIT SERVICES INC	PV-240435	2/27/2024		2884994		010-00000-0-00000-91000-74380-0	\$165.25		
	DEERE CREDIT SERVICES INC	2/27/2024			2884994		010-00000-0-00000-91000-74390-0	\$510.29		
								\$675.54		

Monthly Billing

Monthly Billing

Monthly Billing

Monthly Billing

Monthly AC Billing

Monthly Tracer

fire sprinkler

Monthly Billing

Monthly Billing

Monthly lease

Accounts Payable Final Prelist - 3/14/2024 10:46:25AM

*** FINAL ***

Batch No 328

Audit
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
000982	EAGLESHIELD PEST CONTROL, INC	PV-240436	3/5/2024		114221		010-00000-0-00000-82000-56000-0	\$365.00		
								\$365.00		
000913	EDUCATION CONSULTING SVS, LLC	PV-240457	1/31/2024		2024-113-02-DUTRA		010-00000-0-00000-72000-58000-0	\$250.00		
								\$250.00		
000910	EKC Enterprises Inc	PV-240439	2/29/2024		51601		010-81500-0-00000-81100-58000-0	\$3,131.53		
								\$3,131.53		
000956	Elite Alarm Inc	PV-240450	3/7/2024		2135		010-81500-0-00000-81100-58000-0	\$900.00		
								\$900.00		
000924	Erica Ribeiro	PV-240460	3/11/2024		PIZZA-AR REWARD		010-00000-0-11100-10000-43000-0	\$151.01		
								\$151.01		
000786	Ingram Band Supply LLC	PV-240461	3/12/2024		9865/9653/9580		010-41270-3-11100-10000-43000-0	\$456.38		
								\$456.38		
000499	JOANNA FUNG	PV-240440	2/29/2024		SERVICES		010-00000-0-00000-72000-58000-0	\$600.00		
								\$600.00		
000965	JULIA MENDEZ	PV-240444	3/7/2024		SUPPLIES		010-00000-0-11100-10000-43000-0	\$187.79		
								\$187.79		
000783	JW PEPPER	PV-240458	3/13/2024		ACCT#627726		010-41270-3-11100-10000-43000-0	\$197.64		
								\$197.64		
000346	LANGE PLUMBING SUPPLY, INC	PV-240428	2/28/2024		883652		010-00000-0-00000-82000-43000-0	\$151.37		
								\$151.37		
000994	LIBERTY ELE. ED. FOUNDATIONI	PV-240441	2/29/2024		FEBRUARY		010-26000-0-11100-10000-58000-0	\$7,610.61		
								\$7,610.61		
000100	LINDER EQUIPMENT COMPANY	PV-240431	2/26/2024		ACCT#A52175		010-07230-0-00000-36000-43000-0	\$1,217.47		
								\$1,217.47		

Monthly Pest Control

SARB Pooling

Fire/Safety Alarm

Annual Billing

Inst-Supp.

Music supplies

Consulting services

Inst. Supplies

Music supplies

Maintenance

Kids Club monthly

Bus. Repair

Accounts Payable Final Prelist - 3/14/2024 10:46:25AM

*** FINAL ***

Batch No 328

Audit
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total District Payment Amount:
								\$136,892.00

Accounts Payable Final Prelist - 3/14/2024 10:46:25AM

*** FINAL ***

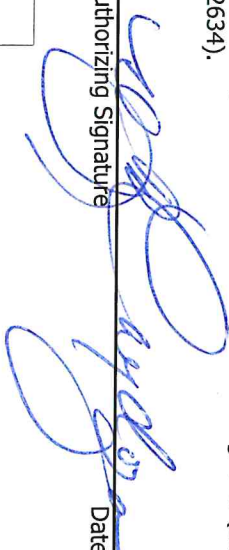
Batch No 328

Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
Batch No 328										
Total Accounts Payable: \$136,892.00										

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 136,892.00 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Authorizing Signature



Date

3/14/24

Fund Summary	Total
010	\$136,892.00
Total	\$136,892.00

Workplace Violence Prevention Plan for Liberty Elementary School District

Effective Date: July 1, 2024

1. Policy Statement

Liberty Elementary School District (LESD) is fully committed to fostering a safe, secure, and respectful environment for all members of our community. Our unwavering dedication to zero tolerance for violence, threats, harassment, or intimidation aligns with California state law. This plan outlines LESD's proactive measures to prevent workplace violence and prioritize the well-being of our staff, students, parents, and visitors.

2. Risk Assessment

An annual risk assessment, effective in identifying potential risks and vulnerabilities, will encompass:

- Analysis of incidents within the preceding year.
- Consultations with staff, law enforcement, and security experts.
- Examination of school facilities and current security measures.
- Consideration of external factors, including community safety trends.

3. Training and Education

Mandatory training will be provided to all LESD employees, which will include:

- Identification of behavior that may indicate potential for workplace violence.
- Strategies for conflict resolution and de-escalation.
- Detailed review of LESD's policies for reporting and managing incidents.
- Comprehensive emergency response protocols, tailored to the school's layout and resources.

This training will be conducted upon employment and annually thereafter, with additional sessions as needed to address emerging issues.

4. Reporting Procedures

LESD establishes a confidential reporting system for violence or threats, offering:

- Diverse reporting channels, including an online portal and direct contact with trusted staff.
- Assurance against retaliation for individuals reporting concerns.
- Immediate and appropriate follow-up actions on all reports received.

5. Response Plan

Upon incident reports, LESD will:

- Activate immediate measures to secure the safety of all individuals.
- Provide necessary medical and psychological support to affected persons.

- Initiate a thorough investigation and determine necessary disciplinary or corrective actions.
- Communicate with the school community respecting privacy and confidentiality.

6. Review and Improvement

The Workplace Violence Prevention Plan will undergo annual review or following significant incidents, adjusting based on community feedback, incident reviews, and legal or policy changes.

7. Collaboration with Law Enforcement and Community Resources

LESD will collaborate with local law enforcement and community organizations through:

- Shared training programs.
- Exchange of safety and security information.
- Access to support and recovery resources for staff and students.

8. Documentation and Record-Keeping

Confidential records of training, incident reports, investigations, and response actions will support compliance, effectiveness assessment, and continuous improvement.

Compliance and Legal Considerations

This plan aligns with California State Law, ensuring ongoing compliance with legal and regulatory mandates. LESD remains committed to upholding the highest safety and respect standards within our community.

Workplace Violence Prevention Risk Assessment Template

Liberty Elementary School District

Introduction:

This document provides a template for an annual risk assessment, ensuring a safe and secure environment for all LESD members.

Section 1: Data Collection

1.1 Incident Review:

- Summary of reported incidents from the past year.
- Analysis of trends or patterns.

1.2 Input from School Community:

- Surveys and/or interviews with staff, students, and parents.
- Meetings with the school safety committee.

1.3 Physical Security Assessment:

- Inspection of school buildings and grounds.
- Review of current security measures.

1.4 Review of External Factors:

- Consideration of community safety trends.
- Coordination with local law enforcement.

Section 2: Risk Analysis

2.1 Identification of Risks:

- Listing of identified potential risks by likelihood and severity.

2.2 Vulnerability Assessment:

- Evaluation of existing safeguards.
- Identification of areas lacking sufficient protective measures.

Section 3: Action Plan

3.1 Prioritization of Risks:

- Prioritization based on potential impact and likelihood.

3.2 Development of Mitigation Strategies:

- Specific actions to address each prioritized risk.

3.3 Implementation Timeline:

- Timeline for implementing proposed strategies.

Section 4: Monitoring and Review

4.1 Monitoring Procedures:

- Establishment of ongoing monitoring processes.

4.2 Annual Review:

- Commitment to an annual review and adjustment of the risk assessment and action plan.