

MAXWELL UNIFIED SCHOOL DISTRICT
515 Oak Street, P.O. Box 788
Maxwell, CA 95955
(530) 438-2291

**A Regular Meeting of the Governing Board of Maxwell Unified School
District will be held on June 18, 2020 in the District Office
at Maxwell Unified School District in Maxwell, CA at 5:00 p.m. at the above address.**

Welcome to the meeting of the Board of Trustees of Maxwell Unified School District. Citizen participation in the form of oral or written communications is encouraged. Persons wishing to participate are requested to, but are not required to, sign up on the public information sheet available at the back of the meeting room. A file of the documents and backup information concerning the agenda items is also available to the public in the rear of the meeting room. The exhibit agenda binder file is not to be removed from the meeting room.

The public may comment on any item listed on the agenda prior to or during consideration of that item by the Board of Trustees. The Board welcomes a written synopsis of individual presentations.

All Board of Education meetings are digitally recorded and kept on file for 30 days after Board approval of the meeting minutes. The public is welcome to come into the District Office to listen to these tapes. Please call to make arrangements.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Kristie Pearson, Executive Secretary at the Maxwell Unified School District Office at least three working days prior to any public meeting.

General Agenda Information

(Exhibits) Items so marked have supporting documents which have been distributed to the Board of Trustees. A public exhibit copy is available at the District Office and a copy will also be available for review at the back of the Board meeting room on the exhibit table.

(HO) Items so marked will have supporting documents handed out at the time the agenda item is addressed.

Unmarked items have no supporting documents.

AGENDA

1. CALL TO ORDER _____ p.m.

ROLL CALL

Board Present:

Board Absent:

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA (Action Item)

4. APPROVAL OF MINUTES – (Action Item)

[May 13, 2020](#); [May 20, 2020](#)

5. PUBLIC DISCUSSION

The Public Discussion item on the agenda allows for input to the Board on issues that are not on the published agenda.

The Governing Board wishes to obtain complete information on all matters which are of proper concern to the Board.

Generally, persons wishing to address the Board are requested to sign up on the public information sheet available at the back of the meeting room prior to this item appearing on the agenda. Signing up, however, is not required. Time allotted to speakers may be limited. Speakers are requested to state their name and address for the Board's information. Board members may question speakers. Except under statutorily defined circumstances, action will not be taken regarding public commentary until referred to the appropriate administrative level.

6. REPORTS

A. School Reports

Maxwell Unified School District

- 1) ASB Representative
- 2) Business Manager

- 3) Elementary/Middle School Principal
- 4) Superintendent/Principal

B. Other Reports

- 1) Governing Board

7. CONSENT AGENDA (Action Item)

All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request that specific items be discussed and/or removed from the Consent Agenda.

- A. Accounts Payable Batches- Month of May** (Accounts payable batches are available in the District office for anyone who wishes to review any or all warrants listed on the payable batches. Please call prior to coming in to review warrants.)

8. PUBLIC HEARING ITEMS

OPEN PUBLIC HEARING

Open Time: _____

- A. Discuss 2020-2021 District Budget

CLOSE PUBLIC HEARING

Close Time: _____

OPEN PUBLIC HEARING

Open Time: _____

- B. Balances in Excess of Minimum Resources Budget Statement

CLOSE PUBLIC HEARING

Close Time: _____

OPEN PUBLIC HEARING

Open Time: _____

- C. [2020-2021 Education Protection Account \(EPA\)- Resolution #19-20-07](#)

CLOSE PUBLIC HEARING

Close Time: _____

9. PRESENTATION/DISCUSSION AND/OR ACTION ITEMS

A. Budget Revision

- a. Public Discussion- 10 minutes
- b. Board Deliberation and Possible Action

B. 2020-2021 Maxwell Unified School District Budget

- a. Public Discussion- 10 minutes
- b. Board Deliberation and Possible Action

C. [COVID-19 Operations Plan](#)

- a. Public Discussion- 10 minutes
- b. Board Deliberation and Possible Action

D. [COVID-19/School Re-Opening Plan/High School Sports](#)

- a. Public Discussion- 10 minutes
- b. Board Deliberation and Possible Action

- E. [Resolution #19-20-07 Education Protection Account \(EPA\)](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- F. Balances in Excess of Minimum Resources Budget Statement
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- G. [Resolution #19-20-08 Classification of Fund Balances in Governmental Funds](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- H. [Resolution #19-20-09 Committed Fund Balance](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- I. [Approval of Warrant Orders 2020 through 2021](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- J. [Agriculture Career Technical Education Incentive Grant 2020-2021 Application for Funding](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- K. [CIF Designee](#)
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

- L. Solar Update-Standing Item
 - a. Public Discussion- 10 minutes
 - b. Board Deliberation and Possible Action

10. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING

11. BOARD OF TRUSTEES REQUEST FOR INFORMATION

12. ADJOURNMENT

MAXWELL UNIFIED SCHOOL DISTRICT
515 Oak Street, P.O. Box 788
Maxwell, CA 95955
(530) 438-2291

Regular
May 13, 2020
5:00 p.m.

MINUTES

1. CALL TO ORDER 5:00 p.m.

ROLL CALL

Board Present: (5) Diana Kemp-Azevedo, Kelly Haywood, Cristy Edwards, Tom Charter, and Jason Bowen

Board Absent: (0)

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tom Charter.

3. APPROVAL OF AGENDA (Action Item)

A motion was made to approve the agenda by Kelly Haywood and was seconded by Jason Bowen; motion carries.

4. APPROVAL OF MINUTES – (Action Item)

A motion was made to approve the minutes from the Regular Board Meeting on April 8, 2020 by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

5. PUBLIC DISCUSSION

Stacey Atencio presented the board of trustees with the Maxwell High School FBLA Local Chapter Annual Report for the 2019-2020 school year.

6. REPORTS

A. School Reports

Maxwell Unified School District

1) ASB Representative- Absent

2) Business Manager- Danielle Wilson reported that she has been working with insurance on the bus situation. The bus will be totaled out and returned to the district for parts. The bus in Arbuckle is still available, it is a 2012 bus and they are asking \$30,000. The May revise will be out on Thursday, Summer Shadley and Danielle Wilson will be attending the virtual meeting.

3) Elementary/Middle School Principal- Staci deWit deferred until agenda items.

4) Superintendent/Principal- Zach Thurman reported that the marquee is up and running. He is impressed with how it looks. There are some issues with the fence blocking visibility that need to be dealt with. Mr. Thurman presented a letter from Colusa County Health and Human Services dated May 8, 2020 and a letter from Dr. Burt dated May 13, 2020.

B. Other Reports

1) Governing Board- None

7. CONSENT AGENDA (Action Item)

All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request that specific items be discussed and/or removed from the Consent Agenda.

- A. Accounts Payable for the Month of April-** (*Accounts payable batches are available in the District office for anyone who wishes to review any or all warrants listed on the payable batches. Please call prior to coming in to review warrants.*)
- B. New Hire(s):** Thomas Boyes, High School Shop Teacher
A motion was made to approve the consent agenda by Cristy Edwards and was seconded by Kelly Haywood; motion carries.

8. PRESENTATION/DISCUSSION AND/OR ACTION ITEMS

- A. Graduation**
A motion was made to submit a letter to Department of Health requesting a variance allowing for a normal graduation as preference number one (Option 8), a by invitation only following social distancing guidelines as preference number two (Option 5), and a graduation without guests as preference number three (option 3) by Kelly Haywood and was seconded by Tom Charter; motion carries.
Mrs. deWit presented the plan for eighth grade promotion ceremonies. Students will receive their diploma and have a graduation photo taken by a photographer on May 27th.
- B. Update on End of Year Activities**
Staci deWit shared with the board that the curb side drop off has been scheduled for the collection of textbooks, Chromebooks, and other materials. Zach Thurman shared with the board that the high school will also have a day for material collection.
- C. Second Semester and Third Trimester Grading**
Zach Thurman reported that middle school and high school students will be awarded their third quarter grades for second semester, unless they have raised their grade through distance learning, elementary students will not be awarded a grade for third trimester and it will be noted that we were unable to formally asses students due to COVID-19 campus closures.
- D. Update on State Recommendation of COVID-19**
Zach Thurman handed out a phased opening plan for Colusa County.
- E. Summer School**
Zach Thurman reported that we will not have summer school this year. We are looking into the possibility of having online credit recovery for students.
- F. Master Calendar**
A motion was made to approve the presented master calendar draft one, removing a minimum day in April 2021 by Kelly Haywood and was seconded by Tom Charter; motion carries.
- G. Update on Solar Project**
Jason Bowen led discussion the solar project.
- H. 2019-2020 Initial Proposal from the California School Employees Association and its Chapter #560 to the Maxwell Unified School District (Exhibit)**
A motion was made to approve the 2019-2020 Initial Proposal from the California School Employees Association and its Chapter #560 to the Maxwell Unified School District by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

I. MUSD Sunshine Proposal to California School Employees Association Maxwell Chapter #560 (Exhibit)

A motion was made to approve the MUSD Sunshine Proposal to California School Employees Association Maxwell Chapter #560 by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

J. 2020-2021 Designation of CIF Representatives to League (Exhibit)

A motion was made to approve the 2020-2021 Designation of CIF Representatives to League by Cristy Edwards and was seconded by Tom Charter; motion carries.

K. Resolution #19-20-05 Resolution of the Governing Board of the Maxwell Unified School District Ordering Biennial Election, Specifying the Number of Words for Candidate's Statements, Requesting Consolidation of the Election, and Determining the Method of Resolving Votes (Exhibit)

A motion was made to approve Resolution #19-20-05 Resolution of the Governing Board of the Maxwell Unified School District Ordering Biennial Election, Specifying the Number of Words for Candidate's Statements, Requesting Consolidation of the Election, and Determining the Method of Resolving Votes by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

L. Resolution #19-20-06 Open Student Body Fund in County Treasury (Exhibit)

A motion was made to approve Resolution #19-20-06 Open Student Body Fund in County Treasury by Cristy Edwards and was seconded by Kelly Haywood; motion carries.

M. 2020-2021 Master Schedule

A motion was made to approve the 2020-2021 master schedule by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

N. June 17, 2020 Special Board Meeting- Cancel

A motion was made to cancel the special board meeting on June 17, 2020 by Kelly Haywood and was seconded by Cristy Edwards; motion carries.

9. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING

- **Purchase of 2012 bus from Pierce Unified**
- **Solar Update- Standing Item**

10. BOARD OF TRUSTEES REQUEST FOR INFORMATION

- **None**

11. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD CONCERNING ITEMS WITHIN THE CLOSED SESSION PORTION OF THE AGENDA

- **None**

12. CONVENE TO CLOSED SESSION IN THE DISTRICT OFFICE BOARD ROOM AT THE SAME ADDRESS **Start Time: 6:06 p.m.**

- A. Negotiations- Maxwell Teacher Association Gov't Code 54957
- B. Negotiations- California School Employee Association Gov't Code 54957
- C. Anticipated Litigation Gov't Code 54957.9
- D. Certain Personnel Matters Gov't Code 54957

13. RECONVENE TO OPEN SESSION **End Time: 6:54 p.m.**

14. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION AND THE ROLL CALL ON THE ACTIONS

No Action

15. ADJOURNMENT

The meeting was adjourned 6:54 p.m.

MAXWELL UNIFIED SCHOOL DISTRICT
515 Oak Street, P.O. Box 788
Maxwell, CA 95955
(530) 438-2291

Special Board Meeting
May 20, 2020
9:00 a.m.

MINUTES

1. **CALL TO ORDER 9:00 a.m.**
ROLL CALL
Board Present: (4) Diana Kemp-Azevedo, Cristy Edwards, Tom Charter, and Jason Bowen
Board Absent: (1) Kelly Haywood
2. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Cristy Edwards.
3. **APPROVAL OF AGENDA (Action Item)**
A motion was made to approve the agenda by Cristy Edwards and was seconded by Tom Charter; motion carries.
4. **PUBLIC DISCUSSION**
Danielle Wilson addressed the board regarding ASB allowable purchases.
5. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD CONCERNING ITEMS WITHIN THE CLOSED SESSION PORTION OF THE AGENDA**
None
6. **CONVENE TO CLOSED SESSION** **Start Time: 9:04 a.m.**

A. Anticipated Litigation Gov't Code 54957.9
7. **CONVENE TO OPEN SESSION** **End Time: 9:48 a.m.**
8. **ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION AND OF THE ROLL CALL ON THE ACTIONS**
The Maxwell School Board directs the superintendent to hold an in-person private graduation ceremony with invited guests only. Each student will be able to invite up to six family members. Social distancing and safety guidelines will be followed.
9. **ADJOURNMENT**
The meeting was adjourned at 9:48 a.m. by President Diana Kemp-Azevedo.

Checks Dated 05/01/2020 through 05/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00413462	05/08/2020	Amber Charter	01-4300	clipper blades	115.95	
				seeds	44.51	160.46
00413463	05/08/2020	Colusa Medical Center	01-5800	drug testing		630.00
00413464	05/08/2020	DE Lage Landen	01-5600	copier		824.33
00413465	05/08/2020	Flinn Scientific Inc	01-4300	science supplies		487.51
00413466	05/08/2020	HILLYARD/SACRAMENTO	01-4300	supplies		3,710.39
00413467	05/08/2020	James Marta & Company	01-5880	audit		4,570.00
00413468	05/08/2020	Maximum Pest Control	01-5800	pest control		510.00
00413469	05/08/2020	MJB Welding	01-4300	weldong cylindar		66.50
00413470	05/08/2020	Pacific Gas & Electric Co	01-5530	PG &E		4,122.00
00413471	05/08/2020	Power School Group LLC	01-5200	workshop EJ		500.00
00413472	05/08/2020	Raft Bay Area	01-4300	science supplies		485.33
00413473	05/08/2020	Reading Oil Inc	01-4325	fuel		178.68
00413474	05/08/2020	Shannon Vierra	01-4300	teacher pay teacher		118.00
00413475	05/08/2020	TCSIG	01-9514	insurance		15,123.00
00413476	05/08/2020	Western Business Products	01-5650	copier maint		102.16
00413661	05/22/2020	Amber Charter	01-4300	show and livestock supplies		380.11
00413662	05/22/2020	Bimbo Bakeries	13-4700	Bread		159.27
00413663	05/22/2020	DE Lage Landen	01-5600	copier		277.75
00413664	05/22/2020	Elena Gomes	01-3701	ins cap		677.00
00413665	05/22/2020	Flora Fresh Inc	01-4300	flowers		608.90
00413666	05/22/2020	Floral Resources Sacramento	01-4300	Floral Supplies		226.42
00413667	05/22/2020	General Produce Co.	13-4700	produce		765.25
00413668	05/22/2020	Golden Rule Signs	01-6400	digital sign		9,997.39
00413669	05/22/2020	Grow West	01-4300	sprinkler supplies		11.46
00413670	05/22/2020	Kathy Jones	01-3701	ins cap		635.00
00413671	05/22/2020	Lozano Smith LLP	01-5870	attorney		590.00
00413672	05/22/2020	Maxwell Public Utility Dist	01-5510	water and sewer		1,074.00
00413673	05/22/2020	Purchase Power	01-5900	postage		617.83
00413674	05/22/2020	Recology Butte Colusa Counties	01-5520	garbage		1,539.64
00413675	05/22/2020	SFS of Sacramento Inc	13-4300	supplies	224.90	
			13-4700	food	346.17	571.07
00413676	05/22/2020	SPURR	01-5530	gas and transportation		1,215.22
00413677	05/22/2020	Sutter County Supt of Schools	01-7100	TCIP		1,500.00
00413678	05/22/2020	The Danielsen Company	13-4700	food		577.27
00413679	05/22/2020	US Bank Equipment Finance	01-5600	copier		555.24
00413680	05/22/2020	Western Business Products	01-5650	copier maint		93.26

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.

ESCAPE ONLINE

Checks Dated 05/01/2020 through 05/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00413826	05/29/2020	Alsco Geyer Irrigation	01-4300	ag supplies		278.96
00413827	05/29/2020	Alsco-Geyer/Ace Hardware	01-4300	maint supplies		601.34
00413828	05/29/2020	California's Valued Trust	01-9514	may coverage		28,479.76
00413829	05/29/2020	ClearLake Lava, Inc.	01-4300	cement no po		803.84
00413830	05/29/2020	Colusa County Farm Supply	01-4300	ag supplies		464.33
00413831	05/29/2020	Frontier Communications	01-5900	phone		72.51
00413832	05/29/2020	Glenn County Office of Ed	01-5821	fingerprint rolling fee		20.00
00413833	05/29/2020	HILLYARD/SACRAMENTO	01-4300	mop		19.26
00413834	05/29/2020	Hoskins, Jeffery	01-4300	hand sanitizer		130.63
00413835	05/29/2020	Jostens	01-4300	diploma covers		258.82
00413836	05/29/2020	Maxwell USD	73-4300	scholarship	250.00	
				sholarships	200.00	450.00
00413837	05/29/2020	Mitel Leasing	01-5900	phone lease		665.62
00413838	05/29/2020	Mitel Net Solutions	01-5900	phone		133.88
00413839	05/29/2020	Orland Auto Parts	01-4300	trans supplies		187.86
00413840	05/29/2020	Stacey deWit	01-4300	8th grade grad awards		399.79
00413841	05/29/2020	Superior Region FFA	01-5200	regional meeting		50.00
00413842	05/29/2020	Turnitin, LLC	01-4300	english resources		250.00
00413843	05/29/2020	US Bank Corp Payment Systems	01-4300	DMV	326.34	
				facemasks	262.76	
				fee	18.57	
				go daddy x2 no po	140.17	
				maint suplies	158.54	
				maint supplies	353.21	
				sprinklers	182.22	
				survey monkey	384.00	
				thermometer	271.16	
			01-5200	cinemark	237.33	
			01-5300	membership	407.00	
			01-5600	trencher	320.83	3,062.13
00413844	05/29/2020	US Bank Equipment Finance	01-5600	copier lease		626.55
00413845	05/29/2020	Willows Ace Hardware	01-4300	maint supplies		64.32
Total Number of Checks					55	90,680.04

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.

ESCAPE ONLINE

Checks Dated 05/01/2020 through 05/31/2020

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

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund/county Sch.srv.fc	50	88,157.18
13	Cafeteria Fund	4	2,072.86
73	Foundation Trust Fund	1	450.00
Total Number of Checks		55	90,680.04
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			90,680.04

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.

ESCAPE ONLINE

**MAXWELL UNIFIED SCHOOL
DISTRICT BOARD RESOLUTION
#19-20-07**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Maxwell Unified School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Maxwell Unified School District has determined to spend the monies received from the Education Protection Act as attached.

DATED: June 18, 2020

Board Member

Board Member

Board Member

Board Member

Board Member

Maxwell Unified School District
 2020-21 Education Protection Account
 Program by Resource Report
 Expenditures by Function - Detail

Estimated Expenditures through: June 30, 2021
For Fund 01, Resource 1400 Education Protection Account

Description	Function Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	533,828.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL Available		533,828.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	533,828.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		533,828.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00



COVID-19 Operations Written Report for Maxwell Unified School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Maxwell Unified School District	Zach Thurman Superintendent/Principal	zthurman@maxwell.k12.ca.us 530-438-2052	June 18, 2020

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

Maxwell Unified School District serves approximately 350 students. On March 17, 2020 the Maxwell Unified School District Board voted to close schools through April 20, 2020. This was extended through the end of the school year. Staff met on Tuesday, March 17th to discuss how we would provide distance learning services for students and families. For grades K-5, weekly packets were developed that reviewed essential standards. Students and families picked-up and dropped-off work weekly at the District Office. In grades K-5 Edgenuity, Footsteps-To-Brilliance, Acellus, bookflicks, google docs, and google forms were used for distance learning. The Bloomz parent connection app was utilized in grades K-3 and the Remind app in grades 4/5 by teachers. Students in grades 6-12 were assigned a combination of weekly packets, Acellus, and Edgenuity along with google classroom assignments. Google classroom, Google Meets, and Zoom meetings were also utilized. Approximately 100 Chromebooks were checked out to students and families to help facilitate Maxwell Unified School District's distance learning program. In addition to distributing technology, non-digital resources were utilized to help those students who were unable to use technology. Teachers communicated with students through schools emails and with parents when needed via phone calls. Our Special Education teachers worked with general education teachers to modify and support their students when needed. Special Education teachers contacted parents and students through phone conversations and provided work packets where needed. The Unique Learning System provided by the Colusa County Office of Education was utilized for students with moderate to severe disabilities.

Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

Approximately 70 percent of the Maxwell Unified School District enrollment is identified as unduplicated students. Teachers placed a special emphasis on outreach and support for unduplicated students and their families, including English learners, foster youth, and low-income

students. Spanish speakers were assigned duo lingo to replace some of their assignments in certain grade levels. One on one outreach and tutoring services was utilized by our Special Education teacher to help students in need of extra support.

Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

Maxwell Unified School District provided both the personnel to reach our students and a variety of supports they needed to adjust successfully to the distance learning platform being utilized. A multi-pronged approach was utilized regarding the exact method used by teachers for effective distance learning. Teachers utilized their own expertise in choosing the distance learning platform that was to be used by their students. In addition, teachers provided for each other support in learning Zoom teleconferencing software and Google Classroom tools. This allowed for a uniform method of communication with students and families. Teachers provided either a hybrid or non-digital models of instruction for those families who were unable or unwilling to use the provided technology due to a lack of internet access or preference. Maxwell Unified School District was open for work distribution and drop off on a weekly basis. The District Office was open from 9:00 a.m. to 6:00 p.m. to accommodate the diverse work schedules of our families. This offered an opportunity to check in with the families in addition to the teachers online communication. Messages were passed along to the teachers to help tailor instruction and the distance learning program.

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

School meals were provided daily to children. Meals were picked up daily at Maxwell Elementary School. Each sack lunch included a break snack for the following day. Meals were provided from 11:30 a.m. – 12:00 noon. Sack lunch meals were picked up with social distancing guidelines followed as students picked up their meals on tables placed in the front of the cafeteria.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

Maxwell Unified School District teachers made efforts to meet virtually with students through Zoom conferences, Bloomz, and Google Meets. Teachers also communicated with students daily through email. Following social distance guidelines, our Special Education teacher met with students one-on-one to support student learning when needed. In conjunction with local health department and licensed child care providers, it was determined child care for essential workers was adequate in Colusa County.



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

Introduction to the CIF Guidelines for Return to Physical Activity/Training

With the health and safety of students in mind, this document is intended to be a framework for schools and school districts to consider in designing return to physical activity/training standards that are in accordance with state and local county requirements. These guidelines are meant to assist schools and school districts as they begin to return to on campus physical activity/training but are not intended to supersede the state and local county directives designed to ensure student health and safety.

Much of the information in this document is consistent with the previously released NFHS Guidance for Opening Up High School Athletics and Activities, with the major exception of the Pre-Participation Physical Examination waiver that the CIF is allowing. The waiver that the CIF is allowing is described in the guidelines. In order to be granted a temporary waiver of the Pre-Participation Physical Examination (Bylaw 503.G.), the parent/legal guardian and student MUST complete, sign and submit to their school administration the required 503.G. Waiver and Release of Liability Form. In addition to the requirements discussed above, a student athlete requesting a temporary waiver must submit to the school administration a student Health Screening Form completed and signed by the student's parent/legal guardian prior to participating in tryouts, practice or interscholastic athletic competition. These documents will be posted on the CIF website in the coming weeks (www.cifstate.org).

The term "phases" as used in this document is intended to serve as a guideline for schools in developing a process for returning to physical activity/training on their campuses and is not intended to refer to the term as used by state and local county agencies on the gradual opening of workplaces, public activities, and travel. Schools and school districts are strongly encouraged to continually monitor the updates and guidance from state and local county departments of public health and to make adjustments to their process accordingly. This document does not cover return to competition policies in the COVID-19 era. The development of return to competition policies will be disseminated as they become available.

This document is not intended as medical or legal advice. Schools and school districts should refer to their local governing bodies and their own legal counsel for assistance.



CIF Return to Physical Activity/Training Guidelines

Foundational Statement

The CIF believes education-based athletics is essential to the physical, mental and social well-being of students and it is important for them to return to physical activity and athletic competition. That said, the CIF also recognizes that not all California students may be able to return to, and sustain, athletic activity at the same time across the state pending county and/or school district guidelines. This may likely create variations to our regular seasons of sport given the different contact and risk levels of the sports offered. However, all contingency plans and sport calendars currently under consideration include fall, winter and spring competition seasons. We certainly promote the idea of students returning to athletic competition and allowing programs to operate in situations where it can be done in a healthy and safe manner.

Therefore, we continue to advocate for the CIF to be part of the conversation at a variety of levels when there are discussions about schools reopening as we know how important high school sports are to our students and school communities as are all forms of co-curricular activities. This is what we do, and we want to assist to provide the best experience for who matters most - our students. In doing so, we will continue to develop guidelines consistent with the directives from the Governor's Office, the California Department of Education and State/Local Public Health Departments.

Objective

This document is intended to provide guidance for CIF member schools to consider with their stakeholders in designing return-to-activity protocols in accordance with state and county restrictions. It allows for a coordinated reopening following the initial stay at home orders and may also be used if conditions dictate the need for increased restrictions in the future.

Points of Emphasis

It is recommended that schools begin with or move through the phases in accordance with the protocol put into place by their local county (and school district in the case of public schools) with respect to a return to group activities. For example, if a county allows groups of no more than 10 people, then a school would be in phase one. -Reference [Covid19.ca.gov](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID-19-Grouping.aspx)

Limited testing availability, lack of resources for contact tracing, and expanding knowledge of COVID-19 transmission could all result in significant changes to this guidance. The CIF will disseminate more information as it becomes available. Administrators, coaches, and Athletic Trainers must emphasize the need for all coaches and participants who have signs or symptoms of illness to stay home when ill to decrease risk of viral transmission. "Vulnerable individuals" are defined by CDPH as people age 65 years and older and others with underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, moderate to severe asthma, and those whose immune systems are compromised such as by chemotherapy for cancer and other conditions requiring such therapy. Current pre-season conditioning and acclimatization models assume that athletes have deconditioned during the stay at home orders. The current pandemic may result in students being deconditioned for several months. The intensity and duration of training should be moderated upon return.

Pre -Participation Exam

In order to address the impact that the COVID-19 virus and school closures have had on students, and in recognition that families may experience delays in obtaining appointments for their student for a Preparticipation Physical Examination, governing boards of school districts and private schools may elect to provide a one-time, temporary waiver of Bylaw 503.G. that must be signed by the student athlete's parent/legal guardian and submitted to the high school administration before the student may tryout, practice or participate in interscholastic athletic competition. This waiver will allow the student athlete to participate in athletics for a maximum of thirty (30) calendar days from their school's first day of practice in that sport. This waiver only applies to CIF sanctioned Fall 2020 sports. Further, a waiver may only be obtained if the high school has a Preparticipation Physical Examination for the 2019-2020 school year on file for the student athlete or, in the event the high school does not have on file the student's 2019-2020 Preparticipation Physical Examination, the parent/legal guardian may provide a copy of the student athlete's 2019-2020 Preparticipation Physical Examination to the school administration. This waiver also applies to incoming 9th graders and transfer students. An incoming 9th grader may request a waiver if they are able to provide a copy of a 2019-2020 Preparticipation Physical Examination or Well Child Check. An incoming transfer student may request a waiver if they are able to provide a copy of a 2019-2020 Preparticipation Physical Examination. After termination of the temporary thirty (30) day waiver period, the student athlete must submit a current 2020-2021 Preparticipation Physical Examination in order to continue participating in interscholastic athletics.

In order to be granted a temporary waiver of the Pre-Participation Physical Examination (Bylaw 503.G.), the parent/legal guardian and student MUST complete, sign and submit to their school administration the required 503.G. Waiver and Release of Liability Form. In addition to the requirements discussed above, a student athlete requesting a temporary waiver must submit to the school administration a student Health Screening Form completed and signed by the student's parent/legal guardian prior to participating in tryouts, practice or interscholastic athletic competition. These documents will be posted on the CIF website in the coming weeks (www.cifstate.org).

Facilities Cleaning

Adequate cleaning schedules should be created and implemented for all athletic facilities.

Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, weight room equipment, bathrooms, athletic training room tables, etc.).

Individuals should wash their hands for a minimum of 20 seconds with warm water and soap or use hand sanitizer before touching any surfaces or participating in workouts. Hand sanitizer should be plentiful and available to individuals as they transfer from place to place.

Appropriate clothing/shoes should be worn at all times to ensure appropriate hygiene.

Any equipment such as weight benches, athletic pads, etc. having holes with exposed foam should be covered. Students must be encouraged to shower and wash their workout clothing immediately upon returning to home.

Entrance/Exit Strategies

Consider strategies to prevent groups from gathering at entrances/exits to facilities to limit crossover and contact, including staggering starting/ending times.

Pre-Workout Screening

All coaches and students should be screened daily for signs / symptoms of COVID-19 prior to participating.

Responses to screening questions for each person should be recorded and stored (see sample Monitoring Form attached).

Any person with positive symptoms reported should not be allowed to participate, should self-isolate, and contact their primary care provider or other health-care professional. Written medical clearance will be required to return to activity.

Vulnerable individuals should not supervise or participate in any workouts during Phase One.

Hygiene Practices

Wash your hands with soap and water for 20 seconds or use hand sanitizer, especially after touching frequently used items or surfaces.

Sneeze or cough into a tissue, or the inside of your elbow. Avoid touching your face.

Disinfect frequently used items and surfaces as much as possible.

Strongly consider using face coverings while in public, and particularly when using mass transit.

Hydration/Food

All students must bring their own water bottle. Water bottles must not be shared. Food should not be shared. Hydration stations (water coolers, water cows, water trough, water fountains, etc.) should be utilized only for the purpose of re-filling personal water bottles.

Travel

Keep it local and avoid statewide travel when possible, especially if counties are in different phases.

Face Coverings

State, local or school district guidelines for cloth face coverings should be strictly followed.

Cloth face coverings should be considered acceptable. There is no need to require or recommend “medical grade” masks for physical activity. Any student who prefers to wear a cloth face covering should be allowed to do so.

In the absence of guidelines to the contrary, we recommend that cloth face coverings be worn by students. Exceptions are swimming, distance running or other high intensity aerobic activity.

Plastic shields covering the entire face will not be allowed during participation due to the risk of unintended injury to the person wearing the shield or others. This does not apply to any equipment allowed by NFHS rules.

It is recommended that coaches, officials and other contest personnel wear cloth face coverings at all times and especially when physical distancing is not possible. (Artificial noisemakers such as an air horn, electronic whistle, or a timer system with an alarm can be used to signal in place of a traditional whistle.)

Limitations on Gatherings

PHASE ONE*

No gathering of more than allowed by the prescribed local county guidelines (inside or outside).*

Workouts should be conducted in “pods” of students with the same 5-10 students working out together weekly to limit overall exposures. Smaller pods can be utilized for weight training.

There must be a minimum distance of 6 feet between each individual at all times. If this is not possible indoors, then the maximum number of individuals in the room must be decreased to obtain a minimum distance of 6 feet between each individual. ***Note: Local county guidelines must be followed**

PHASE TWO*

No gathering of more than allowed by the prescribed local county (inside). Up to 50 individuals may gather outdoors for workouts.*

Workouts should be conducted in “pods” of students with the same 5-10 students working out together weekly to limit overall exposures. Smaller pods can be utilized for weight training.

There must be a minimum distance of 6 feet between each individual at all times. If this is not possible indoors, then the maximum number of individuals in the room must be decreased to obtain a minimum distance of 6 feet between each individual. ***Note: Local county guidelines must be followed**

Physical Activity and Athletic Equipment

There should be no shared athletic equipment (towels, clothing, shoes, or sports specific equipment) between students.

Students should wear their own appropriate workout clothing (do not share clothing). Individual clothing/towels should be washed and cleaned after every workout.

All athletic equipment, including balls, should be cleaned after each individual use and prior to the next workout.

Individual drills requiring the use of athletic equipment are permissible, but the equipment should be cleaned prior to use by the next individual.

Physical contact such as high-fives, fist/chest bumps, and hugs should not be allowed.

Weight Rooms

Weight equipment should be wiped down thoroughly before and after an individual's use of equipment.

Resistance training should be emphasized as body weight, weight machines, and free weights that do not require a spotter.

Free weight exercises that require a spotter cannot be conducted while honoring physical distancing norms. Safety measures in all forms must be strictly enforced in the weight room.

Weight rooms should follow physical distancing guidelines and adhere to CDPH Guidance for Fitness-Related Organizations.

Locker Rooms and Athletic Training Areas

Locker rooms should not be utilized during Phase One. Students should report in appropriate attire and immediately return home to shower after participation. No students allowed in training area unless AT is present. -

[NATA – Return to Sport Considerations](#)

Prepare Athletes to Return to Physical Activity

Once the policies and procedures have been established by the school for safe return to sport, coaches, athletic trainers, and strength and conditioning coaches must determine the health and current activity/fitness level of each athlete. This will allow for a directed approach to "transition" the athlete back to full activity levels in a supervised and progressive fashion. Athletes have been separated from their regular training and sport activity for prolonged periods of time during this pandemic, therefore a transition period is mandatory to prevent injury.

Considerations must be made for the detraining and acclimatization of athletes since most have been at home since mid-March. [NATA – Return to Sport Considerations](#)

- Allow for a retraining period as opposed to engaging in sport-specific activities immediately
- Ensure appropriate progression of sport-specific activities once practices are initiated
- Consider the detraining effects on acclimatization. To prevent heat illness, a full heat acclimatization period needs to be completed
- In addition to assessing physical readiness, mental readiness should also be considered. Students may have lost a loved one due to COVID-19. The loss of the ability to play sports or the abrupt ending of their seasons may also contribute to higher levels of anxiety and depression. Coaches and athletic trainers can play a significant role as their words and actions carry tremendous influence and many students will seek them out for comfort and understanding. Have a referral plan in place utilizing school resources- counselors, nurses, wellness center etc.

If social distancing is feasible and modifications are made, the sports listed immediately below may resume with Phase One and Phase Two activities pending local county guidelines.

General Activity Description	Phase One* Individual Skill Development and Workouts Maintain Physical Distancing; No Contact with Others No Sharing of Equipment; No Grouping. *Note: Local county guidelines must be followed.	Phase Two* Modified Team Practices May Begin No Contact with Other Teams. *Note: Local county guidelines must be followed.
Cross Country	Runners should maintain at least 6 feet of distancing between individuals, no grouping (i.e. starts and finishes).	Runners should maintain at least 6 feet of distancing between individuals, no grouping (i.e. starts and finishes).
Track & Field	Runners should maintain at least 6 feet of distancing between individuals, no grouping (i.e. starts and finishes). No sharing of implements / equipment. Clean Equipment. Padded equipment should be cleaned between use.	Runners should maintain at least 6 feet of distancing between individuals, no grouping (i.e. starts and finishes). No sharing of implements / equipment. Padded equipment should be cleaned between use.
Swimming	Opening of Swimming pools is a local county and school district decision.	Swimmers should maintain appropriate physical distancing 6 feet apart. Do not share lanes.
Golf	Maintain appropriate physical distancing 6 feet apart. Equipment needs to be cleaned.	Maintain appropriate physical distancing 6 feet apart.
Tennis	Conditioning, no sharing of balls, each player may use own can of balls to serve and uses racket to pass other balls (singles only), ball machine use by individuals only. Players may do individual drills, wall volleys	No sharing of balls, each player may use own can of balls to serve and uses racket to pass other balls (singles only).
Badminton	Conditioning, no sharing of birdies, each player may use own can of birdies to serve and uses racket to pass other birdies (singles only). Players may do individual drills and serves. Wipe down rackets and equipment after.	No sharing of birdies, each player may use own can of birdies to serve and uses racket to pass other birdies (singles only).

For all of the sports below, given that social distancing requirements remain in effect, the only activities permitted are those listed below unless local county guidelines permit otherwise.

Volleyball	Conditioning, individual ball handling drills, each player has own ball. A player should not use a single ball that others touch or hit in any manner.
Boys/Girls Lacrosse	Conditioning, individual ball skill drills, no contact or sharing of balls. A player may shoot with a ball(s), but a team should not practice/pass a single ball among the team where multiple players touch the same ball.
Soccer	Conditioning, individual ball skill drills, each player has own ball, feet only (no heading/use of hands), no contact.
Baseball/Softball	Conditioning and tee work. Players should not share gloves or bats or throw a single ball that will be tossed among the team. A single player may hit in cages, throw batting practice (with netting as backstop, no catcher). Prior to another athlete using the same balls, they should be collected and cleaned individually.
Gymnastics	No sharing of implements / equipment. Padded equipment should be cleaned between use.
Field Hockey	Conditioning, individual ball skill drills, no contact or sharing of balls. A player may shoot with a ball(s), but a team should not practice/pass a single ball among the team where multiple players touch the same ball.
Football	Conditioning and individual drills. A player should not participate in drills with a single ball that will be handed off or passed to other teammates. Contact with other players is not allowed, and there should be no sharing of tackling dummies / donuts / sleds. Protective equipment prohibited.
Wrestling	Conditioning, mirror drills with spacing, no contact. Wrestlers may skill and drill without touching a teammate (as long as physical distancing is adhered to).
Competitive Cheerleading	Conditioning and individual technique/choreography work. Students may not practice/perform partner or group stunts. Chants, jumps, dance, tumbling without contact are permissible as long as physical distancing is adhered to.
Basketball	Conditioning, individual ball skill drills, no contact or sharing of balls. A player may shoot with a ball(s), but a team should not practice/pass a single ball among the team where multiple players touch the same ball.
Water Polo	Conditioning, individual ball skill drills, no contact or sharing of balls. A player may shoot with a ball(s), but a team should not practice/pass a single ball among the team where multiple players touch the same ball.

Additional Resources/Signage/Links

California Phases for Reopening:

<https://www.gov.ca.gov/wp-content/uploads/2020/04/Update-on-California-Pandemic-Roadmap.pdf>

California COVID-19 Industry Guidance:

[Covid19.ca.gov](https://www.covid19.ca.gov)

[COVID-19 Athletic Training Room, Recommendations, Policies & Procedures](#)

EPA approved list of cleaning products:

<https://cifstate.org/covid-19/index>

National Athletic Trainers Association:

[NATA – Return to Sport Considerations](#)

[NFHS Guidance for Opening Up High School Athletics and Activities](#)

[Printable Signage](#)

Additional Resource Links

CDC School Reopening Considerations:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

CDC Guidance for Large Community Events and Mass Gatherings:

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

CDC Guidance for Cleaning and Disinfecting Your Facility:

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

CDC Guidance for Visiting Parks and Recreational Facilities:

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/visitors.html>

CDC Guidance on Coronavirus and Travel in the US:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-in-the-us.html>

American Academy of Pediatrics

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

NCAA

<http://www.ncaa.org/sport-science-institute/core-principles-resocialization-collegiate-sport>

Dr. Brian Hainline – NCAA Planning around COVID-19 and Sports Programming

<https://www.youtube.com/watch?feature=youtu.be&v=TAfHmz-4ePI&app=desktop>

White House Guidelines for Opening Up America Again:

<https://www.whitehouse.gov/wp-content/uploads/2020/04/Guidelines-for-Opening-Up-America-Again.pdf>

**MAXWELL UNIFIED SCHOOL
DISTRICT BOARD RESOLUTION
#19-20-07**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Maxwell Unified School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Maxwell Unified School District has determined to spend the monies received from the Education Protection Act as attached.

DATED: June 18, 2020

Board Member

Board Member

Board Member

Board Member

Board Member

Maxwell Unified School District
 2020-21 Education Protection Account
 Program by Resource Report
 Expenditures by Function - Detail

Estimated Expenditures through: June 30, 2021
For Fund 01, Resource 1400 Education Protection Account

Description	Function Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	533,828.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL Available		533,828.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	533,828.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		533,828.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

MAXWELL UNIFIED SCHOOL DISTRICT
BOARD RESOLUTION #19-20-08

RESOLUTION FOR THE CLASSIFICATION OF
FUND BALANCES IN GOVERNMENTAL FUNDS

WHEREAS, the Governing Board of the Maxwell Unified School District will adhere to the reporting requirements as set forth by Governmental Accounting Standards Board (GASB) Statement 54 Fund Reporting and Governmental Fund Type Definitions; and

WHEREAS, the District will categorize according to the following components: Non-spendable (including but not limited to, inventory, prepaid), Restricted (external restrictions), Committed (imposed by resolutions), Assigned (general intent for specific use), and Unassigned (residual); and

WHEREAS, the Governing Board further establishes the order in which fund balances will be spent when multiple fund balance types are available for a specific purposed, committed, assigned, and lastly unassigned; and

WHEREAS, the Governing Board is committed to maintain a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls, or unpredicted expenditures. The District's minimum fund balance policy requires a Reserve for Economic Uncertainties, consisting of unassigned amounts, equal to no less than two months of general fund operating expenditures, or four (4) percent General Fund expenditures and other financing uses;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Maxwell Unified School District, in accordance with the provisions of GASB 54, adopt the following authorization for fiscal year 2019-2020 to comply with the categorization of fund balance as prescribed by GASB 54 as approved by the Superintendent or their designee:

PASSED AND ADOPTED as a resolution of the Maxwell Unified School District, at a meeting held on June 18, 2020 by the following roll call vote:

AYES:

NOES:

ABSENT:

I certify that the foregoing Resolution was duly introduced, and passed, and adopted as stated.

ATTESTED:

Board President or Vice President

Zach Thurman
Secretary to the Board

Date

**MAXWELL UNIFIED SCHOOL DISTRICT
RESOLUTION #19-20-09**

COMMITTED FUND BALANCE

WHEREAS, school district governing boards are responsible for maintaining the fiscal solvency of the schools they govern;

WHEREAS, the Governing Board of the Maxwell Unified School District wishes to establish a committed fund balance in conformance with the standards and criteria established by the state board of education pursuant to Education Code section 33127;

WHEREAS, the California Department of Education, in its website, urges school districts to commit to maintaining a prudent level of financial resources to protect against the need to reduce services because of temporary revenue short falls or unpredicted expenditures;

WHEREAS, the California Department of Education and the Government Finance Officers Association recommend that school districts maintain committed, assigned, and unassigned reserves of at least two months of operating expenditures or approximately a 17 percent reserve to mitigate revenue short falls and unanticipated expenditures;

WHEREAS, the Governing Board of the Maxwell Unified School District has adopted Board Policy 3100 to intend to maintain a 4% reserve level;

WHEREAS, the Governing Board of the Maxwell Unified School District wishes to commit funds for the mitigation of volatility in funding and projected deficit spending;

WHEREAS, maintaining positive cash flow will diminish the need for borrowing and its associated costs;

WHEREAS, California's tax system relies heavily on income taxes paid by individuals and businesses, which are volatile revenue sources;

WHEREAS, healthy reserves can address cost increases rather than immediately reducing spending;

WHEREAS, the District can experience unexpected costs for special education students with highly specialized needs, emergency facility repairs and associated school funding for lawsuits that result in costly settlements or judgments against the District;

WHEREAS, the District is in need of replacing textbooks and related curriculum, computers, school buses and equipment and facility components that have reached the end of their useful lives such as flooring, or heating and cooling systems;

WHEREAS, in the event that the School District needs to borrow money, healthy reserves will provide the district with a higher rating from the credit rating agencies and lower interest rates;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. It is hereby determined that any amount above the 4% reserve is hereby committed for the purpose of mitigation of volatile funding.
2. The Governing Board of the School District reserves the right to modify this committed reserve in the future as the need arises.

Dated this 18th day of June 2020.

Board President

Board Clerk

Member

Member

Member

TO: COLUSA COUNTY SUPERINTENDENT OF SCHOOLS
FROM: GOVERNING BOARD MAXWELL UNIFIED SCHOOL DISTRICT
RE: APPROVAL OF WARRANT ORDERS – 2020 through 2021

In accordance with Education Codes §42632 and §42633, following are verified signatures of:

- 1. District officers or employees authorized to sign all orders for warrants against district funds in the name of the governing board.

Summer Shadley Superintendent/Principal
Signature Title
Danielle Wilson Business Manager
Signature Title

(Please write "not applicable" on signature lines not utilized for authorization).

- 2. Governing board members, whose signatures also indicate approval of any authorization granted above:

Signature President

Signature Vice-President

Signature Clerk

Signature Member

Signature Member

(Approval of three board members is required on orders for warrants against district funds if no district officer or employee is authorized to sign on behalf of the governing board).

Signed: _____, Clerk Date: _____

Maxwell Unified School District

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Maxwell High School

Maxwell Unified

School Site

District

Please include the following items with your application:

- Eligibility Determination Sheet
- Variance Request Form (if applicable)
- Quality Criterion 12 Form (if applicable)
- Award Estimator and Budget Sheet
- List of Agriculture Teachers

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Joel Thuman
Signature of Authorized Agent

Superintendent/Principal
Authorized Agent Title

Amber Carter
Signature of Agriculture Teacher
Responsible for the Program

Joel Thuman
Signature of Principal

Contact Phone Number: (530) 438-2052

Date of Local Agency Board Approval: 06/18/20

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Eligibility Determination Sheet

IN ORDER TO APPLY FOR FUNDING, YOU MUST MEET **ALL** THE QUALITY CRITERIA LISTED BELOW.

Please check each Quality Criteria you meet:

- 1. Curriculum and Instruction
- 2. Leadership and Citizenship Development
- 3. Practical Application of Occupational Skills
- 4. Qualified and Competent Personnel
- 5. Facilities, Equipment, and Materials
- 6. Community, Business, and Industry Involvement
- 7. Career Guidance
- 8. Program Promotion
- 9. Program Accountability and Planning

IF YOU CHECKED **ALL** THE REQUIRED QUALITY CRITERIA, PLEASE CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

If you **do not** meet one or more of the criteria listed above, you may submit a Variance Request Form for each unmet criterion.

A variance is a proposed plan to bring your program into compliance with all the quality criteria listed above, prior to the following year's application.

All variances must be approved with this application in order to be eligible for funding. Non-compliance with the terms of the approved variance will result in a loss of funds.

Will you be including a formal Variance Request Form for each unmet criterion?

Yes No

IF YOU ARE REQUESTING ONE OR MORE VARIANCES, PLEASE COMPLETE A **VARIANCE REQUEST FORM** FOR EACH AND CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

IF YOU DO NOT MEET **ALL** REQUIRED QUALITY CRITERIA LISTED ABOVE, **AND YOU ARE NOT** SUBMITTING A VARIANCE REQUEST FORM

STOP

YOU ARE NOT ELIGIBLE TO APPLY FOR FUNDING THROUGH THE AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT.

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

AWARD ESTIMATOR

DATES OF PROJECT DURATION: JULY 1, 2020 TO JUNE 30, 2021

Applicant Information (please fill in the underlined fields)

Number of Different Agriculture Teachers at Site (Please attach a separate list of Agriculture teachers' names):	<u>2</u>
Total Number of Students from the prior fiscal year R-2 Report:	<u>80</u>
Number of teachers meeting Criterion 10 (Class size - See instructions):	<u>2</u>
Number of teachers meeting Criterion 11a (Year round employment - See instructions):	<u>2</u>
Number of teachers meeting Criterion 11b (Project supervision period - See instructions):	<u>2</u>
Do you meet all criteria on the attached Quality Criterion 12 Form (Y/N)?	<u>N</u>

Award Calculations

Part 1: Based on your number of agriculture teachers at the site: (Please attach a separate list of Agriculture teachers' names):	<u>\$ 4,500.00</u>
Part 2: Based on \$8.00 per member listed on the R-2 Report:	<u>\$ 640.00</u>
Part 3a: Based on number of teachers meeting Criterion 10:	<u>\$ 4,000.00</u>
Part 3b: Based on number of teachers meeting Criterion 11a:	<u>\$ 4,000.00</u>
Part 3c: Based on number of teachers meeting Criterion 11b:	<u>\$ 4,000.00</u>
Part 4: Based on meeting all criteria on the Quality Criterion 12 Form:	<u>\$ 0.00</u>
Total Estimated Award:	<u>\$ 17,140.00</u>

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Budget Sheet

Incentive grant awards must be matched for each Account Number below (4000, 5000, and 6000). Account Number 4000 requires only the subtotal be matched, but Account Numbers 5000 and 6000 must be matched by line item. A waiver of matching must be approved for any instances where matching funds do not meet or exceed Incentive Grant funds.

Amount left to Allocate: \$ 0.00

4000: Books & Supplies

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Books adn Supplies	\$ 13,540.00	\$ 13,540.00
Subtotal	N/A	\$ 13,540.00	\$ 13,540.00

5000 Services and Operating Expenses, including services of consultants, staff travel, conferences, rentals, leases, repairs, and bus transportation

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Travel	\$ 1,500.00	\$ 1,500.00
2.	Conferences	\$ 600.00	\$ 600.00
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal	N/A	\$ 2,100.00	\$ 2,100.00

6000 Capital Outlay, including sites, buildings, improvement of buildings, and equipment

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Livestock Barn Improvements	\$ 500.00	\$ 500.00
2.	Horticulture Improvements	\$ 500.00	\$ 500.00
3.	Shop Improvements	\$ 500.00	\$ 500.00
4.			
5.			
Subtotal	N/A	\$ 1,500.00	\$ 1,500.00

Total Allocated Funds: \$ 17,140.00 \$ 17,140.00

Maxwell High School Agricultural Instructors

1. Tom Boyes
2. Amber Charter



TO: SUPERINTENDENT OF PUBLIC SCHOOLS
PRINCIPAL OF PRIVATE SCHOOLS

FROM: RON NOCETTI, EXECUTIVE DIRECTOR

RE: FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO LEAGUES

DATE: APRIL 15, 2020

Enclosed is a form upon which to record your district and/or school representatives to leagues for **next year, 2020-2021**. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity! (Ed. Code 33353 (a) (1))

We are asking that, after action by the governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that the representatives of boards are the only people who will be voting on issues, at the league and section level, that impact athletics.

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p. 18) for the affected schools.

At the State Federated Council level, we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools, and we appreciate the support you give to the program and to CIF.

Please return the enclosed form no later than June 28, 2020 directly to your CIF Section Office. Addresses of each section are listed on the back of the form. Please contact us if we can give you further information.

2020-2021 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2020.**

Maxwell Unified School District/Governing Board at its June 18, 2020 meeting,
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2020-2021 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Maxwell High School

NAME OF REPRESENTATIVE Forrest Bateman POSITION Athletic Director

ADDRESS P.O. Box 788 CITY Maxwell ZIP 95955

PHONE 530-438-2291 FAX 530-438-2693 E-MAIL fbateman@maxwell.k12.ca.us

NAME OF SCHOOL Maxwell High School

NAME OF REPRESENTATIVE Summer Shadley POSITION Superintendent/Principal

ADDRESS P.O. Box 788 CITY Maxwell ZIP 95955

PHONE 530-438-2291 FAX 530-438-2693 E-MAIL Summershadley@maxwell.k12.ca.us

NAME OF SCHOOL

NAME OF REPRESENTATIVE POSITION

ADDRESS CITY ZIP

PHONE FAX E-MAIL

NAME OF SCHOOL

NAME OF REPRESENTATIVE POSITION

ADDRESS CITY ZIP

PHONE FAX E-MAIL

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name _____ Signature _____

Address _____ City _____ Zip _____

Phone _____ Fax _____

**PLEASE RETURN THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.
SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.**

CIF SECTION OFFICES

CIF CENTRAL SECTION

Jim Crichlow, Commissioner
P.O. Box 1567
Porterville, CA 93258
Phone: (559) 781-7586
Fax: (559) 781-7033
Email: jcrich@cifcs.org

CIF OAKLAND SECTION

Franky Navarro, Commissioner
1000 Broadway, Ste. 150
Oakland, CA 94607
Phone: (510) 879-2846
No fax number

CIF CENTRAL COAST SECTION

Duane Morgan, Commissioner
333 Piercy Road
San Jose, CA 95138
Phone: (408) 224-2994
Email: dmorgan@cifccs.org

CIF SAC-JOQUIN SECTION

Michael Garrison, Commissioner
P.O. Box 289
Lodi, CA 95241
Phone: (209) 334-5900
Email: kjohnson@cifsjs.org

CIF LOS ANGELES SECTION

Vicky Lagos, Commissioner
10660 White Oak Avenue, Suite 216
Granada Hills, CA 91344
Phone: (818) 767-0800
Email: vlagos@cif-la.org

CIF SAN DIEGO SECTION

Joe Heinz, Commissioner
3636 Camino Del Rio North #200
San Diego, CA 92108
Phone: (858) 292-8165
Email: stacycifsds@gmail.com

CIF NORTH COAST SECTION

Pat Cruickshank, Commissioner
5 Crow Canyon Court, Suite 209
San Ramon, CA 94583
Phone: (925) 263-2110
Email: slivingston@cifncs.org

CIF SAN FRANCISCO SECTION

Don Collins, Commissioner
555 Portola Drive, Bungalow 2
San Francisco, CA 94131
Phone: (415) 920-5185
Fax: (415) 920-5189

CIF NORTHERN SECTION

Elizabeth Kyle, Commissioner
2241 St. George Lane, Suite 2
Chico, CA 95926
Phone: (530) 343-7285
Email: lkyle@cifns.org

CIF SOUTHERN SECTION

Rob Wigod, Commissioner
10932 Pine Street
Los Alamitos, CA 90720
Phone: (562) 493-9500
Email: sharonh@cifss.org