

SIERRA SANDS UNIFIED SCHOOL DISTRICT

**Board of Education
Special Meeting**

**AUGUST 7, 2019
District Office
113 W. Felspar Ave.
Ridgecrest, CA 93555
www.ssusd.org**

We, the members of the Board of Education of the Sierra Sands Unified School District, are committed to providing the highest quality education in a safe environment to all K-12 students. We believe the school shares with the family, church, and community the responsibility for developing life-long learners who are responsible, productive citizens.

A G E N D A

CALL TO ORDER AND PLEDGE TO THE FLAG

6:15 P.M.

Amy Castillo-Covert
Bill Farris
Tim Johnson – telephonically from 8501 Hampton Blvd., Norfolk, VA 23505
Kurt Rockwell, President
Michael Scott, Vice President/Clerk

Dave Ostash, Ed.D., Superintendent

MOMENT OF SILENCE

1. ADOPTION OF AGENDA
The board will provide time during the discussion of each agenda item for members of the public to comment.
2. CONSENT CALENDAR
 - 2.1 Approval of Interdistrict Attendance Agreement (Ball)
3. EDUCATIONAL ADMINISTRATION
 - 3.1 Approval of California Department of Education’s Form J-13A for Gateway Elementary School and Richmond Elementary School “School Closure” August 13-16, 2019
4. BUSINESS ADMINISTRATION
 - 4.1 Approval for Address Change for Richmond Elementary School
 - 4.2 The board will meet with the superintendent in a workshop style session to discuss strategies and funding associated with the district Facilities Master Plan.

5. ADJOURNMENT

2. CONSENT CALENDAR

2.1 Approval of Interdistrict Attendance Agreement (Ball)

BACKGROUND INFORMATION: Board approval is required in order for students to attend a school district other than the district in which the students reside.

CURRENT CONSIDERATIONS: A request has been received from the parents of 4th grade student A. McNamara-Ball for approval of an interdistrict attendance agreement in order that the student may attend the Sierra Sands Unified School District for the 2019-20 school year due to parent employment at NAWS China Lake. The family lives in Trona.

FINANCIAL IMPLICATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: Approve the interdistrict attendance agreement for 4th grade student A. McNamara-Ball who resides in Trona, to attend the Sierra Sands Unified School District for the 2019-20 school year as presented.

3. EDUCATIONAL ADMINISTRATION

3.1 Approval of California Department of Education's Form J-13A for Gateway Elementary School and Richmond Elementary School "School Closure" August 13-16, 2019

BACKGROUND INFORMATION: Education Codes (EC) 41422 and 46392 allow the State Superintendent of Public Instruction (SSPI) to grant normal apportionment credit to local educational agencies (LEAs) in emergencies. EC Section 41422 authorizes maintenance of apportionments in instances when one or more schools must be closed because of "extraordinary conditions." When the SSPI authorizes credit for days that school was closed, LEAs receive instructional time credit for the day(s) and minutes lost due to the emergency closure and approval to reduce the divisor used for calculating average daily attendance (ADA). The instructional time credit satisfies state law with regard to both the instructional day and minute requirements.

LEAs obtain credit for days and minutes lost due to emergency closure and material decreases in attendance due to emergency events by submitting a Request for Allowance of Attendance Due to Emergency Conditions (Form J-13A). A Form J-13A approval, combined with other LEA records, serve to document the LEA's compliance with instructional time laws, show why different divisors may be used in the computation of ADA, and document approval for ADA credit.

On July 4 and 5, 2019 both Gateway Elementary School and Richmond Elementary School sustained damage to facilities and assets due to the 6.4 and 7.1 magnitude earthquakes. After extensive analyses conducted by district staff and consultation with contractors, it is not anticipated that the repairs and replacement of assets will be completed by the August 13, 2019 start date of the 2019-20 school year.

CURRENT CONSIDERATIONS: It is recommended that the start date for Gateway Elementary School and Richmond Elementary School be delayed to Monday, August 19, 2019. This will result in a school closure of four instructional days, August 13-16, 2019. However, the minimum annual instructional minutes requirement will be met for transitional kindergarten (36,000), grades 1-3 (50,400), and grades 4-5 (54,000).

FINANCIAL IMPLICATIONS: It is anticipated that Form J-13A will be approved by the CDE and that credit for days and minutes lost due to emergency closure will be obtained.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the Board of Education authorize the submittal of Form J-13A Request for Allowance of Attendance Due to Emergency Conditions for the Gateway Elementary School and Richmond Elementary School closure dates of August 13-16, 2019.

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

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/tq/aa/pa/f13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: Sierra Sands Unified School District		COUNTY CODE: 15	DISTRICT CODE: 73742	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Dave Ostash			FISCAL YEAR: 2019-20	
ADDRESS: 113 Felspar Ave.		COUNTY NAME: Kern		
CITY: Ridgecrest		STATE: California	ZIP CODE: 93555	
CONTACT NAME: Michelle Savko	TITLE: Asst. Supt. Curriculum & Inst.	PHONE: 760-499-1644	E-MAIL: msavko@ssusd.org	

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

<input checked="" type="checkbox"/> SCHOOL DISTRICT Choose one of the following: <input type="checkbox"/> All district school sites <input checked="" type="checkbox"/> Select district school sites	<input type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE) Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> CHARTER SCHOOL
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PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

SCHOOL CLOSURE: When one or more schools were closed because of conditions described in *EC* Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per *EC* Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *EC* Section 46200, et seq.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of *EC* Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in *EC* Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to *EC* Section 46391:

"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."

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

SECTION B: SCHOOL CLOSURE

Not Applicable (Proceed to Section C)

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

Supplemental Page(s) Attached

Sierra Sands Unified School District experienced a natural disaster with a 6.4 magnitude earthquake on 7/4/19 and a 7.1 magnitude earthquake on 7/5/19. Both Gateway Elementary School and Richmond Elementary School required extensive repairs to facilities and replacement of assets. In addition, Richmond Elementary School was relocated to another school campus which also required extensive repairs. As a result of the earthquakes, necessary repairs, and compacted timeline, Gateway Elementary and Richmond Elementary start date must be delayed by four school days resulting in a loss of four instructional days (Aug. 13, 14, 15, 16, 2019).

PART II: SCHOOL INFORMATION (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/f13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
Gateway Elementary School	6110712	Traditional	180	0	0	Aug. 13, 14, 15, 16, 2019	Aug. 13, 14, 15, 16, 2019	4
Richmond Elementary School	6009328	Traditional	180	0	0	Aug. 13, 14, 15, 16, 2019	Aug. 13, 14, 15, 16, 2019	4

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

A	B	C	D	E	F
School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No

SECTION C: MATERIAL DECREASE

Not Applicable (Proceed to Section D)

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

Supplemental Page(s) Attached

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

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
Total:		0.00			0		0.00

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

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
Total:		0.00			0.00		0.00

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

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

Not Applicable (Proceed to Section E)

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

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

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

SECTION E: AFFIDAVIT

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

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

Board Members Names

Board Members Signatures

Amy Castillo-Covert

William Farris

Tim Johnson

Kurt Rockwell

Mike Scott

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

Subscribed and sworn (or affirmed) before me, this 7th day of August, 2019

Witness: Dave Ostash (Name) Title: Superintendent of Sierra Sands U.S.D. County, California
(Signature)

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

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

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

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

County Superintendent of Schools (or designee): Dr. Mary Barlow (Name) _____ (Signature)

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

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

COE contact/individual responsible for completing this section:

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

4. BUSINESS ADMINISTRATION

4.1 Approval for Address Change for Richmond Elementary School

BACKGROUND INFORMATION: After a series of earthquakes occurring on July 4 and 5, 2019, the district began emergency repairs of district facilities. Once repairs were underway, it became clear that there were risks to the district's ability to get Richmond Elementary School repaired in time for an August school start. Initial analysis of the sewer system indicated three things: 1) There was more damage than initially identified. 2) There was difficulty in obtaining contractor labor that would meet the necessary requirements for access to the Naval Air Weapons Station. 3) The damage to Richmond exceeded the damage identified at other school sites, including the Vieweg Adult School campus. On July 22, 2019, a decision was made to re-direct recovery efforts to the Vieweg campus to serve as a temporary site for the Richmond student body and staff until such time as Richmond Elementary School can be used again.

CURRENT CONSIDERATIONS: The California Department of Education (CDE) makes allowances for schools to change their physical address on a temporary or permanent basis. In order to do so, a district must submit changes to the County-District-School (CDS) database, and submit a board header to the district Board of Education advising them of the change. The purpose of this board item is to inform the board of the district's intent to temporarily change the address associated with Richmond Elementary School to: 348 Rowe Street, Ridgecrest, CA, which is the address of the Vieweg site.

FINANCIAL IMPLICATIONS: There are no financial implications associated with this action.

SUPERINTENDENT'S RECOMMENDATION: It is the superintendent's recommendation that the board approve the change of Richmond Elementary School's physical address to: 348 Rowe Street, Ridgecrest, CA until such time as Richmond Elementary School can be used to house Richmond students and staff again.

4. BUSINESS ADMINISTRATION

- 4.2 The board will meet with the superintendent in a workshop style session to discuss strategies and funding associated with the district Facilities Master Plan.