

Redwood Coast Montessori Board of Directors

793 K Street, Arcata, CA 95521 (Room 5)

Zoom Meeting Link:

(<https://us06web.zoom.us/j/83073560631?pwd=d2xMRHN2bFRHY2w3Wng0NG5kdExNUT09>)

REGULAR MEETING

September 13, 2023 6:30 p.m.

AGENDA

A. CALL TO ORDER OF OPEN SESSION

B. OPEN SESSION: 6:30 P.M. LOCATION: REDWOOD COAST MONTESSORI, 793 K Street, Arcata, CA 95521

C. PUBLIC COMMENT

The public is invited to make announcements or comment on information to the Board that is relevant to the scope of authority of Redwood Coast Montessori. The Board may uniformly impose a time limit of 3 minutes to individual presentations to assure every subject is heard. By public law, the Board cannot take action on items not on the agenda.

D. GENERAL FUNCTION-CONSENT ITEMS– Approval w/ Single Motion:

Action

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent Items.

1. Approval of Draft Minutes of June 21, 2023 Regular Meeting
2. Approval of Draft Minutes of June 22, 2023 Special Meeting
3. Approval of new hires (certificated)
 - a. Jacob Sonye (adolescent math/history teacher)
 - b. Jennifer Allan (high school science teacher)
4. Approval of new hires (classified)
 - a. Riley Ahola (upper elementary assistant)

E. BUSINESS AND FINANCE

1. Approval of 2023-24 Transportation Agreement
2. Approval of 2022-23 Consolidated Application
3. Accept 2022-23 unaudited actuals

Action

Action

Action

F. SCHOOL FUNCTIONS

1. Declaration of Need (DON)
2. Equity and Diversity policy update
3. Williams Act Update
4. WASC visit update

Action

Information

Information

Information

G. Staff and Directors Reports

1. Staff Report
2. Director Reports

Information

Information

H. FUTURE AGENDA ITEMS

I. ADJOURNMENT OF OPEN SESSION

Action

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254. 7, 6254.15, 6254.16, OR 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at the Redwood Coast Montessori School 1611 Peninsula Drive, Arcata, CA 95521. In compliance with Government Code section 54954.2(a)

Redwood Coast Montessorio will, on request make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Redwood Coast Montessori at 707-832-4194.

Redwood Coast Montessori Board of Directors

1611 Peninsula Drive, Arcata, CA 95521 (Building A)

REGULAR MEETING

June 21, 2023 6:30 p.m.

MINUTES

A. CALL TO ORDER OF OPEN SESSION by Terry Weeks at 6:30 p.m.

- a. Present: Terri Weeks, Susann Goodman, Libbi Miller, Gabriel Ferreira, Kim Bonine (arrived late)

B. PUBLIC COMMENT –No public comment.

D. GENERAL FUNCTION

1. Approval of general consent items: M/S by Miller/Goodman to approve the General Function-Consent Items with a correction to the listed date for the minutes to 5/10/23. Board: ayes 4, noes 0. Motion carried.

E. BUSINESS AND FINANCE

1. Expanded Learning Opportunities Learning Program Plan (ELOP): M/S by Goodman/Miller to approve the ELOP plan as submitted. Board: ayes 5, noes 0. Motion carried.
2. Local Control Accountability Plan (LCAP): Local Indicators: M/S by Goodman/Ferreira to approve the LCAP local indicators as drafted. Board: ayes 5, noes 0. Motion carried.
3. 2023/2024 DRAFT Local Control Accountability Plan (LCAP) Every Student Succeeds Act (ESSA) Federal Addendum: M/S by Miller/Bonine to approve the LCAP Federal Addendum as written. Board: ayes 5, noes 0. Motion carried.
4. Public Hearing: 2023/2024 DRAFT Local Control Accountability Plan (LCAP) - Solicitation, Recommendation, and Comments from Members of the Public on the DRAFT: A hearing to discuss the RCM 2023-24 LCAP was opened at 6:43 p.m. Following a discussion of all questions asked, the hearing was closed at 6:48 p.m.
5. Public Hearing: Local Control Funding Formula (LCFF) 2023/2024 Budget - Solicitation, Recommendation, and Comments from Members of the Public on the DRAFT: A hearing to discuss the RCM 2023-24 LCFF Budget was opened at 6:49 p.m. Following a discussion of all questions asked, the hearing was closed at 6:56 p.m.
6. Public Hearing: 2023/2024 Education Protection Account: A hearing to discuss the RCM 2023-24 EPA plan was opened at 6:57 p.m. Following a discussion of all questions asked, the hearing was closed at 6:58 p.m.

F. SCHOOL FUNCTIONS

1. Equity and Diversity Update: Michelle provided an update and informed the Board about the June Equity and Diversity committee meeting. Michelle also outlined work the committee has been doing on an incident report tool and student behavior action plan.
2. 2023-24 Board Dates: M/S by Ferreira/Miller to set RCM Regular School Board meeting dates for the 2023-24 school year to start in September (9/13) and to be held each month on

the second Wednesday of the month at 6:30 p.m. The meetings will be held at the Arcata campus until winter break and then at the Manila campus until the end of the school year. Board: ayes 5, noes 0. Motion carried.

G. STAFF AND DIRECTOR REPORTS

1. Staff: Bryan presented information regarding events and status of the Arcata campus. Michelle presented information regarding events and status of the Manila campus.
2. Directors: Terry reported on the recent high school graduation.

H. FUTURE AGENDA ITEMS

1. None

ADJOURNMENT OF OPEN SESSION

M/S by Goodman/Bonine to adjourn meeting. Board ayes 5, noes 0. Motion carried at 7:24 p.m.

Redwood Coast Montessori Board of Directors

1611 Peninsula Drive, Arcata, CA 95521 (Building A)

SPECIAL MEETING

June 22, 2023 6:30 p.m.

MINUTES

A. CALL TO ORDER OF OPEN SESSION by Libbi Miller at 6:33 p.m.

- a. Present: Susann Goodman, Libbi Miller, Kim Bonine

B. PUBLIC COMMENT –No public comment.

D. GENERAL FUNCTION

1. Not Applicable

E. BUSINESS AND FINANCE

1. Approval of the 2023/2024 DRAFT Local Control Accountability Plan (LCAP): M/S by Bonine/Goodman to approve the ELOP plan as submitted. Board: ayes 3, noes 0. Motion carried.
2. Approval of the Local Control Funding Formula (LCFF) 2023/2024 Budget: M/S by Goodman/Bonine to approve the ELOP plan as submitted. Board: ayes 3, noes 0. Motion carried.
3. Approval of the 2023/2024 Education Protection Account: M/S by Bonine/Goodman to approve the ELOP plan as submitted. Board: ayes 3, noes 0. Motion carried.

F. SCHOOL FUNCTIONS

1. Not Applicable

G. STAFF AND DIRECTOR REPORTS

1. Staff: No Report
2. Directors: No Report

H. FUTURE AGENDA ITEMS

1. None

ADJOURNMENT OF OPEN SESSION

M/S by Goodman/Bonine to adjourn meeting. Board ayes 3, noes 0. Motion carried at 6:37 p.m.

RCM School Board



Agenda Item: E1

2023-24 Transportation Agreement with NHUSD

Department/Program:

School wide

Background Information:

Annual transportation agreement between RCM and Northern Humboldt Union School District. RCM Does not typically use this bus service other than the occasional field trip.

Recommendation:

Approve 2023-24 Transportation Agreement

Fiscal Implications:

Minimal to none depending on if the service is used.

Contact Person:

Bryan Little

**NORTHERN HUMBOLDT UNION HIGH SCHOOL DISTRICT
TRANSPORTATION SERVICES AGREEMENT
2023-2024 SCHOOL YEAR**

THIS AGREEMENT is made and entered into by and between the **REDWOOD COAST MONTESSORI (RCM)** at its Board of Trustees meeting on, _____, and the **NORTHERN HUMBOLDT UNION HIGH SCHOOL DISTRICT (NHUHSD)**, at its Board of Trustees meeting on August 15, 2023.

(RCM) and NHUHSD hereby agree as follows:

1. **Description of Services:** NHUHSD agrees to provide the following services to **(RCM)**: **(Mark with a "X" all that apply and NA for those that don't apply)**

 N/A I. Regular Home-to-School Transportation - N/A currently due to driver shortage

 X II. Field Trips (Services provided based on availability of drivers.)

 N/A III. Special Education Transportation Services (Services provided based on availability of drivers.)

 IV. Maintenance Service

 V. Fuel Agreement

 VI. Bus Storage

2. **Term of Agreement:**

The term of this Agreement shall be from July 1, 2023, to June 30, 2024.

3. **Use of Facilities:**

NHUHSD will provide the Facilities (and any associated equipment) for use by **(RCM)** subject to the terms and conditions of this Agreement. **(RCM)** and its employees may use the Facilities subject to the terms and conditions of this Agreement.

4. **Modifications:**

This Agreement may be modified or amended in writing without additional consideration at any time by mutual consent of the parties.

5. **Applicable Law and Venue:**

This Agreement will be governed by the law of the State of California and venue shall be in the Superior Court of Humboldt County and no other place. Every provision or clause required by law to be inserted in this Agreement shall be deemed to be inserted and the Agreement shall be read and enforced as though it were included. If for any reason such provision is not inserted, or is not correctly stated, then upon application of either party, the changes shall be made by amendment to this Agreement which is acceptable to both parties.

6. **Execution in Counterparts:**

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

7. **Authorization:**

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

8. **No Third Part Beneficiaries:**

Nothing in this Agreement shall be construed to create any duty or any liability to any person or entity not at party to this Agreement.

9. **Additional Conditions:**

- A. While providing services under this Agreement, **NHUHSD** is an independent contractor and not an officer, agent, or employee of **(RCM)**. **NHUHSD** shall not perform any services otherwise provided for under this Agreement if specifically not requested to do so by **(RCM)**, nor interfere with the policy-making functions of **(RCM)** unless expressly requested to do so. The parties also understand that some of the services to be performed under this Agreement may require additional express written authorization from **(RCM)** and will not be performed unless and until such authorization is given.
- B. **NHUHSD** shall hold harmless, defend and indemnify **(RCM)** from and against any liability, claim, action, cost, damage or loss for injury, including death, to any person or damage to any property to the extent that such is caused by, or results from, the negligence or misconduct of **NHUHSD** or its officers, agents, or employees or others under its control. This obligation shall continue beyond the term of this Agreement as to any act or omission which occurred during or under this Agreement.
- C. **(RCM)** shall hold harmless, defend and indemnify **NHUHSD** from and against any liability, claim, action, cost, damage or loss for injury, including death, to any person or damage to any property to the extent that such is caused by, or results from, the negligence or misconduct of **(RCM)** or its officers, agents, or employees or others under its control. This obligation shall continue beyond the term of this Agreement as to any act or omission which occurred during or under this Agreement.
- D. This Agreement may be terminated at any time by either party upon thirty (30) days prior written notice. Any notice of termination shall be transmitted via hand delivery, facsimile or U.S. mail.

10. **Scope of Work and Compensation:**

As full compensation for all services contemplated by this Agreement, **NHUHSD** shall receive the following from **(RCM)**: **(Mark with a "X" all that apply and NA for those that don't apply as in 1 above)**

N/A **I. Regular Home-to-School Transportation (N/A currently due to driver shortage):**

NHUHSD will provide home-to-school transportation of Regular Education students of the **(RCM)**.

Bus Charges Fiscal Year \$ _____
\$4.25 per mile and \$55.33 per hour for driver.
The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2023.

X **II. Field Trips:**

NHUHSD will provide transportation of students for field trips and/or other extra-curricular activities of the **(RCM)**. **The availability of field trips may be limited depending on the availability of drivers.**

Bus Charges \$4.25 per mile and \$55.33 per hour for driver.
The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2023.

Van Charges IRS rate plus 20% plus a \$35 fee per van per rental. **NHUHSD** driver may be requested at \$55.33 per hour.

N/A **III. Special Education Transportation Services: (N/A currently due to driver shortage):**

NHUHSD will provide transportation of Special Education students of the **(RCM)**.

Apportionment for Special Education Transportation and excess costs at a rate of \$N/A per mile. The per mile charge will be adjusted quarterly to reflect increased fuel prices of 5% or greater as of July 1, 2023.

In the event that it is impossible to transport a student with disabilities due to medical needs, safety issues for the student or passengers, availability of drivers, or other unforeseen circumstances, alternative transportation may need to be secured. Alternative transportation will be discussed with **(RCM)** to determine the best solution available. If the best solution of alternative transportation is provided by **NHUHSD** and creates an additional expense, the additional expense will be covered by **(RCM)**.

 IV. Maintenance Service:

NHUHSD shall provide maintenance services to **(RCM)** vehicles, as requested. These services include, but are not limited to preventive maintenance services, smog inspections, repairs, and safety checks.

The service rate is \$100.00* per hour per mechanic billed in quarter hour increments. Parts are charged at the cost plus 8% for handling fees and indirect costs. Emergency road call

service requiring time outside of regular business hours, 7:30 AM to 4:30 PM, will be charged time and one-half, \$150.00* per hour mechanic billed in quarter hour increments.

_____ **V. Fuel Agreement:**

NHUSD shall provide renewable diesel fuel for **(RCM)** vehicles.

Costs will be calculated based on the current bulk rate price charged to **NHUSD** plus 20% per gallon handling fee. All fuel use reports are the responsibility of **(RCM)**

_____ **VI. Bus Storage:**

NHUSD will provide the facilities for storage for **(RCM)** vehicles based on available space.

The storage rate is \$100.00 per month per vehicle for a bus.

The storage rate is \$50.00 per month per vehicle for a van.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the days and year first written above.

FOR:

REDWOOD COAST MONTESSORI

President, Board of Trustees

Date: 9/13/2023



Superintendent/Director

Date: 9/10/2023

FOR:

NORTHERN HUMBOLDT UNION HSD

Theresa Grosjean, President, Board of Trustees

Date: _____

Roger Macdonald, Superintendent

Date: _____

RCM School Board



Agenda Item: E2

Approval of 2023-24 Consolidated Application (ConApp).

Department/Program:

School wide

Background Information:

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California. As a Title 1 school, Redwood Coast Montessori is eligible for these funds based on approval of the ConApp by the school Board.

Recommendation:

Approval of ConApp

Fiscal Implications:

Increased funding for Title I, II, IV, V

Contact Person:

Bryan Little

2023–24 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
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District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	No
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Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	Yes
Title V, Part B Subpart 2 Rural and Low-Income Grant ESSA Sec. 5221 SACS 4126	Yes

*****Warning*****

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2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

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2023–24 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/22/2022
Authorized Representative's Full Name	Bryan Little
Authorized Representative's Title	Director

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2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:
Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Bryan Little
Authorized Representative's Title	Director
Authorized Representative's Signature Date	08/12/2023
Comment	
If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

2023–24 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurance.stoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Bryan Little
Authorized Representative's Signature	
Authorized Representative's Title	Director
Authorized Representative's Signature Date	08/12/2023

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
 - b) Includes a dispute resolution process;
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

Homeless liaison first name	Esther
Homeless liaison last name	Hutton
Homeless liaison title	Manila Community Center Director
Homeless liaison email address (Format: abc@xyz.zyx)	esther@redwoodmontessori.org
Homeless liaison telephone number (Format: 999-999-9999)	707-832-4194
Homeless liaison telephone extension	
Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education (Format: 0.00)	1.0

Homeless Liaison Training Information

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years	Yes
Has the homeless liaison provided training to the following personnel:	
Principals and other school leaders	Yes
Attendance officers and registrars	No
Teachers and instructional assistants	Yes
School counselors	No

Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	
Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	04/20/2022
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

Housing Questionnaire Identifying Homeless Children

Does your LEA use a housing questionnaire to assist with the identification of homeless children and youth	Yes
Does the housing questionnaire include best practices, rights, and protections afforded to homeless children and youth	Yes
Is the housing questionnaire made available in paper form	Yes
Did your LEA administer the housing questionnaire to all student body during the school year	Yes

Title I, Part A Homeless Expenditures

2022–23 Title I, Part A LEA allocation	\$22,796
2022–23 Title I, Part A direct or indirect services to homeless children reservation	\$100

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Amount of 2022–23 Title I, Part A funds expended or encumbered for direct or indirect services for homeless children	\$100
Homeless services provided (Maximum 500 characters)	Support services for homeless students
No expenditures or encumbrances comment Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	

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2022–23 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2022 through June 30, 2023.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2022–23 Title II, Part A allocation	\$4,452
Transferred–in amount	\$0
Transferred–out amount	\$0
2022–23 Total allocation	\$4,452

Professional Development Expenditures

Professional development for teachers	\$3,916
Professional development for administrators	\$0
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

Personnel and Other Authorized Activities

Certificated personnel salaries	\$0
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$0

Program Expenditures

Direct administrative costs	\$0
Indirect costs	\$243
Equitable services for nonprofit private schools	\$0
Total expenditures	\$4,159
2022–23 Unspent funds	\$293

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2021–22 Title II, Part A Fiscal Year Expenditure Report, 24 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2023.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2021–22 Title II, Part A allocation	\$3,324
Transferred–in amount	\$0
Transferred–out amount	\$0
2021–22 Total allocation	\$3,324

Professional Development Expenditures

Professional development for teachers	\$3,130
Professional development for administrators	\$0
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

Personnel and Other Authorized Activities

Certificated personnel salaries	\$0
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$0

Program Expenditures

Direct administrative costs	\$0
Indirect costs	\$194
Equitable services for nonprofit private schools	\$0
Total expenditures	\$3,324
2021–22 Unspent funds	\$0

*****Warning*****

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RCM School Board



Agenda Item: E3
Approval of 2022-23 Unaudited Actuals

Department/Program:
School wide

Background Information:
Unaudited actuals for all 2022-23 expenses were compiled.

Recommendation:
Accept 2022-23 Unaudited Actuals

Fiscal Implications:
None

Contact Person:
Bryan Little

REDWOOD COAST MONTESSORI CHARTER SCHOOL**CHARTER FUND 10****2022-23 Unaudited Actuals**

	2022-23 Budget	2022-23 Actuals	Diff +/-	Diff %
A. REVENUES				
LCFF (revenue limit sources)	1,875,924	1,876,205	281	0.01%
Federal Sources	215,367	209,206	(6,161)	-2.86%
Other State Sources	707,519	731,018	23,499	3.32%
Other Local Sources	280,504	298,516	18,012	6.42%
Total Revenue	3,079,314	3,114,945	35,631	1.16%
B. EXPENDITURES				
Certificated Salaries	1,208,261	1,197,004	(11,257)	-0.93%
Classified Salaries	377,043	386,098	9,055	2.40%
Employee Benefits	788,911	793,699	4,788	0.61%
Supplies	118,336	110,014	(8,322)	-7.03%
Services & Other Operating	573,742	546,804	(26,938)	-4.70%
Capital Outlay	4,842	22,264	17,422	359.80%
Other Outgo (excl Transfers of Indirect Costs)	52,293	52,319	26	0.05%
Transfers of Indirect Costs	-	(0)	(0)	
Total Expenditures	3,123,428	3,108,201	(15,227)	-0.49%
C. EXCESS REVENUES (EXPENDITURES)	(44,114)	6,744	50,858	-15.29%
D. OTHER FINANCING SOURCES/USES				
Interfund Transfers In	-	-	-	
Interfund Transfers Out (to special reserve)	-	-	-	
Other Sources	-	-	-	
Other Uses	-	-	-	
Total Other Sources (Uses)	-	-	-	
E. FUND BALANCE INCREASE (DECREASE)	(44,114)	6,744	50,858	-115.29%
Audited Beginning Balance	629,496	629,496		
Other Restatements	-	-	-	
F. ADJUSTED BEGINNING BALANCE	629,496	629,496	0	0.00%
G. ENDING BALANCE	585,382	636,240	50,858	8.69%

Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
LCFF Revenue Sources						
8011	REVENUE LIMIT ST AID-CURR YR	1,451,799.00	1,484,876.00	1,472,098.00	12,778.00	99.14
8012	REVENUE LIMIT-EPA	35,910.00	34,464.00	34,464.00		100.00
8096	TRANSFERS>CHARTERS IN LIEU TAX	329,995.00	356,584.00	369,643.00	13,059.00-	103.66
Total LCFF Revenue Sources		1,817,704.00	1,875,924.00	1,876,205.00	281.00-	100.01
Federal Revenue						
8220	CHILD NUTRITION PROGRAMS		19,491.00	9,043.00	10,448.00	46.40
8221	NATIONAL LUNCH PROGRAM	60,000.00	42,000.00	43,533.45	1,533.45-	103.65
8222	FEDERAL SCHOOL BREAKFAST		6,000.00	3,581.17	2,418.83	59.69
8290	ALL OTHER FEDERAL REVENUES	159,167.00	159,136.00	150,086.91	9,049.09	94.31
8295	ALL FEDERAL REV PRIOR YEAR	51,634.00-	11,260.00-	2,961.19	14,221.19-	-26.30
Total Federal Revenue		167,533.00	215,367.00	209,205.72	6,161.28	97.14
Other State Revenues						
8520	CHILD NUTRITION	3,100.00	159,000.00	144,978.28	14,021.72	91.18
8521	STATE BREAKFAST PROGRAM		10,000.00	5,762.76	4,237.24	57.63
8550	MANDATED COST REIMBURSEMENTS	3,610.00	4,003.00	4,003.00		100.00
8560	STATE LOTTERY REVENUE	37,213.00	42,423.00	59,662.07	17,239.07-	140.64
8590	ALL OTHER STATE REVENUES	302,637.00	542,493.00	516,612.17	25,880.83	95.23
8595	ALL OTHER STATE REV-PRIOR YR		50,400.00-		50,400.00-	
Total Other State Revenues		346,560.00	707,519.00	731,018.28	23,499.28-	103.32
Other Local Revenue						
8634	FOOD SERVICES SALES	1,000.00	1,000.00		1,000.00	
8660	INTEREST	4,000.00	4,000.00	7,800.93	3,800.93-	195.02
8662	NET INC/DEC IN FAIR VALUE			26,497.00-	26,497.00	NO BDGT
8677	INTERAGENCY SVCS BETWEEN LEA		610.00		610.00	
8699	ALL OTHER LOCAL REVENUES	136,639.00	128,281.00	169,988.18	41,707.18-	132.51
8792	TRANS OF APPORTION FROM COE	128,285.00	146,613.00	147,224.00	611.00-	100.42
Total Other Local Revenue		269,924.00	280,504.00	298,516.11	18,012.11-	106.42
Total Year To Date Revenues		2,601,721.00	3,079,314.00	3,114,945.11	35,631.11-	101.16

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							

Certificated Salaries

1100	TEACHERS SALARIES - REGULAR	764,918.00	916,854.00		916,853.51	.49	100.00
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Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 2, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , Zero
Amounts? = N, SACS? = N, Restricted? = Y, Fund = 10)

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Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Certificated Salaries (continued)							
1102	MUSIC TEACHER	22,079.00	22,079.00		22,079.00		100.00
1104	SPECIAL ED TEACHER	29,947.00	32,394.00		32,394.00		100.00
1132	COACHES AND SPECIAL ADVISORS		1,000.00		1,500.00	500.00-	150.00
1134	MENTOR TEACHER		2,600.00		2,600.00		100.00
1140	TEACHER SALARY - SUBSTITUTES	6,000.00	6,800.00		6,850.00	50.00-	100.74
1150	TEACHER SALARY - OTHER PAY	14,000.00	24,275.00		12,468.89	11,806.11	51.37
1200	CERT PUPIL SUPPORT SAL - REG	71,991.00	83,765.00		83,765.00		100.00
1303	PRINCIPAL	60,648.00	60,648.00		60,648.00		100.00
1307	SUPERVISORS SALARIES	57,433.00	57,846.00		57,845.80	.20	100.00
Total Certificated Salaries		1,027,016.00	1,208,261.00	.00	1,197,004.20	11,256.80	99.07
Classified Salaries							
2100	CLASS INSTR AIDE SAL-REGULAR	134,968.00	154,040.00		151,229.61	2,810.39	98.18
2103	CLASS INSTR AIDE SAL-SPEC ED		18,170.00		21,722.90	3,552.90-	119.55
2130	CLASS INSTR AIDE-EXTRA ASSGN	4,500.00					NO BDGT
2150	CLASS INSTR AIDE-OTHER PAY	4,500.00	6,019.00		10,457.49	4,438.49-	173.74
2160	COACHES & ADVISORS	500.00	500.00			500.00	
2210	FOOD SERVICE PERSONNEL	23,449.00	32,797.00		36,462.50	3,665.50-	111.18
2214	CUSTODIAN	25,740.00	26,661.00		26,748.15	87.15-	100.33
2304	BUSINESS MANAGER	24,978.00	25,243.00		25,243.08	.08-	100.00
2308	DIRECTOR	26,994.00	35,773.00		43,007.90	7,234.90-	120.22
2403	CLERICAL TECHNICIAN	11,569.00	15,675.00		15,326.60	348.40	97.78
2407	ASSISTANT	7,946.00	7,891.00		8,264.57	373.57-	104.73
2900	OTHER CLASS SALARIES-REGULAR	9,961.00	16,216.00		13,571.98	2,644.02	83.69
2902	RECREATION WORKER	12,167.00	10,782.00		8,341.48	2,440.52	77.36
2931	PROJECT MANAGER	27,158.00	27,276.00		25,721.83	1,554.17	94.30
Total Classified Salaries		314,430.00	377,043.00	.00	386,098.09	9,055.09-	102.40
Employee Benefits							
3101	STRS - CERTIFICATED	255,419.00	283,100.00		281,789.96	1,310.04	99.54
3201	PERS - CERTIFICATED	12,894.00	12,071.00		12,131.89	60.89-	100.50
3202	PERS - CLASSIFIED	75,784.00	91,410.00		93,867.70	2,457.70-	102.69
3311	SOCIAL SECURITY-CERTIFICATED	3,151.00	3,664.00		3,763.65	99.65-	102.72
3312	SOCIAL SECURITY-CLASSIFIED	19,495.00	23,415.00		23,972.86	557.86-	102.38
3331	MEDICARE-CERTIFICATED	14,563.00	17,439.00		17,273.07	165.93	99.05
3332	MEDICARE-CLASSIFIED	4,556.00	5,464.00		5,594.59	130.59-	102.39
3411	HEALTH & WELFARE BENEFITS-CRT	403,121.00	280,456.00		285,893.52	5,437.52-	101.94

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 2, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , Zero
Amounts? = N, SACS? = N, Restricted? = Y, Fund = 10)

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Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3412	HEALTH & WELFARE BENEFITS-CLS	21,528.00	16,618.00		14,356.00	2,262.00	86.39
3501	ST UNEMPLOYMENT INS-CERTIF	5,022.00	6,011.00		5,953.87	57.13	99.05
3502	ST UNEMPLOYMENT INS-CLASSIFD	1,576.00	1,884.00		1,789.32	94.68	94.97
3601	WORKER'S COMP-CERTIFICATED	24,908.00	36,074.00		35,736.98	337.02	99.07
3602	WORKER'S COMP-CLASSIFIED	7,799.00	11,305.00		11,575.17	270.17-	102.39
Total Employee Benefits		849,816.00	788,911.00	.00	793,698.58	4,787.58-	100.61
Books and Supplies							
4110	TEXTBOOKS	1,500.00	1,500.00		387.43	1,112.57	25.83
4310	MATERIALS & SUPPLIES	25,542.00	75,086.00		67,272.53	7,813.47	89.59
4351	OFFICE SUPPLIES	500.00	2,500.00		709.91	1,790.09	28.40
4374	CUSTODIAL SUPPLIES	850.00	6,000.00		5,887.22	112.78	98.12
4396	FOOD SERVICE SUPPLIES	1,500.00	1,500.00		1,124.91	375.09	74.99
4400	EQUIPMENT	3,500.00	11,750.00		12,649.98	899.98-	107.66
4710	FOOD	14,500.00	20,000.00		21,981.57	1,981.57-	109.91
Total Books and Supplies		47,892.00	118,336.00	.00	110,013.55	8,322.45	92.97
Services and Other Operating Expenditures							
5201	EMPLOYEE MILEAGE	1,700.00	3,200.00		3,092.30	107.70	96.63
5210	TRAVEL & CONFERENCES	7,296.00	20,574.00		19,725.59	848.41	95.88
5300	DUES & MEMBERSHIPS	4,640.00	3,000.00		546.00	2,454.00	18.20
5450	OTHER INSURANCE	10,305.00	35,000.00		33,873.00	1,127.00	96.78
5512	PROPANE	11,200.00	11,200.00		12,805.63	1,605.63-	114.34
5520	ELECTRICITY SERVICES	12,000.00	14,000.00		19,434.76	5,434.76-	138.82
5530	WATER SERVICES	3,600.00	2,500.00		1,779.00	721.00	71.16
5560	WASTE DISPOSAL	2,800.00	3,600.00		3,998.67	398.67-	111.07
5612	RENTALS AND LEASES-BUILDINGS	178,891.00	179,641.00		179,490.00	151.00	99.92
5623	RENTALS AND LEASES-EQUIPMENT	4,000.00					NO BDGT
5635	REPAIRS-EQUIPMENT	115.00	250.00			250.00	
5637	MAINTENANCE AGREEMENTS	8,640.00	11,440.00		10,826.08	613.92	94.63
5800	CONTRACTED SERVICES	80,637.00	126,319.00		113,807.24	12,511.76	90.10
5801	STUDENT TRAVEL/FIELDTRIPS		500.00		799.05	299.05-	159.81
5804	SECURITY SYSTEM	300.00	1,000.00		774.00	226.00	77.40
5805	PRINTING SERV-OUTSIDE VENDOR	50.00	550.00		411.09	138.91	74.74
5809	TRANSPORTATION-IN-LIEU PAYMT				301.00	301.00-	NO BDGT
5811	CO-OP CONTRACT	2,077.00	2,077.00		535.00	1,542.00	25.76
5812	LIBRARY CONTRACT	3,400.00	3,400.00		400.00	3,000.00	11.76

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 2, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , Zero
Amounts? = N, SACS? = N, Restricted? = Y, Fund = 10)

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Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Services and Other Operating Expenditures (continued)							
5819	OTHER INTER-LEA CONTRACTS	91,936.00	109,037.00		109,037.00		100.00
5823	LEGAL FEES	100.00	150.00		387.94	237.94-	258.63
5831	ADVERTISEMENT	250.00	1,450.00		1,462.50	12.50-	100.86
5852	PERSONAL SERVICE	20,000.00	10,000.00		10,746.90	746.90-	107.47
5864	TB AND PHYSICAL EXAMS				15.00	15.00-	NO BDGT
5881	OTHER CHARGES/FEES	9,500.00	1,000.00		6,823.97	5,823.97-	682.40
5884	LICENSE, PERMIT, USE FEE, TX	13,000.00	16,350.00		5,030.14	11,319.86	30.77
5888	OTHER OPERATING EXPENSE	27,086.00					NO BDGT
5909	TELEPHONE/COMMUNICATIONS	18,454.00	17,454.00		10,488.22	6,965.78	60.09
5950	POSTAGE	50.00	50.00		213.64	163.64-	427.28
Total Services and Other Operating Expenditures		512,027.00	573,742.00	.00	546,803.72	26,938.28	95.30
Capital Outlay							
6200	BLDGS & IMPROVEMENT OF BLDGS		4,842.00		15,236.40	10,394.40-	314.67
6400	EQUIPMENT	24,000.00			7,027.24	7,027.24-	NO BDGT
Total Capital Outlay		24,000.00	4,842.00	.00	22,263.64	17,421.64-	459.80
Tuition							
7142	OTH TUITN, EXCESS CSTS> COE	2,118.00	1,899.00		1,899.00		100.00
Total Tuition		2,118.00	1,899.00	.00	1,899.00	.00	100.00
Debt Service							
7438	DEBT SERVICE-INTEREST	396.00	396.00		412.25	16.25-	104.10
7439	OTHER DEBT SERVICE PRINCIPAL	49,998.00	49,998.00		50,008.00	10.00-	100.02
Total Debt Service		50,394.00	50,394.00	.00	50,420.25	26.25-	100.05
Total Year To Date Expenditures		2,827,693.00	3,123,428.00	.00	3,108,201.03	15,226.97	99.51

Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Object	Description	Beginning Balance	Year to Date Activity	Ending Balance
Fund Reconciliation				
Assets				
9110	CASH IN COUNTY TREASURY	392,182.88	325,084.49	717,267.37
9111	FAIR VAL ADJ TO CASH IN TREAS		26,497.00-	26,497.00-
9200	ACCOUNTS RECEIVABLE		140,292.62	140,292.62
9201	ACCOUNTS RECEIVABLE-PRIOR YR	390,137.13	389,540.33-	596.80
9202	UNEARNED RECEIVABLE	774.13-	774.13	
Total Assets		781,545.88	50,113.91	831,659.79
Liabilities				
9500	ACCTS PAY (CURRENT LIABTY)		89,318.07	89,318.07
9510	ACCOUNTS PAYABLE-PRIOR YEAR	63,645.60	63,645.60-	
9537	EMPLOYER H&W SUSPENSE ACCNT	24,481.90	16,222.02	40,703.92
9591	DUE TO GOVERNMENTS PRIOR YR	4,265.92		4,265.92
9650	UNEARNED REVENUE	59,656.19	1,475.34	61,131.53
Total Liabilities		152,049.61	43,369.83	195,419.44
Calculated Fund Balance		629,496.27	6,744.08	636,240.35
Beginning Fund Balance				
9791	BEGINNING BALANCE-ADPTD BDGT	629,496.27		629,496.27
Beginning Fund Balance Proof		.00	6,744.08	6,744.08
Change in Fund Balance - Excess Revenues (Expenditures)			6,744.08	

Memo Only - Ending Fund Balance Accounts

		Adopted	Revised
Other Designations			
9790	UNDESIGNATED/UNAPPROPRIATED	287,620.00	585,382.00

Fund 10 - REDWOOD COAST MONTESSORI

Fiscal Year 2022/23 Through June 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	2,601,721.00	3,079,314.00		3,114,945.11	35,631.11-	101.16
B. Expenditures	2,827,693.00	3,123,428.00		3,108,201.03	15,226.97	99.51
C. Subtotal (Revenue LESS Expense)	225,972.00-	44,114.00-		6,744.08	50,858.08-	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	225,972.00-	44,114.00-		6,744.08	50,858.08-	
F. Fund Balance:						
Beginning Balance (9791)	513,592.00	629,496.00		629,496.27		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	513,592.00	629,496.00		629,496.27		
G. Calculated Ending Balance	287,620.00	585,382.00		636,240.35		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	287,620.00	585,382.00				
Other						

RCM School Board



Agenda Item: F1

Approve of 2023-24 Declaration of Need for Fully Qualified Educators

Department/Program:
School wide

Background Information:

The ongoing teacher shortage make is difficult to fill vacant teaching positions. The attached declaration of need identifies our difficulty in filling three 1.0 FTE classroom teacher positions at Redwood Coast Montessori.

Recommendation:

Approve 2023-24 Declaration of Need

Fiscal Implications:
None

Contact Person:
Bryan Little



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2020-21

Revised Declaration of Need for year: 2023-24

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: _____ District CDS Code: 12626790137653

Name of County: _____ County CDS Code: 12101241230184

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on ____/____/____ certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, _____.

Submitted by (Superintendent, Board Secretary, or Designee):

Name Signature Title

Fax Number Telephone Number Date

Mailing Address

Email Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
----------------------	---------------------------	-----------------------

_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
----------------------------	----------------------------------	----------------------

Mailing Address

E-Mail Address

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?	Yes	No
--	-----	----

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?	Yes	No
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If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

RCM School Board



Agenda Item: F2
Equity and Diversity Update

Department/Program:
School wide

Background Information:
Updated information following the first session of RCM's Race and Equity Audit.

Recommendation:
No action required.

Fiscal Implications:
None.

Contact Person:
Michelle Leonard

RCM School Board



Agenda Item: F2
Williams Report

Department/Program:
School wide

Background Information:

Beginning with the 2022-23 school year, RCM was placed on the Williams List. One of the requirements of the Williams legislation is that the Superintendent or designee conducts a visit to Redwood Coast Montessori and review curriculum, staffing, and facilities. In addition, the County Office of Education must submit quarterly reports regarding any additional visits or actions.

Recommendation:
No action required.

Fiscal Implications:
None

Contact Person:
Bryan Little

August 16, 2023

To: Bryan Little, Director
Redwood Coast Montessori

Re: 2023-2024 Williams Settlement School Site Visit

Dear Bryan,

This is to inform you that Redwood Coast Montessori will receive a Williams Settlement site visit during the first four weeks of school with a proposed site visit date of 9/8/2023. The Williams Settlement legislation requires the Humboldt County Office of Education (HCOE) to conduct site visits based on the Schools Identified for Monitoring list published by the California Department of Education.

Contact August Deshais, adeshais@hcoe.org, (707) 440-9546, and/or Jennifer Burger, jburger@hcoe.org, (707)445-7082, for questions regarding the Williams Settlement site visits.

Once complete, a written copy of our findings will be sent to the governing board of your charter. As required, the findings of all visits in the county will be forwarded to the Humboldt County Board of Education and the Humboldt County Board of Supervisors.

It is the intent of HCOE to collaboratively assist and support schools as we move through this process. Should you have questions or concerns, please feel free to contact me.

Sincerely,



Michael Davies-Hughes
County Superintendent of Schools

RCM School Board



Agenda Item: F3
WASC Visit

Department/Program:
School wide

Background Information:

Redwood Coast Montessori is accredited through Accrediting Commission for Schools, Western Association of Schools and Colleges. In order to maintain our accreditation, a committee of WASC members schedule visits to schools to assure they are maintaining their high standards of education. During the 2023-24 school year a virtual “visit” will take place by a WASC director.

Recommendation:
No action required.

Fiscal Implications:
None

Contact Person:
Bryan Little