



Hydesville Elementary School District

P.O. Box 551 • Hydesville, California 95547-0551

Board of Trustees Meeting Agenda

Monday, March 9, 2020 • 6:30 PM (Regular Session)

Hydesville School Library
3050 Johnson Road Hydesville, CA 95547

1.0 Call to Order

1.1 Flag Salute and Reading of School Vision & Mission

2.0 Approval of Agenda Order *The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law.*

3.0 Student Council Report

4.0 Awards and Recognition

4.1 Sharon Jones

5.0 Public Comment *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.*

6.0 Consent Agenda

6.1 Approval of Minutes, February 10th, 2020 Regular Board Meeting

7.0 Approval of Warrants

7.1 Approval of Warrants

8.0 Community Comment Related to LCAP - *Members of the community may provide input and discussion pertaining to the Local Control Accountability Plan in an effort to address State Priority 8 (increase opportunities for parents and families to be involved in school decision-making processes).*

9.0 Reports

- 9.1 Superintendent-Principal
- 9.2 Staff
- 9.3 Hydesville Parent Group
- 9.4 Athletic Director
- 9.5 Hydesville Sports Booster Club
- 9.6 Communications

10.0 Information Items

10.1 Attendance and Enrollment



Hydesville Elementary School District

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- 10.2 Covid-19 Letter
- 10.3 Form 700 Reminder
- 10.4 Afterschool Budget Snapshot
- 10.5 Business Services Update

11.0 Discussion/Possible Action Items

- 11.1 Consider approval of HESD Social Media Guidelines
- 11.2 Consider approval of 2020-21 School Calendar
- 11.3 Consider Certification of Second Interim Report
- 11.4 Discuss School Security

12.0 Board Member Comments

13.0 Announcements

13.1 Upcoming Calendar of Events:

Conferences - Minimum Days	March 11th-13th
Student Council - St. Patrick's Day Dance	Friday March 13th, 6 pm
Pi Day @ HESD	Monday March 16th, 2pm
4-8th Trimester Awards	Friday March 20th, 8:30 am?
Hydesville School Sports Booster Fundraiser	Saturday March 28th
HPG Meeting	Friday April 3, 2pm
Lunch on the Lawn	April 3rd

13.2 Next Regular Board Meeting: Tuesday, April 7th, 2020. Closed session begins at 5:30 PM, reconvening to open session at 6:30 PM.

13.3 Recommended additions to the agenda can be submitted to the board president or Superintendent seven (7) days prior to the next regular meeting date.

14.0 Adjournment

NOTICE: Any writing, not exempt from public disclosure under the California Public Records Act, 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 Hydesville Elementary School office.



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NOTICE: Hydesville Elementary School adheres to the Americans with Disabilities Act. Should you require special accommodations or auxiliary aids and services in order to participate in the Board meeting, please contact the Superintendent.

ADDRESSING THE BOARD	REGULAR SESSION
<p><i>You may speak on a matter not on the agenda at the beginning of a regular meeting during the time reserved for public comment. After being recognized by the President, you will be allowed three minutes for your presentation. The Board will take no action on the matter at this meeting. You may speak on any item on the agenda when that item is being discussed.</i></p>	<p><i>In order to address the Board, please wait for recognition by the President. Speakers are expected to be courteous and to avoid any remarks that reflect adversely on the character or motives of any person or on his or her race, religion, or political or economic views.</i></p> <p><i>The Board will hear public testimony on any given topic for a maximum of twenty (20) minutes. Each speaker will be limited to three (3) minutes. The Board may, by consensus and at its discretion, extend the time limit.</i></p>
COMPLAINTS	CLOSED SESSION
<p><i>Complaints are to be addressed by first speaking with the person directly involved. If this does not resolve the issue, the complaint should be submitted in writing to the Superintendent. The Superintendent will investigate and respond in writing. Only after exhausting these levels can a written request be submitted asking that the issue be heard by the Board.</i></p>	<p><i>While school board meetings must be open to the public, California law provides for closed sessions which are not open to the public when the Board is considering expulsions, suspensions or disciplinary actions in connection with any pupil; the appointment, employment or dismissal of a public officer or employee; or when the Board is hearing complaints or charges brought against a public officer or employee. The individual may, however, request a public hearing. In addition, the Board may hold a closed session to discuss certain aspects of negotiations with employees.</i></p>
<p>BOARD OF TRUSTEES Thomas Valterria, President Mandy Marquez, Clerk Mollie Holmgren, Member Dave Fisch, Member Clint Victorine, Member Kevin Trone, Superintendent</p>	



Hydesville Elementary School District

P.O. Box 551 • Hydesville, California 95547-0551

Board of Trustees Meeting Minutes

Monday, February 10, 2020 • 6 PM (Closed Session), 6:30 PM (Regular Session)

Hydesville School Library

3050 Johnson Road Hydesville, CA 95547

1.0 Call to Order- Thomas called to order 6:00pm

2.0 Public Comment *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.*

3.0 Convene to Closed Session *With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54945.5.*

3.1 Public Employee Discipline/Dismissal/Release(Gov. Code §54957)

4.0 Reconvene to Open Session Thomas reconvened the meeting at 6:30pm

4.1 Report Action Taken During Closed Session

No action taken

4.2 Flag Salute and Reading of School Vision & Mission

Thomas led the flag salute, read the vision and mission statement and reported on school goals.

5.0 Approval of Agenda Order *The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law.*

Mollie Holmgren moved to approve the agenda order. Motion was seconded by Dave Fisch. Motion passed 5/0

6.0 Student Council Report **Jessica Willock reported on Student Council fundraising for pennies for patients with a record breaking total of \$950.00. First grade took first place raising \$314.00 and won a pizza party. Second grade raised \$230.00 and Third grade raised \$152.00 both receiving a popsicle party. Student council purchased new basketballs for the lower grades PE. St. Patricks day dance will be Friday March 13, 2020.**

7.0 Awards and Recognition

7.1 Erin Jackson-**was awarded the certificate of appreciation for being an outstanding member to our school community for her volunteer work and substituting.**



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8.0 Public Comment *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.* **Shiloh Mitten updated the board on the class of 2020 fundraising total for their graduation field trip. They are short approximately \$1200.00**

9.0 Consent Agenda

9.1 Approval of Minutes, January 13th, 2020 Regular Board Meeting- **Mandy Marquez moved to approve the minutes from January. Seconded by Dave Fisch. Clint Victorine stated that a correction needed to be made regarding 12.5 from January's minutes. He stated that there will be a few auction items. Motion passed with the correction 5/0.**

10.0 Approval of Warrants

10.2 Approval of Warrants- **Mollie Holmgren moved to approve the warrants. Seconded by Dave Fisch. Motion passed 5/0**

11.0 Community Comment Related to LCAP - *Members of the community may provide input and discussion pertaining to the Local Control Accountability Plan in an effort to address State Priority 8 (increase opportunities for parents and families to be involved in school decision-making processes).*

No comment

12.0 Reports

12.1 Superintendent-Principal- **Kevin Trone reported on the Geo Bee Mason Toroni won and will find out if he placed within the top 3% on the State test in March, Spelling Bee Alejandro Medina won and Kinzie Smith-Lang was second for the lower with Ashlee Dunlap as the alternate. In the Upper grade Bee Clay Haselip came in first place, Noah Mikus second place and Violet Stockton as the alternate. Kevin and Sharron both attended the Soroptimist breakfast and received books for the library, Archery has been very successful lead by Tessa Griffith, School closure 1/17/2020 due to power outage, the Gate Academy was cancelled and not rescheduled, Lunch on the lawn was in the cafeteria due to the cold weather, Kevin subbed in Ruben's class on 2/6/2020, Friday the 7th was the school wide assembly with awards, looking at enrichment ideas for the after school program.**

12.2 Staff- **Nik reported on the 100th day of school. Kinder is writing about what they will be like at 100, Fourth grade is working on fractions and reading the Island of the Blue Dolphin, Fifth grade is learning to establish colonies, and reading Esperanza Rising, Sixth grade is working on the forces in nature, Seventh grade are working on their history day projects and finished reading the Giver, Eighth grade is reading the outsiders and watched the movie they are writing an essay about the movie and they had a presentation from the High School.**



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12.3 Hydesville Parent Group- **Shiloh Mitten reported on the Valentine's grams, and Cafe-Read-A-Latte.**

12.4 Athletic Director- **Kevin Trone read a report from AD Rios on the Crescent City Tournament 7th grade won the tournament, 6th placed 3rd, and 8th placed 7th. Sport photos were taken today, Lindsay will be coaching track again this year, and Mandy is coordinating the Foggy Bottoms Milk Run again this year.**

12.5 Hydesville Sports Booster Club-**Clint Victorine reported their next meeting is Monday The 24th, their fundraiser is March 20,2020 at Bear River Rec Center and the adults will Play Basketball with the girls team, there will be some halftime shows,still looking for A DJ, admission is \$10.00 per person, kids are free if they participate.**

12.6 Communications- **Nothing to report**

13.0 Information Items

13.1 Attendance and Enrollment- **Enrollment 201 students as of 1/31/2020, attendance rate dropped to 93.6% in January, January is historically low for attendance, 7th Grade won the attendance cup.**

13.2 CAST Results- **California Science Test this is the first one ever recorded we had 40% meet requirements will be looking at the curriculum and the new test for this year.**

14.0 Discussion/Possible Action Items

14.1 Discussion Brown Act - recent Board member training- **Mandy Marquez and Thomas Valterria both attended and both were very pleased with the training.**

14.2 Discussion HESD Board to Superintendent Priorities - revisit October 2019 direction- **The Priorities are as follows: communication, school culture, management,staff positions, after school which Itzelt is doing a great job, and music which Kevin is meeting with a teacher and other superintendents.**

14.3 Discussion Auditor Options- **March we declare our auditor for the school year. We have used DA Mooney for a long time and find them very easy to work with. Mandy and Thomas are happy with them also only looking at a change due to cost increase.**



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14.4 Discussion 2020-2021 School Calendar- Fortuna High School Calendar Kevin is not advocating for us to follow their calendar, will attempt to keep breaks aligned with the FUHS calendar. Need to continue the conversation regarding the start and end date for the 2020-2021 school year. Mandy suggested starting after Labor Day due to the county fair and eliminating Presidents week and only having Presidents day off in order to not to have an end date in mid June. Maybe send out a survey monkey to the families for their opinion and Thomas would like to see what the end date would look like. Class of 2021 representative should be attending the meetings to have the board approve the upcoming graduation class fundraising and graduation trip.

14.5 Discuss Northern Humboldt Business Contract- We have been working with No. Hum since the mid 2000's at least 10-15 years, description of services are correct, rate increase, looking at FUHS taking over as our business office, both Dave and Thomas agree that we should explore different options, Kevin has had good experiences with FUHS business office, but he feels that No. Hum is large and is a fully staffed business office which FUHS is not.

14.6 Consider Approval of 3rd and 5th grade Redwood Ecology and Art Education Field Trip- The grant pays for transportation, park fees, artists and supplies. Mollie is concerned about the students that have not earned the privilege to attend the trip, which includes safety issues and behavioral issues. Mandy would like to see a broader scope to attend giving other classes the opportunity to have access to this trip. Thomas Valterria moved To approve the trip. Seconded by Clint Victorine. Motion passed 5/0

14.7 Consider Approval of J-13A, Request for Allowance of Attendance Due to Emergency Conditions- School closure on 1/17/2020 due to power outage that was not a planned outage. Kevin feels that we will be approved to receive our ADA for that day. Limitations depend on the nature of the event. Mandy Marquez moved to approve the request. Seconded by Thomas Valterria. Motion passed 5/0

15.0 Board Member Comments- Mandy Marquez and Clint Victorine both attended the FUHS Board meeting. They were impressed with the information that was addressed Including media guidelines, enrichment programs, feeder school information.



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16.0 Announcements

16.1 Upcoming Calendar of Events:

Valentines Day - Minimum Day	Friday, February 14th
President's Week	February 17-21
Regional Spelling Bee @ River Lodge	February 13th, 5pm
Hydesville Parent Group Meeting	2pm Friday, March 13th
Hydesville School Sports Booster Club	6pm Monday, February 17 - location TBA

16.2 Next Regular Board Meeting: Monday, March 9th, 2020. Closed session begins at 5:30 PM, reconvening to open session at 6:30 PM.

16.3 Recommended additions to the agenda can be submitted to the board president or Superintendent seven (7) days prior to the next regular meeting date.

17.0 Adjournment-Meeting adjourned by Thomas Valterria at 7:33 pm



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<p><u>BOARD OF TRUSTEES</u> Thomas Valterria, President Mandy Marquez, Clerk Mollie Holmgren, Member Dave Fisch, Member Clint Victorine, Member Kevin Trone, Superintendent</p>	

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 20000032-0 AUDIT
 Description: DORA 2/11/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddutra
 Created Date: 02/11/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
01	030090-01 AT&T PO BOX 5025 CAROL STREAM CA 60197-5025	PV200508-001	01/25/2020	0824106111-01252	1	01-0000-0-1193-8100-5909-000-0000								833.92			
Total Vendor Amount														833.92			
02	002362-01 EUREKA HUMB FIRE EXT 1424 11TH ST ARCATA CA 95521-0000	PV200514-001	01/29/2020	176525	1	01-8150-0-1193-8110-5800-000-0000								290.47			
Total Vendor Amount														290.47			
03	030100-01 FERNDALE TECH PO BOX 111 FERNDALE CA 95536	PV200513-001	01/17/2020	729972	1	01-0000-0-1133-1000-5800-000-0000								575.00			7
Total Vendor Amount														575.00			
04	001711-01 FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION FILE 74829 PO BOX 742654 LOS ANGELES CA 90074-2654	PV200512-001	01/21/2020	040044202105	1	13-5310-0-0000-3700-4710-000-0000								59.00			
Total Vendor Amount														59.00			
05	030001-01 HELTON, BECKY 3685 NEWBURG ROAD FORTUNA CA 95540	PV200515-001	02/04/2020	REIMBURSEMENT 2/	1	01-0010-0-8500-5000-4310-000-4710								38.41			
Total Vendor Amount														38.41			
06	001201-01 HYDESVILLE COUNTY WATER DIST. PO BOX 561 HYDESVILLE CA 95547-0000	PV200517-001	02/03/2020	020700 DEC 2019/	1	01-0000-0-1193-8100-5530-000-0000								281.00			
Total Vendor Amount														281.00			
07	000275-01	PV200516-001	01/01/2020	M185362	1	01-0000-0-1193-8100-4374-000-0000								228.71			

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 20000032-0 AUDIT
 Description: DORA 2/11/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddutra
 Created Date: 02/11/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
	MEDES SUPPLY CO 1030 W DEL NORTE STREET EUREKA CA 95501-0000																
Total Vendor Amount														228.71			
08	002222-01 SONOMA COUNTY OFFICE OF ED LEGAL SERVICES 5350 SKYLANE BLVD SANTA ROSA CA 95403-8246	PV200510-001	01/14/2020	IN20-01849	1	01-0000-0-1192-7110-5210-000-1920								200.00			
		PV200511-001	02/06/2020	IN20-0933	1	01-0000-0-1110-1000-5210-000-3500								6,000.00			
Total Vendor Amount														6,200.00			
09	002505-01 SYSCO FOODS OF SACRAMENTO P.O. BOX 138007 SACRAMENTO CA 95813-8007	PV200509-001	02/03/2020	231659803	1	13-5310-0-0000-3700-4710-000-0000								609.36			
Total Vendor Amount														609.36			
Fund 01 Total														8,447.51			
Fund 13 Total														668.36			
Transmittal Total														9,115.87			

Kevin Trapp

Transmittal Warnings/Errors
 WARNING: Cash is not sufficient for Fund 13. Balance is (8,741.37).

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 20000033-0 AUDIT
 Description: DORA 2/19/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddutra
 Created Date: 02/20/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
01	002511-01 AT&T/CALNET 2 PO BOX 9011 CAROL STREAM IL 60197-9011	PV200525-001	02/04/2020	14279767	1	01-0000-0-1193-8100-5909-000-0000								87.18			
Total Vendor Amount														87.18			
02	002541-01 CRYSTAL CREAMERY DEPT. 33369 P.O. BOX 44000 SAN FRANCISCO CA 94144-3369	CM200007-001 PV200529-001 PV200530-001 PV200531-001 PV200532-001 PV200533-001	01/28/2020 01/03/2020 01/10/2020 01/14/2020 01/24/2020 01/28/2020	18108329 18046393 18063466 18072240 18099303 18108324	1	13-5310-0-0000-3700-4710-000-0000								(2.21) 172.93 80.33 128.36 80.60 163.14			
Total Vendor Amount														623.15			
03	002079-01 DEPARTMENT OF JUSTICE ACCOUNTING OFFICE CASHIERING UNIT P O BOX 944255 SACRAMENTO CA 94244-2550	PV200522-001	02/05/2020	431913	1	01-0000-0-0000-7200-5861-000-0000								32.00			
Total Vendor Amount														32.00			
04	030100-01 FERNDAL TECH PO BOX 111 FERNDAL CA 95536	PV200524-001	02/11/2020	730174	1	01-0000-0-1133-1000-5800-000-0000								360.74			7
Total Vendor Amount														360.74			
05	001711-01 FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION FILE 74829 PO BOX 742654 LOS ANGELES CA 90074-2654	PV200523-001	01/28/2020	040044202806	1	13-5310-0-0000-3700-4710-000-0000								29.50			
Total Vendor Amount														29.50			
06	000275-01 MENDES SUPPLY CO 1030 W DEL NORTE STREET EUREKA CA 95501-0000	PV200519-001 PV200520-001	02/07/2020 01/01/2020	M185953 M185362	1	01-0000-0-1193-8100-4374-000-0000								548.13 42.52			

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 2000033-0 AUDIT
 Description: DORA 2/19/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddutra
 Created Date: 02/20/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
														Total Vendor Amount		590.65	
07	002166-01 P G & E BOX 997300 SACRAMENTO CA 95899-7300	PV200528-001	02/03/2020	6428751736-7 FEB	1	01-0000-0-1193-8100-5520-000-0000								1,473.95			
														Total Vendor Amount		1,473.95	
08	002516-01 QUILL CORPORATION P.O. BOX 37600 PHILADELPHIA PA 19101-0600	PV200527-001	02/07/2020	4506901	1	01-1100-0-1110-1000-4310-000-0000								33.93			
														Total Vendor Amount		33.93	
09	001516-01 RECOLOGY EEL RIVER PO BOX 266 FORTUNA CA 95540-0000	PV200518-001	01/31/2020	24521791	1	01-0000-0-1193-8100-5560-000-0000								434.54			
														Total Vendor Amount		434.54	
10	002465-01 ROSSER, KAREN 248 CORINNA CT FORTUNA CA 95540-0000	PV200526-001	02/07/2020	REIMBURSEMENT 2/	1	01-1100-0-1110-1000-4310-000-0106								143.78			
														Total Vendor Amount		143.78	
11	030144-01 VALLEY PACIFIC PETROLEUM SERV PO BOX 1245 FRENCH CAMP CA 95231-1245	PV200521-001	01/31/2020	CL 20-204550	1	01-0210-0-1194-3600-4365-000-0000								502.27			
														Total Vendor Amount		502.27	
														Fund 01 Total		3,659.04	
														Fund 13 Total		652.65	
														Transmittal Total		4,311.69	

Kevin Tral

Reference Warnings

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
Transmittal: 20000033-0 AUDIT
Description: DORA 2/19/20
Status: APPROVED

Fiscal Year: 2020
Created By: ddutra
Created Date: 02/20/2020

Reference Warnings

Vendor Information

000275-01 MENDES SUPPLY CO

Reference

PV200520-001

Warning

WARNING: Duplicate Invoice number(s): PV200516-001

Transmittal Warnings/Errors

WARNING: Cash is not sufficient for Fund 13. Balance is (9,409.73).

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 20000034-0 AUDIT
 Description: DORA 3/2/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddutra
 Created Date: 03/02/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
01	030076-01 CITI CARDS PO BOX 78019 PHOENIX AZ 85062-8019	PV200541-001	01/21/2020	USPS 1/21/20	1	01-0000-0-0000-7200-5950-000-0000								55.00			
		PV200542-001	01/23/2020	GROCERY OUT 1/23	1	13-5310-0-0000-3700-4710-000-0000								8.47			
		PV200543-001	01/25/2020	COSTCO 1/25/20	1	13-5310-0-0000-3700-4710-000-0000								25.46			
		PV200544-001	01/29/2020	GROCERU OUT 1/29	1	13-5310-0-0000-3700-4710-000-0000								14.42			
		PV200545-001	02/02/2020	SMAARTFOOD SERV	1	13-5310-0-0000-3700-4710-000-0000								90.97			
		PV200546-001	02/09/2020	COSTCO 2/09/20	2	13-5310-0-0000-3700-4710-000-0000								27.26			
		PV200547-001	02/19/2020	BANK FEE 2/19/20	1	13-5310-0-0000-3700-4710-000-0000								8.99			
														7.58			
														Total Vendor Amount		245.72	
02	001294-01 FORTUNA ACE HARDWARE 140 SOUTH FORTUNA BLVD. FORTUNA CA 95540-0000	PV200539-001	02/25/2020	310566	1	01-8150-0-1193-8100-4381-000-0000								3.52			
														Total Vendor Amount		3.52	
03	001711-01 FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION FILE 74829 PO BOX 742654 LOS ANGELES CA 90074-2654	PV200536-001	02/03/2020	040044203403	1	13-5310-0-0000-3700-4710-000-0000								70.80			
		PV200537-001	02/10/2020	040044204103	1	13-5310-0-0000-3700-4710-000-0000								64.90			
														Total Vendor Amount		135.70	
04	030028-01 PERSONNEL CONCEPTS P.O. BOX 3353 SAN DIMAS CA 91773-7353	PV200538-001	02/06/2020	OSHA COMPL 2/6/2	1	01-0000-0-0000-7200-4351-000-0000								40.84			
														Total Vendor Amount		40.84	
05	001933-01 SPURR P O BOX 45526 SAN FRANCISCO CA 94145-0526	PV200534-001	01/31/2020	104962	1	01-0000-0-1193-8100-5511-000-0000								737.84			
														Total Vendor Amount		737.84	

HUMBOLDT COUNTY OFFICE OF EDUCATION
 ACCOUNTS PAYABLE - TRANSMITTAL REPORT

24 Hydesville
 Transmittal: 20000034-0 AUDIT
 Description: DORA 3/2/20
 Status: APPROVED

Fiscal Year: 2020
 Created By: ddufra
 Created Date: 03/02/2020

Seq	Vendor Information	Reference	Invoice Date	Invoice #	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Amount	UT Rate	UT Amount	1099
06	002570-01 SUDDENLINK PO BOX 70340 PHILADELPHIA PA 19176-0340	PV200535-001	02/20/2020	02/20/20-03/19/2	1	01-0000-0-1193-8100-5909-000-0000								248.23			
Total Vendor Amount														248.23			
07	002505-01 SYSCO FOODS OF SACRAMENTO P.O. BOX 138007 SACRAMENTO CA 95813-8007	PV200540-001	02/24/2020	231689272	1	13-5310-0-0000-3700-4710-000-0000								446.10			
					2	13-5310-0-0000-3700-4396-000-0000								35.54			
Total Vendor Amount														481.64			
08	002690-01 U.S.BANK CORPORATE PAYMENT CTR P.O. BOX 790428 ST LOUIS MO 63179-0428	PV200548-001	01/22/2020	GEOBEE 1/21/20	1	01-1100-0-1110-1000-4310-000-0000								108.00			
		PV200549-001	01/08/2020	AMAZON 1/8/20	1	13-5310-0-0000-3700-4396-000-0000								67.87			
					2	01-0000-0-1133-1000-4310-000-0000								5.16			
		PV200550-001	01/09/2020	AMAZON 1/9/20	1	01-0022-0-1110-2420-4310-000-0000								23.69			
		PV200551-001	01/09/2020	AMAZON 01/09/20	1	01-0000-0-0000-7200-4351-000-0000								20.89			
		PV200552-001	01/08/2020	AMAZON 01/08/20	1	01-0010-0-8500-5000-4310-000-0000								10.76			
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					2	01-0000-0-0000-7200-4351-000-0000								5.38			
		PV200556-001	01/23/2020	TOUCHMATH 01/23/	1	01-1100-0-1110-1000-4310-000-0113								550.00			
					2	01-6500-0-5770-1120-4310-000-0000								4.04			
		PV200557-001	01/27/2020	AMAZON 1/27/20	1	01-0000-0-0000-7200-4351-000-0000								39.04			
		PV200558-001	01/29/2020	AMAZON 1/29/20	1	01-0000-0-0000-7200-4381-000-0000								10.99	7.7500	0.85	
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					2	01-6500-0-5770-1120-4310-000-0000								56.00			
		PV200560-001	01/31/2020	AMAZON 1/31/20	1	01-8150-0-1193-8100-4381-000-0000								9.69			
		PV200561-001	02/04/2020	AMAZON 2/4/20	1	01-0000-0-1193-8100-4374-000-0000								24.78			
		PV200562-001	02/03/2020	AMAZON 2/3/20	1	01-1100-0-1110-1000-4310-000-0000								32.96			
		PV200563-001	02/05/2020	USPS 2/5/20	1	01-0000-0-0000-7200-5950-000-0000								55.00			
Total Vendor Amount														1,206.23			
Fund 01 Total														2,222.11			
Fund 13 Total														877.61			
Transmittal Total														3,099.72			

Kevin Taone



Hydesville Elementary School District

3050 Johnson Road • Hydesville, California • 95547-0551

ENROLLMENT

As of February 28

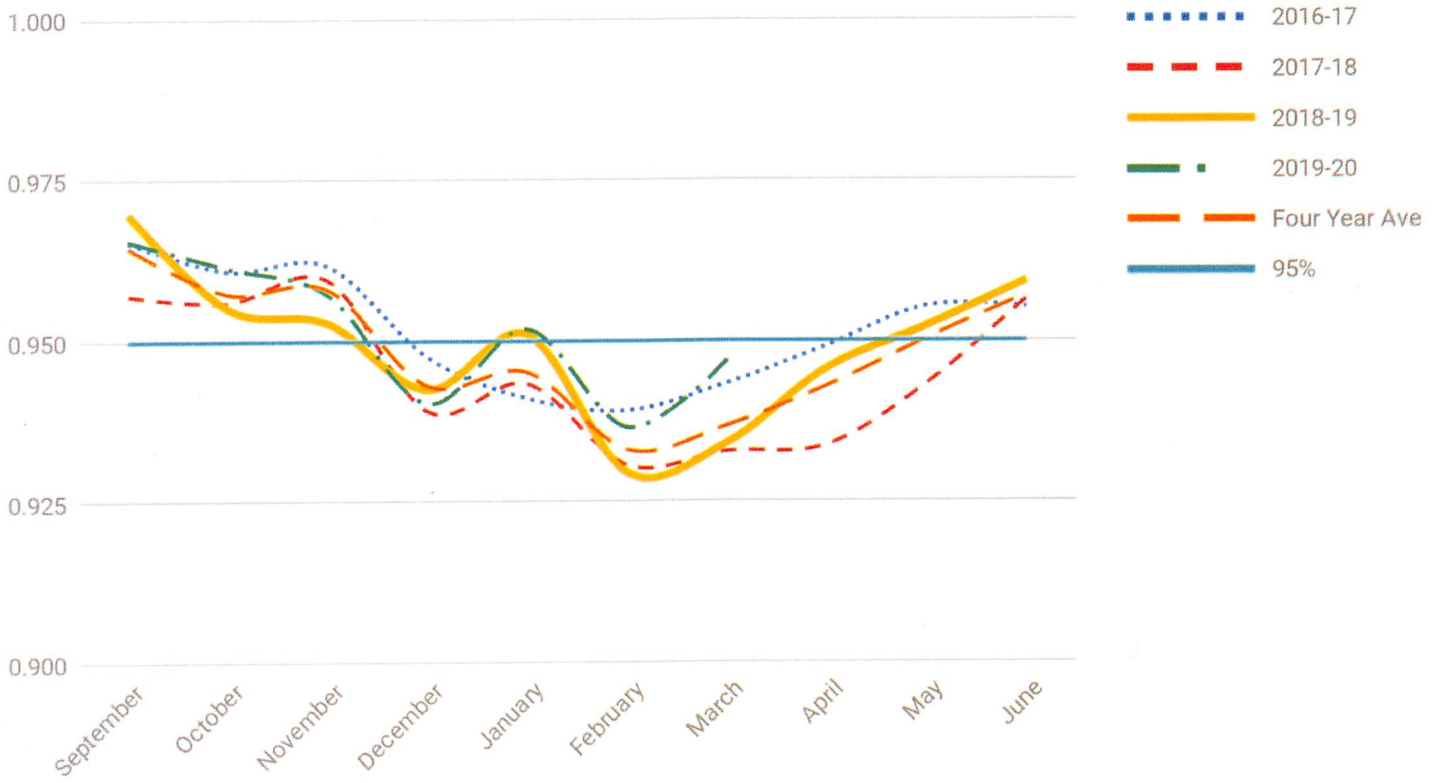
	2016-17	2017-18	2018-19	2019-20
Transitional Kindergarten	--	--	3	2
Kindergarten	19	21	19	21
First	23	18	22	22
Second	21	25	22	23
Third	22	18	23	21
Fourth	20	21	19	26
Fifth	18	26	21	19
Sixth	23	20	26	23
Seventh	20	20	19	26
Eighth	24	20	15	18
TOTAL	190	189	189	201

AVERAGE DAILY ATTENDANCE

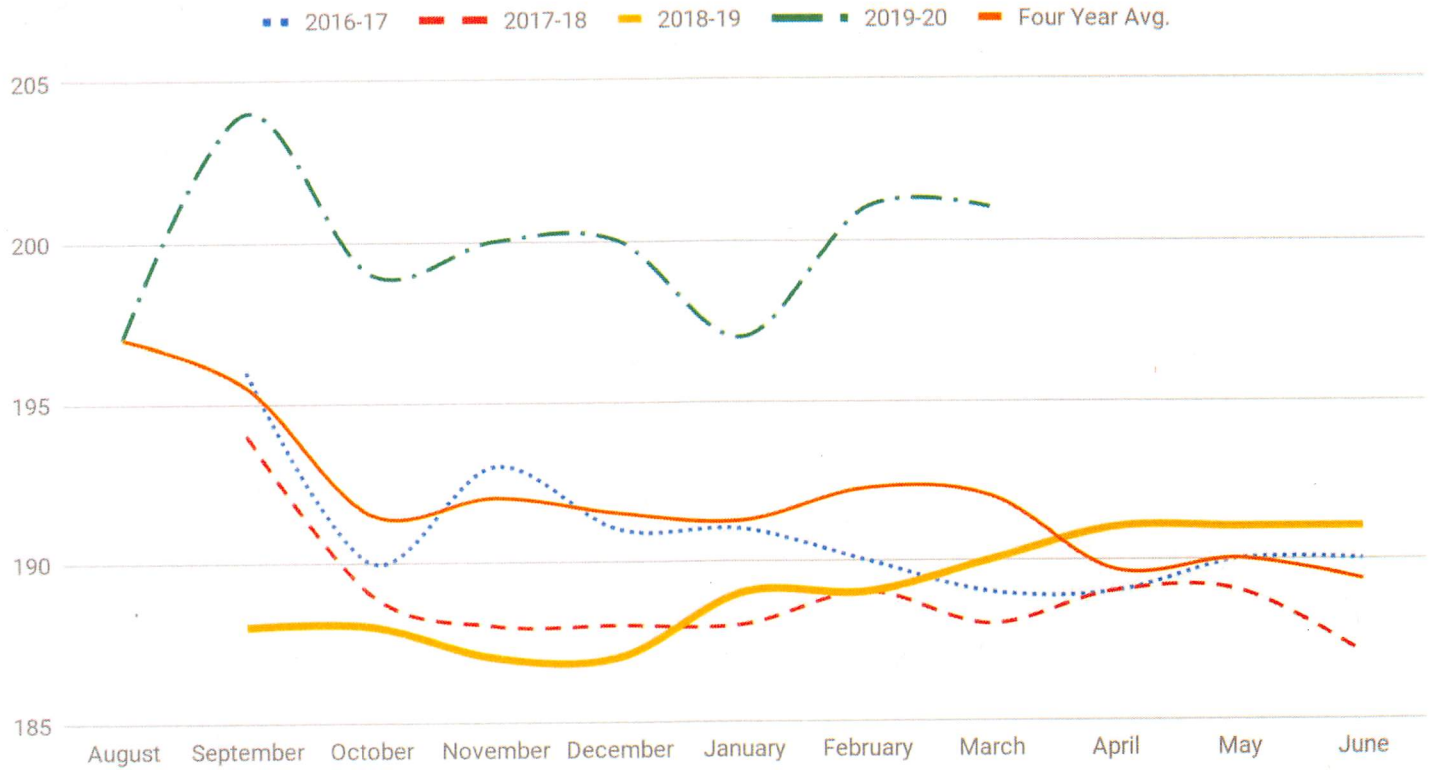
February 1-28

2016-17	2017-18	2018-19	2019-20
93.92%	93.07%	92.94%	94.70%

ADA



Enrollment





Hydesville Elementary School District

3050 Johnson Rd. • Hydesville, CA • 95547-0551

March 4, 2020

Dear Hydesville Elementary Families:

With the recent local appearance of the Coronavirus (covid-19), and cases in other parts of California, we have begun to receive questions and concerns from parents, community members, and staff members regarding preparedness and our ability to meet the needs of the students. In addition to stating and restating the importance of hand washing with our students and ensuring the custodians are thoroughly cleaning and disinfecting our classrooms, we are strictly enforcing our illness protocols. In this area we need your help, please keep your students home if they are feeling sick, and if they have a fever, they should remain at home until their fever has been gone for 24 hours.

At this point the covid-19 virus in Humboldt County is isolated and is being handled with strict protocol from the CDC. We are not expecting covid-19 to enter our school site at this time but we are in communication with Humboldt County Public Health, Humboldt County Office of Education, and also receiving communication from the CDC. We are still concerned with the length and severity of the current influenza season. We are increasing our efforts to sanitize our campuses and working to re-educate our students on the basics of illness prevention.

- Stay home when sick.
- **Remain at home until fever has been gone at least 24 hours without the use of fever-reducing medicines.**
- Seek immediate medical care if symptoms become more severe, e.g. high fever or difficulty breathing.
- Cover cough with a tissue or a sleeve. See CDC's Cover Your Cough page (<http://www.cdcc.gov/flu/prevent/actions-prevent-flu.htm>) for multilingual posters and flyers, posted at the bottom of the page.
- Provide adequate supplies within easy reach, including tissues and no-touch trash cans.
- Wash hands frequently.
- Encourage hand washing by students and staff through education, scheduled time for handwashing, and the provision of adequate supplies.
- Routinely clean frequently touched surfaces.

As a reminder, it is not too late to get the seasonal flu shot for what is turning out to be a very intense flu season (the current vaccine is not protective against covid-19). We will be sure to update you with any further concerns related to this evolving situation.

Sincerely,

Kevin Trone
Superintendent/Principal
Hydesville Elementary School District



Hydesville Elementary School District

3050 Johnson Rd. • Hydesville, CA • 95547-0551

Common Sense Practices for the Prevention of Illness

There is currently no approved vaccine to prevent coronavirus disease 2019 (COVID-19). Keep in mind that the best way to prevent illness is to avoid being exposed to any viruses. However, as a reminder, the CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick or not feeling well.
- Cover your cough or sneeze with a tissue, then dispose of the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Wash your hands often with soap and water for at least 20 seconds, especially after using the restroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.



California Department of Public Health – February 7, 2020
**2019 Novel Coronavirus Guidance for
Schools and School Districts**



THE 2019 NOVEL CORONAVIRUS

The 2019 novel coronavirus is a virus that was recently identified in Wuhan, Hubei Province, China, and is now being spread widely in other parts of mainland China. More cases are being detected worldwide, and while new cases were initially linked to Hubei Province, China, at this time public health considers being anywhere in China in the past 14 days a risk factor for novel coronavirus infection.

The virus causes respiratory illness. For up-to-date information regarding the novel coronavirus, see:

- the California Department of Public Health website at <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>; or
- Centers for Disease Control (CDC) website at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

At this time, the health risk to the general public in California from novel coronavirus remains low, but schools can take common-sense precautions to prevent the spread of all infectious diseases. These precautions will be helpful to also prevent the spread of other common illnesses such as influenza and gastroenteritis.

GUIDANCE FOR SCHOOLS AND SCHOOL DISTRICTS

The risk of exposure to this new coronavirus in China is increasing over time. Consistent with CDC guidance on returning travelers from China, local health departments are communicating with travelers returning from mainland China to provide guidance about limiting public interactions for 14 days.

Travelers from mainland China arriving in the United States since February 3, 2020 should be excluded from school for 14 days, beginning the day after they left China.

CDC guidance on returning travelers is available here: <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>.

Please note that there have been reports of students and others being stigmatized. We urge schools to ensure students' and staffs' privacy to help prevent discrimination.

In the unusual event that a student or staff member is identified who:

- has symptoms of respiratory illness, such as fever and cough, **AND**
- traveled from mainland China in the prior 14 days,

Please take the following steps:

- separate the individual from others as much as possible and make arrangements for the individual to go home, and
- contact your local health department immediately.



California Department of Public Health – February 7, 2020
**2019 Novel Coronavirus Guidance for
Schools and School Districts**



Encourage all students, parents, and staff to take everyday preventive actions:

- Stay home when sick.
 - Remain at home until fever has been gone for at least 24 hours without the use of fever-reducing medicines.
 - Seek immediate medical care if symptoms become more severe, e.g., high fever or difficulty breathing.

- Use “respiratory etiquette”.
 - Cover cough with a tissue or sleeve. See [CDC’s Cover Your Cough page \(https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm\)](https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm) for multilingual posters and flyers, posted at the bottom of webpage.
 - Provide adequate supplies within easy reach, including tissues and no-touch trash cans.

- Wash hands frequently.
 - Encourage hand washing by students and staff through education, scheduled time for handwashing, and the provision of adequate supplies.

- Routinely clean frequently touched surfaces.

- Separate sick students and staff from others until they can go home. When feasible, identify a “sick room” through which others do not regularly pass.

- Encourage flu vaccine for those who haven’t had it this season to reduce illnesses and absences on campus (but won’t prevent coronavirus illnesses).

A note about face masks: face masks are most useful for preventing disease spread when they are worn by people who have symptoms. This is why people are asked to wear a mask at doctors’ offices and hospitals if they are coughing or sneezing.

Develop policies to respond to outbreaks and communicable diseases:

- Establish relationships with your local public health department for ongoing communication.

- Update emergency plans to ensure they are in place before an outbreak occurs.

At this time, Hong Kong, Macau, and Taiwan do not have widespread transmission of the novel coronavirus and are not considered part of mainland China for this guidance. The California Department of Public Health will update this guidance if the outbreak spreads to other countries or regions.



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

March 5, 2020

Dear County and District Superintendents, Charter School Administrators, and Principals:

2019 Novel Coronavirus Guidance Update for Schools and School Districts

We understand that some Californians may be concerned about novel coronavirus (COVID-19), as it is a new virus and there are a lot of unknowns. The health risk to the general public in California remains low at this time, however, California state and local health officials are actively monitoring the situation and preparing should the risk of infection to the general public increase. The California Department of Education (CDE) is participating in daily calls with several state agencies, as we learn more about COVID-19, and how best to support our schools and families.

In light of the State of Emergency declared on March 4, 2020, by the Governor, we would like to remind school communities that this was preparation-based, not because an outbreak currently exists. An emergency proclamation is designed to help focus resources and get a government response moving more quickly. Emergency declarations have unfortunately happened a number of times in the past few years, especially during wildfire season, and pertain to only those directly involved with the emergency situation.

We have provided guidance to our schools and districts throughout the state to encourage them to identify plans and protocols in preparation for the possibility of school closures, and for communicating with families due to a public health concern.

Deciding to close a school is a local decision, and one that CDE would not provide the directive on, especially if it is a public health concern. In the case of COVID-19, the decision to close a school would either come from the school and/or district, or ideally from their local county public health officials. We ask that you trust your local district leadership, as well as public health officials, to handle the potential of these situations with professionalism and calmness, and as always, with the safety of students and staff as the utmost priority.

It is important to note that so much of protecting yourself and your family comes from common sense practices, such as washing your hands with soap and water, staying away from work or school if you become sick with typical COVID-19 symptoms, and of course, following guidance from public health officials. We will continue to stay in close contact with public health officials, monitoring the situation with the experts, and as applicable, supporting our schools and districts as needed.

March 5, 2020

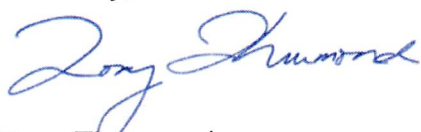
Page 2

For more information, please visit the California Department of Public Health's (CDPH) web page:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>.

Please see the attached document for information on COVID-19 to share with your K-12 schools, districts, and county offices of education.

Sincerely,

A handwritten signature in blue ink that reads "Tony Thurmond". The signature is fluid and cursive, with the first name "Tony" being more prominent than the last name "Thurmond".

Tony Thurmond
State Superintendent of Public Instruction

TT:kb

attachment



CALIFORNIA DEPARTMENT OF EDUCATION

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

2019 Novel Coronavirus Information (March 5, 2020)

This informational document includes the following topics pertaining to schools and the coronavirus, COVID-19:

1. Chronic Absenteeism
2. Distance Learning/Independent Study
3. Health Practices & Cleaning
4. Messaging from the California Department of Public Health
5. Planning for a Pandemic
6. Scenario Planning/How to Address Fear
7. School Closures and Funding
8. Sending Students Home: Continuity of Teaching and Learning
9. Testing

Chronic Absenteeism

Local education agencies are encouraged to continue to inform parents about the importance of avoiding school absences unless they are necessary. The outbreak of the coronavirus has created alarm among many parents, and it is important that we communicate with them in the most effective way possible to avoid unnecessary absences.

According to the California Department of Public Health (CDPH), the health risk to the general public in California from novel coronavirus remains low, but schools can take common sense precautions to prevent the spread of all infectious diseases and communicate to parents about precautions that schools are taking.

Any absences due to illness or quarantine should be excused, and students should be allowed to complete all assignments and tests missed during excused absences that can be reasonably provided.

A helpful toolkit to use during this time of year to promote school attendance is available from Attendance Works at their Winter Messaging Toolkit web page at <https://www.attendanceworks.org/resources/messaging/stay-the-course-a-winter-messaging-toolkit/>.

Distance Learning/Independent Study

Online instruction/distance learning is a useful instructional methodology that can be assigned through an independent study program. Districts and county offices of education are not required to provide independent study. Independent study can be used on a short-term or long-term basis, and on a full-time basis or in conjunction with courses taken in a classroom setting.

Independent study is provided as an alternative instructional strategy, not an alternative curriculum. Independent study students work independently, according to a written agreement and under the general supervision of a credentialed teacher or teachers.

CDE's long-standing guidance regarding generating attendance is rooted in statutory attendance accounting requirements. Attendance that is not under the immediate supervision and control of a certificated employee of the LEA has to follow the independent study rules in order to generate ADA for apportionment.

Independent study has a number of apportionment significant requirements. To the extent a student is participating in online/distance learning instruction through an independent study program, and all apportionment significant independent study requirements are met, that student can generate ADA for funding purposes.

NOTE: One especially important apportionment-significant requirement to note is the requirement that independent study be voluntary. If school is closed, students cannot generate attendance through independent study while school is closed. If students are excluded from attending school, they cannot generate attendance through independent study while they are excluded from attending school.

Read more at the Independent Study Program Summary web page at <https://www.cde.ca.gov/sp/eo/is/isprogramsummary.asp>, and the Legal Requirements for Independent Study web page at <https://www.cde.ca.gov/sp/eo/is/legal.asp>.

Health Practices & Cleaning

It is important to note that so much of protecting yourself and your family comes from common sense practices. Practice good hygiene and stay home if there are symptoms. The California Department of Public Health (CDPH) recommends the following steps to prevent the spread of all respiratory viruses:

- Washing hands with soap and water.
- Avoiding touching eyes, nose or mouth with unwashed hands.
- Avoiding close contact with people who are sick are all ways to reduce the risk of infection with a number of different viruses.
- Keeping children home from school if they become sick with respiratory symptoms like fever and cough.

March 5, 2020

Page 3

School resources to promote healthy habits for young students can be found on the Centers for Disease Control and Prevention (CDC) website at <https://www.cdc.gov/handwashing/materials.html>.

Messaging from California Department of Public Health

- As in any public health event, the California Department of Public Health's Medical and Health Coordination Center has been activated and is coordinating response efforts across the state and preparing for possible community transmission.
- California continues to prepare and respond in coordination with federal and local partners, hospitals, and physicians.
- California has activated the State Operations Center to coordinate response efforts across the state.
- Governor Gavin Newsom requested the Legislature make funds available for state government to respond to the spread of COVID-19.
- The CDPH is providing information, guidance documents, and technical support to local health departments, health care facilities, providers, schools, universities, colleges, and child care facilities across California.
- This is an evolving situation that we are actively monitoring so we are prepared should the situation change. For more information please visit the California Department of Public Health's web site at <https://www.cdph.ca.gov/>.

Planning for a Pandemic

Every local educational agency (LEA) in California is required (EC 32280-32289) to have a comprehensive school safety plan. The safety plan should provide guidance for school administration, staff, and students for any emergency that impacts the school, including a public health crisis such as a pandemic.

Please remember that many pandemics have been experienced by schools and workplaces over the years. Procedures and protocols to combat a pandemic have been well-established and have proven to be quite effective. The coronavirus (COVID-19) situation is no different.

Stay calm and educate yourself about COVID-19. Every LEA should have a relationship with their respective county public health department. The county health department traditionally takes the lead on guidance and directives during a pandemic incident.

For more information, see the CDE's Pandemic Resources web page at <https://www.cde.ca.gov/ls/he/hn/fluresources.asp> as well as the CDE's Coronavirus web page <https://www.cde.ca.gov/ls/he/hn/coronavirus.asp> which features a helpful pandemic checklist.

Scenario Planning / How to Address Fear

It is understandable that school communities may panic at the thought of COVID-19 appearing in schools, but there is already a lot of information that can help educational agencies plan for various scenarios and alleviate fear.

The CDC has a full list of guidelines for schools (<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html>) intended to help administrators of public and private child care programs and K–12 schools prevent the spread of COVID-19 among students and staff. CDC information on COVID-19 and children says that there is no evidence that children are more susceptible. <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/children-faq.html>.

In light of the State of Emergency declared on March 4, 2020, by the Governor, we would like to reiterate to school communities that this was a preparation-based declaration, not because an outbreak currently exists. An emergency proclamation is designed to help focus resources and get a government response moving more quickly. Unfortunately, emergency declarations happen a number of times every year, especially during wildfire season, and pertain to only those directly involved with the emergency situation.

Schools should develop tentative plans for how school closures may work. School plans should be designed to minimize disruption to teaching and learning and protect students and staff from social stigma and discrimination. Plans can build on everyday practices (e.g., encouraging hand hygiene, monitoring absenteeism, communicating routinely) that include strategies for before, during, and after a possible outbreak.

As previously mentioned, CDE has provided guidance to our schools and districts throughout the state, to encourage them to identify plans and protocols in preparation for the possibility of school closures, and for communicating with families, due to a public health concern.

Regular communication is a great tool to prevent misconception and fear. Providing staff, parents, and students with as much information as possible will help misinformation and fear from taking hold. Educational agencies must also keep in mind privacy restrictions and the importance of confidentiality when sharing details on those who have any disease.

Again, deciding to close a school is a local decision, and one that CDE would not provide the directive on, especially if it is a public health concern. In the case of COVID-19, the decision to close a school would either come from the school and/or district, or ideally from their local county public health officials.

School Closures and Funding

School closure decisions should be approached cautiously. Student and staff safety are the priority.

LEAs that close schools or remain open but have a material decrease in attendance due to an epidemic or pandemic are eligible to seek emergency average daily attendance (ADA) credit through the CDE Form J-13A waiver process.

California law authorizes the State Superintendent of Public Instruction (SSPI) to provide credit for instructional time in the case of a schoolwide closure based on a declaration of an epidemic made by a local public health officer. However, closing a school simply as a precaution may result in a LEA not qualifying for a J-13A waiver and a penalty for failure to offer the statutorily required instructional days and/or minutes.

In the case of a Governor's declaration of emergency unaccompanied by a pandemic, a letter from the local public health officer is still needed to substantiate a closure and not needed to substantiate a material decrease as long as the LEA can substantiate each absence being caused by illness due to coronavirus or coronavirus symptoms as we did with H1N1. <https://www.cde.ca.gov/ls/he/hn/pandemicflufaq.asp>.

Information regarding material decrease in attendance and school closure can be found at CDE's Form J-13A web page at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp>.

Sending Students Home: Continuity of Teaching and Learning

In case of an outbreak, LEAs are strongly urged to consider the effects of significant absences on student achievement and establish plans in advance that not only ensure health and safety, but also maintain a continuity of learning.

Consider the following and plan accordingly:

- Are distribution plans in place to ensure student access to resources in the event of sudden absences or school dismissal?
- Are contact information records for students, parents, guardians, and all staff (e-mail addresses, physical addresses, phone numbers, including mobile, etc.) on file, and do teachers have access to that information to check in with absent students regarding academic progress?
- Are policies regarding privacy and sharing of personal information in place and clear to all parties?
- How can schools and districts leverage distance learning resources from other sources, including current vendors, community colleges and universities, and online sources of open content?
- Are policies in place for awarding credit for courses in the event of sustained distance learning (e.g., credit without seat time, etc.)
- Are defined staffing plans in place to support distance learning in the event of small or large student or faculty absences?

March 5, 2020

Page 6

- Will staff be permitted to return to school to use school-based equipment and resources?
- Are adequate resources or agreements in place to support copying and distributing learning packets and materials for students to use at home for up to 12 weeks if necessary?

More information can be found in this guidance document from the U.S. Department of Education.

https://rems.ed.gov/Docs/DoE_Recommendations_to_Ensure_Continuity_Teaching_and_Learning.pdf.

Testing

The CDE Assessment Development and Administration Division has protocols in place should schools close just before or during CAASPP and ELPAC testing. These protocols have been used when natural disasters or emergencies have occurred. The CDE will work directly with LEAs, schools, and the US Department of Education to facilitate next steps on a case-by-case basis. If a school or district expects or experiences a school closure that significantly undermines test administration, the LEA coordinator should notify the CAASPP Office by phone at 916-445-8765 or by email at caaspp@cde.ca.gov.

More Resources

Centers for Disease Control and Prevention (Coronavirus Disease 2019, COVID-19)
<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html>

California Department of Public Health Immunization Branch (Coronavirus Disease 2019, COVID-19)
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>

California Department of Public Health (2019 Novel Coronavirus Guidance for Schools and School Districts)
https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/Immunization/Coronavirus%20K-12%20Schools%20Guidance%202020_7_20%20FINAL.pdf

HUMBOLDT COUNTY OFFICE OF EDUCATION
24 - Hydenville
Board Report - Detail (As of 2/29/2020)

<u>Fu</u>	<u>Rs</u>	<u>Y</u>	<u>Goal</u>	<u>Func</u>	<u>Obj</u>	<u>Sch</u>	<u>Mgmt</u>	Beginning Balance Revised Budget	Month To Date Actual	Year To Date Actual	Pre/Encumbered Pended Activity	Ending Balance/ Remaining Balance
Fund 01 GENERAL FUND												
Resource 0010 AFTER SCHOOL PROGRAM												
Revenue												
Object 8699 ALL OTHER LOCAL REVENUES												
01	0010	0	8500	5000	8699	000	0000	12,500.00	-	5,385.26	1,754.50	5,360.24
Object 8980 CONTRIB FROM UNRSTRCTD REV												
01	0010	0	8500	5000	8980	000	0010	10,860.00	-	-	-	10,860.00
Total Revenue								23,360.00	-	5,385.26	1,754.50	16,220.24
Expenditure												
Object 2150 CLASS INSTR AIDE-OTHER PAY												
01	0010	0	8500	5000	2150	000	0000	4,000.00	581.83	3,364.97	-	635.03
01	0010	0	8500	5000	2150	000	1819	37.00	-	36.96	-	0.04
Object 2307 COORDINATOR												
01	0010	0	8500	5000	2307	000	0000	13,230.00	1,501.40	7,224.79	-	6,005.21
01	0010	0	8500	5000	2307	000	1819	165.00	-	164.73	-	0.27
Object 3202 PERS - CLASSIFIED												
01	0010	0	8500	5000	3202	000	0000	3,394.00	371.85	1,906.98	-	1,487.02
01	0010	0	8500	5000	3202	000	1819	35.00	-	34.85	-	0.15
Object 3312 SOCIAL SECURITY-CLASSIFIED												
01	0010	0	8500	5000	3312	000	0000	1,068.00	129.17	656.60	-	411.40
01	0010	0	8500	5000	3312	000	1819	13.00	-	12.50	-	0.50
Object 3332 MEDICARE-CLASSIFIED												
01	0010	0	8500	5000	3332	000	0000	250.00	30.20	153.53	-	96.47
01	0010	0	8500	5000	3332	000	1819	3.00	-	2.93	-	0.07

Criteria: Type = Detail; Rollup Type = Account; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Resource,Object; Resource = 0010; Suppress Net Zero Accounts = Yes; Collapse Balance Sheet Transactions = Yes; Display Columns GLR = Beginning Balance,Period Activity,GL Status; Default Column Order = Yes; Display Columns FTR = GL Status

HUMBOLDT COUNTY OFFICE OF EDUCATION
24 - Hydesville
Board Report - Detail (As of 2/29/2020)

<u>Fu</u>	<u>Rs</u>	<u>Y</u>	<u>Goal</u>	<u>Func</u>	<u>Obj</u>	<u>Sch</u>	<u>Mgmt</u>	<u>Beginning Balance Revised Budget</u>	<u>Month To Date Actual</u>	<u>Year To Date Actual</u>	<u>Pre/Encumbered Pended Activity</u>	<u>Ending Balance/ Remaining Balance</u>
Fund 01 GENERAL FUND												
Resource 0010 AFTER SCHOOL PROGRAM												
Expenditure												
Object 3502 ST UNEMPLOYMENT INS-CLASSIFD												
01	0010	0	8500	5000	3502	000	0000	9.00	1.04	5.30	-	3.70
01	0010	0	8500	5000	3502	000	1819	1.00	-	0.09	-	0.91
Object 3602 WORKER'S COMP-CLASSIFIED												
01	0010	0	8500	5000	3602	000	0000	350.00	42.28	214.99	-	135.01
01	0010	0	8500	5000	3602	000	1819	5.00	-	4.09	-	0.91
Object 4310 MATERIALS & SUPPLIES												
01	0010	0	8500	5000	4310	000	0000	300.00	-	148.59	-	151.41
01	0010	0	8500	5000	4310	000	4710	500.00	46.39	233.34	-	266.66
Total Expenditure								23,360.00	2,704.16	14,165.24	-	9,194.76
Assets												
Object 9110 CASH IN COUNTY TREASURY												
01	0010	0	0000	0000	9110	000		(903.33)	(949.66)	(6,122.15)	1,754.50	(8,779.98)
Object 9201 ACCOUNTS RECEIVABLE-PRIOR YR												
01	0010	0	0000	0000	9201	000		1,005.64	-	(1,005.64)	-	-
Total Assets								102.31	(949.66)	(7,127.79)	1,754.50	(8,779.98)
Liabilities												
Object 9510 SUSPENSE ACCOUNT CLEARING												
01	0010	0	0000	0000	9510	000		102.31	-	(102.31)	-	-
Total Liabilities								102.31	-	(102.31)	-	-
Net Assets and Liabilities												
01	0010							-	-	-	-	(8,779.98)

Criteria: Type = Detail; Rollup Type = Account; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Resource,Object; Resource = 0010; Suppress Net Zero Accounts = Yes; Collapse Balance Sheet Transactions = Yes; Display Columns GLR = Beginning Balance,Period Activity,GL Status; Default Column Order = Yes; Display Columns FTR = GL Status

**HUMBOLDT COUNTY OFFICE OF EDUCATION
 24 - Hydesville
 Board Report - Detail (As of 2/29/2020)**

<u>Fu</u>	<u>Rs</u>	<u>Y</u>	<u>Goal</u>	<u>Func</u>	<u>Obj</u>	<u>Sch</u>	<u>Mgmt</u>	<u>Beginning Balance Revised Budget</u>	<u>Month To Date Actual</u>	<u>Year To Date Actual</u>	<u>Pre/Encumbered Pended Activity</u>	<u>Ending Balance/ Remaining Balance</u>
Fund 01 GENERAL FUND												
Resource 0010 AFTER SCHOOL PROGRAM												
Total Fund Balance												
01	0010							-	-	(8,779.98)	-	-

Criteria: Type = Detail; Rollup Type = Account; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Resource,Object; Resource = 0010; Suppress Net Zero Accounts = Yes; Collapse Balance Sheet Transactions = Yes; Display Columns GLR = Beginning Balance,Period Activity,GL Status; Default Column Order = Yes; Display Columns FTR = GL Status

HESD Social Media Guidelines

Hydesville Elementary School District recognizes the importance of social media as a means of communications. The District encourages the appropriate use of social media as a means to communicate, whether as an individual or as a school or District program, if such use is helpful in reaching our various constituencies.

The District acknowledges its employees have the right under the First Amendment as private citizens to speak out on matters of public concern. However, the District has the right to regulate the speech of employees in specific circumstances. Accordingly, it is essential employees conduct themselves in such a way that their personal and/or educational use of social media does not adversely affect their position with the District.

The purpose of these guidelines is to establish protocols for the use of social media by employees and to outline expectations for its use. Social media includes websites such as Facebook, Twitter, Instagram, or other social media and web 2.0 tools.

I. Expectations for all use of social media (personal and educational)

- HESD employees' behavior on social media should reflect the same standards of honesty, respect and consideration they are expected to adhere to in all forms of communications and interactions.
- Do not submit or post confidential or protected information about the District, its students, alumni, or employees. You should assume that most information about a student is protected from disclosure by both federal law (the Family Educational Rights and Privacy Act (FERPA)) and state law (Article 1, Section 1 of the California Constitution). Disclosure of confidential or protected information may result in liability for invasion of privacy or defamation and result in disciplinary action up to, and including, discharge from employment.
- Report, as required by law, any information found on a social networking site that falls under the mandatory reporting guidelines.
- Do not use language that could be considered defamatory, obscene, proprietary, or libelous, or that constitutes an incitement to imminent violence or a true threat.
- Do not post or otherwise publish content that is or could reasonably be perceived as bullying, discrimination, or harassment in violation of HESD policy.
- Exercise caution with regards to exaggeration, colorful language, guesswork, copyrighted materials, legal conclusions, and derogatory remarks or characterizations.
- Consider whether a particular posting puts your professional reputation and effectiveness as a HESD employee at risk.
- Be cautious of security risks when using third-party applications within a social media site.
- Be alert to the possibility of phishing scams that arrive through a social media site.

II. Expectations for the personal use of social media

In addition to Section I, above, employees using social media for personal (non-District- related) purposes are expected to:

- Refrain from accepting current HESD students as “friends” on personal social media sites.
- Be aware people classified as “friends” have the ability to download and share your information with others.
- Remember once something is posted to a social media site it may remain available online even if you think it is removed.
- Assume anything you post to a personal social media site can be accessed by anyone and will be available forever.
- Sharing school or District social media posts to your personal social media page (i.e. retweeting an announcement to your personal Twitter page) is acceptable and encouraged if it is something of interest to you.
- Set and maintain appropriate social media privacy settings. Be aware social media sites can change their privacy policies and standards at any time, possibly exposing posts employees believed were private to the public.
- Avoid using a social media site to post content which may be considered defamatory or obscene, and do not post content which violates copyright or other intellectual property laws.
- Never use a social media site to post information about a HESD student or employee in a way that is or could be reasonably perceived as discriminatory, harassing, or otherwise derogatory.
- Never use a social media site to post or otherwise publish confidential or protected information about the District, its students, or its employees. Disclosure of confidential or protected information may result in liability for invasion of privacy or defamation.

III. Expectations for the educational use of social media

In addition to Section I, above, employees using social media for educational (school or District-related) purposes are expected to:

- Comply with all District policies and state laws on the use of district-owned hardware, software and networks apply, as relevant, to the use of social media for a HESD school, class or program.
- Notify your supervisor and the District Office if you wish to establish a social media site for a school, class or program.
- If using Facebook, create an organization page for your school, class or program; do NOT use a personal Facebook page for school-related purposes.
- Establish expectations for acceptable use on your social media site that are compliant with the District’s expectations for acceptable use.
- Do not post anything on a school or District affiliated social media page that advocates for or against a political candidate or ballot initiative.

- Refrain from posting or otherwise publishing images that include students without parental release forms on file.
- Pay close attention to the site's security settings and allow only approved participants access to the site.
- Remember that behavior inappropriate in school or the classroom should be considered inappropriate online.
- Seek consent before using the HESD logo or school-specific logos or mascots. The use of the HESD logo should be approved by the District Office. The use of a school's logo or mascot should be approved by the principal or their designee.

Employees found to have engaged in inappropriate use of social media or other electronic communication may be subject to disciplinary action by the District, up to and including termination.

Establishing a school or District-related social media site

Anyone who wishes to establish a social media site for an HESD office, school, class or program must first notify their supervisor and the District Office. If you have questions on content you would like posted to the district's social media pages, please contact:

Kevin Trone, Superintendent/Principal: (707)768-3610 or superintendent@hydesvilleschool.org

Acceptable Use Guideline Example

The following acceptable use guideline is posted to the school district's Facebook page, and provides an example that can be adopted for other HESD-related social media sites:

Hydesville Elementary School District has created this Facebook page to serve as an additional means to share news, provide information, and facilitate communications within our school district community. We thank all of the Facebook users who "like" our page and contribute to our online community. Messages posted to this Facebook page do not necessarily represent the views of Hydesville Elementary School District. Hydesville Elementary School District reserves the right to remove comments and/or report users who post comments which, in the school district's sole discretion, bully, intimidate, or harass any individual; contain obscenity, nudity or gratuitous violence; are commercial solicitations; are factually erroneous, libelous, or wildly off-topic; are from anonymous blog trolls; constitute incitement to violence or violation of law or District policy, or which constitute true threats; or that otherwise violate State law, school district policy, or the social media site's own policies.

Hydesville Elementary School Calendar

2020-2021 Calendar

School Month	Mon	Tues	Wed	Thurs	Fri	Week/ Days Taught	
August 31 to September 25 FIRST MONTH	24 31 7 14 21	25 1 8 15 22	26 2 9 16 23	(27) 3 10 17 24	28 4 11 18 25	19	Staff Duty Days Students start August 31 Labor Day – September 7
September 28 to October 23 SECOND MONTH	28 5 12 19	29 6 13 20	30 7 14 21	1 8 15 22	2 9 16 23	20	
October 26 to November 20 THIRD MONTH	26 2 9 16	27 3 10 17	28 4 11 18	29 5 12 19	30 6 13* 20	19	Veterans' Day Observed – Nov. 11 Trimester 1 ends Nov. 13
November 23 To December 18 FOURTH MONTH	23 30 7 14	24 1 8 15	25 2 9 16	26 3 10 17	27 4 11 18	15	Thanksgiving Holiday Week
January 4 To January 29 FIFTH MONTH	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	8 15 22 29	19	Winter Break – Dec. 21 – Jan. 1 MLK Day – Jan 18
February 1 To February 26 SIXTH MONTH	1 8 15 22	2 9 16 23	3 10 17 24	4 11 18 25	5 12 19 26	15	Presidents' Week – Feb 15-19
March 1 to March 26 SEVENTH MONTH	1 8 15 22	2 9 16 23	3 10 17 24	4 11 18 25	5 12* 19 26	20	Trimester 2 ends Mar. 12
March 29 To April 23 EIGHTH MONTH	29 5 12 19	30 6 13 20	31 7 14 21	1 8 15 22	2 9 16 23	15	Spring Break – April 12-16
April 26 To May 21 NINTH MONTH	26 3 10 17	27 4 11 18	28 5 12 19	29 6 13 20	30 7 14 21	20	
May 24 to June 16 TENTH MONTH	24 31 7 14	24 1 8 15	26 2 9 16	27 3 10 17*	28 4 11 18	18	Memorial Day – May 31 Last day for students June 17
						180	

() Potential Staff Duty Days
 Holiday
 Local Recess
 * End of Trimester

1st Trim - 53
 2nd Trim - 64
 3rd Trim - 63
 Total 180