

# LATROBE SCHOOL DISTRICT BOARD OF TRUSTEES

Tuesday, January 16, 2024

## REGULAR MEETING MINUTES

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**Board Members Present:** Janet Saitman, Scot Yarnell

**Board Member Absent:** Jared Meredith

**District Office Staff Present:** Dave Scroggins, Superintendent; Jennifer Fusano, CFO

**Others:** None

### ***CALL TO ORDER***

The regular meeting of the Latrobe School District Board of Trustees was called to order at 6:00pm by Scot Yarnell at Miller's Hill Library, 7900 South Shingle Road, Latrobe, CA, 95682. Scot Yarnell led the flag salute.

### ***APPROVAL OF AGENDA AND MINUTES***

**Agenda** – It was motioned by Janet Saitman, seconded by Scot Yarnell to approve the agenda of the January 16, 2024 regular board meeting.

Motion passed: 2-0

**Minutes** - It was motioned by Janet Saitman, seconded by Scot Yarnell to approve the minutes of the December 12, 2023 regular board meeting.

Motion passed: 2-0

### ***PUBLIC COMMENTS***

There were no comments from the public.

### ***APPROVAL OF DISTRICT WARRANTS***

It was motioned by Janet Saitman, seconded by Scot Yarnell to approve the district warrants report for the period of December 5 – 13, 2023.

Motion passed: 2-0.

### ***CONSENT AGENDA***

It was motioned by Janet Saitman, seconded by Scot Yarnell to approve the Consent Agenda, including the following item(s):

Accept the Quarterly Report on Williams Uniform Complaints for the period October 1 – December 31, 2023. There were no complaints.

Motion passed: 2-0.

### ***ACTION/DISCUSSION ITEMS***

#### **Presentation: Dealing with Development and Property Acquisition**

Junaid Halani of Lozano Smith, Attorneys at Law gave a presentation to the Board about development in the district and property acquisition.

No action required.

3.B.

### **Presentation: Mid-Year LCAP Update**

Dave Scroggins presented mid-year information on 2023-24 Local Control and Accountability Plan (LCAP). Superintendents are required to present a report at a regularly scheduled Board meeting by February 28 of each year. The report shall include all available midyear outcome data related to metrics, and all available midyear expenditure and implementation data.

- 1) Mid-Year LCAP Summary (Dave)
- 2) Monitoring Goals, Action, and Resources for the 2023-24 LCAP Report

No action required.

### **2022-23 Audit Report**

It was motioned by Janet Saitman, seconded by Scot Yarnell to accept the audit report for the 2022-23 fiscal year, as submitted by Christy White, CPA. There was one non-financial finding regarding a reporting error on the SARC. The SARC has now been corrected and re-posted accordingly.

Motion passed: 2-0.

### ***BOARD POLICIES/ADMINISTRATIVE REGULATIONS***

It was motioned by Janet Saitman, seconded by Scot Yarnell to waive the second reading and to approve the following policies that were updated by CSBA in 2023:

#### **Topic: Instructional Materials**

New legislation AB 1078, 2023 clarifies Board and District roles in the selection and/or prohibition of instructional materials, library books, and other educational materials. Also specifies that anti-bullying policies apply to the Board and Superintendent.

- 1) BP/AR 6161.1, Selection and Evaluation of Instructional Materials
- 2) BP 6161.11, Supplementary Instructional Materials
- 3) BP 6163.1, Library Media Centers
- 4) BP/AR 6143, Courses of Study (*also updated to include mental health instruction*)
- 5) BP/AR 5131.9, Bullying
- 6) BP 0410, Nondiscrimination in District Programs and Activities
- 7) BP 5145.3, Nondiscrimination/Harassment
- 8) BP/AR/E 1312.2, Complaints Concerning Instructional Materials
- 9) BP/AR 1312.3, Uniform Complaint Procedures
- 10) AR/E1/E2 1312.4, Williams Complaint Procedures

Motion passed: 2-0.

### ***INFORMATION/CORRESPONDENCE***

- Annual Form 700 Conflict of Interest Statements – electronic filing is available now and due by April 2, 2024.

### ***BOARD MEMBER REPORTS***

- Janet attended a First5 meeting. First5 was invited to meet with the legislature.

### ***SUPERINTENDENT'S REPORT***

Dave Scroggins presented information to the Board including:

- 2023-24 Enrollment: 170 students (65 LES; 105 MH)

**CLOSED SESSION**

The Board adjourned to Closed Session at 7:00pm to discuss the following confidential material:

- Conference with Labor Negotiator (Gov Code 54957.6) – Agency Negotiator: Dave Scroggins.

**REPORT OUT OF CLOSED SESSION**

The regular meeting was reconvened by Scot Yarnell at 7:05pm.

Report out of Closed Session: Direction given to the Superintendent.

**ADJOURNMENT**

There being no further business the regular meeting was adjourned at 7:05pm.

Next regular meeting: Tuesday, February 20, 2024 at 6:00pm.

***Copies of all reports, contracts, agreements, and resolutions are made a part of these minutes as if contained fully herein. All documents are available in the district office.***

Adopted:

\_\_\_\_\_  
Jared Meredith, President of the Board

\_\_\_\_\_  
Date

008 LATROBE SCHOOL DISTRICT  
PRELIST JANUARY 10, 2024

J54117

ACCOUNTS PAYABLE PRELIST  
BATCH: 0021 JANUARY 2, 2024

APY500 L.00.22 01/10/24 16:25 PAGE 1  
<< Held for Audit >>

0021

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			
101350/00	ALHAMBRA PO BOX 660579 DALLAS, TX 75266-0579							
245003 PO-240003	01/08/2024	INV.010524/BOTTLED WATER-JAN	1 01-0000-0-5520-0000-8200-000-0000-00-001	NN P	102.66			102.66
245003 PO-240003	01/08/2024	INV.010524/BOTTLED WATER-JAN	2 01-0000-0-5520-0000-8200-000-0000-00-002	NN P	102.67			102.67
		TOTAL PAYMENT AMOUNT			205.33 *			205.33
008233/00	AMERICAN FIDELITY ASSURANCE ACCOUNT ADMIN PO BOX 268805 OKLAHOMA CITY, OK 73126-8805	730714500						
PV-240124	01/08/2024	PRODUCTS/DECEMBER	01-0000-0-9582-0000-0000-000-0000-00-000	NN				1,956.97
		TOTAL PAYMENT AMOUNT			1,956.97 *			1,956.97
100979/00	AMERICAN FIDELITY ASSURANCE CO ATTN; FLEX ACCOUNT ADMIN. P.O. BOX 219326 KANSAS CITY, MO 64121-9326							
PV-240123	01/08/2024	FLEX/DECEMBER	01-0000-0-9582-0000-0000-000-0000-00-000	NN				200.00
		TOTAL PAYMENT AMOUNT			200.00 *			200.00
101396/00	AQUALITY WATER MANAGEMENT 1900 TERRACINA DRIVE STE 110 SACRAMENTO, CA 95834	030414363						
245092 PO-240092	01/08/2024	WATER TREATMENT SERVICES/DEC	1 01-8150-0-5806-0000-8110-000-0000-00-002	NN P	5,158.40			5,158.40
245092 PO-240092	01/08/2024	WATER TREATMENT SERVICES/DEC	2 01-8150-0-5806-0000-8110-000-0000-00-001	NN P	1,289.60			1,289.60
		TOTAL PAYMENT AMOUNT			6,448.00 *			6,448.00
100880/00	ASCIP 16550 BLOOMFIELD AVE. CERRITOS, CA 90703	954260198						
245009 PO-240009	01/10/2024	VISION/JANUARY-COBRA	2 01-0000-0-9587-0000-0000-000-0000-00-000	NN P	23.13			23.13
245009 PO-240009	01/10/2024	VISION/JANUARY-RETIREE	2 01-0000-0-9587-0000-0000-000-0000-00-000	NN P	23.13			23.13
245009 PO-240009	01/10/2024	VISION/JANUARY	2 01-0000-0-9587-0000-0000-000-0000-00-000	NN P	393.21			393.21
245009 PO-240009	01/10/2024	DENTAL/JANUARY-COBRA	1 01-0000-0-9586-0000-0000-000-0000-00-000	NN P	111.14			111.14
245009 PO-240009	01/10/2024	DENTAL/JANUARY	1 01-0000-0-9586-0000-0000-000-0000-00-000	NN P	1,889.38			1,889.38
		TOTAL PAYMENT AMOUNT			2,439.99 *			2,439.99

Item 5.

008 LATROBE SCHOOL DISTRICT  
PRELIST JANUARY 10, 2024

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ACCOUNTS PAYABLE PRELIST  
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APY500 L.00.22 01/10/24 16:25 PAGE 2  
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS			Liq Amt		Net Amount	

081696/00	AT&T		000000000						
	P.O. BOX 5075								
	CAROL STREAM, IL 60197-5075								
245008	PO-240008	01/08/2024	ACCT.0518903091001/LONG DIST	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	58.54	58.54
245008	PO-240008	01/08/2024	ACCT.0518903091001/LONG DIST	2	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P	58.52	58.52
245008	PO-240008	01/08/2024	ACCT.0518903091001/LONG DIST	3	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P	58.52	58.52
			TOTAL PAYMENT AMOUNT					175.58 *	175.58

100839/00	AT&T								
	PO BOX 9011								
	CAROL STREAM, IL 60197-9011								
245006	PO-240006	01/08/2024	BAN9391047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	28.23	28.23
245006	PO-240006	01/08/2024	BAN9391047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P	28.21	28.21
245006	PO-240006	01/08/2024	BAN9391047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P	28.21	28.21
245006	PO-240006	01/08/2024	BAN9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	69.00	69.00
245006	PO-240006	01/08/2024	BAN9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P	68.97	68.97
245006	PO-240006	01/08/2024	BAN9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P	68.97	68.97
			TOTAL PAYMENT AMOUNT					291.59 *	291.59

100776/00	AT&T MOBILITY								
	P.O. BOX 6463								
	CAROL STREAM, IL 60197-6463								
245007	PO-240007	01/08/2024	ACCT.287252191647/CELL PHONES	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	170.87	170.87
			TOTAL PAYMENT AMOUNT					170.87 *	170.87

100062/00	BANK OF AMERICA								
	BUSINESS CARD								
	P.O. BOX 15796								
	WILMINGTON, DE 19886-5796								
PV-240127	01/10/2024	ELOP SUPPLIESHALLOWEEN.COM		01-2600-0-4300-1110-1000-000-0000-00-001	NN			118.19	
PV-240127	01/10/2024	SpotifySpotify		01-0000-0-4300-1110-1000-000-0000-00-002	NN			10.99	
PV-240127	01/10/2024	TRAVEL DS SOUTHWEST		01-0000-0-5200-0000-7100-000-0000-00-100	NN			267.81	
PV-240127	01/10/2024	TRAVEL DS SOUTHWEST		01-0000-0-5200-0000-7100-000-0000-00-100	NN			20.00	
PV-240127	01/10/2024	TRAVEL DS SOUTHWEST		01-0000-0-5200-0000-7100-000-0000-00-100	NN			20.00	
PV-240127	01/10/2024	Adobe AcrobatAdobe		01-0000-0-4300-0000-7100-000-0000-00-100	NN			19.99	
PV-240127	01/10/2024	OFFICE SUPPMICROSOFT		01-0000-0-4300-0000-7100-000-0000-00-100	NN			99.99	
			TOTAL PAYMENT AMOUNT					556.97 *	556.97

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	ABA num	Account num LC1 LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101071/00		CALIFORNIACHOICE BENEFIT ADMIN ATTN: ACCOUNTS RECEIVABLE PO BOX 7088 ORANGE, CA 92863-7088	330115986						
245013	PO-240013	01/08/2024 MEDICAL/FEBRUARY		1	01-0000-0-9570-0000-0000-0000-00-000	NN P	12,841.29	12,841.29	
				TOTAL	PAYMENT AMOUNT			12,841.29	*
101026/00		CANON FINANCIAL SERVICES INC. 14904 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693-0149	223056822						
245012	PO-240012	01/02/2024 INV.31724505/COPIER COSTS		1	01-0000-0-5630-1110-1000-000-0000-00-001	NN P	110.62	110.62	
245012	PO-240012	01/02/2024 INV.31724505/COPIER COSTS		3	01-0000-0-5630-0000-2700-000-0000-00-100	NN P	24.58	24.58	
245012	PO-240012	01/02/2024 INV.31724505/COPIER COSTS		2	01-0000-0-5630-1110-1000-000-0000-00-002	NN P	110.62	110.62	
				TOTAL	PAYMENT AMOUNT			245.82	*
101398/00		CLS LABS 3249 FITZGERALD RD RANCHO CORDOVA, CA 95742	943203817						
245099	PO-240099	01/02/2024 INV.3121182/WATER TESTING DEC		1	01-0000-0-5800-0000-8200-000-0000-00-002	NN P	30.00	30.00	
245099	PO-240099	01/02/2024 INV.3121185/WATER TESTING DEC		2	01-0000-0-5800-0000-8200-000-0000-00-001	NN P	30.00	30.00	
				TOTAL	PAYMENT AMOUNT			60.00	*
101183/00		EDC SPORTS LEAGUE 4001 BRIGHT COURT PLACERVILLE, CA 95667	000000000						
	PV-240122	01/02/2024 GIRLS SOCCER OFFICIAL FEES			01-9012-0-5300-1133-4200-026-0000-00-002	NN		260.00	
				TOTAL	PAYMENT AMOUNT			260.00	*
100908/00		EL DORADO DISPOSAL A WASTE CONNECTION CO. PO BOX 7428 PASADENA, CA 91109-7428							
245018	PO-240018	01/08/2024 ACCT.4030-10243/MH		2	01-0000-0-5560-0000-8200-000-0000-00-002	NN P	308.80	308.80	
245018	PO-240018	01/08/2024 ACCT.4030-10260/LES		1	01-0000-0-5560-0000-8200-000-0000-00-001	NN P	150.63	150.63	
				TOTAL	PAYMENT AMOUNT			459.43	*

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS			Liq Amt	Net Amount	
003740/00	Foundation for Educational Adm 1029 J St, Ste 500 Sacramento, CA 95814	941745199						
245159 PO-240159	01/08/2024	INV.28366/SUPERINTEDENT SYMP	1 01-0000-0-5200-0000-7100-000-0000-00-100 NN F			964.18	899.00	
		TOTAL PAYMENT AMOUNT				899.00 *	899.00	
101258/00	GAUTSCHI, SAMANTHA 3070 ROYAL DRIVE CAMERON PARK, CA 95682	000000000						
PV-240121	01/02/2024	REIMB CULINARY SUPPLIES	01-0000-0-4300-1110-1000-000-0000-00-002 NN				299.64	
		TOTAL PAYMENT AMOUNT				299.64 *	299.64	
101012/00	GOLD COUNTRY HARDWARE & HOBBY 4121 CAMERON PARK DRIVE CAMERON PARK, CA 95682	800048605						
245023 PO-240023	01/08/2024	INV.021696/MAINT SUPPLIES	1 01-8150-0-4300-0000-8200-000-0000-00-001 NN P			13.93	13.93	
245023 PO-240023	01/08/2024	INV.21633/MAINTENANCE SUPPLIES	2 01-8150-0-4300-0000-8200-000-0000-00-002 NN P			6.42	6.42	
		TOTAL PAYMENT AMOUNT				20.35 *	20.35	
101410/00	GOLDEN POPPY SPEECH THERAPY 1047 UPLANDS DR EL DORADO HILLS, CA 95762	874215677						
245141 PO-240141	01/09/2024	INV.3/SPEECH ASSESS-NOV	1 01-6500-0-5811-5770-1180-000-0000-00-001 NN P			37.50	37.50	
245141 PO-240141	01/09/2024	INV.4/SPEECH ASSESS-DEC	1 01-6500-0-5811-5770-1180-000-0000-00-001 NN P			112.50	112.50	
		TOTAL PAYMENT AMOUNT				150.00 *	150.00	
101372/00	HEUSER, CLAUDIA 4980 BARNETT RANCH RD SHINGLE SPRINGS, CA 95682	626232485						
245025 PO-240025	01/02/2024	FAME/DECEMBER	1 01-5810-0-5800-1132-1000-000-0000-00-001 NY P			412.50	412.50	
245025 PO-240025	01/02/2024	FAME/DECEMBER	2 01-5810-0-5800-1132-1000-000-0000-00-002 NY P			212.50	212.50	
		TOTAL PAYMENT AMOUNT				625.00 *	625.00	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
100853/00	HSA BANK PO BOX 939 SHEBOYGAN, WI	53082-0939							
245029	PO-240029	01/08/2024 CONTRIBUTIONS/JAN		1	01-0000-0-9570-0000-0000-000-000	NN P	500.00		500.00
					TOTAL PAYMENT AMOUNT	500.00 *			500.00
100875/00	HUNT & SONS INC. PO BOX 101630 PASADENA, CA	91189-1630							
245030	PO-240030	01/08/2024 INV.794675/MAINTENANCE FUEL		1	01-0000-0-4370-0000-8100-000-0000-00-001	NN P	39.58		39.58
245030	PO-240030	01/08/2024 INV.794675/MAINTENANCE FUEL		2	01-0000-0-4370-0000-8100-000-0000-00-002	NN P	39.57		39.57
					TOTAL PAYMENT AMOUNT	79.15 *			79.15
101353/00	IT TAKES THE VILLAGE 4987 GOLDEN FOOTHILL PARKWAY STE 100 EL DORADO HILLS, CA	95762	352467410						
245031	PO-240031	01/02/2024 OT SERVICES/NOVEMBER		1	01-6500-0-5811-5770-1180-000-0000-00-001	N6 P	300.00		300.00
245031	PO-240031	01/02/2024 OT SERVICES/NOVEMBER		1	01-6500-0-5811-5770-1180-000-0000-00-001	N6 P	225.00		225.00
245137	PO-240137	01/02/2024 COUNSELING/NOVEMBER		1	01-9012-0-5806-0000-3110-047-0000-00-001	N6 P	1,350.00		1,350.00
245137	PO-240137	01/02/2024 COUNSELING/NOVEMBER		2	01-9012-0-5806-0000-3110-047-0000-00-002	N6 P	1,350.00		1,350.00
					TOTAL PAYMENT AMOUNT	3,225.00 *			3,225.00
100420/00	KAMPS PROPANE PO BOX 840648 LOS ANGELES, CA	90084-0648	000000000						
245033	PO-240033	01/02/2024 INV.4811/PROPANE-LES		1	01-0000-0-5530-0000-8200-000-0000-00-001	NN P	260.77		260.77
					TOTAL PAYMENT AMOUNT	260.77 *			260.77
101376/00	KOBY PEST CONTROL PO BOX 2137 PLACERVILLE, CA	95667	680424520						
245034	PO-240034	01/02/2024 PEST CONTROL/JANUARY-LES		1	01-8150-0-5806-0000-8200-000-0000-00-001	NN P	100.00		100.00
245034	PO-240034	01/02/2024 PEST CONTROL/JANUARY-MH		2	01-8150-0-5806-0000-8200-000-0000-00-002	NN P	150.00		150.00
					TOTAL PAYMENT AMOUNT	250.00 *			250.00



008 LATROBE SCHOOL DISTRICT  
PRELIST JANUARY 10, 2024

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ACCOUNTS PAYABLE PRELIST  
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APY500 L.00.22 01/10/24 16:25 PAGE 6  
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS			Liq Amt		Net Amount	
101384/00	LOZANO SMITH 7404 NORTH SPALDING AVENUE FRESNO, CA 93720-3370	800874383							
245126	PO-240126	01/02/2024	ENCUMBRANCE CHANGE	1	01-0000-0-5819-0000-7100-000-0000-00-100	NY	O	-7,500.00	0.00
245126	PO-240126	01/02/2024	ENCUMBRANCE CHANGE	1	01-0000-0-5819-0000-7100-000-0000-00-100	NY	C	24.00	0.00
245126	PO-240126	01/02/2024	INV.2204419/PROF SERV NOV	1	01-0000-0-5819-0000-7100-000-0000-00-100	NY	P	595.00	595.00
245126	PO-240126	01/02/2024	INV.2204420/PROF SERV NOV	1	01-0000-0-5819-0000-7100-000-0000-00-100	NY	P	2,170.00	2,170.00
TOTAL PAYMENT AMOUNT								2,765.00 *	2,765.00
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300								
245038	PO-240038	01/02/2024	ACCT.2549674067-8/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN	P	551.25	551.25
245038	PO-240038	01/02/2024	ACCT.3265436500-9/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN	P	577.24	577.24
245038	PO-240038	01/08/2024	ACCT.3223769836-3/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN	P	983.83	983.83
245038	PO-240038	01/08/2024	ACCT.4463182038-6/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN	P	657.08	657.08
TOTAL PAYMENT AMOUNT								2,769.40 *	2,769.40
100950/00	SCHOOLS INSURANCE AUTHORITY P.O. BOX 511598 LOS ANGELES, CA 90051-8153								
PV-240125	01/08/2024	EAP FEES/JANUARY-TEACHER		01-0000-0-3401-1110-1000-000-0000-00-100	NN			35.93	35.93
PV-240125	01/08/2024	EAP FEES/JANUARY-STAFF		01-0000-0-3402-0000-2700-000-0000-00-100	NN			10.05	10.05
TOTAL PAYMENT AMOUNT								45.98 *	45.98
000298/00	SCOE FINANCIAL SERVICES P.O. BOX 269003 SACRAMENTO, CA 95826-9003								
245160	PO-240160	01/02/2024	SCIENCE CAMP DEPOSIT 24-25	1	01-9012-0-5835-1110-1000-015-0000-00-002	NN	F	950.00	950.00
TOTAL PAYMENT AMOUNT								950.00 *	950.00

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT	GOAL FUNC LC1	LOC2 L3 SCH T9MPS	Liq Amt	Net Amount	

100717/00 STAPLES  
PO BOX 660409  
DALLAS, TX 75266-0409

245043	PO-240043	01/08/2024	INV.3554812081/DIST SUPPLIES	1	01-0000-0-4300-0000-2700-000-0000-00-100	NN	P	780.57	780.57
245043	PO-240043	01/08/2024	INV.3554590186/OFFICE SUPPLIES	1	01-0000-0-4300-0000-2700-000-0000-00-100	NN	P	19.05	19.05
245043	PO-240043	01/08/2024	INV.3554590186/OFFICE SUPPLIES	2	01-0000-0-4300-1110-1000-000-0000-00-002	NN	P	11.41	11.41
245043	PO-240043	01/08/2024	INV.3554590186/OFFICE SUPPLIES	5	01-0000-0-4300-0000-2700-000-0000-00-002	NN	P	41.52	41.52
245043	PO-240043	01/08/2024	INV.3554590186/OFFICE SUPPLIES	3	01-0000-0-4300-1110-1000-000-0000-00-001	NN	P	29.66	29.66
245043	PO-240043	01/08/2024	INV.3554590186/OFFICE SUPPLIES	4	01-0000-0-4300-0000-2700-000-0000-00-001	NN	P	16.79	16.79
TOTAL PAYMENT AMOUNT								899.00 *	899.00

020200/00 STATE OF CALIFORNIA  
DEPT OF JUSTICE-ACCT SRV  
PO BOX 944255  
SACRAMENTO, CA 94244-2550

PV-240120	01/02/2024	INV.699393/FINGERPRINTING FEES	01-0000-0-5812-0000-7200-000-0000-00-100	NN				64.00	64.00
TOTAL PAYMENT AMOUNT								64.00 *	64.00

100915/00 TCG ADMINISTRATORS  
900 S. CAPITAL OF TX HWY  
STE 350  
AUSTIN, TX 78746

PV-240126	01/09/2024	403(B) FEES/DECEMBER	01-0000-0-5800-0000-2700-000-0000-00-100	NN				16.00	16.00
TOTAL PAYMENT AMOUNT								16.00 *	16.00

101159/00 YARNELL, JAMES SCOT  
1541 SHADOW HAWK DRIVE  
SHINGLE SPRINGS, CA 95682

PV-240119	01/02/2024	REIMB TRAVEL CSBA CONFERENCE	01-0000-0-5200-0000-7100-000-0000-00-100	NN				176.44	176.44
TOTAL PAYMENT AMOUNT								176.44 *	176.44

TOTAL BATCH PAYMENT	40,306.57 ***	0.00	40,306.57
TOTAL DISTRICT PAYMENT	40,306.57 ****	0.00	40,306.57
TOTAL FOR ALL DISTRICTS:	40,306.57 ****	0.00	40,306.57

Number of checks to be printed: 32, not counting voids due to stub overflows.

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

District Designee

Date

1/10/24

008 LATROBE SCHOOL DISTRICT  
JANUARY 17, 2024

J55400

ACCOUNTS PAYABLE PRELIST  
BATCH: 0022 JANUARY 16, 2024

APY500 L.00.22 01/17/24 15:37 PAGE 1  
<< Held for Audit >>

0022

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101398/00	CLS LABS 3249 FITZGERALD RD RANCHO CORDOVA, CA 95742		943203817						
245099	PO-240099	01/17/2024 ENCUMBRANCE CHANGE		1	01-0000-0-5800-0000-8200-000-0000-00-002	NN C	935.79		0.00
245099	PO-240099	01/17/2024 ENCUMBRANCE CHANGE		1	01-0000-0-5800-0000-8200-000-0000-00-002	NN O	-3,000.00		0.00
245099	PO-240099	01/17/2024 INV.4010543/WATER TESTING-DEC		1	01-0000-0-5800-0000-8200-000-0000-00-002	NN P	2,328.00		2,328.00
		TOTAL PAYMENT AMOUNT					2,328.00 *		2,328.00
101410/00	GOLDEN POPPY SPEECH THERAPY 1047 UPLANDS DR EL DORADO HILLS, CA 95762		874215677						
245141	PO-240141	01/17/2024 INV.3/SPEECH ASSESS-NOV		1	01-6500-0-5811-5770-1180-000-0000-00-001	NN P	37.50		37.50
245141	PO-240141	01/17/2024 INV.4/SPEECH ASSESS-DEC		1	01-6500-0-5811-5770-1180-000-0000-00-001	NN P	75.00		75.00
		TOTAL PAYMENT AMOUNT					112.50 *		112.50
101163/00	JARED MEREDITH 1120 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682								
	PV-240130	01/17/2024 REIMB BOARD MEDICAL/JANUARY			01-0000-0-3902-0000-7100-000-0000-00-100	NN			234.54
		TOTAL PAYMENT AMOUNT					234.54 *		234.54
101335/00	KHACHI, SAMANTHA 797 CANDLEWOOD DRIVE EL DORADO HILLS, CA 95762		000000000						
	PV-240135	01/17/2024 REIMB CLASS SUPPLIES			01-9012-0-4300-1110-1000-005-0000-00-001	NN			53.47
	PV-240135	01/17/2024 REIMB CLASS SUPPLIES			01-9012-0-4300-1110-1000-005-0000-00-001	NN			64.13
	PV-240135	01/17/2024 REIMB ELOP SUPPLIES			01-2600-0-4300-1110-1000-000-0000-00-001	NN			53.47
		TOTAL PAYMENT AMOUNT					171.07 *		171.07
101384/00	LOZANO SMITH 7404 NORTH SPALDING AVENUE FRESNO, CA 93720-3370		800874383						
245126	PO-240126	01/17/2024 PROFESSIONAL SERVICES/DECEMBER		1	01-0000-0-5819-0000-7100-000-0000-00-100	NY P	3,745.00		3,745.00
		TOTAL PAYMENT AMOUNT					3,745.00 *		3,745.00

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date			FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS			Liq Amt	Net Amount	

101235/00	Maxim Healthcare Services	12559 Collection Center Drive	521590951						
		Chicago, IL 60693-0125							

245157	PO-240157	01/17/2024	INV.E11890820262/TEMP AIDE	1	01-6500-0-5806-5770-1120-000-0000-00-001	NY P	1,118.00	1,118.00	
			TOTAL PAYMENT AMOUNT					1,118.00	

000232/00	PACIFIC GAS & ELECTRIC COMPANY	PO BOX 997300							
		SACRAMENTO, CA 95899-7300							

245038	PO-240038	01/17/2024	ACCT.2549674067-8/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN P	972.82	972.82	
245038	PO-240038	01/17/2024	ACCT.3265436500-9/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN P	874.03	874.03	
			TOTAL PAYMENT AMOUNT				1,846.85	1,846.85	

100287/00	PINOTTI, JEAN	185 SPANISH STREET	550744377						
		SUTTER CREEK, CA 95685							

PV-240133	01/17/2024	REIMB RETIREE MEDICAL/JANUARY	01-0000-0-3902-0000-7100-000-0000-00-100	NN	478.99	478.99	
		TOTAL PAYMENT AMOUNT			478.99		

100810/00	PLACERVILLE UNION SCHOOL DIST.	1032 THOMPSON WAY							
		PLACERVILLE, CA 95667							

PV-240134	01/17/2024	CBO SERVICES 10/1/23-12/31/23	01-0000-0-5810-0000-7300-000-0000-00-100	NN	20,933.29	20,933.29	
		TOTAL PAYMENT AMOUNT			20,933.29		

100190/00	SAITMAN, JANET	4601 SUMMER CREEK COURT	553354664						
		SHINGLE SPRINGS, CA 95682							

PV-240131	01/17/2024	REIMB BOARD MEDICAL/JANUARY	01-0000-0-3902-0000-7100-000-0000-00-100	NN	750.00	750.00	
		TOTAL PAYMENT AMOUNT			750.00		

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC	Account num LC1 LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
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101361/00	SCHOOL MATE PO BOX 2110 KEARNEY, NE 68848		470564855						
245056	PO-240056	01/17/2024	Adj Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN O	0.00	0.00	
245056	PO-240056	01/17/2024	80785650 Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	YN M	0.00	-567.60	
245056	PO-240056	01/17/2024	80785650 Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN F	0.00	567.60	
TOTAL PAYMENT AMOUNT							0.00 *		0.00
TOTAL USE TAX AMOUNT									-41.15

020200/00 STATE OF CALIFORNIA  
 DEPT OF JUSTICE-ACCT SRV  
 PO BOX 944255  
 SACRAMENTO, CA 94244-2550

PV-240129	01/17/2024	INV.705591/FINGERPRINTING FEES	01-0000-0-5812-0000-7200-000-0000-00-100	NN			96.00		
TOTAL PAYMENT AMOUNT							96.00 *		96.00

080432/00 U.S. BANK  
 P.O. BOX 790428  
 ST. LOUIS, MO 63179-0428  
 000000000

PV-240128	01/16/2024	Maint Supp24042	01-8150-0-4300-0000-8200-000-0000-00-001	NN			67.06	
PV-240128	01/16/2024	Maint Supp24024	01-8150-0-4300-0000-8200-000-0000-00-002	NN			32.11	
PV-240128	01/16/2024	ELOP Supp24024	01-2600-0-4300-1110-1000-000-0000-00-002	NN			32.16	
PV-240128	01/16/2024	Stu Supp24024	01-9012-0-4300-1110-1000-031-0000-00-002	NN			17.14	
PV-240128	01/16/2024	Maint Supp24024	01-8150-0-4300-0000-8200-000-0000-00-002	NN			40.10	
PV-240128	01/16/2024	Stu Supp24024	01-9012-0-4300-1110-1000-031-0000-00-002	NN			20.26	
PV-240128	01/16/2024	Meals/CSBA/WATERFRONT	01-0000-0-5200-0000-7100-000-0000-00-100	NN			279.69	
PV-240128	01/16/2024	Maint Supp24043	01-8150-0-4300-0000-8200-000-0000-00-002	NN			261.66	
PV-240128	01/16/2024	Starbucks/CSBA	01-0000-0-5200-0000-7100-000-0000-00-100	NN			33.80	
PV-240128	01/16/2024	ELOP Supp24045	01-2600-0-4300-1110-1000-000-0000-00-001	NN			58.93	
PV-240128	01/16/2024	ELOP Supp24045	01-2600-0-4300-1110-1000-000-0000-00-001	NN			37.53	
PV-240128	01/16/2024	Main Supp24044	01-8150-0-4300-0000-8200-000-0000-00-001	NN			27.86	
PV-240128	01/16/2024	ELOP Supp24045	01-2600-0-4300-1110-1000-000-0000-00-001	NN			38.60	
PV-240128	01/16/2024	Culinary Supp24043	01-0000-0-4300-1110-1000-000-0000-00-002	NN			219.43	
PV-240128	01/16/2024	Hotel/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			898.01	
PV-240128	01/16/2024	Meals/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			226.11	
PV-240128	01/16/2024	Hotel/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			1,207.18	
PV-240128	01/16/2024	Hotel/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			1,262.64	
PV-240128	01/16/2024	Hotel/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			1,060.81	
PV-240128	01/16/2024	Hotel/CSBA/INTERCONTINENTAL	01-0000-0-5200-0000-7100-000-0000-00-100	NN			1,009.56	
PV-240128	01/16/2024	Main Supp24042	01-8150-0-4300-0000-8200-000-0000-00-002	NN			38.38	
PV-240128	01/16/2024	ELOP Supp24044	01-2600-0-4300-1110-1000-000-0000-00-001	NN			111.27	
PV-240128	01/16/2024	ELOP SUPPLIES 24046	01-2600-0-4300-1110-1000-000-0000-00-001	NN			88.90	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
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080432 (CONTINUED)

PV-240128	01/16/2024	ELOP SUPPLIES 24046			01-2600-0-4300-1110-1000-000-0000-00-001	NN			65.63
PV-240128	01/16/2024	Culinary Supp24049			01-0000-0-4300-1110-1000-000-0000-00-002	NN			19.23
PV-240128	01/16/2024	Stu Supp24047			01-9012-0-4300-1110-1000-003-0000-00-002	NN			28.92
PV-240128	01/16/2024	Stu Supp24047			01-9012-0-4300-1110-1000-003-0000-00-002	NN			41.22
PV-240128	01/16/2024	ELOP SUPPLIES 24047			01-2600-0-4300-1110-1000-000-0000-00-001	NN			68.56
PV-240128	01/16/2024	Main Supp24042			01-8150-0-4300-0000-8200-000-0000-00-001	NN			24.16
PV-240128	01/16/2024	Cust Supp24046			01-8150-0-4300-0000-8200-000-0000-00-002	NN			71.59
PV-240128	01/16/2024	ELOP SUPPLIES 24046			01-2600-0-4300-1110-1000-000-0000-00-001	NN			21.98
TOTAL PAYMENT AMOUNT									7,410.48

101159/00 YARNELL, JAMES SCOT 574180873  
 1541 SHADOW HAWK DRIVE  
 SHINGLE SPRINGS, CA 95682

PV-240132	01/17/2024	REIMB BOARD MEDICAL/JANUARY			01-0000-0-3902-0000-7100-000-0000-00-100	NN			497.40
TOTAL PAYMENT AMOUNT									497.40

TOTAL BATCH PAYMENT 39,722.12 \*\*\* 0.00 39,722.12  
 TOTAL USE TAX AMOUNT -41.15

TOTAL DISTRICT PAYMENT 39,722.12 \*\*\*\* 0.00 39,722.12  
 TOTAL USE TAX AMOUNT -41.15

TOTAL FOR ALL DISTRICTS: 39,722.12 \*\*\*\* 0.00 39,722.12  
 TOTAL USE TAX AMOUNT -41.15

Number of checks to be printed: 13, not counting voids due to stub overflows.  
 Number of zero dollar checks: 1, will be printed.

39,722.12

Pursuant to Latrobe School District policy, the  
 El Dorado County Superintendent of Schools  
 is hereby authorized and directed to issue  
 individual warrants to the payees named hereon.

District Designee

Date

1/17/2024

008 LATROBE SCHOOL DISTRICT  
January 19, 2024

J55769

ACCOUNTS PAYABLE PRELIST  
BATCH: 0023 JANUARY 22, 2023

APY500 L.00.22 01/19/24 08:43 PAGE 1  
<< Held for Audit >>

0023

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			

000042/00	CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION P.O. BOX 942879 SACRAMENTO, CA 94279-3535							
PV-240136	01/18/2024	USE TAX SEPT-DEC	01-0000-0-9512-0000-0000-000-0000-00-000	NN				9.00
PV-240136	01/18/2024	USE TAX SEPT-DEC	01-9012-0-9512-0000-0000-000-0000-00-000	NN				33.00
TOTAL PAYMENT AMOUNT				42.00 *				42.00

101353/00 IT TAKES THE VILLAGE 352467410  
4987 GOLDEN FOOTHILL PARKWAY  
STE 100  
EL DORADO HILLS, CA 95762

245137	PO-240137	01/18/2024	CLOSE PO	1	01-9012-0-5806-0000-3110-047-0000-00-001	N6 C		918.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	2	01-9012-0-5806-0000-3110-047-0000-00-002	N6 C		2,943.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	3	01-6546-0-5806-5770-3110-000-0000-00-001	N6 C		3,550.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	4	01-6546-0-5806-5770-3110-000-0000-00-002	N6 C		3,550.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	5	01-0000-0-5806-0000-3110-000-0000-00-001	N6 C		2,500.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	6	01-0000-0-5806-0000-3110-000-0000-00-002	N6 C		2,500.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	7	01-5810-0-5806-0000-3110-000-0000-00-001	N6 C		982.00	0.00
245137	PO-240137	01/18/2024	CLOSE PO	8	01-5810-0-5806-0000-3110-000-0000-00-002	N6 C		982.00	0.00
TOTAL PAYMENT AMOUNT				0.00 *				0.00	0.00

101361/00 SCHOOL MATE 470564855  
PO BOX 2110  
KEARNEY, NE 68848

245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN O		0.00	0.00
245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN M		0.00	-567.60
245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	YN F		0.00	567.60
245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN O		0.00	0.00
245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	NN M		0.00	-567.60
245056	PO-240056	01/19/2024	Correct Use Tax	1	01-9012-0-4300-1110-1000-012-0000-00-002	YN F		0.00	567.60
TOTAL PAYMENT AMOUNT				0.00 *				0.00	0.00
TOTAL USE TAX AMOUNT									82.30

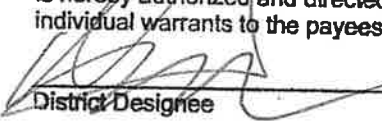
TOTAL BATCH PAYMENT 42.00 \*\*\* 0.00 42.00  
TOTAL USE TAX AMOUNT 82.30

TOTAL DISTRICT PAYMENT 42.00 \*\*\*\* 0.00 42.00  
TOTAL USE TAX AMOUNT 82.30

TOTAL FOR ALL DISTRICTS: 42.00 \*\*\*\* 0.00 42.00  
TOTAL USE TAX AMOUNT 82.30

Number of checks to be printed: 1, not counting voids due to stub overflows.  
Number of zero dollar checks: 2, will be printed.

Pursuant to Latrobe School District policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon.

  
District Designee  
Date 1/19/24

008 LATROBE SCHOOL DISTRICT  
JANUARY 26, 2024

J57591

ACCOUNTS PAYABLE PRELIST  
BATCH: 0024 JANUARY 24, 2024

APY500 L.00.22 01/26/24 14:36 PAGE 1  
<< Held for Audit >>

0024

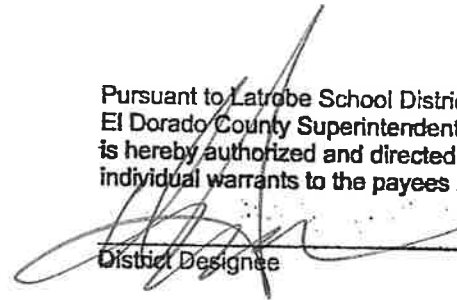
Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101336/00	49er Live Scan and Notary 76 MAIN ST PLACERVILLE, CA 95667		550740835						
	PV-240138 01/24/2024	INV.f016GAA717/FINGERPRINTING		01-0000-0-5812-0000-7200-000-0000-00-100		NY			21.00
		TOTAL PAYMENT AMOUNT					21.00 *		21.00
081696/00	AT&T P.O. BOX 5075 CAROL STREAM, IL 60197-5075		000000000						
245008 PO-240008	01/24/2024	ACCT.0518903091001/LONG DIST		1 01-0000-0-5901-0000-2700-000-0000-00-100		NN P	36.77		36.77
245008 PO-240008	01/24/2024	ACCT.0518903091001/LONG DIST		2 01-0000-0-5901-0000-2700-000-0000-00-001		NN P	36.76		36.76
245008 PO-240008	01/24/2024	ACCT.0518903091001/LONG DIST		3 01-0000-0-5901-0000-2700-000-0000-00-002		NN P	36.76		36.76
		TOTAL PAYMENT AMOUNT					110.29 *		110.29
101414/00	CONNECTIONS ED CONSULTING P.O. BOX 734 GARDEN VALLEY, CA 95633		920822659						
245148 PO-240148	01/24/2024	INV.1037/IEE		1 01-6500-0-5806-5770-1120-000-0000-00-100		NN P	2,500.00		2,500.00
		TOTAL PAYMENT AMOUNT					2,500.00 *		2,500.00
000126/00	EL DORADO COUNTY OFFICE OF ED 6767 GREEN VALLEY RD PLACERVILLE, CA 95667-0000								
245016 PO-240016	01/24/2024	COMPUTER TECH/NOV & DEC		1 01-1100-0-5806-1110-1000-000-0000-00-100		NN P	1,260.00		1,260.00
245016 PO-240016	01/24/2024	COMPUTER TECH/NOV & DEC		2 01-1100-0-5806-0000-7700-000-0000-00-100		NN P	1,260.00		1,260.00
		TOTAL PAYMENT AMOUNT					2,520.00 *		2,520.00
101258/00	GAUTSCHI, SAMANTHA 3070 ROYAL DRIVE CAMERON PARK, CA 95682		000000000						
	PV-240141 01/26/2024	REIMB CULINARY SUPPLIES/JAN		01-0000-0-4300-1110-1000-000-0000-00-002		NN			571.85
		TOTAL PAYMENT AMOUNT					571.85 *		571.85



Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101335/00	KHACHI, SAMANTHA 797 CANDLEWOOD DRIVE EL DORADO HILLS, CA 95762		000000000						
	PV-240137	01/24/2024 REIMB STALE DATED CK#80772560		01-0000-0-9598-0000-0000-000-000-00-000	NN				176.90
		TOTAL PAYMENT AMOUNT				176.90 *			176.90
101235/00	Maxim Healthcare Services 12559 Collection Center Drive Chicago, IL 60693-0125		521590951						
	245157 PO-240157	01/24/2024 INV.E11974760262/BEHAVIOR TECH 1		01-6500-0-5806-5770-1120-000-0000-00-001	NY P		524.16		524.16
		TOTAL PAYMENT AMOUNT				524.16 *			524.16
101092/00	National Fire Systems Inc, 8521 Morrison Creek Drive Sacramento, CA 95828								
	245036 PO-240036	01/24/2024 INV.107094/FIREPUMP SER & FUEL 1		01-8150-0-5806-0000-8200-000-0000-00-002	NN F		2,308.92		573.45
		TOTAL PAYMENT AMOUNT				573.45 *			573.45
101129/00	OLNEY, KELLY 3128 SACRAMENTO STREET PLACERVILLE, CA 95667								
	PV-240140	01/26/2024 REIMB TEACHPTEACH/STU SUPPLIES		01-9012-0-4300-1110-1000-009-0000-00-002	NN				68.86
		TOTAL PAYMENT AMOUNT				68.86 *			68.86
080432/00	U.S. BANK P.O. BOX 790428 ST. LOUIS, MO 63179-0428		000000000						
	PV-240139	01/26/2024 PBIS Supp24050		01-9012-0-4300-1110-1000-014-0000-00-002	NN				51.92
	PV-240139	01/26/2024 Tech Supp24050		01-0000-0-4300-1110-1000-000-0000-00-100	NN				41.74
	PV-240139	01/26/2024 ELOP Return24046		01-2600-0-4300-1110-1000-000-0000-00-001	NN				-37.50
	PV-240139	01/26/2024 ELOP Return24046		01-2600-0-4300-1110-1000-000-0000-00-001	NN				-88.90
	PV-240139	01/26/2024 Main Supp24051		01-8150-0-4300-0000-8200-000-0000-00-002	NN				83.26
	PV-240139	01/26/2024 Main Supp24051		01-8150-0-4300-0000-8200-000-0000-00-001	NN				77.42
	PV-240139	01/26/2024 Nature Bowl Supp24051		01-0000-0-4300-1110-1000-000-0000-00-002	NN				87.36
	PV-240139	01/26/2024 Student Supp24051		01-0000-0-4300-1110-1000-000-0000-00-002	NN				57.12
	PV-240139	01/26/2024 Student Supp24051		01-0000-0-4300-1110-1000-000-0000-00-002	NN				33.39
	PV-240139	01/26/2024 Office Supp24051		01-0000-0-4300-0000-2700-000-0000-00-002	NN				18.29
		TOTAL PAYMENT AMOUNT				324.10 *			324.10

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL FUNC LC1	ABA num LOC2 L3 SCH T9MPS	Account num	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
				TOTAL BATCH PAYMENT		7,390.61 ***		0.00	7,390.61
				TOTAL DISTRICT PAYMENT		7,390.61 ****		0.00	7,390.61
				TOTAL FOR ALL DISTRICTS:		7,390.61 ****		0.00	7,390.61
Number of checks to be printed: 10, not counting voids due to stub overflows.									7,390.61

Pursuant to Latrobe School District policy, the  
 El Dorado County Superintendent of Schools  
 is hereby authorized and directed to issue  
 individual warrants to the payees named hereon.

  
 District Designee

1/26/24  
 Date

008 LATROBE SCHOOL DISTRICT  
FEBRUARY 7, 2024

J60179

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1	LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			
101396/00	AQUALITY WATER MANAGEMENT 1900 TERRACINA DRIVE STE 110 SACRAMENTO, CA 95834	030414363							
245091 PO-240091	02/07/2024	WATER MANAGEMENT/JAN	1	01-8150-0-5806-0000-8110-000-0000-00-002	NN P	3,094.00			3,094.00
245091 PO-240091	02/07/2024	WATER MANAGEMENT/JANUARY	2	01-8150-0-5806-0000-8110-000-0000-00-001	NN P	1,326.00			1,326.00
		TOTAL PAYMENT AMOUNT				4,420.00 *			4,420.00
100839/00	AT&T PO BOX 9011 CAROL STREAM, IL 60197-9011								
245006 PO-240006	02/07/2024	BAN9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	68.73			68.73
245006 PO-240006	02/07/2024	BAN9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	68.71			68.71
245006 PO-240006	02/07/2024	BAN9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	68.71			68.71
245006 PO-240006	02/07/2024	BAN9391047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	28.33			28.33
245006 PO-240006	02/07/2024	BAN9391047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	28.34			28.34
245006 PO-240006	02/07/2024	BAN9391047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	28.33			28.33
		TOTAL PAYMENT AMOUNT				291.15 *			291.15
100776/00	AT&T MOBILITY P.O. BOX 6463 CAROL STREAM, IL 60197-6463								
245007 PO-240007	02/07/2024	ACCT.287252191647/CELL PHONES	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	171.35			171.35
		TOTAL PAYMENT AMOUNT				171.35 *			171.35
101400/00	BROWN, ROCHELLE 7330 S SHINGLE RD SHINGLE SPRINGS, CA 95682								
PV-240142	02/07/2024	REIMB STUDENT SUPPLIES/TPT		01-9012-0-4300-1110-1000-030-0000-00-002	NN				23.30
PV-240142	02/07/2024	REIMB STUDENT SUPPLIES		01-9012-0-4300-1110-1000-030-0000-00-002	NN				16.14
		TOTAL PAYMENT AMOUNT				39.44 *			39.44

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	ABA num	Account num LC1 LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101071/00	CALIFORNIA CHOICE BENEFIT ADMIN ATTN: ACCOUNTS RECEIVABLE PO BOX 7088 ORANGE, CA 92863-7088		330115986						
245013	PO-240013	02/07/2024 MARCH MEDICAL		1 01-0000-0-9570-0000-0000-0000-00-000 NN P			12,841.29	12,841.29	
				TOTAL PAYMENT AMOUNT				12,841.29 *	
101026/00	CANON FINANCIAL SERVICES INC. 14904 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693-0149		223056822						
245012	PO-240012	02/07/2024 INV.31887142/COPIER COSTS		1 01-0000-0-5630-1110-1000-000-0000-00-001 NN P			304.45	304.45	
245012	PO-240012	02/07/2024 INV.31887142/COPIER COSTS		3 01-0000-0-5630-0000-2700-000-0000-00-100 NN P			67.65	67.65	
245012	PO-240012	02/07/2024 INV.31887142/COPIER COSTS		2 01-0000-0-5630-1110-1000-000-0000-00-002 NN P			304.44	304.44	
				TOTAL PAYMENT AMOUNT				676.54 *	
101398/00	CLS LABS 3249 FITZGERALD RD RANCHO CORDOVA, CA 95742		943203817						
245099	PO-240099	02/07/2024 INV.4020079/WATER TESTING JAN 1		01-0000-0-5800-0000-8200-000-0000-00-002 NN P			34.00	34.00	
245099	PO-240099	02/07/2024 INV.4020100/WATER TESTING JAN 2		01-0000-0-5800-0000-8200-000-0000-00-001 NN P			34.00	34.00	
				TOTAL PAYMENT AMOUNT				68.00 *	
101220/00	COLOMA OUTDOOR DISCOVERY SCHO 5050 GLORYVIEW DRIVE PLACERVILLE, CA 95667		680338982						
245114	PO-240114	02/07/2024 COLOMA FT/4TH GR		1 01-9012-0-5835-1110-1000-012-0000-00-002 NN P			4,222.00	4,222.00	
				TOTAL PAYMENT AMOUNT				4,222.00 *	
100908/00	EL DORADO DISPOSAL A WASTE CONNECTION CO. PO BOX 7428 PASADENA, CA 91109-7428								
245018	PO-240018	02/07/2024 ACCT.4030-10243/MH		2 01-0000-0-5560-0000-8200-000-0000-00-002 NN P			387.88	387.88	
245018	PO-240018	02/07/2024 ACCT.4030-10260/LES		1 01-0000-0-5560-0000-8200-000-0000-00-001 NN P			150.63	150.63	
				TOTAL PAYMENT AMOUNT				538.51 *	

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount				
011552/00	EL DORADO UNION HIGH SCHOOL DISTRICT: ACCTS REC. 4675 MISSOURI FLAT RD PLACERVILLE, CA 95667								
PV-240143	02/07/2024	WINTERFEST PRACTICE TRANSPORT	01-9012-0-5835-1110-1000-012-0000-00-001 NN					103.49	
		TOTAL PAYMENT AMOUNT		103.49 *				103.49	
101012/00	GOLD COUNTRY HARDWARE & HOBBY 4121 CAMERON PARK DRIVE CAMERON PARK, CA 95682	800048605							
245023	PO-240023	02/07/2024	ENCUMBRANCE CHANGE	2	01-8150-0-4300-0000-8200-000-0000-00-002 NN C			13.85	0.00
245023	PO-240023	02/07/2024	ENCUMBRANCE CHANGE	2	01-8150-0-4300-0000-8200-000-0000-00-002 NN O			-250.00	0.00
245023	PO-240023	02/07/2024	ENCUMBRANCE CHANGE	1	01-8150-0-4300-0000-8200-000-0000-00-001 NN O			-250.00	0.00
245023	PO-240023	02/07/2024	ENCUMBRANCE CHANGE	1	01-8150-0-4300-0000-8200-000-0000-00-001 NN C			6.34	0.00
245023	PO-240023	02/07/2024	INV. 21900/MAINTENANCE SUPPL	1	01-8150-0-4300-0000-8200-000-0000-00-001 NN P			13.79	13.79
245023	PO-240023	02/07/2024	INV. 21900/MAINTENANCE SUPPL	2	01-8150-0-4300-0000-8200-000-0000-00-002 NN P			13.79	13.79
			TOTAL PAYMENT AMOUNT					27.58 *	27.58
101410/00	GOLDEN POPPY SPEECH THERAPY 1047 UPLANDS DR EL DORADO HILLS, CA 95762	874215677							
245141	PO-240141	02/07/2024	INV.5/SPEECH ASSESS-JAN	1	01-6500-0-5811-5770-1180-000-0000-00-001 NN P			262.50	262.50
			TOTAL PAYMENT AMOUNT					262.50 *	262.50
101163/00	JARED MEREDITH 1120 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682								
PV-240146	02/07/2024	REIMB BOARD MEDICAL/FEBRUARY	01-0000-0-3902-0000-7100-000-0000-00-100 NN					234.54	
		TOTAL PAYMENT AMOUNT		234.54 *				234.54	
101376/00	KOBY PEST CONTROL PO BOX 2137 PLACERVILLE, CA 95667	680424520							
245034	PO-240034	02/07/2024	PEST CONTROL/FEBRUARY-LES	1	01-8150-0-5806-0000-8200-000-0000-00-001 NN P			100.00	100.00
245034	PO-240034	02/07/2024	PEST CONTROL/FEBRUARY-MH	2	01-8150-0-5806-0000-8200-000-0000-00-002 NN P			150.00	150.00
			TOTAL PAYMENT AMOUNT					250.00 *	250.00

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC	Account num LC1 LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101384/00	LOZANO SMITH 7404 NORTH SPALDING AVENUE FRESNO, CA 93720-3370		800874383						
245126 PO-240126	02/07/2024	PROFESSIONAL SERVICES		1 01-0000-0-5819-0000-7100-000-0000-00-100		NY P	980.00	980.00	
		TOTAL PAYMENT AMOUNT				980.00 *		980.00	
101419/00	Mad Science of Sacramento Vall 1808 Tribute Road Ste E Sacramento, CA 95815		201828535						
245165 PO-240165	02/07/2024	MAD SCIENCE 23-24		1 01-2600-0-5806-1110-1000-000-0000-00-100		NY F	5,196.00	5,196.00	
		TOTAL PAYMENT AMOUNT				5,196.00 *		5,196.00	
101235/00	Maxim Healthcare Services 12559 Collection Center Drive Chicago, IL 60693-0125		521590951						
245157 PO-240157	02/07/2024	WEEK 1/16-1/17-BEHAVIOR TECH		1 01-6500-0-5806-5770-1120-000-0000-00-001		NY P	624.00	624.00	
245157 PO-240157	02/07/2024	WEEK 1/22-1/26/BEHAVIOR TECH		1 01-6500-0-5806-5770-1120-000-0000-00-001		NY P	1,460.16	1,460.16	
		TOTAL PAYMENT AMOUNT				2,084.16 *		2,084.16	
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300								
245038 PO-240038	02/07/2024	ACCT.3223769836-3/MH		2 01-0000-0-5540-0000-8200-000-0000-00-002		NN P	1,097.59	1,097.59	
245038 PO-240038	02/07/2024	ACCT.4463182038-6/LES		1 01-0000-0-5540-0000-8200-000-0000-00-001		NN P	748.80	748.80	
		TOTAL PAYMENT AMOUNT				1,846.39 *		1,846.39	
100287/00	PINOTTI, JEAN 185 SPANISH STREET SUTTER CREEK, CA 95685		550744377						
PV-240149	02/07/2024	REIMB RETIREE MEDICAL/FEBRUARY		01-0000-0-3902-0000-7100-000-0000-00-100		NN	478.99	478.99	
		TOTAL PAYMENT AMOUNT				478.99 *		478.99	

008 LATROBE SCHOOL DISTRICT  
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ACCOUNTS PAYABLE PRELIST  
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			

100190/00	SAITMAN, JANET 4601 SUMMER CREEK COURT SHINGLE SPRINGS, CA 95682	553354664						
PV-240147	02/07/2024	REIMB BOARD MEDICAL/FEBRUARY	01-0000-0-3902-0000-7100-000-0000-00-100 NN					750.00
		TOTAL PAYMENT AMOUNT		750.00 *				750.00

100950/00	SCHOOLS INSURANCE AUTHORITY P.O. BOX 511598 LOS ANGELES, CA 90051-8153							
245041	PO-240041	02/07/2024	2ND HALF PROPERTY 23-24	1	01-0000-0-5430-0000-7200-000-0000-00-100 NN P			3,269.00
245041	PO-240041	02/07/2024	2ND HALF CYBER 23/24	1	01-0000-0-5430-0000-7200-000-0000-00-100 NN P			237.00
245041	PO-240041	02/07/2024	2ND HALF LIABILITY	1	01-0000-0-5430-0000-7200-000-0000-00-100 NN P			3,315.00
245041	PO-240041	02/07/2024	2ND HALF WORKER'S COMP 23/24	2	01-0000-0-9560-0000-0000-000-0000-00-000 NN P			11,463.00
	PV-240144	02/07/2024	EAP FEES/FEBRUARY-STAFF		01-0000-0-3402-0000-2700-000-0000-00-100 NN			10.05
	PV-240144	02/07/2024	EAP FEES/FEBRUARY-TEACHER		01-0000-0-3401-1110-1000-000-0000-00-100 NN			35.93
			TOTAL PAYMENT AMOUNT				18,329.98 *	18,329.98

101347/00	SCROGGINS, DAVE 2081 RIESLING WAY CAMERON PARK, CA 95682							
PV-240145	02/07/2024	REIMB TRAVEL EXPENSE SUPTS	01-0000-0-5200-0000-7100-000-0000-00-000 NN					95.75
		TOTAL PAYMENT AMOUNT			95.75 *			95.75

101159/00	YARNELL, JAMES SCOT 1541 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682	574180873						
PV-240148	02/07/2024	REIMB BOARD MEDICAL/FEBRUARY	01-0000-0-3902-0000-7100-000-0000-00-100 NN					497.40
		TOTAL PAYMENT AMOUNT			497.40 *			497.40

TOTAL BATCH PAYMENT	54,405.06 ***	0.00	54,405.06
TOTAL DISTRICT PAYMENT	54,405.06 ****	0.00	54,405.06
TOTAL FOR ALL DISTRICTS:	54,405.06 ****	0.00	54,405.06

Number of checks to be printed: 23, not counting voids due to stub overflows. 54,405.06

Pursuant to Latrobe School District policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon.

District Designee \_\_\_\_\_ Date \_\_\_\_\_

# Latrobe Elementary School

## 2022-2023 School Accountability Report Card (Published During the 2023-2024 School Year)

### General Information about the School Accountability Report Card (SARC)

#### SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or the LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

#### DataQuest



DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

#### California School Dashboard



The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

#### Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.



## 2023-24 School Contact Information

<b>School Name</b>	Latrobe Elementary School
<b>Street</b>	7680 South Shingle Road
<b>City, State, Zip</b>	Shingle Springs, CA 95682
<b>Phone Number</b>	(530) 677-0260
<b>Principal</b>	Dave Scroggins
<b>Email Address</b>	dscroggins@latrobeschool.com
<b>School Website</b>	www.latrobeschool.com
<b>County-District-School (CDS) Code</b>	09-61911-6005581

## 2023-24 District Contact Information

<b>District Name</b>	Latrobe School District
<b>Phone Number</b>	(530) 677-0260
<b>Superintendent</b>	Dave Scroggins
<b>Email Address</b>	dscroggins@latrobeschool.com
<b>District Website</b>	www.latrobeschool.com

## 2023-24 School Description and Mission Statement

Latrobe Elementary is one of two schools in the Latrobe School District.

Latrobe School District is a small, rural, TK-8 district covering 35 square miles located in the southwest corner of El Dorado County. Latrobe Elementary serves approximately 65 students in grades TK-3. Latrobe Elementary School is an inviting campus with a focus on the academic and social success of every student.

The Latrobe School District's educational mission is to provide a place to learn, a place to grow, a place to be safe, a place to be proud, and a place to work together. Our small class size (ideally 20 students or less) enables us to know and appreciate each individual student's abilities and needs. Students are encouraged to become the best that they can be, meet or exceed state standards, and help each other achieve individual and group goals. Students participate in 80 weekly minutes of PE from a credentialed specialist, visit the garden for outdoor learning activities, and are taught fine arts through our FAME program. Students in 3rd grade take the CAASPP test in ELA and Math each spring.

Parents are encouraged to become actively involved in the educational process. Parents readily volunteer in the classrooms, help with special events, serve on the Parent Advisory Committee/School Site Council, Parent Teacher Club, and perform other countless acts of service making the schools the center of our community.

## About this School

### 2022-23 Student Enrollment by Grade Level

Grade Level	Number of Students
Kindergarten	18
Grade 1	13
Grade 2	16
Grade 3	18
<b>Total Enrollment</b>	<b>65</b>

### 2022-23 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	47.7%
Male	52.3%
Hispanic or Latino	16.9%
Two or More Races	12.3%
White	67.7%
English Learners	7.7%
Foster Youth	3.1%
Homeless	3.1%
Socioeconomically Disadvantaged	16.9%
Students with Disabilities	4.6%

## A. Conditions of Learning State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair.

## 2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	4.50	100.00	10.00	100.00	228366.10	83.12
<b>Intern Credential Holders Properly Assigned</b>	0.00	0.00	0.00	0.00	4205.90	1.53
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	0.00	0.00	0.00	0.00	11216.70	4.08
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	0.00	0.00	0.00	0.00	12115.80	4.41
<b>Unknown</b>	0.00	0.00	0.00	0.00	18854.30	6.86
<b>Total Teaching Positions</b>	4.50	100.00	10.00	100.00	274759.10	100.00

Note: The data in this table is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

## 2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	4.70	100.00	10.40	100.00	234405.20	84.00
<b>Intern Credential Holders Properly Assigned</b>	0.00	0.00	0.00	0.00	4853.00	1.74
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	0.00	0.00	0.00	0.00	12001.50	4.30
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	0.00	0.00	0.00	0.00	11953.10	4.28
<b>Unknown</b>	0.00	0.00	0.00	0.00	15831.90	5.67
<b>Total Teaching Positions</b>	4.70	100.00	10.40	100.00	279044.80	100.00

The CDE published the first year of available teacher data for the 2020-21 SARC in June 2022, and the CDE published the second year of data for the 2021-22 SARC in June 2023. The EC Section 33126(b)(5) requires the most recent three years of teacher data to be requested in the SARC, as data is available. The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

### Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22
Permits and Waivers	0.00	0.00
Misassignments	0.00	0.00
Vacant Positions	0.00	0.00
<b>Total Teachers Without Credentials and Misassignments</b>	<b>0.00</b>	<b>0.00</b>

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

### Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22
Credentialed Teachers Authorized on a Permit or Waiver	0.00	0.00
Local Assignment Options	0.00	0.00
<b>Total Out-of-Field Teachers</b>	<b>0.00</b>	<b>0.00</b>

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

### Class Assignments

Indicator	2020-21	2021-22
<b>Misassignments for English Learners</b> (a percentage of all the classes with English learners taught by teachers that are misassigned)	0	0
<b>No credential, permit or authorization to teach</b> (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0	0

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

### 2023-24 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Latrobe School District held a public hearing on September 19, 2023, and determined that each school within the district had sufficient and good quality textbooks, instructional materials, or science lab equipment pursuant to the settlement of Williams vs. the State of California. All students, including English learners, are given their own individual standards-aligned textbooks, instructional materials, or both, in core subjects for use in the classroom and to take home. Materials approved for use by the State are reviewed by all teachers and a recommendation is made to the School Board by a selection committee composed of teachers and administrators. All recommended materials are available for parent examination at the district office prior to adoption. The table displays information about the quality, currency, and availability of the standards-aligned textbooks and other instructional materials used at the school. The district adopted NGSS Science materials (StudySync) to be deployed and implemented in the 2022-23 school year and beyond.

**Year and month in which the data were collected** September 2023

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Benchmark Adoption Year 2017	Yes	0.0%
Mathematics	McGraw Hill / My Math Adoption Year 2015	Yes	0.0%
Science	StudySync Adoption Year 2022	Yes	0.0%
History-Social Science	Pearson / My World Interactive Adoption Year 2018	Yes	0.0%

### School Facility Conditions and Planned Improvements

Latrobe Elementary was originally constructed in 1915. It has grown from a one room school over the years to include 5 classrooms, 1 multipurpose room/cafeteria, 1 library, 1 staff room/kitchen, 1 playground and 1 artificial turf field. The district has developed policies regarding campus safety, fire drills, and playground supervision. Buildings are kept clean and well maintained. The Superintendent/Principal works daily with the Director of Maintenance and the full-time custodian to ensure that the routine maintenance and the cleaning of the school is maintained to provide for a healthy and safe environment. A school building maintenance plan is followed ensuring that the schools are upgraded and maintained properly. A School's Insurance Authority inspection was conducted in November, 2016. Minor findings from the inspection were addressed. Energy efficient lights were installed across the district. The Board of Trustees surveyed both schools during a September 2020 Study Session. Members were briefed on the following additions: handwashing stations, additional hand sanitizing stations, new water tanks, and a new generator. Priorities were set for short and long term improvements. In the 2021-2022 school year, the Board of Trustees approved and funded a 10-year deferred maintenance plan. Our facilities are in good repair, clean and more than adequate to serve our student population. Latrobe Elementary is wired and Internet access is provided in every classroom. Thanks to a committed community and parents who volunteer support, the school continues to be a place of pride for our community. All efforts to ensure building safety, cleanliness, and adequacy have been successful.

Year and month of the most recent FIT report

December 2023

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
<b>Systems:</b> Gas Leaks, Mechanical/HVAC, Sewer	X			
<b>Interior:</b> Interior Surfaces	X			
<b>Cleanliness:</b> Overall Cleanliness, Pest/Vermin Infestation	X			
<b>Electrical</b>	X			
<b>Restrooms/Fountains:</b> Restrooms, Sinks/ Fountains	X			
<b>Safety:</b> Fire Safety, Hazardous Materials	X			
<b>Structural:</b> Structural Damage, Roofs	X			
<b>External:</b> Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

## Overall Facility Rate

Exemplary	Good	Fair	Poor
X			

## B. Pupil Outcomes

### State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

#### Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).

#### College and Career Ready

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

## Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Subject	School 2021-22	School 2022-23	District 2021-22	District 2022-23	State 2021-22	State 2022-23
<b>English Language Arts/Literacy</b> (grades 3-8 and 11)	88	78	73	71	47	46
<b>Mathematics</b> (grades 3-8 and 11)	100	89	63	71	33	34

## 2022-23 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
<b>All Students</b>	18	18	100.00	0.00	77.78
<b>Female</b>	--	--	--	--	--
<b>Male</b>	--	--	--	--	--
<b>American Indian or Alaska Native</b>	0	0	0	0	0
<b>Asian</b>	0	0	0	0	0
<b>Black or African American</b>	0	0	0	0	0
<b>Filipino</b>	0	0	0	0	0
<b>Hispanic or Latino</b>	--	--	--	--	--
<b>Native Hawaiian or Pacific Islander</b>	0	0	0	0	0
<b>Two or More Races</b>	--	--	--	--	--
<b>White</b>	15	15	100.00	0.00	73.33
<b>English Learners</b>	0	0	0	0	0
<b>Foster Youth</b>	0	0	0	0	0
<b>Homeless</b>	0	0	0	0	0
<b>Military</b>	0	0	0	0	0
<b>Socioeconomically Disadvantaged</b>	--	--	--	--	--
<b>Students Receiving Migrant Education Services</b>	0	0	0	0	0
<b>Students with Disabilities</b>	--	--	--	--	--

## 2022-23 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
<b>All Students</b>	18	18	100.00	0.00	88.89
<b>Female</b>	--	--	--	--	--
<b>Male</b>	--	--	--	--	--
<b>American Indian or Alaska Native</b>	0	0	0	0	0
<b>Asian</b>	0	0	0	0	0
<b>Black or African American</b>	0	0	0	0	0
<b>Filipino</b>	0	0	0	0	0
<b>Hispanic or Latino</b>	--	--	--	--	--
<b>Native Hawaiian or Pacific Islander</b>	0	0	0	0	0
<b>Two or More Races</b>	--	--	--	--	--
<b>White</b>	15	15	100.00	0.00	86.67
<b>English Learners</b>	0	0	0	0	0
<b>Foster Youth</b>	0	0	0	0	0
<b>Homeless</b>	0	0	0	0	0
<b>Military</b>	0	0	0	0	0
<b>Socioeconomically Disadvantaged</b>	--	--	--	--	--
<b>Students Receiving Migrant Education Services</b>	0	0	0	0	0
<b>Students with Disabilities</b>	--	--	--	--	--



## CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

Science test results include the CAST and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Subject	School 2021-22	School 2022-23	District 2021-22	District 2022-23	State 2021-22	State 2022-23
Science (grades 5, 8 and high school)			55.56	53.85	29.47	30.29

## 2022-23 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students					
Female					
Male					
American Indian or Alaska Native					
Asian					
Black or African American					
Filipino					
Hispanic or Latino					
Native Hawaiian or Pacific Islander					
Two or More Races					
White					
English Learners					
Foster Youth					
Homeless					
Military					
Socioeconomically Disadvantaged					
Students Receiving Migrant Education Services					
Students with Disabilities					

## B. Pupil Outcomes

### State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

#### 2022-23 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. The administration of the PFT during 2021-22 and 2022-23 school years, only participation results are required for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
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## C. Engagement

### State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

#### 2023-24 Opportunities for Parental Involvement

The Latrobe School District benefits greatly from its supportive parents. The school has a strong base of parent volunteers. Parents are encouraged to join the Latrobe Parent Teacher Club and serve on the Parent Advisory Committee/School Site Council. These two groups serve both schools in the district. The Parent Teacher Club meets monthly and plans and hosts numerous events for our students and families. The Parent Advisory Committee/School Site Council meets approximately three times per year. They provide oversight of our LCAP and Single Plan for Student Achievement, and they monitoring our progress on the goals set forth in each plan. Through the LCAP process parents are also invited to give us feedback through our annual Parent Feedback Survey.

## 2022-23 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	71	69	9	13.0
Female	35	33	5	15.2
Male	36	36	4	11.1
Non-Binary	0	0	0	0.0
American Indian or Alaska Native	0	0	0	0.0
Asian	0	0	0	0.0
Black or African American	0	0	0	0.0
Filipino	0	0	0	0.0
Hispanic or Latino	11	11	3	27.3
Native Hawaiian or Pacific Islander	0	0	0	0.0
Two or More Races	9	8	0	0.0
White	49	48	6	12.5
English Learners	5	5	5	100.0
Foster Youth	2	2	0	0.0
Homeless	2	2	2	100.0
Socioeconomically Disadvantaged	13	12	6	50.0
Students Receiving Migrant Education Services	0	0	0	0.0
Students with Disabilities	4	4	1	25.0

## C. Engagement

### State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

## Suspensions and Expulsions

This table displays suspensions and expulsions data.

Rate	School 2020-21	School 2021-22	School 2022-23	District 2020-21	District 2021-22	District 2022-23	State 2020-21	State 2021-22	State 2022-23
Suspensions	0.00	0.00	0.00	1.26	0.00	2.92	0.20	3.17	3.60
Expulsions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.07	0.08

## 2022-23 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0	0
Female	0	0
Male	0	0
Non-Binary		
American Indian or Alaska Native	0	0
Asian	0	0
Black or African American	0	0
Filipino	0	0
Hispanic or Latino	0	0
Native Hawaiian or Pacific Islander	0	0
Two or More Races	0	0
White	0	0
English Learners	0	0
Foster Youth	0	0
Homeless	0	0
Socioeconomically Disadvantaged	0	0
Students Receiving Migrant Education Services	0	0
Students with Disabilities	0	0

## 2023-24 School Safety Plan

Safety of students and staff is a primary concern of Latrobe Elementary. The school strives to be compliance with all laws, rules, and regulations pertaining to hazardous materials and state earthquake standards. The School Site Safety plan is reviewed at the first staff meeting of the year (8/10/2023). Additional reviews of the plan are held following drills and/or other events as necessary. The plan is updated as needed by the School Safety Committee and the staff members. All revisions are communicated to the both the classified and certificated staff. The school's disaster preparedness plan includes steps for ensuring student and staff safety during a disaster. Fire, evacuation, lock down, and earthquake drills are conducted throughout the school year. Students are supervised before and after school by certificated staff and by classified staff during lunch. There is a designated area for student drop off and pick up. Visitors must check in at the office.

In January 2013 security gates and an intercom system were installed at Latrobe Elementary. The front door and both gates are kept locked during school hours. Visitors check in via intercom at the front door and are buzzed in by the school secretary. Gates are unlocked after school. In 2016 all district staff members were trained in active shooter procedures and strategies and as a result of this training our procedures and protocols were updated across the district. The staff is also trained in CPR/First Aid and AED procedures every other year. A new AED was installed at Latrobe Elementary in 2022.

Currently, all staff members are actively implementing Positive Behavior Interventions and Supports (PBIS). PBIS focuses on school climate and the social emotional well-being of our students which is a component of our Safety Plan as well as our Local Control Accountability Plan.

## D. Other SARC Information Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

### 2020-21 Elementary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	8	1		
1	15	1		
2	7	1		
3	9	1		

### 2021-22 Elementary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	13	1		
1	18	1		
2	15	1		
3	15	1		

### 2022-23 Elementary Average Class Size and Class Size Distribution

This table displays the 2022-23 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	18	1	0	0
1	13	1	0	0
2	16	1	0	0
3	18	1	0	0
4	0	0	0	0
5	0	0	0	0
6	0	0	0	0
Other	0	0	0	0

## 2022-23 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	0

## 2022-23 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	.1
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	.14
Psychologist	.03
Social Worker	
Nurse	.03
Speech/Language/Hearing Specialist	.1
Resource Specialist (non-teaching)	.5
Other	

## Fiscal Year 2021-22 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2021-22 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	18,270	3,358	14,912	83,839
District	N/A	N/A	13,212	
Percent Difference - School Site and District	N/A	N/A	12.1	9.5
State	N/A	N/A	\$7,607	\$75,753
Percent Difference - School Site and State	N/A	N/A	64.9	10.1

## Fiscal Year 2022-23 Types of Services Funded

Latrobe School District is a community-based funding district. In addition to community (local) funding, Latrobe Elementary receives federal funding for categorical and other support programs from the following sources:

- Title IIA
- REAP

## Fiscal Year 2021-22 Teacher and Administrative Salaries

This table displays the 2021-22 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
<b>Beginning Teacher Salary</b>	51,953	\$48,481
<b>Mid-Range Teacher Salary</b>	74,560	\$73,129
<b>Highest Teacher Salary</b>	100,025	\$99,406
<b>Average Principal Salary (Elementary)</b>	112,710	\$117,381
<b>Average Principal Salary (Middle)</b>		\$128,158
<b>Average Principal Salary (High)</b>		
<b>Superintendent Salary</b>	48,304	\$138,991
<b>Percent of Budget for Teacher Salaries</b>	29.83%	29.34%
<b>Percent of Budget for Administrative Salaries</b>	8.91%	5.99%

## Professional Development

Using data from LCAP and the CA Dashboard, district staff members identified school climate, professional development, and attendance as areas of focus. The district was awarded MTSS grant funds and a team of staff members worked throughout the 2018-2019 school year reviewing data, procedures, programs and policies that related to school climate and environment. In the second year grant funds were used for staff members to attend the Positive Behavior Interventions and Strategies (PBIS) conference in Sacramento and participate in PBIS on site trainings. This year, staff members will continue to make adjustments and improvement in our procedures relating to school climate and student success. This is an ongoing process and will continue to be a focus of our Professional Development for the foreseeable future. Also, as the district has adopted a new NGSS Science curriculum, StudySync, teachers will participate in ongoing training.

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2021-22	2022-23	2023-24
<b>Number of school days dedicated to Staff Development and Continuous Improvement</b>	13	15	15

# Miller's Hill School

## 2022-2023 School Accountability Report Card (Published During the 2023-2024 School Year)

### General Information about the School Accountability Report Card (SARC)

#### SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or the LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

#### DataQuest



DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

#### California School Dashboard



The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

#### Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.



## 2023-24 School Contact Information

<b>School Name</b>	Miller's Hill School
<b>Street</b>	7900 South Shingle Road
<b>City, State, Zip</b>	Shingle Springs, CA 95682
<b>Phone Number</b>	(530) 677-0260
<b>Principal</b>	Dave Scroggins
<b>Email Address</b>	dscroggins@latrobeschool.com
<b>School Website</b>	www.latrobeschool.com
<b>County-District-School (CDS) Code</b>	09-61911-6103857

## 2023-24 District Contact Information

<b>District Name</b>	Latrobe School District
<b>Phone Number</b>	(530) 677-0260
<b>Superintendent</b>	Dave Scroggins
<b>Email Address</b>	dscroggins@latrobeschool.com
<b>District Website</b>	www.latrobeschool.com

## 2023-24 School Description and Mission Statement

Miller's Hill is one of two schools in the Latrobe School District.

Latrobe School District is a small, rural, K-8 district covering 35 square miles located in the southwest corner of El Dorado County. Miller's Hill serves approximately 100 students in grades 4-8. Miller's Hill has been recognized seven times as a California Distinguished School, most recently in 2021. Miller's Hill was also a 2015 Gold Ribbon School, and a 2015 California Association of School Boards Golden Bell Award winner. Dedicated staff and students have made this school a model of success, both academically and socially.

The Latrobe School District's educational mission is to provide a place to learn, a place to grow, a place to be safe, a place to be proud, and a place to work together. Our small class size (ideally 20 students or less) enables us to know and appreciate each individual student's abilities and needs. Students are encouraged to become the best that they can be, meet or exceed state standards, and help each other achieve individual and group goals. In 2016 an Elective Wheel was added to the curriculum for sixth through eighth graders. Students in grades 6-8 rotate through eight week enrichment classes including American Sign Language, Culinary Arts, Spanish, and Video Production. We also employ a PE teacher so that every child receives 80 minutes of Physical Education from a credentialed specialist each week. Sports is a big part of our culture at Miller's Hill, and students participate in the county sports league in the following sports: Cross Country, Boys and Girls Basketball, Football, Soccer, Boys and Girls Volleyball, and Track.

Parents are encouraged to become actively involved in the educational process. Parents readily volunteer in the classrooms, help with special events, serve on the Parent Advisory Committee/School Site Council, Parent Teacher Club, and perform other countless acts of service making the schools the center of the community. The Parent Teacher Club brings the community together through well-planned regular events that involve both parents and students.

## About this School

### 2022-23 Student Enrollment by Grade Level

Grade Level	Number of Students
Grade 4	18
Grade 5	11
Grade 6	24
Grade 7	26
Grade 8	17
<b>Total Enrollment</b>	<b>96</b>

### 2022-23 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	43.8%
Male	56.3%
American Indian or Alaska Native	2.1%
Asian	2.1%
Hispanic or Latino	10.4%
Two or More Races	6.3%
White	78.1%
English Learners	3.1%
Foster Youth	1%
Homeless	1%
Socioeconomically Disadvantaged	11.5%
Students with Disabilities	11.5%

## A. Conditions of Learning **State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair.

## 2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	5.50	100.00	10.00	100.00	228366.10	83.12
<b>Intern Credential Holders Properly Assigned</b>	0.00	0.00	0.00	0.00	4205.90	1.53
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	0.00	0.00	0.00	0.00	11216.70	4.08
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	0.00	0.00	0.00	0.00	12115.80	4.41
<b>Unknown</b>	0.00	0.00	0.00	0.00	18854.30	6.86
<b>Total Teaching Positions</b>	5.50	100.00	10.00	100.00	274759.10	100.00

Note: The data in this table is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

## 2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
<b>Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)</b>	5.70	100.00	10.40	100.00	234405.20	84.00
<b>Intern Credential Holders Properly Assigned</b>	0.00	0.00	0.00	0.00	4853.00	1.74
<b>Teachers Without Credentials and Misassignments ("ineffective" under ESSA)</b>	0.00	0.00	0.00	0.00	12001.50	4.30
<b>Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)</b>	0.00	0.00	0.00	0.00	11953.10	4.28
<b>Unknown</b>	0.00	0.00	0.00	0.00	15831.90	5.67
<b>Total Teaching Positions</b>	5.70	100.00	10.40	100.00	279044.80	100.00

The CDE published the first year of available teacher data for the 2020-21 SARC in June 2022, and the CDE published the second year of data for the 2021-22 SARC in June 2023. The EC Section 33126(b)(5) requires the most recent three years of teacher data to be requested in the SARC, as data is available. The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

### Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22
Permits and Waivers	0.00	0.00
Misassignments	0.00	0.00
Vacant Positions	0.00	0.00
<b>Total Teachers Without Credentials and Misassignments</b>	<b>0.00</b>	<b>0.00</b>

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

### Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22
Credentialed Teachers Authorized on a Permit or Waiver	0.00	0.00
Local Assignment Options	0.00	0.00
<b>Total Out-of-Field Teachers</b>	<b>0.00</b>	<b>0.00</b>

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

### Class Assignments

Indicator	2020-21	2021-22
<b>Misassignments for English Learners</b> (a percentage of all the classes with English learners taught by teachers that are misassigned)	0	0
<b>No credential, permit or authorization to teach</b> (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0	0

The teacher data for the 2022-23 SARC will not be available prior to February 1, 2024, and therefore is not included in the template.

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

### 2023-24 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Latrobe School District held a public hearing on September 19, 2023, and determined that each school within the district had sufficient and good quality textbooks, instructional materials, or science lab equipment pursuant to the settlement of Williams vs. the State of California. All students, including English learners, are given their own individual standards-aligned textbooks or instructional materials, or both, in core subjects for use in the classroom and to take home. Materials approved for use by the State are reviewed by all teachers and a recommendation is made to the School Board by a selection committee composed of teachers and administrators. All recommended materials are available for parent examination at the district office prior to adoption. The table displays information about the quality, currency, and availability of the standards-aligned textbooks and other instructional materials used at the school.

**Year and month in which the data were collected** September 2023

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
<b>Reading/Language Arts</b>	Study Sync - McGraw Hill (6-8) Adoption Year 2015 Benchmark (4-5) Adoption Year 2017	Yes	0.0%
<b>Mathematics</b>	Big Ideas (6-8) McGraw-Hill/Pearson My Math (4-5) Adoption Year 2014	Yes	0.0%
<b>Science</b>	StudySync (TK-8) Adoption Year 2022	Yes	0.0%
<b>History-Social Science</b>	Pearson (4-6) My World Interactive Adoption Year 2018 TCI (7-8) Adoption Year 2018	Yes	0.0%
<b>Health</b>	Positive Prevention Plus Adoption Year 2018	Yes	0%

### School Facility Conditions and Planned Improvements

Miller's Hill was originally constructed in 1983. In 2002 a major addition of a new library and 3 classrooms was built. Today there are 9 classrooms, 1 multipurpose room/cafeteria, 1 library, 1 staff room, 1 playground and 1 field. The district has developed policies regarding campus safety, fire drills, and playground supervision. Buildings are kept clean and well maintained. The Superintendent/Principal works daily with the custodial staff of one full-time employee to ensure that the cleaning of the school is maintained to provide for a clean and safe school. A school building maintenance plan is followed ensuring that the schools are upgraded and maintained properly. Our facilities are more than adequate to serve our current student population.

Miller's Hill School is wired and Internet access is provided in every classroom. Thanks to a committed community and parents who volunteer support, the school continues to be a place of pride for our community. In 2015 School's Insurance Authority conducted a campus inspection. The report was positive in all regards. In 2016, an energy efficiency project was undertaken. All the lights on campus were replaced with more energy efficient lights and bulbs. All efforts to ensure building safety, cleanliness, and adequacy have been successful. During 2020 a generator was added to the campus. The generator ensures that the water treatment plant will remain functional in case of a power outage.

Year and month of the most recent FIT report

December 2023

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
<b>Systems:</b> Gas Leaks, Mechanical/HVAC, Sewer	X			
<b>Interior:</b> Interior Surfaces	X			
<b>Cleanliness:</b> Overall Cleanliness, Pest/Vermin Infestation	X			
<b>Electrical</b>	X			

## School Facility Conditions and Planned Improvements

<b>Restrooms/Fountains:</b> Restrooms, Sinks/ Fountains	X
<b>Safety:</b> Fire Safety, Hazardous Materials	X
<b>Structural:</b> Structural Damage, Roofs	X
<b>External:</b> Playground/School Grounds, Windows/ Doors/Gates/Fences	X

## Overall Facility Rate

Exemplary	Good	Fair	Poor
X			

## B. Pupil Outcomes

### State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

#### Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).

#### College and Career Ready

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

## Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Subject	School 2021-22	School 2022-23	District 2021-22	District 2022-23	State 2021-22	State 2022-23
<b>English Language Arts/Literacy</b> (grades 3-8 and 11)	71	70	73	71	47	46
<b>Mathematics</b> (grades 3-8 and 11)	56	67	63	71	33	34

## 2022-23 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	94	90	95.74	4.26	70.00
Female	41	38	92.68	7.32	78.95
Male	53	52	98.11	1.89	63.46
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	--	--	--	--	--
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	--	--	--	--	--
White	73	70	95.89	4.11	67.14
English Learners	--	--	--	--	--
Foster Youth	0	0	0	0	0
Homeless	--	--	--	--	--
Military	--	--	--	--	--
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--



## 2022-23 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
<b>All Students</b>	94	91	96.81	3.19	67.03
<b>Female</b>	41	39	95.12	4.88	66.67
<b>Male</b>	53	52	98.11	1.89	67.31
<b>American Indian or Alaska Native</b>	--	--	--	--	--
<b>Asian</b>	--	--	--	--	--
<b>Black or African American</b>	0	0	0	0	0
<b>Filipino</b>	0	0	0	0	0
<b>Hispanic or Latino</b>	--	--	--	--	--
<b>Native Hawaiian or Pacific Islander</b>	0	0	0	0	0
<b>Two or More Races</b>	--	--	--	--	--
<b>White</b>	73	71	97.26	2.74	64.79
<b>English Learners</b>	--	--	--	--	--
<b>Foster Youth</b>	0	0	0	0	0
<b>Homeless</b>	--	--	--	--	--
<b>Military</b>	--	--	--	--	--
<b>Socioeconomically Disadvantaged</b>	--	--	--	--	--
<b>Students Receiving Migrant Education Services</b>	0	0	0	0	0
<b>Students with Disabilities</b>	--	--	--	--	--

## CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

Science test results include the CAST and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Subject	School 2021-22	School 2022-23	District 2021-22	District 2022-23	State 2021-22	State 2022-23
<b>Science</b> (grades 5, 8 and high school)	55.56	53.85	55.56	53.85	29.47	30.29

## 2022-23 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
<b>All Students</b>	26	26	100.00	0.00	53.85
<b>Female</b>	--	--	--	--	--
<b>Male</b>	16	16	100.00	0.00	56.25
<b>American Indian or Alaska Native</b>	0	0	0	0	0
<b>Asian</b>	--	--	--	--	--
<b>Black or African American</b>	0	0	0	0	0
<b>Filipino</b>	0	0	0	0	0
<b>Hispanic or Latino</b>	--	--	--	--	--
<b>Native Hawaiian or Pacific Islander</b>	0	0	0	0	0
<b>Two or More Races</b>	--	--	--	--	--
<b>White</b>	23	23	100.00	0.00	56.52
<b>English Learners</b>	--	--	--	--	--
<b>Foster Youth</b>	0	0	0	0	0
<b>Homeless</b>	0	0	0	0	0
<b>Military</b>	0	0	0	0	0
<b>Socioeconomically Disadvantaged</b>	--	--	--	--	--
<b>Students Receiving Migrant Education Services</b>	0	0	0	0	0
<b>Students with Disabilities</b>	--	--	--	--	--

## B. Pupil Outcomes

### State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

#### 2022-23 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. The administration of the PFT during 2021-22 and 2022-23 school years, only participation results are required for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
Grade 5	100	100	100	91	100
Grade 7	100	100	100	96	96

## C. Engagement

### State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

#### 2023-24 Opportunities for Parental Involvement

Latrobe School District greatly benefits from its supportive parents. The school has a strong base of parent volunteers. Parents are encouraged to join the Latrobe Parent Teacher Club and serve on the Parent Advisory Committee/School Site Council. These two groups serve both schools in the district. The Parent Teacher Club meets monthly and plans and hosts numerous events for our students and families. The Parent Advisory Committee/School Site Council meets approximately three times per year. They provide oversight of our LCAP and Single Plan for Student Achievement and monitor progress on goals in each plan. Through the LCAP process parents are also invited to give us feedback through our annual Parent Survey.

## 2022-23 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	100	99	9	9.1
Female	42	42	4	9.5
Male	58	57	5	8.8
Non-Binary	0	0	0	0.0
American Indian or Alaska Native	2	2	0	0.0
Asian	2	2	0	0.0
Black or African American	0	0	0	0.0
Filipino	0	0	0	0.0
Hispanic or Latino	11	10	1	10.0
Native Hawaiian or Pacific Islander	0	0	0	0.0
Two or More Races	6	6	2	33.3
White	78	78	6	7.7
English Learners	4	3	2	66.7
Foster Youth	1	1	0	0.0
Homeless	2	1	1	100.0
Socioeconomically Disadvantaged	13	12	2	16.7
Students Receiving Migrant Education Services	0	0	0	0.0
Students with Disabilities	11	11	1	9.1

## C. Engagement

### State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

## Suspensions and Expulsions

This table displays suspensions and expulsions data.

Rate	School 2020-21	School 2021-22	School 2022-23	District 2020-21	District 2021-22	District 2022-23	State 2020-21	State 2021-22	State 2022-23
Suspensions	2.02	0.00	5.00	1.26	0.00	2.92	0.20	3.17	3.60
Expulsions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.07	0.08

## 2022-23 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	5	0
Female	2.38	0
Male	6.9	0
Non-Binary		
American Indian or Alaska Native	0	0
Asian	0	0
Black or African American	0	0
Filipino	0	0
Hispanic or Latino	0	0
Native Hawaiian or Pacific Islander	0	0
Two or More Races	0	0
White	5.13	0
English Learners	0	0
Foster Youth	0	0
Homeless	0	0
Socioeconomically Disadvantaged	7.69	0
Students Receiving Migrant Education Services	0	0
Students with Disabilities	9.09	0

## 2023-24 School Safety Plan

Safety of students and staff is a primary concern of Miller's Hill. The school strives to be in compliance with all laws, rules, and regulations pertaining to hazardous materials and state earthquake standards. The School Site Safety plan is reviewed at the first staff meeting of the year (8/10/23). Additional reviews of the plan are held following drills and/or other events as necessary. The plan is updated as needed by the School Safety Committee and the staff members. All revisions are communicated to the both the classified and certificated staff. The school's disaster preparedness plan includes steps for ensuring student and staff safety during a disaster. Fire, evacuation, lockdown and earthquake drills are conducted throughout the school year. Students are supervised before and after school by certificated staff and by classified staff during lunch. There is a designated area for student drop off and pick up. Visitors must check in at the office.

Additional security cameras and alarms have been added to the Miller's Hill campus. Two are directly connected to our new water treatment plant.

The staff is trained in CPR/First Aid and AED procedures every other year. An AED was installed at Miller's Hill in 2019 and an additional unit was installed at Latrobe Elementary in 2022. In 2016 all staff members participated in Active Shooter Training, and as result of this training our procedures and protocols were updated across the district.

Currently all staff members are actively implementing Positive Behavior Interventions and Supports (PBIS). PBIS focuses on school climate and the social emotional well-being of our students which a component of our Safety Plan as well as our Local Control Accountability Plan.

## 2020-21 Secondary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	17	1	1	
Mathematics	17	1	1	
Science	17	1	1	
Social Science	17	1	1	

## 2021-22 Secondary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	20.5	2		
Mathematics	20.5	2		
Science	20.5	2		
Social Science	20.5	2		

## 2022-23 Secondary Average Class Size and Class Size Distribution

This table displays the 2022-23 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	21.5	1	1	0
Mathematics	21.5	1	1	0
Science	21.5	1	1	0
Social Science	21.5	1	1	0

## 2022-23 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	0

## 2022-23 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	.1
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	.17
Psychologist	.03
Social Worker	
Nurse	.03
Speech/Language/Hearing Specialist	.1
Resource Specialist (non-teaching)	.5
Other	

## Fiscal Year 2021-22 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2021-22 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	16,669	4,500	12,169	79,960
District	N/A	N/A	13,212	
Percent Difference - School Site and District	N/A	N/A	-8.2	-6.9
State	N/A	N/A	\$7,607	\$75,753
Percent Difference - School Site and State	N/A	N/A	46.1	5.4

## Fiscal Year 2022-23 Types of Services Funded

Latrobe School District is a community-based funding district. In addition to community (local) funding, Miller's Hill receives federal funding for categorical and other support programs from the following sources:

- Title IIA
- REAP

## Fiscal Year 2021-22 Teacher and Administrative Salaries

This table displays the 2021-22 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
<b>Beginning Teacher Salary</b>	51,953	\$48,481
<b>Mid-Range Teacher Salary</b>	74,560	\$73,129
<b>Highest Teacher Salary</b>	100,025	\$99,406
<b>Average Principal Salary (Elementary)</b>	112,710	\$117,381
<b>Average Principal Salary (Middle)</b>		\$128,158
<b>Average Principal Salary (High)</b>		
<b>Superintendent Salary</b>	48,304	\$138,991
<b>Percent of Budget for Teacher Salaries</b>	29.83%	29.34%
<b>Percent of Budget for Administrative Salaries</b>	8.91%	5.99%

## Professional Development

Using data from LCAP and the CA Dashboard, district staff members identified school climate, professional development, and attendance as areas of focus. The district was awarded MTSS grant funds and a team of staff members worked throughout the 2018-2019 school year reviewing data, procedures, programs and policies that related to school climate and environment. In the second year grant funds were used for staff members to attend the Positive Behavior Interventions and Strategies (PBIS) conference in Sacramento and participate in PBIS on site trainings. This year, staff members will continue to make adjustments and improvement in our procedures relating to school climate and student success. This is an ongoing process and will continue to be a focus of our Professional Development for the foreseeable future. Also, as the district has adopted a new NGSS Science curriculum, StudySync, teachers will participate in ongoing training.

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2021-22	2022-23	2023-24
<b>Number of school days dedicated to Staff Development and Continuous Improvement</b>	13	15	15



# The Single Plan for Student Achievement 2023-2024

**District:** Latrobe School District  
**School:** Miller's Hill  
**CDS Code:** 09-61911-6103857  
**School:** Latrobe Elementary  
**CDS Code:** 09-61911-6005581  
**Superintendent/Principal:** Dave Scroggins  
**Revision Date:** January 16, 2024

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California Education Code sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the ConApp and ESEA Program Improvement into the SPSA.

For additional information on school programs and how you may become involved locally, please contact the following person:

**Contact Person:** Dave Scroggins  
**Position:** Superintendent/Principal  
**Telephone Number:** 530-677-0260  
**Address:** 7900 S. Shingle Road  
Shingle Springs, CA 95682  
**E-mail address:** dscroggins@latrobeschool.com

The District Governing Board approved this revision of the School Plan on: February 20, 2024

## School Vision and Mission

### Mission Statement:

Latrobe School District is committed to providing for the intellectual, physical and social needs of each child. We will provide a healthy and safe environment in which students can learn and grow.

### District Motto:

*A Place to Learn*

*A Place to Grow*

*A Place to Be Safe*

*A Place to Be Proud*

*A Place to Work Together*

## School Profile

Latrobe School District is committed to providing for the intellectual, physical and social needs of each child. We provide a healthy and safe environment in which students can learn and grow. The Latrobe School District is a small, rural, K-8 school district in the southwest corner of El Dorado County. The district encompasses approximately 35 square miles. There is a full time staff of 18: a Superintendent/Principal, nine regular teachers, one special education teacher, two paraprofessionals, one district secretary, two school secretaries, one director of maintenance and one custodian. The District also employs a PE teacher for two days per week and contracts with It Takes The Village for counseling services one day per week. We have also hired an additional teacher to work two days per week to release a teacher to provide instruction and professional development related to Social Emotional Learning. We also contract with a neighboring school district for the part time service of a chief business official.

The staff is professional and cohesive in its collaborative approach to planning and refining new and existing curriculum. California State Standards are being implemented in every classroom for every grade level. Latrobe Schools continue to emphasize student use of technology. Individualized computing has been introduced in all classrooms with a 1:1 ratio of either iPads (TK-1) or Chromebooks (2-8). The Accelerated Reader Program is used to encourage students to read appropriately leveled books and to enable staff to track progress through testing on classroom workstations. The program is very successful and has markedly increased circulation of library books. District funds and donations are used to regularly update the library collection and purchase hardware and software as needed. Parent and community involvement at Latrobe Schools is positive and broad in scope. Parents volunteer in their children's classrooms and in many other ways. Two parent groups that provide continuous and valuable support to

the schools are the Parent Advisory Committee/School Site Council and our Parent Teacher Club (PTC). Ongoing support of staff, students, and improvements to the campus ensure school site safety, accessibility, and a positive school climate. Latrobe School District is a place where every student counts and every student is seen as a unique individual.

### **Instructional Minutes**

Grade Level	State Requirements	Latrobe School District
TK/K	36,000	55,440
1	50,400	52,020
2	50,400	52,020
3	50,400	52,020
4	54,000	56,790
5	54,000	56,790
6	54,000	56,790
7	54,000	58,590
8	54,000	58,590

### **Parent / Teacher Input and Conclusions from Student Performance Data**

The Latrobe School District conducted a needs assessment, from which the following conclusions have been drawn.

The Latrobe School District will continue our goals for high academic achievement. Academic goals are based upon an analysis of verifiable data from local assessments and results from the CAASPP system of assessments.

Results from the spring 2023 CAASPP Administration show that 71% of 3rd – 8th grade students are meeting or exceeding the standards for English language Arts and 71% of students are meeting or exceeding grade level standards for mathematics. District benchmark assessments, including NWEA MAP, confirm that most students in the Latrobe School District are making remarkable academic progress, even in light of a higher than normal chronic absenteeism rate in 2021-2022 and 2022-2023.

It is also our desire to improve school climate and reduce the number of student suspensions. To address our goal for fewer suspensions, all staff members receive ongoing training on, and opportunities to collaborate around, Positive Behavior Interventions and Strategies (PBIS). We also look for other ways to address student discipline, including counseling and restorative practices.

Another very important continuing goal is to improve attendance at every grade level, especially in light of the lingering impacts of the COVID Pandemic and the impact that quarantines and isolations had on student attendance in the 2021-2022 and 2022-2023 school years. School staff are sending out increased attendance notifications to parents and are meeting with families when students' attendance is less than satisfactory. We have also tightened the attendance standard for those students who are in the district on an interdistrict transfer to 95% or better.

All students, including English language learners, educationally disadvantaged students, gifted and talented students, and students with exceptional needs receive targeted remediation and/or enrichment depending on individual areas of need. The current goals mirror the district's LCAP goals. Input from the school community; staff, students and parents, is gathered through surveys. Based upon this analysis, the council is continuing the following performance improvement goals, actions, and expenditures.

# Goal 1

## Educational Services

The Latrobe School District will provide a relevant, rigorous, and integrated curriculum designed to engage all students and ensure that they are college and career focused upon completion of eighth grade. Staff will utilize best educational practices and multiple assessment measures to equip every student with the skills necessary to be successful in an ever-changing world.  
(Priority 1, Priority 2, Priority 4)

## Metrics and Expected Outcomes

CAASPP English Language Arts Assessment – 85% Met or Exceeded  
CAASPP Mathematics Assessment – 75% Met or Exceeded  
CAASPP Science Assessment (CAST) – 75% Met or Exceeded  
NWEA Trimester Assessments (ELA) – 85% Met or Exceeded  
NWEA Trimester Assessments (Math) – 75% Met or Exceeded  
Accelerated Reader - 90% of K-3 students reaching individual goals

## Actions

1. Use Accelerated Reader program to increase reading levels for all students in grades K-3.
2. Receive training and implement newly adopted NGSS-aligned STEMScopes Science Curricula.
3. Provide supplemental math supports, including ST Math.
4. Provide options for after school tutoring at Latrobe Elementary and Miller's Hill School.
5. Use paraprofessionals to administer diagnostic testing and intensive academic support for at-risk students that may include English Learners, Foster Youth and Low Income students and lower the ratio of staff to TK Students.
6. Use assessment data to make needed modifications to improve the program and plan for staff development.
7. Provide academic staff development for teachers and paraeducator. (Title II, Part A)

## Goal 2

### School Climate

The Latrobe School District will create and sustain a positive and respectful school environment that supports and promotes teaching and learning. Partnering with families and stakeholders, we will promote a climate and culture for students to set positive goals, make responsible and purposeful choices that support an atmosphere of physical and emotional safety. (Priority 3, Priority 5, Priority 6)

### Metrics and Expected Outcomes

End of year suspension Rates - Less than 2%.

End of Year office referral data – Less than 4%.

Attendance rates – Overall attendance > 95%

Chronic Absenteeism – Chronic absenteeism < 5%

Student Survey Results – Students will rate school climate as positive

### Actions

1. Continue to implement the PBIS program.
2. Employ a counselor, one day per week, to support the social emotional development of students.
3. Release a teacher specialist two days per week to provide instruction and professional development related to social emotional learning.
4. When appropriate, provide alternative to suspensions, including restorative practices and counseling
5. Track overall student attendance rates and meet with parents/students to improve attendance when students are truant.
6. Increase attendance standard for interdistrict transfer to 95%.
7. Track chronic absenteeism and meet with parents/students to improve attendance.
8. Utilize the School Attendance Review board as a means to improve attendance
9. Increase awareness for parents on the negative effects of absenteeism.

## Goal 3

### Support Services and Infrastructure

All students will have access to basic educational services. All teachers will be fully credentialed in the subject areas and grade levels they are teaching. Students will have access to standards aligned instructional materials. Facilities will be maintained in good repair.  
(Priority 1, Priority 7, Priority 8)

### Metrics and Expected Outcomes

Facility Inspection Toolkit (FIT) Report – All facilities will be in good repair or higher  
Parent Survey Results – Students will rate school communication as positive  
Staff Survey Results - Staff will report technology support to be satisfactory or better

### Actions

1. Provide 1:1 technology to help advance mastery of grade level and technology standards.
2. Provide technology training for staff based on expressed need and requirements for the new adopted curriculum.
3. Provide technical support liaisons to support staff.
4. Contract with EDCOE to support IT needs.
5. Keep facilities in good repair.
6. Use ParentSquare to communicate general information to our stakeholders.
7. Use classroom newsletters, email updates and or websites as an additional form of communication.
8. Publish dates of the Board of Trustees' meetings.
9. Keep the district website current and calendar up to date.
10. Encourage parent volunteers to be on campus.

# Estimated Federal Funding for Latrobe School District

The following federal categorical funds are estimated to be awarded to this school through the Consolidated Application and Reporting System.

<u>Federal Programs 2023-24</u>	<u>Amount</u>
<p><b>Title I: Improving the Academic Achievement of the Disadvantaged</b>            Purpose: Support efforts to improve teaching and learning for students farthest from meeting state academic standards. A portion of our special education teacher’s salary is covered with these funds.</p>	<b>\$15,521</b>
<p><b>Title II, Part A: Professional Development</b>            Title II funds are allocated to provide the following professional development opportunities:            ELA Training            Peer Observations and Mentoring            PBIS Training</p>	<b>\$4,126</b>
<p><b>Title IV, Part A: Student Support and Academic Enrichment</b>            Purpose: To improve students’ academic achievement by increasing the capacity for schools to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to improve the academic achievement and digital literacy of all students.</p>	<b>\$10,000</b>
<b>Total amount of federal categorical funds allocated to this District:</b>	<b><u>Total</u></b> <b>\$29,647</b>



**School Site Council Membership**

At elementary schools, the council must be constituted to ensure parity between (a) the principal, classroom teachers and other school personnel and (b) parents of pupils attending the school or other community members. Classroom teachers must comprise a majority of persons represented under section (a). (Education Code 52012)

<b>Staff Members:</b>	<b>Parents/ Community Members:</b>
Glenda Custard <i>Classified Staff</i>	Sarah Milton <i>Parent</i>
Cheryl Weidert <i>Certificated Staff</i>	Stacey Medina <i>Parent</i>
Samantha Gautschi <i>Certificated Staff</i>	Sherry Xue <i>Parent</i>

**Annual Revision 2023-24**

Education Code Section 64001 requires that this plan be reviewed and updated at least annually, including proposed expenditures of funds allocated through the Consolidated Application, by the school site council.

**Latrobe School District**

Dave Scroggins	PAC/SSC Approval Date	Board Approval Date
Superintendent/ Principal	1/16/2024	2/20/2024

## School Site Council Membership

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Samantha Gautschi <i>Certificated Staff</i>	Sherry Xue <i>Parent</i>
Dave Scroggins <i>Superintendent/Principal</i>	Michelle Dokken <i>Parent</i>

## Annual Revision 2023-24

Education Code Section 64001 requires that this plan be reviewed and updated at least annually, including proposed expenditures of funds allocated through the Consolidated Application, by the school site council.

### Latrobe School District

Dave Scroggins	PAC/SSC Approval Date	Board Approval Date
Superintendent/ Principal	1/16/2024	2/20/2024

## Recommendations and Assurances

The school site council (SSC) recommends this school plan and its related expenditures to the district governing board for approval, and assures the board of the following:

1. The SSC is correctly constituted, and was formed in accordance with district governing board policy and state law.
2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the school plan requiring board approval.
3. The school site council sought and considered all recommendations from other groups or committees, including the special education advisory committee and technology advisory committee, before adopting this plan.
4. The SSC reviewed the content requirements for school plans of programs included in this SPSA, and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
5. This SPSA is based upon a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
6. This SPSA was adopted by the SSC at a public meeting on: 1/16/2024

### Attested:

Dave Scroggins

Typed name of Superintendent

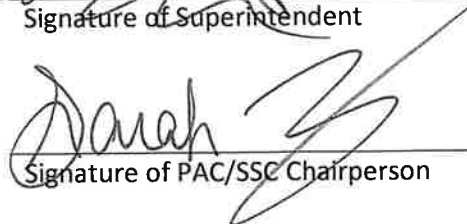


Signature of Superintendent

1/16/24  
Date

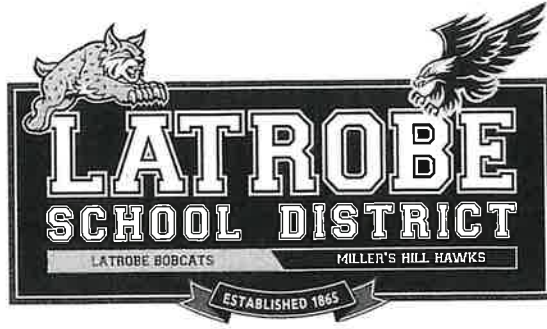
Sarah Milton

Typed name of PAC/SSC Chairperson



Signature of PAC/SSC Chairperson

1/16/24  
Date



Latrobe School District

# Comprehensive School Safety Plan (CSSP)

March 2024 – March 2025

2023-2024 ADA: 170

Sites: Latrobe Elementary School  
Miller's Hill School

Administrator: Dave Scroggins, Superintendent/Principal

Revision Date: January 25, 2024

Safety Committee Approval: February 7, 2024

Board Approval: February 20, 2024

**Safety Committee Approval:**

Name	Title	Signature	Date
Dave Scroggins	Superintendent/Principal		2/7/2024
Aaron Bryant	Maintenance Supervisor		2/7/2024
Tracy Pearson	District Secretary		2/7/2024
Joy Worth	School Secretary		2/7/2024
Kelly Olney	Teacher		2/7/24
Sarah Milton	Parent		2/7/2024

G. C.

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## **Part 1 – Introduction/District Overview**

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### **Purpose**

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plan, became law. This bill requires that the school site council or designated safety committee write and develop a Comprehensive School Safety Plan, to be reviewed and updated by March 1st of every year. The CDE has developed a checklist of required components to support districts in maintaining a compliant CSSP.

Due to school safety and security concerns, only the most currently updated plan summary can be accessed here. A copy of the complete safety manual containing all of the mandated background documents and emergency procedures, is located at the District office.

### **Vision**

*“The Latrobe School District is committed to providing for the intellectual, physical and social needs of each child. We will provide a healthy and safe environment in which students can learn and grow.”*

The Latrobe community, which includes students, staff, families, and community members, truly believes that every child can succeed. We work together in a collaborative manner to provide an education that nurtures and builds the academic and social emotional strengths of each child. Our dedicated and innovative teaching staff shares in leadership responsibilities, knowing that solid research-based planning is the key to a broad, quality academic program.

### **District Overview**

The mission of Latrobe Elementary School District is to provide academically rigorous curriculum by promoting and challenging the intellectual, creative, physical and social development of all students in an environment where students are respected and feel connected. At Latrobe, we foster positive behavior through a school-wide system of support that is based on PBIS strategies.

Latrobe Elementary School District is a TK-8 district located in Shingle Springs, CA. The current enrollment of Latrobe Elementary School District is approximately 170 students housed on two different school sites, Latrobe Elementary and Miller’s Hill. The district opened in 1865 as a K-8 district.

The academic program is focused on strong core academics based on California state standards. Latrobe School District is committed to providing students with a solid academic background in a safe and supportive environment. Student progress is monitored through various sets of data such as standards-based assessments in the classroom, state assessments and formative assessments. In addition to academics, students participate in a fine arts program, FAME, 6-8 Electives (American Sign Language, Video Production, Spanish, and Culinary Arts), Spelling Bee and a variety of sports.

Student safety is made a priority with regular drills and safety practices. These are coordinated with local emergency responders to ensure their effectiveness. The emotional safety of students is also a priority and is addressed in a number of ways. A Social Emotional Learning (SEL) program has been established and is coordinated by one of our credentialed teachers who provides instruction to students and training/support for staff. There is no tolerance for bullying. Students and staff work to create an environment that is positive and safe. They play an active role in speaking out against bullying and teasing in positive ways. Teachers build relationships with students that create connectedness to the school and each other. Our school counselor is available one day per week to assist individual students who struggle both academically and emotionally.

### **Campus Safety**

Campus safety is the district's top priority. A safe learning environment is essential for students of all ages. Without it they are unable to focus on learning the skills needed for a successful education and future. Promoting school safety creates an open space for kids to explore, learn and grow.

Staff works together with local law enforcement, parents and students to prevent, prepare and respond to emergency situations. The following strategies and programs needed to provide or maintain a high level of school safety are addressed at each school:

1. Child abuse reporting procedures.
2. Disaster procedures, routine and emergency.
3. Policies for students who committed acts leading to suspension or expulsion.
4. Procedures to notify teachers of dangerous pupils.
5. Discrimination and harassment policy.
6. Provisions of a schoolwide dress code.
7. Procedures for safe ingress and egress.
8. A safe and orderly environment conducive to learning at school.
9. Rules and procedures on school discipline.
10. Procedures for conducting tactical responses to criminal incidents.

### **School Environment**

School is more than the academic instruction that occurs in the classroom. Our students' education also depends on an environment that supports learning. The Latrobe School District Code of Conduct is annually reviewed by all students and staff. It is given to the students in hard copy at the beginning of each school year and is posted on the district website. It states that school is:

*A Place to Learn  
A Place to Grow  
A Place to Be Safe  
A Place to Be Proud  
A Place to Work Together*

It is impossible for students to achieve at their fullest potential if they fear for their safety. The long-term effects of bullying/cyberbullying, cruelty, bias, and hate- motivated

behavior can have a tremendous impact on student success—both for the victims and for the perpetrators. Along with detailed policies and regulations, the district has bullying prevention programs in place and is constantly searching for different opportunities for training of all of our staff members.

### **Emergency Situations**

Latrobe School District has an Emergency Operations Plan with detailed emergency procedures. These documents are included in the complete CSSP. Although it is unlikely that our emergency plans will need to be fully activated the possibility still exists. Therefore, to prepare all members of the school community, including our students, to act on a moment's notice, we conduct fire, earthquake, shelter in place, lockdown and evacuation drills periodically throughout the school year.

If the emergency plans do need to be activated, different courses of action will be taken based on the level of threat involved. Here are some examples:

- For an **elevated** threat to safety and security, law enforcement may be called and asked to come to the school. If a student or staff member has been injured, paramedics may need to be called as well.
- At the **next highest level of threat**, law enforcement may be called, and the District may need to notify parents to advise them about the situation or provide further information to them by text and email using our parent communication tool ParentSquare.
- In the **most severe situations**, law enforcement may be called and the school may be directed to close, or evacuate to another location. Any visitors to the campus or alternate location will be asked to produce a photo ID to pick up their student. A Crisis Team may be called in to provide counseling and support to students and staff members.

### **The Role of a Parent**

- Make sure that your emergency contact numbers are updated and on file in the school office(s).
- During a real emergency, you probably will not be able to reach the school by phone, as staff will be busy responding to the emergency and the needs of the students. Carefully read the text and email emergency notification messages and follow any instructions from the school.
- Do not come to school or the pickup location until directed to do so.
- Stay calm. Your attitude/actions conveyed to students may be traumatic, especially to young children.
- Rely on factual information from the school district or law enforcement. False rumors frequently surface.
- Recognize that crisis counseling services will be available for you or a child affected by a crisis. Please contact a school administrator or counselor about accessing counseling resources.



## Part 2 – Safety Plan

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### A. Planning Committee

Name	Position
Dave Scroggins, (Superintendent/Principal)	Administrator
Tracy Pearson Aaron Bryant Joy Worth	Staff
Kelly Olney	Teacher
Sarah Milton	Parent

*Detail: Identify the role or contribution of committee members to the development of the plan. Describe how law enforcement, the community, parents and students are involved.*

The School Site Council/Parent Advisory Committee reviews safety plans and pertinent information on school climate that is part of the district LCAP. The responsibility for development of the plan was delegated to the district Safety Committee. Members of this committee include the superintendent/principal, members of the certificated and classified staff, and a parent. These individuals were involved in the creation of the plan. The school superintendent/principal managed the project and acted as final editor.

In September 2015 former district Superintendent/Principal, Natalie Miller and Maintenance Director, Aaron Bryant met with representatives of the Sacramento Sheriff's department for a site and safety plan review. The law enforcement agents both approved of our safety plan and the security of each campus. We continue to build on that plan and update it based on the most current data and information.

In updating our Safe School Plan, we reviewed data from the 2022-23 Parent and Student Surveys to identify those areas we excel and those areas that require change. In addition, we reviewed school discipline records and student academic records. Staff members on the team addressed ongoing safety issues at the weekly classified staff meeting.

Superintendent/Principal Dave Scroggins works with the El Dorado County Office of Education and county superintendents to annually review and update their Memorandum of Understanding with county law enforcement and supporting agencies.

## B. School Vision

*Detail: State your school's vision and describe its development, who was involved and how it addresses the goal of school safety.*

***“The Latrobe School District is committed to providing for the intellectual, physical and social needs of each child. We provide a healthy and safe environment in which students can learn and grow.”***

Staff members, through a collaborative group process, developed this vision. The focus was on the student as a whole and their complete experience in the Latrobe School District. The statements have been reviewed by our board members, members of our Site Council/Parent Advisory Committee and most currently our staff members to make sure that our vision is aligned with our LCAP goals and remains relevant for our students, staff and community.

## C. School Safety Assessment

*Identify statistical data, source(s), and other documentation used to establish your school's safety needs. Identify who assessed safety needs at your school and how the assessment supports priorities and expected outcomes you have identified.*

### **SURVEYS**

- Locally developed: Parent Survey
- Locally developed: Staff Input Sessions
- Locally developed: Student Survey Grades 4-8
- Informal discussions with parents, staff, and students in each grade level.

### **DISCIPLINE**

- Number of referrals to the office
- Suspension/Expulsion records

### **ACADEMIC ACHIEVEMENT**

- Report Cards
- Assessment results
- Promotion/Retention rate
- CAASPP results
- SBAC
- ELPAC
- English Learner Reclassification Rate
- Accelerated Reader data
- District Benchmarks
- ELA
- Mathematics
- NWEA trimester assessments grades 1-8
- Promotion rate

Annual academic achievement and discipline data is reviewed by staff members and Site Council/Parent Advisory Committee members. The staff also reviews the Student Handbook at the start of each school year. Items for review and/or revision include: code of conduct, behavior expectations, referral procedures, suspension protocol, and dress code.

## D. Areas of Pride / Desired Change

*Describe your school's safety needs and prioritized areas for desired change.*

### **LCAP Goal #2:**

The Latrobe School District will create and sustain a positive and respectful school environment that supports and promotes teaching and learning. Partnering with families and stakeholders, we will promote a climate and culture for students to set positive goals, make responsible and purposeful choices that support an atmosphere of physical and emotional safety.

For years, we have called out referrals and suspensions in our LCAP as an area for improvement. Using baseline data from 2016-17 our goal has been to reduce student suspensions by 2% based on the previous year's total.

The district had applied for and received an MTSS Grant and \$25,000 to be used on professional development and training, which began in 2018-19. The entire staff was trained in PBIS strategies in 2019-20, and training has continued each year thereafter. In 2021-2022, the district adopted PBIS Rewards and doubled down on our efforts to recognize positive behaviors among students.

Our priority is to continue to reduce our referrals and suspensions and promote positive outcomes for our students in the areas of behavior, self-awareness and social-emotional learning. These priorities include reduction in specific types of negative behavior, specifically bullying and aggression. Goals for school climate are included in both the district LCAP and our Single Plan for Student Achievement.

Students at Latrobe Elementary do not take an online survey but instead we use informal conversations to glean information about how they are feeling about being at school, how they feel about some of the programs they are participating in, and if they know who to go to for help. The students are overwhelmingly positive about Latrobe Elementary School and their overall experience there.

Students at Miller's Hill take a locally developed survey each spring\*. Of note are the following results that combine the Strongly Agree and Agree responses from the 2022-23 survey:

- Students are respectful to other students - 70.5%
- Students are respectful to teachers - 78.4%
- Students are respectful to staff – 79.6%
- I feel safe at this school - 86.2%
- Staff members help me find positive solutions to problems - 94.3%

\*The online survey was not conducted in 2019-20 due to the COVID-19 shutdown. We resumed the online survey in April 2021.

## E. Goals and Objectives

### *Summary Page: Culture and Climate*

#### **Current strategies that promote a school climate of respect, emotional safety and a caring community:**

- Teachers and staff were trained in PBIS and strategies in 2019-20, 2021-22, 22-23, and 23-24.
- Second Step SEL Lessons
- Digital Citizenship and Online Safety Lessons
- Monthly character awards at LES
- Trimester REACH awards at MH
- Student of the Week Awards
- School Spirit Days
- School Activity Days and Assemblies
- Be kind. campaign in January 2021
- Anti-bullying assemblies
- Classroom Buddies across grade levels
- PTC family events

#### **Assessment Issues of Concerns related to school climate:**

- Bullying or other forms of mistreatment
- Respect toward others
- Feeling connected to school
- Feeling safe at school
- Knowing how to get help when students need it

#### **Safe School Plan strategies to promote a school climate of respect, emotional safety and a caring community:**

- Staff training/monitoring on the continued implementation of PBIS
- Talon Tickets and Bobcat Bucks
- Increase frequency of recognition through our PBIS Rewards system
- Kindness Weeks
- Generate greater school spirit and concern for student population with Spirit Week and other school-wide activity days
- School-wide assemblies and/or class study on anti-bullying and cyberbullying
- Work with students and their parents who are exhibiting extreme behavior in a positive manner and establish behavior goals for these students
- Discipline and behavior expectations review at the beginning of the year
- Classroom and school-side posters of school rules PAWS and REACH

## E. Goals and Objectives (continued)

### *Summary Page: Physical Safety of Students and Staff*

#### **Current strategies in place to insure physical safety of students and staff:**

- Latrobe Elementary School - Locked gates during school hours
- Staff wear ID Badges daily
- Visitor check-in and badges
- Volunteer Policy (fingerprinting for volunteers)
- August staff training on Mandated Reporting, medical concerns of students, suicide awareness and prevention, school safety procedures and emergency procedures, etc.
- All staff carry radios for quick communication
- Regular emergency drills
- Updated emergency plans and preparedness that include: types of drills; fire, weather, earthquake, three levels of lockdown, evacuation and relocation.
- Regular site walk-through to check for physical safety issues
- Informing parents/guardians about safety procedures through parent information meeting or newsletters

#### **Assessment Issues of Concerns related to physical safety of students and staff:**

- Openness of Miller's Hill campus
- Older playground equipment
- Lack of shade
- Potable water

#### **Safe School Plan strategies to address physical safety of students and staff:**

- Continue to update school and district emergency preparedness plans
- Review updates to plan with staff
- Train all new staff in safety procedures
- Educate students on various drills and procedures throughout the year: fire, lockdown, earthquake
- Schedule drills to practice emergency procedures on a regular basis
- Update parents/guardians on procedures and drills and other safety related information
- Monitor, revise and maintain volunteer procedures and policies
- Collaborate with Sheriff/Fire Departments on emergency preparedness
- Fire prevention visits and assemblies from our local fire department
- Continue monthly site inspections for safety concerns
- Train all in safety procedures
- CPR/AED training
- Annual staff Mandated Reporter and Suicide Training

**E. Goals and Objectives (continued)**

***Component 1: Personal Characteristics of Students and Staff***

<p><b>Goal #1</b></p>	<ul style="list-style-type: none"> <li>● To continue to foster a safe, positive learning environment by maintaining connectedness between students and creating a school where students are encouraged to display acts of kindness and compassion to fellow students and the school community.</li> </ul>
<p><b>Related Activities</b></p>	<ul style="list-style-type: none"> <li>● Recognition and/or prizes are awarded to students supporting each other in areas of behavior and academics.</li> <li>● PBIS Staff Development</li> <li>● Include classified staff in PBIS Training</li> <li>● Kindness Weeks</li> </ul>
<p><b>Resources Needed</b></p>	<ul style="list-style-type: none"> <li>● Discipline Data</li> <li>● PBIS training</li> <li>● Prizes for those students who are supportive to others in areas of behavior or academics.</li> <li>● Prizes for attendance awards</li> <li>● Assemblies to promote positive behavior</li> <li>● PBIS Rewards System</li> </ul>
<p><b>Persons Responsible</b></p>	<ul style="list-style-type: none"> <li>● Superintendent/Principal, Dave Scroggins</li> <li>● All Latrobe Staff</li> </ul>
<p><b>Timeline</b></p>	<ul style="list-style-type: none"> <li>● March 2024 – March 2025</li> </ul>
<p><b>Evaluation</b></p>	<ul style="list-style-type: none"> <li>● Number of students recognized for supportive behaviors</li> <li>● Feedback from students</li> <li>● Discipline data</li> <li>● Attendance data</li> </ul>
<p><b>Budget</b></p>	<ul style="list-style-type: none"> <li>● \$500 prizes</li> <li>● \$1500 assemblies</li> </ul>

**E. Goals and Objectives (continued)**

***Component 1: Personal Characteristics of Students and Staff***

<b>Goal #2</b>	<ul style="list-style-type: none"> <li>● Continue and expand school community service projects.</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● Canned Food Drive</li> <li>● Class buddies (when possible)</li> <li>● Kindness weeks</li> <li>● Read for the Record</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● Students/teachers to coordinate activities.</li> <li>● Contacts with community service coordinators.</li> <li>● Supplies needed to run activities</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Superintendent/Principal</li> <li>● Latrobe staff members</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024 – 2025</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Timely completion of projects</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● \$200 Trimester Awards</li> <li>● Materials donated</li> </ul>



## E. Goals and Objectives (continued)

### *Component 1: Personal Characteristics of Students and Staff*

<b>Goal #3</b>	<ul style="list-style-type: none"> <li>● Promote lifelong health/fitness and develop a culture where student’s physical well-being is valued.</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● Employ a credentialed PE Teacher</li> <li>● Promote lifelong fitness skills in Physical Education class</li> <li>● Present lessons describing health and hygiene at appropriate developmental levels</li> <li>● Seventh grade health classes</li> <li>● Athletic Teams (when possible)</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● Videos-health and hygiene</li> <li>● Sports equipment</li> <li>● Information to parents and students to advertise the athletic teams</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Classroom teachers</li> <li>● Superintendent/Principal</li> <li>● Classified staff</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024 – March 2025</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Data collected at end of year—number of PE lessons</li> <li>● Number of ‘feet’ collected during jogging days</li> <li>● Nutrition lessons on garden days</li> <li>● Results of the PTFT</li> <li>● Parent and student survey results</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● \$200 supplies</li> <li>● \$300 PE equipment</li> <li>● \$30,000 PE teacher salary</li> </ul>

## E. Goals and Objectives (continued)

### *Component 2: School's Physical Environment*

<b>Goal #4</b>	<ul style="list-style-type: none"> <li>● To create a physical environment that is safe, friendly and conducive to learning while maintaining the overall look of the Latrobe Elementary School District school sites.</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● Monthly site safety inspections</li> <li>● Twice monthly garden classes at LES</li> <li>● Maintain the Monarch Butterfly Waystation</li> <li>● Drop Off and Pick Up procedures at each school outlined in the student handbook.</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● Emergency Procedures/Emergency Bucket</li> <li>● Garden resources</li> <li>● Plants</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Superintendent/Principal</li> <li>● Custodian</li> <li>● Maintenance Supervisor</li> <li>● Garden Coordinator</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Staff Surveys</li> <li>● Parent Surveys</li> <li>● Data from garden program</li> <li>● Records of inspections, clean up assignments</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024 – March 2025</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● \$1,000 garden supplies</li> <li>● \$500 garden coordinator professional development</li> </ul>

## E. Goals and Objectives (continued)

### *Component 3: School's Social Environment*

<b>Goal #5</b>	<ul style="list-style-type: none"> <li>● PBIS, Positive Behavioral Interventions and Supports, which is a program designed to optimize the message of kindness and compassion. It is dedicated to eliminating bullying and harassment on school campuses. The goal is also to have campuses that are safe, welcoming, and filled with kindness and compassion.</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● Staff members were trained in PBIS during the 2019-20, 2021-22, 2022-23, and 2023-24 school years.</li> <li>● Regular review and analysis of PBIS data with staff members</li> <li>● Monthly recognition during LES Morning Stretch/MH Monday announcements of student positive behaviors related to character traits</li> <li>● Student of the Week at each school</li> <li>● Assemblies to support positive behavior</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● MP room required for the assembly.</li> <li>● Audio and video equipment for the presentation</li> <li>● PBIS training for all staff</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Superintendent/Principal</li> <li>● Classroom teachers</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Student participation</li> <li>● Informal student input</li> <li>● Calendar of scheduled monthly recognition days</li> <li>● Staff Surveys</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024– March 2025</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● \$1500 for assemblies</li> <li>● Donations for prizes</li> </ul>

## E. Goals and Objectives (continued)

### *Component 3: School's Social Environment*

<b>Goal #6</b>	<ul style="list-style-type: none"> <li>● Generate greater school spirit and concern for student population</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● Promote greater student participation in all school activities</li> <li>● 3rd-5th Game Days and 6th-8th Hangouts</li> <li>● Continue to support PTC events</li> <li>● Positive Recognition</li> <li>● Partner with Miller's Hill Student Council to provide Spirit Days throughout the year.</li> <li>● Clawdeen the Bobcat at recognition days</li> <li>● Monthly school spirit day</li> <li>● Afterschool Art Classes</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● Prizes to reward students selected for character awards</li> <li>● Certificates</li> <li>● Art supplies</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Superintendent/Principal</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Number of students participating in spirit day</li> <li>● PBIS data</li> <li>● Parent surveys</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024– March 2025</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● School spirit items, certificates, and prizes – \$200</li> </ul>

**E. Goals and Objectives (continued)**

***Component 4: School’s Cultural Environment***

<b>Goal #7</b>	<ul style="list-style-type: none"> <li>● Create a culture within the school that values learning, individual responsibility and students acting as part of a larger, diverse community.</li> </ul>
<b>Related Activities</b>	<ul style="list-style-type: none"> <li>● At monthly staff meetings discuss school culture and climate describing areas of success and areas of improvement.</li> <li>● Promote student organization with personal planner (grades 1-8)</li> <li>● Participate in school community projects to have students connect to the larger community (e.g. canned food drive and class buddies)</li> <li>● Recognition for academic success, attendance and displaying positive school expectations, both athletic and academic participation.</li> </ul>
<b>Resources Needed</b>	<ul style="list-style-type: none"> <li>● Student planners</li> <li>● ParentSquare</li> </ul>
<b>Persons Responsible</b>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Superintendent/Principal</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>● Student performance on CAASPP (grade 3-8)</li> <li>● Local assessments</li> <li>● NWEA assessments</li> <li>● Report cards</li> <li>● Attendance data</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>● March 2024 – March 2025</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>● \$300 Student planners</li> <li>● \$200 Attendance awards</li> </ul>

## F. Alignment of Goals and Vision

*How are your goals and objectives aligned with your school's vision? What will your school look like after this project is underway?*

As we move toward students achieving high academic standards, we work to provide an environment where they feel safe, welcome, and connected. Our plan addresses many facets of school life, ensuring not only greater physical safety, but also a greater sense of wellbeing for all students in the Latrobe Elementary School District. This plan includes educating students concerning issues of positive self-image, academic excellence, and all-around school spirit. We will also foster connectedness with the school as well as provide valuable experiences as they help others in their school community. In addition, we will work to improve the campus for greater physical safety to both the students and the members of the community who use our facilities.

In short, students will pursue lifelong learning, develop better relationships with each other, make choices for a life of healthy living, and seek to positively impact others in their school community. It is our persistent goal that Latrobe Elementary School District and our two outstanding schools continue to grow and improve as we strive to be an even better place for students to achieve their very best.

**El Dorado County Law Enforcement and Education  
2023-2024  
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is made and executed for the 2023-2024 school year by and between the El Dorado County Sheriff's Office, Placerville Police Department, South Lake Tahoe Police Department, California Highway Patrol, El Dorado County Probation Department, El Dorado County District Attorney, El Dorado County Health & Human Services Agency, Shingle Springs Tribal Police, and El Dorado County Office of Education (EDCOE), on behalf of the Schools throughout the County.

Schools, Law Enforcement, and juvenile justice procedures regarding gang activity and suppression, bullying, student use, possession, and trafficking of illegal substances or what is alleged to be illegal substances, threats to school safety, and student involvement with weapons and dangerous instruments/objects are addressed in this MOU. All agencies recognize the importance of keeping our schools safe and are committed to putting forth our best efforts to achieve that goal. There is also the recognition that empowering youth to ensure ongoing open communication between youth and responsible adults at schools is critical to establishing a culture where bullying and other mistreatment between students is not tolerated. Schools and other agencies are continuing to promote an environment that fosters student engagement and acknowledge that youth have to be part of the solution in achieving safe schools. To the extent that any staff or volunteers of the parties to this MOU are mandated reporters, those staff will comply with all applicable mandated reporter laws.

**SCHOOLS**

**Gang Activity and Gang Suppression**

The Governing Board of each School District and the El Dorado County Office of Education (hereinafter collectively "Boards") desire to keep district schools and students free from the threats of harmful influence of any groups or gangs which advocate drug use, violence, racism or disruptive behavior. The designee shall maintain continual, visible supervision of school premises in order to deter gang intimidation of students and confrontations between members of different gangs. Please see the definition of Gang Membership and Associations, page 5, El Dorado County Law Enforcement section.

**Hate Motivated Behavior**

Boards affirm the right of every student to be protected from hate-motivated behavior. It is the intent of Boards to promote respectful relationships that enable students to gain a true understanding of the civil rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, gender identity, sexual orientation, physical/mental attributes, political or religious beliefs or practices shall not be tolerated.

**Illegal Substances**

Boards have grave concern for student use, abuse, and experimentation of all forms of illegal drugs (including controlled substances) or related drugs or alcoholic beverages. School administrators shall establish effective procedures to ensure thorough investigation, evaluation, and reporting of each known case of student involvement with illegal, or what is alleged to be illegal drugs (including controlled substances) and related drugs or alcoholic beverages, in order that appropriate remedial and rehabilitative and/or disciplinary action may be imposed.

Further, it is illegal to possess marijuana or marijuana derivatives on school grounds (Cal Health & Safety Code § 11357(d) (e)). School Districts will continue to enforce the provisions of Education Code Sections 48900 et seq., which prohibit the use, possession, furnishing, or being under the influence of marijuana when related to school activity or attendance and will contact law enforcement, should a student or person on school campus possess marijuana or marijuana derivative at school. Law enforcement has agreed to confiscate any marijuana or marijuana derivative found in a student's possession, and the appropriate law enforcement action will be left to the officer's discretion, depending upon the circumstances and severity of the violation.

School Districts will continue to enforce their policies providing for a drug free school environment as it may apply to all persons who come onto school property or otherwise are involved in functions having to do with school related activities or school attendance.

Immediate suspension and a recommendation for expulsion is the appropriate disciplinary action to take for those students who have been found selling or trafficking illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, or related drugs. Involvement in the enticement of other students to possess or use illegal, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, or related drugs or alcoholic beverages, may result in a recommendation for expulsion on a first offense. The Superintendent and/or designee(s) shall maintain open lines of communication with local Law Enforcement authorities so as to share information and provide mutual support in this effort.

For student involvement in a gang-related crime, hate crimes, threats to school safety, or for student use or possession (includes under the influence) of illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, paraphernalia and related drugs or alcoholic beverages at any school and/or school related function and/or property, the following shall occur:

1. Sheriff/Police will be notified immediately for a gang related crime, hate crimes, threats to school safety, criminal threats, use or possession of illegal drugs, or selling, trafficking, or enticement of illegal drugs. The principal shall make a determination on a case-by-case basis when a student is under the influence of alcohol as to whether Law Enforcement should be notified.
2. Parents/Guardians will be notified in a timely manner. Generally, Law Enforcement and school personnel will conference prior to contacting parents.
3. Following a review of the circumstances, if the principal or designee determines the student is responsible, an immediate suspension from school will normally be imposed. The suspension may be extended by the Superintendent or designee if circumstances warrant when a recommendation is being processed for expulsion.

Additionally, for cases involving gang activity, the following shall occur:

Depending on the jurisdiction, the School Resource Officer/Gang Prevention Officer at the Sheriff's Office or the respective Police Department(s) will be notified as part of the clearinghouse for the Gang Prevention Task Force. [Sheriff: 530-621-6572; Placerville Police: 530-642-5210; South Lake Tahoe Police: 530-542-6122]

#### Cyber Bullying, Cyber Threats, Illegal Sexual Conduct

The cyber world has become a greater concern in recent years. Schools and Law Enforcement have cooperated in responding to cyber issues, including, but not limited to, Law Enforcement providing training on the concerns related to on-line communication sites. Schools will contact Law Enforcement if additional training is desired. Although school officials may deal with bullying, intimidation, harassment, threats to school safety, sexual misconduct, lewd images, and other forms of peer mistreatment through disciplinary actions, Law Enforcement has additional options available.

If school officials have questions as to whether a particular incident falls within the statutes and/or regulations pertinent to cyber bullying, high schools may contact their School Resource Officer (SRO) for assistance. Elementary school officials may contact the SRO for the high school into which their students feed. School Resource Officers can confer with the District Attorney's office as needed. Listed below are the various law enforcement agencies that will respond to the respective school districts:



School Resource Officers (SRO)

Four El Dorado County Sheriff's Deputies will share School Resource Officer duties at the following schools:

Black Oak Mine Unified School District: Golden Sierra High School

El Dorado County Office of Education: Charter Alternative Programs

El Dorado Union High School District: Oak Ridge High School  
Ponderosa High School  
Union Mine High School  
Independence High School

Law enforcement response at the school sites below will be as follows:

Lake Tahoe Unified School District: South Lake Tahoe Police Department Resource Officer. If not available, South Lake Tahoe Police Department will dispatch an officer.

El Dorado High School, Placerville Union School District: A Placerville Police Officer is assigned as the SRO for El Dorado High School, Markham Middle School, Sierra Elementary and Schnell Elementary Schools. If not available, Placerville Police Department Dispatch will dispatch an officer(s).

All other county schools will be dispatched from the El Dorado County Sheriff's Office Patrol Division. For middle and elementary schools, a patrol deputy will respond if the School Resource Officers are not available.

Threat Assessment

As part of the EL Dorado County response to threats, a county-wide collaborative effort is in place to address threats that may occur in a school or school district. Districts may participate in the countywide threat assessment process as part of their overall response plan.

A Level One Threat Assessment Team may be assembled at each school site that can utilize established assessment tools that have been provided to estimate whether a student poses a threat. If it is estimated that a student may pose a threat, a Level Two referral will be made.

All identified agencies agree to select at least two agency representatives (one primary and one designee) to participate in a Level Two Threat Assessment Team process including, but not limited to, each county law enforcement agency, District Attorney's Office, Health and Human Services, El Dorado County Office of Education, and Child Protective Services.

School district administration from the school where the Level Two referral was made will be invited to participate in the Level Two meeting related to their incident. A plan to address the threat will be determined by the Level Two team and immediately carried out.

Weapons and Dangerous Instruments/Objects

Boards desire students and staff be free from the fear and danger presented by firearms, improvised explosive devices (IEDs), components to make explosives, and other weapons. Boards, therefore, prohibit students from possessing weapons, imitation firearms, or dangerous instruments/objects of any kind on school grounds, in school buildings, on school buses, or at a school-related or school-sponsored activity away from school.

If a student possesses, sells, or otherwise furnishes a firearm at school or at a school event, that student shall be expelled for one calendar year from the date the expulsion occurs.

Under the power granted to Boards to maintain order and discipline in the schools and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapon, dangerous instruments/objects or imitation firearm from any person on school grounds. School personnel shall use the utmost caution and safety measures when confiscating dangerous or potentially dangerous items. Explosives or suspected explosives shall be handled by law enforcement personnel or designee.

The Principal or designee shall notify Law Enforcement authorities when any student possesses a firearm or any dangerous other weapon, sells or otherwise furnishes a firearm or any other weapon, at a school event. Whenever feasible the Principal or designee shall discuss the situation with Law Enforcement prior to Law Enforcement having any interactions with the student. In addition, Law Enforcement will be notified when violence occurs on a school campus and/or it is reasonably anticipated that the violence will continue after the school day.

#### Plan for Providing Educational Services to Expelled Students

Pursuant to Education Code § 48926, school districts throughout El Dorado County have adopted plans for serving expelled students, including referral to El Dorado County Charter Community School and other alternative education options, as appropriate. A referral can also be initiated if additional options need to be pursued regarding appropriate services for a particular student.

#### Students with Disabilities

It is understood that all procedures regarding suspension and expulsion of students with disabilities shall follow state and federal laws and regulations.

### **EL DORADO COUNTY LAW ENFORCEMENT**

#### Law Enforcement Agencies Website Addresses and Contact Information:

*El Dorado County Sheriff's Office:* [edcgov.us/sheriff](http://edcgov.us/sheriff)

Placerville Office: 530-621-5655

South Lake Tahoe Office: 530-573-3000

*Placerville Police Department:* [placervillepd.com](http://placervillepd.com)

Business Office: 530-642-5210

Emergency: 530-642-5280

Non-Emergency: 530-642-5298

*South Lake Tahoe Police Department:* [cityofslt.us](http://cityofslt.us)

Office: 530-542-6100

*Shingle Springs Tribal Police*

Police Department: 530-387-4994

California Highway Patrol: [chp.ca.gov/home](http://chp.ca.gov/home)

Placerville CHP: 530-748-2450

Law Enforcement is committed to ensuring a safe environment for all students, faculty and citizens. El Dorado County Law Enforcement officers will not tolerate criminal activity by students. We will actively investigate and resolve violations of the law whether on or off campuses, particularly acts which jeopardize individual safety. Whenever feasible and when it is deemed appropriate, schools will be informed of criminal activity by students that occurs outside of the school, and it is reasonably anticipated to impact schools and their students.

It is understood that Law Enforcement will be responsible to ensure legal requirements are met with respect to interviewing a student on a school campus.

#### Firearms & Dangerous Weapons

1. Law Enforcement shall commit all necessary resources to reported incidents involving use and/or possession of firearms or dangerous weapons upon school grounds.
2. Officers will immediately contact known suspect(s) and eliminate any potential immediate threat by searching the suspect(s) for firearms or dangerous weapons. The search should be conducted in accordance with applicable state and federal statute and prevailing case law:
  - a. Searches by school officials and sworn peace officers working on a school campus as a School Resource Officer (SRO) are subject to the following:

- i. search must be reasonable under the circumstances and justified, and
    - ii. search must be supported by “reasonable suspicion” that the search will uncover evidence of a crime or school rule violation.
  - b. Searches by sworn peace officers, other than School Resource Officers (SRO), are subject to the following:
    - i. Search requires a warrant unless:
      - 1. probable cause exists before the search, along with exigent circumstances;
      - 2. the officer has the informed consent of the person to be searched;
      - 3. the search is performed pursuant to a lawful arrest; or
      - 4. there is another specific/recognized exception waiving the warrant.
- 3. During the course of their investigation for this and any other act of criminal conduct on campus, officers will make contact with the reporting party and the administrator/designee of that campus.

Items 4-10 are law enforcement investigation related and not school specific. Officers will:

- 4. Identify and interview all known victims and witnesses and will assess the threat by investigating the suspect’s past behavior, including police contacts and school-related problems. Officers may also search any lockers assigned to or used by the suspect;
- 5. Notify the suspect’s parents/guardians of the incident and inquire about the history and availability of firearms at the residence;
- 6. Make every effort to obtain consent to search the suspect’s residence/bedroom and vehicle for firearms evidence;
- 7. When examining the suspect’s residence/bedroom and vehicle for firearms, ammunition, threatening letters, etc., take note of the residence/room/vehicle’s condition and any indicators of violent, dark, or morbid themes; and
- 8. If evidence is seized, follow the Law Enforcement office or department’s policy with respect to documentation and proper handling.
- 9. A written report that fully documents the investigation should be prepared. In addition to normal investigation, the report should include the following:
  - a. reaction of suspect’s parents/guardians;
  - b. suspect’s access to firearms;
  - c. suspect’s familiarity and training with firearms if available or known;
  - d. description of suspect’s bedroom and general home environment;
  - e. clearly articulate specific threats made; and
  - f. victim reactions to perceived threat.
- 10. Officers will remove the suspect from the school environment, if appropriate.

### Gang Membership and Associations

El Dorado County Law Enforcement will not tolerate student involvement in street gangs whether as validated members, gang associates, or peripheral association.

*Definition of Gang:* A gang is three or more persons with a common sign, symbol or identifier who engage in a criminal gang activity, individually or collectively, with the intent to promote the gang. (186.22 P.C.)

- 1. *Validated gang member:* A confirmed gang member accepted by his/her peer/gang members, usually having criminal record or extensive police contact.

2. *Associate*: A person who regularly associates with gang members and wants to be recognized as a member of a gang and has demonstrated actions to try to prove themselves to become a member.
3. *Marginal Associate*: A person who dresses in gang colors and socializes with known gang members but has not yet become a regular member.
4. *Peripheral*: A person that has not yet become directly involved in criminal behavior but is occasionally seen with gang members.

#### Gang Graffiti, Gang Dress, Gang Paraphernalia

1. Gang graffiti is the advertisement of gangs in an area and offers intelligence for authorities. Graffiti should be photographed, gang unit notified, and then immediately removed.
2. Gang Dress, Behavior, and Gang Symbols on Students' Personal Property and/or Body: Refer to the respective local School District Dress Code Policy.

#### Gang Suppression Efforts and Efforts to Eliminate Hate Violence

1. An Officer from the El Dorado County Sheriff's Office, Placerville Police Department, or South Lake Tahoe Police Department will respond to all gang related crimes or hate violence which occur on school campuses.
2. Student(s) will be taken into custody for gang related crimes (a crime which is designed to advance or serve a gang name or the gang's existence) committed on school campuses. "Custody" for purposes of this policy means that the officer will ordinarily remove the student from the school grounds. The appropriate Law Enforcement action will be left to the officer's discretion depending on the circumstances and severity of the violation.
3. Gang paraphernalia related to the crime (examples: bandanas, stylized ball caps, shoelaces, weapons, etc.) will be confiscated by the officer.
4. Students, vehicles, and graffiti may be photographed by the responding officer.
5. Student interviews by Law Enforcement will occur as necessary and within the guidelines of state laws.
6. The El Dorado County Sheriff's Office, Placerville Police Department, and the South Lake Tahoe Police Department Gang Prevention Officer will remain current on all gang related activities and hate violence occurring on school grounds. The Gang Prevention Officer will serve as a clearinghouse of information for school officials, Probation Department personnel, and other allied agencies, thus affording continuity and expeditious handling of all inquiries.

#### Illegal Substances Suppression Efforts

1. Use or possession (includes under-the-influence) of illegal drugs, what is alleged to be illegal drugs, including controlled substances, paraphernalia, illegally possessed prescription medications, and related drugs or alcoholic beverages.
  - a. Substance, paraphernalia, or alcoholic beverage will be confiscated.
  - b. Student may be taken into custody and/or processed as appropriate if student is under the influence of any illegal drug or alcohol. This will depend on the level of influence or intoxication and the applicability of related statutes. Law Enforcement will consider the need for medical assessment and summon emergency medical personnel as necessary. The appropriate Law Enforcement action will be left to the officer's discretion depending upon the circumstances and severity of the violation.
  - c. Student may be taken into custody and processed for possession if substance or alcoholic beverage is on student's person or if an administrator or other responsible party witnesses possession. "Custody" for purposes of this policy means that the officer will ordinarily cause the student to be removed from the school grounds except in cases of an on-site School Resource Officer. This may also include citing and releasing the student to

- their parents. The appropriate Law Enforcement action will be left to the officer's discretion depending upon the circumstances and severity of the violation. Whenever possible, it is recommended that the officer confidentially confer with the school administrator regarding the action to be taken.
- d. Officers may consider referring the student and family to El Dorado County Behavioral Health for an assessment of treatment needs.
  - e. Student interviews by Law Enforcement will occur as necessary and within the provisions of state laws.
2. Selling, Trafficking, or Enticement of illegal drugs or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription medications, and related drugs or alcoholic beverages, will be handled in the following manner:
- a. Students accused of selling, trafficking, or enticing others with illegal drugs, including controlled substances, illegally possessed prescription medications, and related drugs or alcoholic beverages, may be taken into custody and processed.
  - b. Student interviews by Law Enforcement will occur as necessary and within the provisions of state law, as determined by Law Enforcement.
  - c. Per their respective individual Law Enforcement Office or Department policy, any items identified or collected for evidence should be handled in such a way as to preserve the integrity of each. Evidence is often critical to the successful conclusion of an investigation and must be preserved for future court proceedings. As few people as possible should handle the evidence and the names of those who do must be documented for future reference. If at all feasible, evidence should be locked away or personally guarded until it can be turned over to Law Enforcement. For evidence, it is important to remember that to be admitted into court, its authenticity must be verified, including being able to articulate who had access to it since discovery and whether or not it has been altered from its original state.
  - d. Law Enforcement has grave concern for student use, abuse, possession, and selling or enticement of all forms of illegal drugs, including controlled substances, illegally possessed prescription medications, or related drugs or alcoholic beverages. Officers will not tolerate student use, abuse, possession, and/or selling or enticement of all forms of illegal drugs and will may arrest/cite (refers to juvenile court/adult court) offenders within the parameters of the law. Student offenders will also be taken into custody when deemed a danger to self and/or others involved with a felony, or at officer discretion.

#### Media Coordination

Law Enforcement, to the greatest extent feasible, will attempt to coordinate information that is provided to the media regarding any school incidents, with school personnel. Press releases issued by Law Enforcement will, whenever possible, be shared with School District Administration prior to being released. Any media inquiries involving active investigations should be referred to the Law Enforcement Agency with jurisdiction of the investigation. In addition, press conferences addressing school incidents should be coordinated and, whenever possible, conducted jointly by Law Enforcement and school personnel.

#### **PROBATION DEPARTMENT**

*El Dorado County Probation Department:* [edcgov.us/Probation/](http://edcgov.us/Probation/)  
Shingle Springs Office: 530-621-5625  
South Lake Tahoe Office: 530-573-3083

The Probation Department will address all referrals, citations, bookings, and detentions from law enforcement, which may include the following responses:

1. counseling;

2. intake hearing;
3. diversion;
4. referral to District Attorney for court action;
5. informal supervision;
6. community service;
7. Juvenile Court Work Program;
8. Peer Council;
9. Traffic Court;
10. referral to El Dorado County Office of Education Charter Community School and/or Community Day School programs;
11. contact with a probation officer working on high school campus when appropriate.

The Probation Department will accept all bookings into a Juvenile Treatment Center in South Lake Tahoe and will either cite and release the minor for further proceedings or hold the minor pending a detention hearing in court.

When referrals for threats to school safety are received, the Probation Department will review the circumstances and conduct an investigation into means, motive, and opportunity to carry out such a threat before making decisions related to continued detention and case actions.

Probation Officers on campus will cooperate with the school district and be included in developing safety procedures, providing assistance at school events and work with the SRO in truancy prevention and on campus counseling for both minors on probation and the general school population.

The Probation Department will notify the Superintendent of the respective school district, pursuant to Welfare and Institutions Code § 827 and Education Code § 48267, of any juvenile court disposition of minors involved in delinquent activity. Whenever feasible and when it is deemed appropriate, schools will be informed of delinquent activity by students that occurred outside of the school that may be reasonably anticipated to impact schools and their students. In addition, when a minor has been ordered by the Court to an educational placement, the Probation Department will use its best efforts to coordinate any proposed action with the appropriate education administrator prior to recommendation for any educational placements.

### **DISTRICT ATTORNEY**

Upon referral of a case involving gang activity, hate motivated behavior, cyber bullying, illegal sexual conduct, and/or illegal substances, the District Attorney will pursue prosecution of violations of the law as appropriate.

1. The District Attorney's Office will prosecute any minor found in possession of a gun on school grounds.
2. The District Attorney's Office will enforce the law in any case wherein a minor is unlawfully found in possession of a firearm off a school campus.
3. Where appropriate, the District Attorney's Office will enforce violations in cases where a parent or legal guardian is found not to have exercised reasonable care, supervision, protection, and control over their minor child. Penal Code § 272 (Contributing to the Delinquency of a Minor)
4. Where appropriate, the District Attorney's Office will enforce violations against the parent or legal guardian where a juvenile is found in illegal possession of a firearm. Penal Code §12035(b) (Criminal Storage of a Firearm)
5. Where appropriate, the District Attorney's Office will coordinate and cooperate with the schools, Law Enforcement, Probation, Behavioral Health, and other county agencies in reducing and preventing illegal firearm possession by minors in the interest of public safety and the youth.

**HEALTH & HUMAN SERVICES AGENCY**

**Health & Human Services Agency, Child Welfare Services**

All reports of suspected child abuse should be made to: (844) 756-3699. Mandated reporters should identify themselves as such and advise that they need to speak with an Intake Social Worker to file a suspected child abuse report as soon as potential child abuse is suspected. Upon completion of making the verbal report of child abuse, the mandated reporter is responsible for filling out and sending in the Suspected Child Abuse Report 11166 PC Form within 36 hours. All forms can be faxed to (530) 663-8493. A copy of this report must be kept separate from the students CUM File, located in a secured area that is locked.

Upon a referral of suspected abuse or neglect, Child Welfare Services will assess the referral criteria, and if appropriate investigate, conduct an assessment of the minor(s) and family as applicable by law and regulation, and assess protection issues. It is understood that Child Welfare Services will be responsible to ensure legal requirements are met with respect to their interviewing a student on a school campus.

Child Welfare Services will make its resources available as they may become necessary and helpful on a case-by-case basis to include Mandated Reporter training or individual school site training as requested if not available through Child Abuse Prevention Council (CAPC) and the Community Based Child Abuse Prevention (CBCAP) funding.

**Health & Human Services Agency, Behavioral Health Division**

Behavioral Health Access Line (Mental Health and Substance Use Disorder Services: 800-929-1955  
Mental Health Crisis Telephone Number, WS: 530-622-3345, SLT: 530-544-2219  
Psychiatric Emergency Response Services: 530-621-5655

Mental Health Website: [edcgov.us/Government/MentalHealth](https://edcgov.us/Government/MentalHealth)

The Health & Human Services Agency, Behavioral Health Division, is committed to this effort and will provide full support.

1. When a child/adolescent is brought to a Juvenile Detention Facility for a weapons violation or criminal activity involving violence.
2. When a child/adolescent is determined to be under the influence of an illegal drug or alcohol, Law Enforcement may refer a student to Behavioral Health Substance Use Disorder Services for assessment.
3. Behavioral Health Division will complete a mental health and substance use risk assessment of the child to evaluate the following:
  - a. Imminent risk of danger to self and others possibly requiring emergency mental health treatment.
  - b. Determine if child is likely to benefit from ongoing mental health and/or substance use treatment services and, if so, develop a treatment plan.

The conclusions of this assessment will be shared with family, guardian, and/or other agencies as legally permitted. Any release of information must comply with Welfare & Institutions Code 5328 et seq.

**SHINGLE SPRINGS TRIBAL POLICE**

**Contacting Tribal Officials**

Whenever a student who self-identifies as an enrolled member of the Shingle Springs Band of Miwok Indians ("Tribe"), is involved in a gang-related crime, hate crime, threats to school safety, or student use or possession of illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, paraphernalia and related drugs or alcoholic beverages at any school and/or school related function and/or property, or possesses a firearm or any other weapon, sells or otherwise furnishes a firearm or any other weapon at school or at a school event, the appropriate law

enforcement agency, based on jurisdiction (EDSO/PPD/SLTPD), will first be notified. In addition, the following step shall occur:

1. Shingle Springs Band of Miwok Indians Police Department will be notified immediately but will only respond if requested by the investigating agency and/or the student requests their presence.

Whenever a student, who self-identifies as an enrolled member of the Tribe, is expelled from school, the following Tribal departments shall be notified in order to help facilitate alternative educational options:

1. Shingle Springs Band of Miwok Indians Tribal Services Department
2. Shingle Springs Band of Miwok Indians Education Department

**Gang Dress and Symbols**

Cultural symbols, logos, or trademarks of the Tribe shall not be considered gang dress or symbols when worn by a student who self-identifies as an enrolled member of the Tribe. If there is a question about whether a symbol is in fact a cultural symbol of the Tribe, the following Tribal department shall be contacted:

1. Shingle Springs Band of Miwok Indians Cultural Department

**Verifying Tribal Membership**

For purposes of complying with the terms of this MOU, school officials may verify a student’s Tribal membership by contacting any of the following Tribal officials:

1. Shingle Springs Band of Miwok Indian’s Tribal Chairperson
2. Shingle Springs Band of Miwok Indian’s Enrollment Committee Chairperson
3. Shingle Springs Band of Miwok Indian’s Enrollment Officer

**Tribal Contact Information**

All of the above listed Tribal officials and departments may be contacted in the following ways:

Phone Number: 530-677-7522  
Email Address: info@ssband.org  
Mailing Address: PO Box 1340, Shingle Springs, CA 95682  
Physical Address: 5281 Honpie Road, Placerville, CA 95667

***El Dorado County Office of Education, School Districts, Law Enforcement, Probation, District Attorney, and Health & Human Services agree as follows:***

**ANNUAL REVIEW PROCEDURES**

The County Superintendent shall convene a meeting annually to review the MOU. At the time of review, changes, additions or deletions may be recommended. Each agency will be requested to renew its commitment to the guidelines contained herein.

The MOU is a guide and cannot substitute for the judgment and understanding that come from knowledge and experience. A case-by-case decision must be made.

**COORDINATION OF ACTIONS**

We realize program effectiveness and cooperative working relationships cannot be legislated but require planning and working together over a period of time. All parties to this agreement will use their best efforts to obtain parent consent for exchange of information when so required. The parties agree that it is important to coordinate decision making prior to action being recommended or taken. To that end, the parties shall make every effort to exchange information regarding proposed recommendations in order to allow any potentially affected party the opportunity to provide input.

**COMPLIANCE/CONFIDENTIALITY**



The signatory agencies shall fully comply with the Federal Health Insurance Portability and Accountability Act of 1996 "HIPAA" 42 USC 1320d (45 CFR 164.103) through the juvenile justice system exception to the Federal Family Educational Rights and Privacy Act "FERPA" 20 USC 1232g (34CFR 99.31). Child Welfare shall comply with Division 31 Regulations and Welfare and Institutions code 300 and 827.

**COUNTERPARTS**

This Memorandum of Understanding may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

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Rick Hatfield, Commander  
Placerville California Highway Patrol

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Brian Richart, Chief Probation Officer  
El Dorado County Probation Department

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Tiffany Schmid, Chief Administrative Officer  
El Dorado County

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Olivia Byron-Cooper, Interim Director  
El Dorado County Health & Human Services  
Agency

---

Jeff Leikauf, Sheriff  
El Dorado County Sheriff's Office

---

Regina Cuellar, Chairwoman  
Shingle Springs Band of Miwok Indians

---

Dr. Ed Manansala, County Superintendent  
El Dorado County Office of Education

---

Teddy Tayaba, Chief of Police  
Shingle Springs Band of Miwok Indians  
Tribal Police Department

---

Joe Wren, Chief of Police  
Placerville Police Department

---

David Stevenson, Chief of Police  
South Lake Tahoe Police Department

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Vern Pierson  
El Dorado County District Attorney

**PARTICIPATING SCHOOL DISTRICTS**

David Publicover

David Publicover (Oct 5, 2023 15:07 PDT)

Jeremy Meyers, Superintendent  
Black Oak Mine Unified School District

David Roth

David Roth (Nov 7, 2023 10:03 PST)

David Roth, Ph.D., Superintendent  
Buckeye Union School District

Brett Nelson

Brett Nelson (Dec 18, 2023 07:27 PST)

Brett Nelson, Superintendent  
Camino Union School District

Ron Carruth

Ron Carruth (Jan 16, 2024 12:09 PST)

Ron Carruth, Ed.D., Superintendent  
El Dorado Union High School District

Kathy Miracle, Superintendent  
Gold Oak Union School District

Keri Phillips, Superintendent  
Gold Trail Union School District

Grant Coffin, Superintendent  
Indian Diggings School District

Todd Cutler

Todd Cutler (Oct 31, 2023 16:21 PDT)

Todd Cutler, Ed.D., Superintendent  
Lake Tahoe Unified School District

Dave Scroggins

Dave Scroggins (Nov 27, 2023 08:03 PST)

Dave Scroggins, Superintendent  
Latrobe School District

Curtis Wilson

Curtis Wilson (Dec 18, 2023 07:28 PST)

Curtis Wilson, Superintendent  
Mother Lode Union School District

Patrick Paturel

Patrick Paturel (Jan 16, 2024 14:25 PST)

Patrick Paturel, Superintendent  
Pioneer Union School District

Eric Bonnicksen, Superintendent  
Placerville Union School District

Kim Little, Superintendent  
Pollock Pines & Silver Fork School Districts

Jim Shoemake, Superintendent  
Rescue Union School District

**REQUIRES BOARD ACTION**

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **FRIDAY, MARCH 15, 2024**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. A *PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2024 DELEGATE ASSEMBLY BALLOT  
SUBREGION 6-C  
(Alpine, El Dorado, and Mono Counties)

Number of seats: 1 (Vote for no more than 1 candidate)

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*Delegates will serve two-year terms beginning April 1, 2024 - March 31, 2026*

*\*denotes incumbent*

Misty diVittorio (Placerville Union SD)\*

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*Provision for Write-in Candidate Name*

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*School District*

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*Signature of Superintendent or Board Clerk*

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*Title*

---

*School District Name*

---

*Date of Board Action*

*See reverse side for list of all current Delegates in your Region.*

G.E.

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**REGION 6 – 18 Delegates (11 elected/7 appointed)◆**

**Director: Jackie Thu-Huong Wong (Washington USD)**

**Below is a list of all elected or appointed Delegates from this Region.**

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**Subregion 6-A (Yolo)**

Deborah Bautista-Zavala (Woodland Joint USD), term expires 2024

**Subregion 6-B (Sacramento)**

Michael Baker (Twin Rivers USD)◆, appointed term expires 2025

Stacey Bastain (Twin Rivers USD), term expires 2025

Nancy Chaires Espinosa (Elk Grove USD) ◆, appointed term expires 2024

Pam Costa (San Juan USD), term expires 2025

Zima Creason (San Juan USD)◆, appointed term expires 2024

Craig DeLuz (Robla ESD), term expires 2025

Gina Jamerson (Elk Grove USD) ◆, appointed term expires 2025

Christine Jefferson (Twin Rivers USD), term expires 2024

Kara Lofthouse (Folsom-Cordova USD), term expires 2025

Noel Mara (Natomas USD), term expires 2025

Chinua Rhodes (Sacramento City USD)◆, appointed term expires 2025

Jamee Villa (Sacramento City USD)◆, appointed term expires 2024

Paula Villescaz (San Juan USD)◆, appointed term expires 2025

Vacant, term expires 2024

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty diVittorio (Placerville Union ESD), term expires 2024

Jessicca Rodgers (El Dorado Union HSD), term expires 2025

**County Delegate:**

Shelton Yip (Yolo COE), term expires 2024

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**Counties**

Yolo (Subregion A)

Sacramento (Subregion B)

Alpine, El Dorado, Mono (Subregion C)

# Delegate Assembly

## Biographical Sketch Form for 2024 Election

**Deadline: Sunday, January 7, 2024 | No late submissions accepted**

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state “see résumé.” Do not re-type this form. Please submit completed form via e-mail to [nominations@csba.org](mailto:nominations@csba.org) by no later than 11:59 p.m. on January 7, 2024. Forms may also be submitted via mail, to CSBA’s Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2024. **It is the candidate’s responsibility to confirm that CSBA has received nomination materials prior to the deadline.**

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: <u>Misty diVittorio</u>	CSBA Region & subregion #: <u>6C</u>
District or COE: <u>Placerville Union School District</u>	Years on board: <u>Over 15</u>
Profession: <u>Retired</u> Contact Number ( <input checked="" type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Bus.): <u>530-919-3953</u>	
Primary E-mail: <u>mistydiv@gmail.com</u>	
Are you an incumbent Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, year you became Delegate: _____	

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.**

I believe in public education! Education makes our country a better one.

I believe the many rural districts throughout the state need a bigger voice in CSBA; they face different challenges than larger districts. Serving as our board's representative to the El Dorado County School Boards Association, I have become acutely aware of two: transportation funding and loss of enrollment. I worked in the county in education for 30 years substitute teaching, administering a CTE grant at Folsom Lake College, and supervising gifted and after school enrichment program. This gives me a rural perspective (which can also be diverse) to bring to the Delegate Assembly.

**Please describe your activities and involvement on your local board, community, and/or CSBA.**

As a long-term member, I have served in all of the offices. I have taken the Masters in Governance program twice with different board members and found it indispensable in forming an effective board. As a delegate, I invited CSBA liaison, Michael Anadon, to our meetings to give CSBA a face in our county. I have served on numerous phone calls to legislators as well as meeting with them on Legislative Days. I served on the AEC committee where I recruited 5 speakers, including our state architect. (I subsequently invited her to the EDCSBA meeting where she was very well received.) I would like to see CSBA invite her back to speak to the Delegate Assembly. My proudest accomplishment is working with the American Association of University to bring Tech Trek, a week-long STEM camp, to our local 7th grade girls.

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

It seems that the recent polarization over Covid 19 issues will be a challenge facing CSBA. This divisiveness has made it very stressful to educate our students. Being able to run an educational program has become harder and that needs to be recognized. An assessment of what districts are facing needs to be done. Loss of enrollment is a real threat to small school districts; funding should be based on enrollment for them. There are Fixed expenses remain the same whether the students are there or not.

# Memorandum of Understanding

between

*El Dorado County Office of Education*

and

**Latrobe School District**

**8-9 On Track Initiative 2023-2026**

## STATEMENT OF GOALS AND RESPONSIBILITIES

The goal of the 8-9 On Track Project focuses on improving district systems for students in middle and high school in the areas of instruction, assessment, and intervention to increase high school graduation and college eligibility.

The project focuses around four areas:

- Clear Expectations for Equitable Placement to Complete A-g Course Sequences.
- Common Effective Practices in Grading, Intervention and Instruction.
- Monitor Students for "On-Track" to Complete A-G Course Sequences.
- Build Teacher and Administrator Capacity.

The project is further supported through district to district thought partnership, coaching, virtual and in-person collaboration, use of common data and shared learning opportunities. Participating districts commit to monthly team meetings with their coach and to sending their team to three convenings scheduled throughout the three school years.

Latrobe School District is participating in the 8-9 Math project and shall.

1. Identify high school teachers to participate in the 8-9 On Track project.
2. Support both teams in attending the convenings.
3. Attend monthly team meetings for both teams.
4. Collect and share data as needed.
5. Share progress and information on progress and learning within the county on a regular basis.

## EL DORADO COUNTY OFFICE OF EDUCATION

The County Office shall contribute \$2,500 per year for the 2023-24, 2024-25, 2025-26 school years to the Latrobe School District for each year that the district actively participates in the project to assist in the support and coordination for team member participation in the 8-9 On-Track Project.

## SIGNATURES OF REPRESENTATIVES

  
Dave Scroggins, Superintendent  
Latrobe School District

1.8.24  
Date

  
Wendy Frederickson (Jan 8, 2024 16:11 PST)  
Wendy Frederickson, Deputy Superintendent  
El Dorado County Office of Education

Jan 8, 2024  
Date

7. A



Certified Public Accountant

200 Gateway Drive, #370  
Lincoln, CA 95648

☎ : (916) 434-1425

✉ : michelle@mhansoncpa.com

February 12, 2024

Board of Trustees and  
Dave Scroggins, Superintendent  
Latrobe School District  
7900 S. Shingle Road  
Shingle Springs, CA 95682

I am pleased to confirm my understanding of the services I am to provide for Latrobe School District for the year ended June 30, 2024.

### **Audit Scope and Objectives**

I will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements of Latrobe School District as of and for the year ended June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Latrobe School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to Latrobe School District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison information for General Fund and Major Special Revenue Funds
- Schedule of District's Proportional Share of the Net Pension Liability
- Schedule of District's Pension Contributions

I have also been engaged to report on supplementary information other than RSI that accompanies Latrobe School District's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and I will provide an opinion on it in relation to the financial statements as a whole in a report combined with my auditor's report on the financial statements.

- Schedule of Average Daily Attendance
- Schedule of Instructional Time
- Schedule of Charter Schools

7. B



- Schedule of Financial Trends and Analysis
- Reconciliation of Annual Financial and Budget Report with Audited Financial Statements
- Combining Non-Major Fund Statements (if applicable)
- Schedules of Expenditures of Federal Awards (if applicable\*)

\* A Federal Single Audit under Uniform Guidance is applicable in any year a district expends more than \$750,000 in Federal funds.

In connection with my audit of the basic financial statements, I will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, I conclude that an uncorrected material misstatement of the other information exists, I am required to describe it in my report.

- District Organization Structure

The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes my opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance)\*.
- Compliance with the types of compliance with State laws and regulations described in the *2023-2024 Guide for Annual Audits of K-12 Local Educational Agencies and State Compliance Reporting* issued by the California Education Audit Appeals Panel.

#### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit\***

I will conduct my audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996, and the provisions of the Uniform Guidance\*; and the provisions of the California Education Audit Appeals Panel's *2023-2024 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance\*, and other procedures I consider necessary to enable me to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, I exercise professional judgment and maintain professional skepticism throughout the audit.

Board of Trustees and  
Dave Scroggins, Superintendent  
February 12, 2024  
Page Three

I will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. I will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. I will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by me, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, I will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. I will include such matters in the reports required for a Single Audit\*. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

I will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, which raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will also request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

I have identified the following significant risk(s) of material misstatement as part of my audit planning\*\*:

- Improper revenue recognition
- Lease accounting and disclosure (GASB 87)
- Subscription-Based Information Technology Agreements (SBITA) accounting and disclosure (GASB 96)
- Pension liability and disclosure
- Capital asset valuation, existence, and disclosure

*\*\*Note: Planning has not concluded, and modifications may be made as the audit progresses. The items above are based on my experience and current understanding*

I may, from time to time and depending on the circumstances, use third-party service providers in serving your account. I may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, I maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. Furthermore, I will remain responsible for the work provided by any such third-party service providers.

My audit of the financial statements does not relieve you or your responsibilities.

### **Audit Procedures - Internal Control**

I will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for my opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance\*, I will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that I consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, my tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to the Uniform Guidance\*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, I will express no such opinion. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance\*.

### **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of Latrobe School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance\* requires that I also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. My procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Latrobe School District's major programs. For federal programs that are included in the Compliance Supplement, my compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Latrobe School District's compliance with requirements applicable to each of its major programs in my report on compliance issued pursuant to the Uniform Guidance\*.

### **Other Services**

I will also assist in preparing the financial statements, including modified accrual to accrual conversion entries and related notes, supplementary information including the schedule of expenditures of federal awards\*, and data collection form\* of Latrobe School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance\* based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

I will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements including modified accrual to accrual conversion entries and related notes, supplementary information including the schedule of expenditures of federal awards\*, and data collection form\*, services previously defined. I, in my sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, including modified accrual to accrual conversion entries and related notes, supplementary information including the schedule of expenditures of federal awards\*, and data collection form\*, and any other nonaudit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements, including modified accrual to accrual conversion entries and related notes, supplementary information including the schedule of expenditures of federal awards\*, and data collection form\*, and that you have reviewed and approved the financial statements, including modified accrual to accrual conversion entries and related notes, supplementary information including the schedule of expenditures of federal awards\*, and data collection form\* prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Responsibilities of Management for the Financial Statements and Single Audit\***

My audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to me and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance\*; (3) additional information that I may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence. At the conclusion of my audit, I will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to me in the management representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that I report. Additionally, as required by the Uniform Guidance\*, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for my review during my scheduled audit fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance\*. You agree to include my report on the schedule of expenditures of federal awards in any document that contains, and indicates that I have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards and data collection form in accordance with the Uniform Guidance\*; (2) you believe the schedule of expenditures of federal awards\* and data collection form\*, including its form and content, is stated fairly in accordance with the Uniform Guidance\*; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards\* and data collection form\*.

You are also responsible for the preparation of the other supplementary information, which I have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains, and indicates that I have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Board of Trustees and  
Dave Scroggins, Superintendent  
February 12, 2024  
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### **Engagement Administration, Fees, and Other**

I understand that your employees will prepare all cash, accounts receivable, or other confirmations I request and will locate any documents selected by me for testing.

At the conclusion of the engagement, I will complete the appropriate sections of the data collection form\* that summarizes my audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the data collection form to the federal audit clearinghouse\*. I will coordinate with you the electronic submission and certification. The data collection form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period\*.

In accordance with *California Education Code* Section 41020, audit reports will be filed with Latrobe School District, County Superintendent of Schools, the State Department of Education, and the State Controller's Office by December 15 following the close of the fiscal year; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Michelle Hanson, CPA and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Latrobe School District, County Superintendent of Schools, the State Department of Education, and the State Controller's Office or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Michelle Hanson, CPA. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Latrobe School District, County Superintendent of Schools, the State Department of Education, and the State Controller's office. If I am aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Michelle Hanson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to them. I expect to begin my audit as soon as possible and to issue my reports no later than December 15, 2024. My fee for these services will be at my standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that my gross fee, including expenses, will not exceed \$13,000 for each of the years ended June 30, 2024, 2025, and 2026. My fees for these services will be at my standard billing rates for local educational agencies (LEA) audits plus direct out of pocket expenses. My invoices for these fees will be rendered as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, I will keep you informed of any problems I encounter, and my fees will be adjusted accordingly.

It is agreed Latrobe School District will withhold ten (10) percent of the audit fee until the State Controller certifies the report conforms to the reporting provisions of the Education Audit Appeals Panel's Audit Guide. In accordance with *California Education Code* Section 14505, it is further agreed the Latrobe School District will withhold fifty (50) percent of the audit fee in any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to reporting provisions of the Education Audit Appeals Panel's Audit Guide.

Board of Trustees and

The State Controller of California has required that all LEAs and auditors contracting for multi-year engagements include a stipulation that the contract is null and void if the auditor is declared ineligible to perform LEA audits pursuant to *California Education Code* Section 41020.5. It is further agreed either Latrobe School District or the auditor may withdraw from a multi-year agreement by notifying the other party by February 1 of the year to be audited.

**Reporting**

I will issue written reports upon completion of my Single Audit\*. My reports will be addressed to management and the governing board of Latrobe School District. Circumstances may arise in which my report may differ from its expected form and content based on the results of my audit.

Depending on the nature of these circumstances, it may be necessary for me to modify my opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to my auditor's report, or if necessary, withdraw from this engagement. If my opinions are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed opinions, I may decline to express opinions or issue reports, or I may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report\* on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance\*. Both reports will state that the report is not suitable for any other purpose.

I appreciate the opportunity to be of service to Latrobe School District and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of my engagement as described in this letter, please sign below, and return a scanned copy to me.

Very truly yours,



Michelle M. Hanson  
Certified Public Accountant

This letter correctly sets forth the understanding of Latrobe School District

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Latrobe School District  
**Salary Settlement 2023-24**

The following are details of the salary and benefits settlement for 2023-24:

**SALARY**– effective July 1, 2023

- A. 5.0% increase on the salary schedule for all employee groups. The retroactive payment will include regular pay only.

**BENEFITS**

There are no changes to benefits.


**TERMS**


- Salary increase and payments will be retroactive to July 1, 2023 and will apply to employees of record as of the date of Board approval of this Salary Settlement.

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**Meet and Confer Committee:**

  
Samantha Gautschi, Certificated      1-30-24  
Date

  
Aaron Bryant, Classified      1/30/24  
Date

  
Chris Resha, Certificated      1/30/24  
Date

  
Joy Worth, Classified      1/30/24  
Date

  
Dave Scroggins, Superintendent/Principal      1/30/24  
Date

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**Board Approval:**

\_\_\_\_\_  
Jared Meredith, President of the Board

\_\_\_\_\_  
Date



**LATROBE SCHOOL DISTRICT  
CERTIFICATED SALARY SCHEDULE**

**2023-24**

Column	1	2	3	4	5	6
	BA	BA +30 Semester Units	MA or BA +45 Semester Units	MA+10 or BA +60 Semester Units	MA+20 or BA +75 Semester Units	MA+30 or BA +90 Semester Units
Step	Annual Contract	Annual Contract	Annual Contract	Annual Contract	Annual Contract	Annual Contract
1	59,460	61,442	63,420	65,401	67,382	69,361
2	62,184	63,287	65,322	67,362	69,402	71,442
3	63,574	65,184	67,283	69,385	71,485	73,584
4	65,739	67,140	69,302	71,465	73,629	75,792
5	67,969	69,153	71,380	73,608	75,838	78,065
6		71,228	73,523	75,816	78,113	80,409
7		73,364	75,728	78,093	80,456	82,821
8		75,565	78,000	80,436	82,871	85,304
9		77,831	80,340	82,846	85,355	87,864
10			82,749	85,334	87,917	90,500
11				88,302	90,554	93,216
12					93,272	96,012
13						98,893
14						
15			86,890	92,286	97,932	103,836
16						
17						
18						
19			91,231	96,902	102,830	109,029
20						
21						
22						
23			95,794	101,746	107,972	114,478

- **WORK YEAR** = 185 days; 180 teaching days, 3 scheduled non-student days, 2 floating non-student days
- **WORK DAY** = 7.25 hours, 7:30am - 2:45pm with a 30 minute duty-free lunch
- **MEDICAL INSURANCE**

The primary purpose of the District health benefit program is to provide health insurance for employees who need it. District contributes up to a maximum of \$750 per month (\$9,000 annually) for medical insurance premiums for certificated employee and his/her dependents. District portion is pro-rated for less than full-time employees.

*Cash in lieu*: For employees who were not receiving cash in lieu as of July 1, 2023, there is no cash in lieu of benefits. For employees who were receiving cash in lieu of benefits as of July 1, 2023, and who remain enrolled in a medical plan which is less costly than the District cap, the difference will continue to be paid as cash in lieu of benefits.

- **VISION AND DENTAL INSURANCE**

District contributes the full cost of vision and dental insurance premiums for certificated employees who work at least 40% time, and their dependents.

- **EMPLOYEE ASSISTANCE PROGRAM (EAP)**

District participates in the EAP program which provides up to 7 mental health visits per year

- **SICK LEAVE** = 10 days per year

- **MASTER'S DEGREE STIPEND** = \$1,000

- **SERVICE CREDIT**

Years 1-5 will be placed on a year for year basis.  
 6, 7, or 8 years experience..... placement on step 6  
 9, 10 or 11 years experience..... placement on step 7  
 12, 13 or 14 years experience..... placement on step 8  
 15 or more years experience..... placement on step 9

Effective 7/1/23 (Adopted: 11/18/22; Revised 5/16/23 & 2/20/24)	5% increase; Increase cap to \$750; phase out Cash in Lieu
Effective 7/1/22 (Adopted: 2/16/22; Revised 11/18/22)	9% increase; Increase cap to \$675
Effective 7/1/21 (Adopted: 2/16/21; Revised 2/15/22)	4% increase; Increase cap to \$625
Effective 7/1/20 (Adopted: 2/18/20; Revised 2/16/21)	3% increase; Increase cap to \$575
Effective 7/1/19 (Adopted: 5/21/19; Revised 2/18/20)	3.5% increase; Increase cap to \$500
Effective 7/1/18 (Adopted: 5/21/19)	5% increase
Effective 7/1/17 (Adopted: 1/19/17; Revised 2/20/18)	2% increase; Add Vision; increase cap to \$450
Effective 7/1/16 (Adopted: 1/19/17)	3.5% increase
Effective 7/1/15 (Adopted: 2/23/16)	1.5% increase
Effective 7/1/14 (Adopted: 11/18/14)	3% increase, add EAP eff 12/1/14
Effective 7/1/13 (Adopted: 2/18/14)	2% increase
Effective 7/1/07 (Adopted: 12/18/07)	10% increase

**LATROBE SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULE**

**2023-24**

**All rates of pay are calculated hourly**

Title	Time Base	Longevity Steps										
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8-9	Step 10-14	Step 15-19	Step 20
Secretary I	10	22.75	23.44	24.14	24.87	25.61	26.40	27.16	27.98	29.39	30.87	32.39
Secretary II/Acct Tech	12	25.21	25.97	26.73	27.55	28.36	29.21	30.10	31.01	32.55	34.19	35.89
Instructional Aide/Yd Dty	10	17.85	18.40	18.94	19.51	20.10	20.71	21.33	21.97	23.05	24.20	25.42
Health Instructional Aide	10	20.53	21.15	21.79	22.44	23.11	23.80	24.52	25.25	26.51	27.84	29.23
Instructional Media Rsc	10	20.59	21.23	21.84	22.44	23.18	23.88	24.59	25.33	26.59	27.93	29.34
Custodian	12	20.59	21.23	21.84	22.50	23.18	23.88	24.59	25.33	26.59	27.93	29.34
Maintenance Supervisor	12	29.42	30.33	31.23	32.17	33.12	34.18	35.18	36.24	38.04	39.95	41.95
Maint Supervisor w/ T3	12	31.49	32.51	33.40	34.41	35.44	36.50	37.59	38.70	40.65	42.65	44.80

**WORK YEAR**                    12 month employee = 260 or 261 days depending on calendar  
    10 month employee = 185 days

**MEDICAL INSURANCE**

The primary purpose of the District health benefit program is to provide health insurance for all employees who need it. District contributes up to a maximum of \$750 per month (\$9,000 annually) of medical insurance premiums for 10- and 12-month classified employees working at least 6 hours/day (30 hours/week), and their dependents. District portion is pro-rated for employees working less than 6 hours/day.

*Cash in lieu:* For employees who were not receiving cash in lieu as of July 1, 2023, there is no cash in lieu of benefits. For employees who were receiving cash in lieu of benefits as of July 1, 2023, and who remain enrolled in a medical plan which is less costly than the District cap, the difference will continue to be paid as cash in lieu of benefits.

**VISION AND DENTAL INSURANCE**

District contributes the full cost of dental and vision insurance premiums for 10- and 12-month classified employees working at least 40% time, and their dependents

**SICK LEAVE**                    1 day per month:  
    12 month employee = 12 days  
    10 month employee = 10 days

**EMPLOYEE ASSISTANCE PROGRAM (EAP)**

District participates in the EAP program which provides up to 7 mental health visits per year

**VACATION PAY**

No more than one (1) year of earned vacation time may be carried over from year-to-year. Vacation time accumulated above this cap and not taken as of June 30th shall be paid out at the employee's rate of pay as of June 30th.

12 month employee = 15 days per year  
 10 month employee = 10 days per year, paid monthly

**PAID HOLIDAYS**

New Years Day	Labor Day	Christmas Day
Martin Luther King Day	Veteran's Day	<u>Two additional holidays for 12 month employees:</u>
Lincoln's Day	Thanksgiving Day	Fourth of July
Washington's Day	Day after Thanksgiving	New Year's Eve
Memorial Day	Christmas Eve	

Effective 7/1/23 (Adopted 11/18/22; Revised 5/16/23, 8/15/23, 2/20/24)	5% increase; Increase cap to \$750; phase out Cash in Lieu; add Health Aide
Effective 7/1/22 (Adopted 2/15/22; Revised 11/18/22)	9% increase; increase cap to \$675
Effective 7/1/21 (Adopted 2/16/21; Revised 2/15/22)	4% increase, rename FH days; Increase cap to \$625.
Effective 7/1/20 (Adopted 2/18/20; Revised 2/16/21)	3% increase; adjust Sec'y positions; increase cap to \$575
Effective 7/1/19 (Adopted 5/21/19; Revised 2/18/20)	3.5% increase; Increase cap to \$500; full time benefit status for 6.5 hours/day
Effective 7/1/18 (Adopted 2/19/19; Revised 5/21/19)	5% increase; Add Maintenance T3 position
Effective 7/1/17 (Adopted 1/19/17; Revised 2/20/18)	2% increase; Increase cap to \$450; add Floating Holiday
Effective 7/1/16 (Adopted 1/19/17)	3.5% increase
Effective 7/1/15 (Adopted 6/16/15; Revised 2/23/16)	1% increase; Add Longevity Steps & Instructional Media
Effective 7/1/14 (Adopted 11/18/14; Revised 1/20/15)	3% increase, add EAP eff 12/1/14
Effective 7/1/13 (Adopted 2/18/14)	2% increase
Effective 7/1/07 (Adopted 12/18/07)	10% increase

**LATROBE SCHOOL DISTRICT  
CONFIDENTIAL SALARY SCHEDULE  
2023-24**

Title	Time Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Longevity Steps			
									Step 8-9	Step 10-14	Step 15-19	Step 20
District Secretary	12	30.96	31.89	32.84	33.83	34.83	35.90	36.96	38.08	39.98	41.99	44.07

**WORK YEAR**

12 month employee = 260 or 261 days depending on calendar

**MEDICAL INSURANCE**

The primary purpose of the District health benefit program is to provide health insurance for all employees who need it. District contributes up to a maximum of \$750 per month (\$9,000 annually) of medical insurance premiums for the employee and his/her dependents.

*Cash in lieu*: For employees who were not receiving cash in lieu as of July 1, 2023, there is no cash in lieu of benefits. For employees who were receiving cash in lieu of benefits as of July 1, 2023, and who remain enrolled in a medical plan which is less costly than the District cap, the difference will continue to be paid as cash in lieu of benefits.

**DENTAL/VISION INSURANCE**

District contributes the full cost of dental and vision insurance premiums for the employee and his/her dependents.

**SICK LEAVE**

12 month employee = 1 day per month.

**EMPLOYEE ASSISTANCE PROGRAM (EAP)**

District participates in the EAP program which provides up to 7 mental health visits per year.

**VACATION PAY**

12 month employee = 15 days per year

No more than one (1) year of earned vacation time may be carried over from year-to-year. Vacation time accumulated above this cap and not taken as of June 30th shall be paid out at the employee's rate of pay as of June 30th.

**PAID HOLIDAYS**

13 paid holidays:

New Year's Day	Washington's Day	Veteran's Day	Christmas Eve
New Year's Eve	Memorial Day	Thanksgiving Day	Christmas Day
Martin Luther King Day	Fourth of July	Day after Thanksgiving	
Lincoln's Day	Labor Day		

Effective 7/1/23 (Adopted 11/18/22; Revised 5/16/23, 2/20/24)	5% increase; Increase cap to \$750; phase out Cash in Lieu
Effective 7/1/22 (Adopted 2/15/22; revised 11/18/22)	9% increase; increase cap to \$675
Effective 7/1/21 (Adopted 2/16/21; Revised 2/15/22)	4% increase, rename FH days; increase cap to \$625
Effective 7/1/20 (Adopted 2/18/20; Revised 2/16/21)	3% increase; increase cap to \$575
Effective 7/1/19 (Adopted: 5/21/19; Revised 2/18/20)	3.5% increase; Increase cap to \$500
Effective 7/1/18 (Adopted: 5/21/19)	5% increase
Effective 7/1/17 (Adopted: 1/19/17; Revised 2/20/18)	2% increase; Increase cap to \$450, add 2nd Floating Holiday
Effective 7/1/16 (Adopted: 1/19/17)	3.5% increase
Effective 7/1/15 (Adopted: 6/16/15; Revised 2/23/16)	1% increase; Add Longevity Steps
Effective 7/1/14 (Adopted: 11/18/14; Revised 1/20/15)	3% increase, add EAP eff 12/1/14
Effective 7/1/13 (Adopted: 2/18/14)	2% increase
Effective 7/1/07 (Adopted: 12/18/07)	10% increase
Effective 7/1/06 (Adopted: 11/21/06)	8.82% increase
Effective 7/1/05 (Adopted: 11/15/05)	4% increase
Effective 7/1/04 (Adopted: 3/15/05)	2.25% increase

**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
**In Accordance with AB1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5; CCR, Title V, Section 15449**

SELECT DISTRICT HERE:

**Latrobe School District**

The proposed agreement is a one year agreement that covers the period beginning July 1, 2023 and ending June 30, 2024 and will be acted upon by the Governing Board at its meeting on February 20, 2024. The General Fund is impacted as follows. Impact on other funds is addressed in the narrative.

Bargaining Unit Group

Certificated

Classified

Confidential/Management

Other

Check one by marking with "x"	Cost of 1% *
x	\$ 10,586
	\$ -
	\$ -
	\$ -

\* Includes salary and related benefits, e.g. STRS, PERS, Workers Compensation, Unemployment

**A. Proposed Change in Compensation**

	Compensation	\$ Fiscal Impact of Proposed Agreement		
		Year 1 FY -	Year 2 FY -	Year 3 FY -
1	Salary Schedule - Increase(Decrease)	52,930	52,930	52,930
2	Step and Column - Increase (Decrease) due to movement plus any changes due to settlement	9,363	24,571	19,180
3	Other Compensation (complete description below)			
4	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc. (may be included in costs above or shown separately)			
5	Health/Welfare Benefits - Increase (Decrease)			
6	<b>Total Compensation</b>	62,293	77,501	72,110
7	<b>Total Number of Represented Employees</b>	10.4	10.8	10.8
8	<b>Total Compensation Average Cost per Employee - Increase (Decrease)</b>	5,990	7,176	6,677

%		
Year 1 FY -	Year 2 FY -	Year 3 FY -
Cost of 1%: \$10,586		
5.00%	5.00%	5.00%
0.88%	2.32%	1.81%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
5.88%	7.32%	6.81%

9 Other Compensation - Increase (Decrease) (Stipends, Bonuses, etc.) Provide Description Below

10 Were any additional steps, columns, or ranges added to the schedules? YES NO

If YES, please explain below

No

11 Does this bargaining group have a negotiated cap for Health and Welfare benefits? YES NO

If YES, please indicate the cap amount.

7.0.1

- A. **Proposed change in compensation.** Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary

5% on salary settlement for the period 7/1/23-6/30/24.

- B. **Proposed negotiated changes in non-compensation items** (e.g. class size adjustments, staff development days, teacher prep time, etc.)

None

- C. **What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

None

- D. **What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

None

- E. **Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Will this agreement create, or increase an operating deficit in the current or subsequent year(s)?** An operating deficit is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

No

**G. Source of funding for proposed agreement.**

Current year:

Community Funding

How will ongoing cost of the proposed agreement be funded in future years?

Community Funding

If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

N/A

For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections enrollment growth, COLA, deficits, etc.

**H. Describe the financial impact on other funds affected by the proposed settlement - consider Cafeteria, Adult Education, Deferred Maintenance**

N/A

**I. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard (after impact of Proposed Agreement)

a. Total expenditures, transfers out, and uses (including cost of proposal)	\$ 2,052,666
b. State Standard Minimum EUR Percentage for this district	5.00%
c. State Standard Minimum EUR amount for this district	\$ 102,633
<i>(greater of line 1-c or \$65,000 for districts w/less than 100 ADA)</i>	

2. Budgeted Unrestricted reserve (after impact of Proposed Agreement)

a. General Fund budgeted Unrestricted EUR	\$ 1,692,299
b. General Fund budgeted Unrestricted Nonspendable	\$ 1,000
c. General Fund Assigned amount	\$ -
<b>d. Total District budgeted Unrestricted reserves</b>	<b>\$ 1,693,299</b>

3. Do Unrestricted reserves meet the state minimum standard amount?

Yes  No

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

**IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**  
In accordance with E.C. 42142

Date of governing board approval of budget revisions in Col. 2 2/20/24

If the board approved revisions are different from the proposed revisions in Col. 2, provide an updated report upon approval of the district governing board.

	Current Year 1: 23-24				Year 2: 24-25				Year 3: 25-26			
	(Col. 1) Latest Board- approved budget before settlement (as of 11/14/23)	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3)	(Col. 5) Latest Board- approved MYP before settlement	(Col. 6) Revisions Necessary as a result of proposed settlement	(Col. 7) Other Revisions	(Col. 8) Total impact on budget (col. 5+6+7)	(Col. 9) Latest Board- approved MYP before settlement	(Col. 10) Revisions Necessary as a result of proposed settlement	(Col. 11) Other Revisions	(Col. 12) Total impact on budget (col. 9+10+11)
<b>REVENUES</b>												
LCFF Sources (8010-8099)	3,071,823			\$ 3,071,823	\$ 3,199,822			\$ 3,199,822.00	\$ 3,385,376			\$ 3,385,376.00
Remaining Revenues (8100-8799)	451,978			\$ 451,978	\$ 440,332			\$ 440,332.00	\$ 446,719			\$ 446,719.00
<b>TOTAL REVENUES</b>	<b>3,523,801</b>	<b>-</b>	<b>-</b>	<b>\$ 3,523,801</b>	<b>3,640,154</b>	<b>-</b>	<b>-</b>	<b>\$ 3,640,154.00</b>	<b>3,832,095</b>	<b>-</b>	<b>-</b>	<b>\$ 3,832,095.00</b>
<b>EXPENDITURES</b>												
1000 Certificated Salaries	1,146,592	43,335	9,225	\$ 1,199,152	\$ 1,251,164	\$ 43,335	9,225	\$ 1,303,724.00	\$ 1,270,344	\$ 43,335	9,225	\$ 1,322,904.00
2000 Classified Salaries	421,359		19,975	\$ 441,334	\$ 423,359		19,975	\$ 443,334.00	\$ 431,859		19,975	\$ 451,834.00
3000 Employee Benefits	690,827	9,595	18,445	\$ 718,867	\$ 722,063	\$ 9,595	18,445	\$ 750,103.00	\$ 731,063	\$ 9,595	18,445	\$ 759,103.00
4000 Books and Supplies	285,821			\$ 285,821	\$ 320,000			\$ 320,000.00	\$ 330,000			\$ 330,000.00
5000 Services and Operating Expenses	742,721			\$ 742,721	\$ 748,974			\$ 748,974.00	\$ 750,974			\$ 750,974.00
6000 Capital Outlay	37,688			\$ 37,688	\$ 20,000			\$ 20,000.00	\$ 20,000			\$ 20,000.00
7000 Other	26,409			\$ 26,409	\$ 27,379			\$ 27,379.00	\$ 28,379			\$ 28,379.00
<b>TOTAL EXPENDITURES</b>	<b>3,351,417</b>	<b>52,930</b>	<b>47,645</b>	<b>\$ 3,451,992</b>	<b>3,512,939.00</b>	<b>52,930.00</b>	<b>47,645.00</b>	<b>\$ 3,613,514.00</b>	<b>3,562,619.00</b>	<b>52,930.00</b>	<b>47,645.00</b>	<b>\$ 3,663,194.00</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>172,384</b>	<b>(52,930)</b>	<b>(47,645)</b>	<b>\$ 71,809</b>	<b>127,215.00</b>	<b>(52,930.00)</b>	<b>(47,645.00)</b>	<b>\$ 26,640.00</b>	<b>269,476.00</b>	<b>(52,930.00)</b>	<b>(47,645.00)</b>	<b>\$ 168,901.00</b>
Other Sources and Transfers In				\$ -				\$ -				\$ -
Other Uses and Transfers Out	55,000			\$ 55,000	\$ 55,000			\$ 55,000.00	\$ 55,000			\$ 55,000.00
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	<b>117,384</b>	<b>(52,930)</b>	<b>(47,645)</b>	<b>\$ 16,809</b>	<b>72,215</b>	<b>(52,930)</b>	<b>(47,645)</b>	<b>\$ (28,360.00)</b>	<b>\$ 214,476</b>	<b>\$ (52,930)</b>	<b>(47,645)</b>	<b>\$ 113,901.00</b>
<b>BEGINNING BALANCE</b>	<b>\$ 2,035,857</b>			<b>\$ 2,035,857</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666.00</b>	<b>\$ 2,225,456</b>			<b>\$ 2,024,306.00</b>
<b>ENDING BALANCE</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666</b>	<b>\$ 2,225,456</b>			<b>\$ 2,024,306.00</b>	<b>\$ 2,439,932</b>			<b>\$ 2,138,207.00</b>



**Certification No. 1**

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of \_\_\_\_\_ Latrobe School District \_\_\_\_\_, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Certificated \_\_\_\_\_ Bargaining Unit, during the term of the agreement from 7/1/2023 to 6/30/2024.

- The budget revisions necessary to meet the costs of the agreement in year of its term are reflected on pages 5 & 6 of this document.
- N/A - No budget revisions necessary.

District Superintendent (Signature)	Date
Chief Business Official (Signature)	Date

**Certification #2**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the *Public Disclosure of Proposed Bargaining Agreement* in accordance with the requirement of AB 1200 and Government Code Section 3547.5.

District Superintendent or Designee (Signature)	Date
Contact Person	Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on 2/20/2024, took action to approve the proposed agreement with the Bargaining Unit.

President (or Clerk), Governing Board (Signature)	Date
---	------

**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
**In Accordance with AB1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5; CCR, Title V, Section 15449**

**SELECT DISTRICT HERE: Latrobe School District**

The proposed agreement is a one year agreement that covers the period beginning July 1, 2023 and ending June 30, 2024 and will be acted upon by the Governing Board at its meeting on February 20, 2024. The General Fund is impacted as follows. Impact on other funds is addressed in the narrative.

**Bargaining Unit Group**

- Certificated
- Classified**
- Confidential/Management
- Other

Check one by marking with "x"	Cost of 1% *
x	\$ 4,243
	\$ -
	\$ -

\* includes salary and related benefits, e.g. STRS, PERS, Workers Compensation, Unemployment

**A. Proposed Change in Compensation**

	Compensation	\$ Fiscal Impact of Proposed Agreement			%		
		Year 1 FY -	Year 2 FY -	Year 3 FY -	Year 1 FY -	Year 2 FY -	Year 3 FY -
1	Salary Schedule - Increase(Decrease)	21,215	21,215	21,215	5.00%	5.00%	5.00%
2	Step and Column - Increase (Decrease) due to movement plus any changes due to settlement	2,500	3,000	8,500	0.59%	0.71%	2.00%
3	Other Compensation (complete description below)				0.00%	0.00%	0.00%
4	Statutory Benefits - Increase (Decrease) in STRS, PERS,FICA,WC,UI,Medicare, etc. (may be included in costs above or shown separately)				0.00%	0.00%	0.00%
5	Health/Welfare Benefits - Increase (Decrease)	-			0.00%	0.00%	0.00%
6	<b>Total Compensation</b>	23,715	24,215	29,715	5.59%	5.71%	7.00%
7	<b>Total Number of Represented Employees</b>	6.0	6.0	6.0			
8	<b>Total Compensation Average Cost per Employee - Increase (Decrease)</b>	3,953	4,036	4,953			

%		
Year 1 FY -	Year 2 FY -	Year 3 FY -
Cost of 1%: \$4,243		
5.00%	5.00%	5.00%
0.59%	0.71%	2.00%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
5.59%	5.71%	7.00%

9 Other Compensation - Increase (Decrease) (Stipends, Bonuses, etc.) Provide Description Below

10 Were any additional steps, columns, or ranges added to the schedules? YES NO  
 If YES, please explain below

No

11 Does this bargaining group have a negotiated cap for Health and Welfare benefits? YES NO  
 If YES, please indicate the cap amount.

7.D.2)

- A. **Proposed change in compensation.** Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary

5% on salary for the period from 7/1/23-6/30/24.

- B. **Proposed negotiated changes in non-compensation items** (e.g. class size adjustments, staff development days, teacher prep time, etc.)

None

- C. **What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

None

- D. **What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

None

- E. **Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Will this agreement create, or increase an operating deficit in the current or subsequent year(s)?** An operating deficit is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

No

**G. Source of funding for proposed agreement.**

Current year:

Community Funding

How will ongoing cost of the proposed agreement be funded in future years?

Community Funding

If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

N/A

For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections enrollment growth, COLA, deficits, etc.

**H. Describe the financial impact on other funds affected by the proposed settlement - consider Cafeteria, Adult Education, Deferred Maintenance**

N/A

**I. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard (after impact of Proposed Agreement)

a. Total expenditures, transfers out, and uses (including cost of proposal)	\$ 2,052,666
b. State Standard Minimum EUR Percentage for this district	5.00%
c. State Standard Minimum EUR amount for this district	\$ 102,633
<i>(greater of line 1-c or \$65,000 for districts w/less than 100 ADA)</i>	

2. Budgeted Unrestricted reserve (after impact of Proposed Agreement)

a. General Fund budgeted Unrestricted EUR	\$ 1,692,299.00
b. General Fund budgeted Unrestricted Nonspendable	\$ 1,000
c. General Fund Assigned amount	\$ -
<b>d. Total District budgeted Unrestricted reserves</b>	<b>\$ 1,693,299</b>

3. Do Unrestricted reserves meet the state minimum standard amount?

Yes  No

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

**IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**  
In accordance with E.C. 42142

Date of governing board approval of budget revisions in Col. 2 2/20/24

If the board approved revisions are different from the proposed revisions in Col. 2, provide an updated report upon approval of the district governing board.

	Current Year 1: 22-23				Year 2: 23-24				Year 3: 24-25			
	(Col. 1) Latest Board- approved budget before settlement (as of 11/14/23)	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3)	(Col. 5) Latest Board- approved MYP before settlement	(Col. 6) Revisions Necessary as a result of proposed settlement	(Col. 7) Other Revisions	(Col. 8) Total impact on budget (col. 5+6+7)	(Col. 9) Latest Board- approved MYP before settlement	(Col. 10) Revisions Necessary as a result of proposed settlement	(Col. 11) Other Revisions	(Col. 12) Total impact on budget (col. 9+10+11)
<b>REVENUES</b>												
LCFF Sources (8010-8099)	3,071,823			\$ 3,071,823	\$ 3,199,822			\$ 3,199,822.00	\$ 3,385,376			\$ 3,385,376.00
Remaining Revenues (8100-8799)	451,978			\$ 451,978	\$ 440,332			\$ 440,332.00	\$ 446,719			\$ 446,719.00
<b>TOTAL REVENUES</b>	<b>3,523,801</b>	<b>-</b>	<b>-</b>	<b>\$ 3,523,801</b>	<b>3,640,154</b>	<b>-</b>	<b>-</b>	<b>\$ 3,640,154.00</b>	<b>3,832,095</b>	<b>-</b>	<b>-</b>	<b>\$ 3,832,095.00</b>
<b>EXPENDITURES</b>												
1000 Certificated Salaries	1,146,592		52,560	\$ 1,199,152	\$ 1,251,164		52,560	\$ 1,303,724.00	\$ 1,270,344		52,560	\$ 1,322,904.00
2000 Classified Salaries	421,359	15,610	4,365	\$ 441,334	\$ 423,359	\$ 15,610		\$ 438,969.00	\$ 431,859	\$ 15,610		\$ 447,469.00
3000 Employee Benefits	690,827	5,605	22,435	\$ 718,867	\$ 722,063	\$ 5,605	22,435	\$ 750,103.00	\$ 731,063	\$ 5,605	22,435	\$ 759,103.00
4000 Books and Supplies	285,821			\$ 285,821	\$ 320,000			\$ 320,000.00	\$ 330,000			\$ 330,000.00
5000 Services and Operating Expenses	742,721			\$ 742,721	\$ 748,974			\$ 748,974.00	\$ 750,974			\$ 750,974.00
6000 Capital Outlay	37,688			\$ 37,688	\$ 20,000			\$ 20,000.00	\$ 20,000			\$ 20,000.00
7000 Other	26,409			\$ 26,409	\$ 27,379			\$ 27,379.00	\$ 28,379			\$ 28,379.00
<b>TOTAL EXPENDITURES</b>	<b>3,351,417</b>	<b>21,215</b>	<b>79,360</b>	<b>\$ 3,451,992</b>	<b>3,512,939.00</b>	<b>21,215.00</b>	<b>74,995.00</b>	<b>\$ 3,609,149.00</b>	<b>3,562,619.00</b>	<b>21,215.00</b>	<b>74,995.00</b>	<b>\$ 3,658,829.00</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>172,384</b>	<b>(21,215)</b>	<b>(79,360)</b>	<b>\$ 71,809</b>	<b>127,215.00</b>	<b>(21,215.00)</b>	<b>(74,995.00)</b>	<b>\$ 31,005.00</b>	<b>269,476.00</b>	<b>(21,215.00)</b>	<b>(74,995.00)</b>	<b>\$ 173,266.00</b>
Other Sources and Transfers In				\$ -				\$ -				\$ -
Other Uses and Transfers Out	55,000			\$ 55,000	\$ 55,000			\$ 55,000.00	\$ 55,000			\$ 55,000.00
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	<b>117,384</b>	<b>(21,215)</b>	<b>(79,360)</b>	<b>\$ 16,809</b>	<b>72,215</b>	<b>(21,215)</b>	<b>(74,995)</b>	<b>\$ (23,995.00)</b>	<b>\$ 214,476</b>	<b>\$ (21,215)</b>	<b>(74,995)</b>	<b>\$ 118,266.00</b>
<b>BEGINNING BALANCE</b>	<b>\$ 2,035,857</b>			<b>\$ 2,035,857</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666.00</b>	<b>\$ 2,225,456</b>			<b>\$ 2,028,671.00</b>
<b>ENDING BALANCE</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666</b>	<b>\$ 2,225,456</b>			<b>\$ 2,028,671.00</b>	<b>\$ 2,439,932</b>			<b>\$ 2,146,937.00</b>

**Certification No. 1**

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of \_\_\_\_\_ Latrobe School District \_\_\_\_\_, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Classified \_\_\_\_\_ Bargaining Unit, during the term of the agreement from 7/1/2023 to 6/30/2024.

- The budget revisions necessary to meet the costs of the agreement in year of its term are reflected on pages 5 & 6 of this document.
- N/A - No budget revisions necessary.

District Superintendent (Signature)	Date
Chief Business Official (Signature)	Date

**Certification #2**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the *Public Disclosure of Proposed Bargaining Agreement* in accordance with the requirement of AB 1200 and Government Code Section 3547.5.

District Superintendent or Designee (Signature)	Date
Contact Person	Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on 2/20/2024, took action to approve the proposed agreement with the Bargaining Unit.

President (or Clerk), Governing Board (Signature)	Date
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**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
**In Accordance with AB1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5; CCR, Title V, Section 15449**

**SELECT DISTRICT HERE: Latrobe School District**

The proposed agreement is a one year agreement that covers the period beginning July 1, 2023 and ending June 30, 2024 and will be acted upon by the Governing Board at its meeting on February 20, 2024. The General Fund is impacted as follows. Impact on other funds is addressed in the narrative.

Bargaining Unit Group	Check one by marking with "x"	Cost of 1% *
Certificated		
Classified		
<b>Confidential</b>	x	\$ 1,187
Other		\$ -

\* includes salary and related benefits, e.g. STRS, PERS, Workers Compensation, Unemployment

**A. Proposed Change in Compensation**

	Compensation	\$ Fiscal Impact of Proposed Agreement			%		
		Year 1 FY -	Year 2 FY -	Year 3 FY -	Year 1 FY -	Year 2 FY -	Year 3 FY -
1	Salary Schedule - Increase(Decrease)	5,935	5,935	5,935	5.00%	5.00%	5.00%
2	Step and Column - Increase (Decrease) due to movement plus any changes due to settlement	5,000			4.21%	0.00%	0.00%
3	Other Compensation (complete description below)		-	-	0.00%	0.00%	0.00%
4	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc. (may be included in costs above or shown separately)				0.00%	0.00%	0.00%
5	Health/Welfare Benefits - Increase (Decrease)	-			0.00%	0.00%	0.00%
6	<b>Total Compensation</b>	10,935	5,935	5,935	9.21%	5.00%	5.00%
7	Total Number of Represented Employees	1	1	1			
8	Total Compensation Average Cost per Employee - Increase (Decrease)	10,935	5,935	5,935			

%		
Year 1 FY -	Year 2 FY -	Year 3 FY -
Cost of 1%: \$1,187		
5.00%	5.00%	5.00%
4.21%	0.00%	0.00%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
0.00%	0.00%	0.00%
9.21%	5.00%	5.00%

9 Other Compensation - Increase (Decrease) (Stipends, Bonuses, etc.) Provide Description Below

No

10 Were any additional steps, columns, or ranges added to the schedules? YES NO  
 If YES, please explain below

No

11 Does this bargaining group have a negotiated cap for Health and Welfare benefits? YES NO  
 If YES, please indicate the cap amount. 7.0.3)



- A. **Proposed change in compensation.** Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary

5% on salary settlement for timeperiod of 7/1/23-6/30/24.

- B. **Proposed negotiated changes in non-compensation items** (e.g. class size adjustments, staff development days, teacher prep time, etc.)

None

- C. **What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

None

- D. **What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

None

- E. **Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Will this agreement create, or increase an operating deficit in the current or subsequent year(s)?** An operating deficit is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

No

**G. Source of funding for proposed agreement.**

Current year:

Community Funding

How will ongoing cost of the proposed agreement be funded in future years?

Community Funding

If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

N/A

For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections enrollment growth, COLA, deficits, etc.

**H. Describe the financial impact on other funds affected by the proposed settlement - consider Cafeteria, Adult Education, Deferred Maintenance**

N/A

**I. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard (after impact of Proposed Agreement)

a. Total expenditures, transfers out, and uses (including cost of proposal)	\$ 2,052,666
b. State Standard Minimum EUR Percentage for this district	5.00%
c. State Standard Minimum EUR amount for this district	\$ 102,633
<i>(greater of line 1-c or \$65,000 for districts w/less than 100 ADA)</i>	

2. Budgeted Unrestricted reserve (after impact of Proposed Agreement)

a. General Fund budgeted Unrestricted EUR	\$ 1,692,299.00
b. General Fund budgeted Unrestricted Nonspendable	\$ 1,000
c. General Fund Assigned amount	\$ -
<b>d. Total District budgeted Unrestricted reserves</b>	<b>\$ 1,693,299</b>

3. Do Unrestricted reserves meet the state minimum standard amount?

Yes  No

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

**IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**  
In accordance with E.C. 42142

Date of governing board approval of budget revisions in Col. 2 2/20/24

If the board approved revisions are different from the proposed revisions in Col. 2, provide an updated report upon approval of the district governing board.

	Current Year 1: 22-23				Year 2: 23-24				Year 3: 24-25			
	(Col. 1) Latest Board- approved budget before settlement (as of 11/14/23)	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3)	(Col. 5) Latest Board- approved MYP before settlement	(Col. 6) Revisions Necessary as a result of proposed settlement	(Col. 7) Other Revisions	(Col. 8) Total impact on budget (col. 5+6+7)	(Col. 9) Latest Board- approved MYP before settlement	(Col. 10) Revisions Necessary as a result of proposed settlement	(Col. 11) Other Revisions	(Col. 12) Total impact on budget (col. 9+10+11)
<b>REVENUES</b>												
LCFF Sources (8010-8099)	3,071,823			\$ 3,071,823	\$ 3,199,822			\$ 3,199,822.00	\$ 3,385,376			\$ 3,385,376.00
Remaining Revenues (8100-8799)	451,978			\$ 451,978	\$ 440,332			\$ 440,332.00	\$ 446,719			\$ 446,719.00
<b>TOTAL REVENUES</b>	<b>3,523,801</b>			<b>\$ 3,523,801</b>	<b>3,640,154</b>			<b>\$ 3,640,154.00</b>	<b>3,832,095</b>			<b>\$ 3,832,095.00</b>
<b>EXPENDITURES</b>												
1000 Certificated Salaries	1,146,592		52,560	\$ 1,199,152	\$ 1,251,164		52,560	\$ 1,303,724.00	\$ 1,270,344		52,560	\$ 1,322,904.00
2000 Classified Salaries	421,359	4,365	15,610	\$ 441,334	\$ 423,359	\$ 4,365	15,610	\$ 443,334.00	\$ 431,859	\$ 4,365	15,610	\$ 451,834.00
3000 Employee Benefits	690,827	1,570	26,470	\$ 718,867	\$ 722,063	\$ 1,570	26,470	\$ 750,103.00	\$ 731,063	\$ 1,570	26,470	\$ 759,103.00
4000 Books and Supplies	285,821			\$ 285,821	\$ 320,000			\$ 320,000.00	\$ 330,000			\$ 330,000.00
5000 Services and Operating Expenses	742,721			\$ 742,721	\$ 748,974			\$ 748,974.00	\$ 750,974			\$ 750,974.00
6000 Capital Outlay	37,688			\$ 37,688	\$ 20,000			\$ 20,000.00	\$ 20,000			\$ 20,000.00
7000 Other	26,409			\$ 26,409	\$ 27,379			\$ 27,379.00	\$ 28,379			\$ 28,379.00
<b>TOTAL EXPENDITURES</b>	<b>3,351,417</b>	<b>5,935</b>	<b>94,640</b>	<b>\$ 3,451,992</b>	<b>3,512,939.00</b>	<b>5,935.00</b>	<b>94,640.00</b>	<b>\$ 3,613,514.00</b>	<b>3,562,619.00</b>	<b>5,935.00</b>	<b>94,640.00</b>	<b>\$ 3,663,194.00</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>172,384</b>	<b>(5,935)</b>	<b>(94,640)</b>	<b>\$ 71,809</b>	<b>127,215.00</b>	<b>(5,935.00)</b>	<b>(94,640.00)</b>	<b>\$ 26,640.00</b>	<b>269,476.00</b>	<b>(5,935.00)</b>	<b>(94,640.00)</b>	<b>\$ 168,901.00</b>
Other Sources and Transfers In				\$ -				\$ -				\$ -
Other Uses and Transfers Out	55,000			\$ 55,000	\$ 55,000			\$ 55,000.00	\$ 55,000			\$ 55,000.00
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	<b>117,384</b>	<b>(5,935)</b>	<b>(94,640)</b>	<b>\$ 16,809</b>	<b>72,215</b>	<b>(5,935)</b>	<b>(94,640)</b>	<b>\$ (28,360.00)</b>	<b>\$ 214,476</b>	<b>\$ (5,935)</b>	<b>(94,640)</b>	<b>\$ 113,901.00</b>
<b>BEGINNING BALANCE</b>	<b>\$ 2,035,857</b>			<b>\$ 2,035,857</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666.00</b>	<b>\$ 2,225,456</b>			<b>\$ 2,024,306.00</b>
<b>ENDING BALANCE</b>	<b>\$ 2,153,241</b>			<b>\$ 2,052,666</b>	<b>\$ 2,225,456</b>			<b>\$ 2,024,306.00</b>	<b>\$ 2,439,932</b>			<b>\$ 2,138,207.00</b>

**Certification No. 1**

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of \_\_\_\_\_ Latrobe School District \_\_\_\_\_, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Confidential \_\_\_\_\_ Bargaining Unit, during the term of the agreement from 7/1/2023 to 6/30/2024.

- The budget revisions necessary to meet the costs of the agreement in year of its term are reflected on pages 5 & 6 of this document.
- N/A - No budget revisions necessary.

District Superintendent (Signature)	Date
Chief Business Official (Signature)	Date

**Certification #2**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the *Public Disclosure of Proposed Bargaining Agreement* in accordance with the requirement of AB 1200 and Government Code Section 3547.5.

District Superintendent or Designee (Signature)	Date
Contact Person	Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on 2/20/2024, took action to approve the proposed agreement with the Bargaining Unit.

President (or Clerk), Governing Board (Signature)	Date
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**LATROBE SCHOOL DISTRICT**  
**SUPERINTENDENT/PRINCIPAL CONTRACT ADDENDUM**  
**FEBRUARY 2024**

At the regularly held Board meeting on February 20, 2024 the Latrobe School District Board of Trustees approved a 5% annual salary increase for the Superintendent/Principal, Dave Scroggins, for a new annual salary of \$184,281. This agreement is retroactive to July 1, 2023.

Board Approval:

\_\_\_\_\_  
Jared Meredith, President

\_\_\_\_\_  
Date

*Attach Board minutes when approved*

7.E.



# Latrobe School District 2024-25 School Calendar

## DRAFT



### July

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### August

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### September

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

### October

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### November

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### December

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

### January

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### February

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

### March

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### April

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

### May

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### June

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

  **First & Last Day of School**

  **End of Trimester**

  **School Closed/Holidays**

July 4	Independence Day (observed)
Sept 2	Labor Day
Nov 11	Veteran's Day
Nov 25-29	Thanksgiving Break
Dec 20-Jan 5	Winter Break
Jan 20	Martin Luther King Day
Feb 14	Lincoln's Day
Feb 17	Washington's Day
Apr 14-21	Spring Break
May 26	Memorial Day
Jun 19	Juneteenth

  **Minimum Days**

Aug 26	Collaboration Day
Sept 30	Collaboration Day
Oct 28	Collaboration Day
Nov 12-15	Parent Conferences
Dec 9	Collaboration Day
Dec 19	Collaboration Day
Jan 27	Collaboration Day
Feb 24	Collaboration Day
Mar 10-11	Parent Conferences
Mar 31	Collaboration Day
Apr 11	Collaboration Day
Apr 28	Collaboration Day
May 16	Collaboration Day
May 23	Last Day of School

  **School Events**

Aug 15	Back to School Night
May 15	Open House
May 22	8th Grade Promotion

  **Teacher Work Days**

Aug 5-7
May 27-28

School Hours	Regular	Min Day
Latrobe	7:55 - 1:55	7:55 - 11:55
Miller's Hill	7:50 - 2:05	7:50 - 12:05

*Buses run two hours early on minimum days*

T1	61 days	162 reg days
T2	60 days	18 min days
T3	59 days	180 total

7.F

**El Dorado County School Boards Association  
Annual Awards Dinner RSVP  
Monday, March 18, 2024**

**District:** Latrobe School District

**Number of Guests Attending:** \_\_\_\_\_ **x \$40 each = TOTAL DUE: \$** \_\_\_\_\_

**Please make checks payable to:**

El Dorado County School Boards Association  
c/o EDCOE  
6767 Green Valley Road  
Placerville, CA 95667

**Please list guests:**

<b>Name</b> <i>(as it should appear on nametag)</i>	<b>Board Member</b>	<b>Superintendent</b>	<b>Guest/Other</b>
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Please return this form to** Lizbeth Campo (lcampo@edcoe.org) **by Friday, February 23, 2024.**

9.A



Latrobe School District  
**2023-24 Enrollment Summary**

**2023-24**

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
TK	1	1	1	1	1	1	1			
K	17	17	17	17	17	18	18			
1	14	14	14	13	13	13	13			
2	13	13	13	12	12	13	14			
3	19	19	19	19	19	20	21			
<b>LES</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>62</b>	<b>62</b>	<b>65</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>
4	20	20	21	22	22	22	22			
5	17	17	17	16	16	16	17			
6	13	13	13	13	13	13	13			
7	27	27	27	27	27	27	27			
8	27	27	27	27	27	27	27			
<b>MH</b>	<b>104</b>	<b>104</b>	<b>105</b>	<b>105</b>	<b>105</b>	<b>105</b>	<b>106</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>168</b>	<b>168</b>	<b>169</b>	<b>167</b>	<b>167</b>	<b>170</b>	<b>173</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Historical (May Counts)**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
TK				1	5	2	4	2	5	3	5	7
K	17	6	11	12	11	18	3	17	17	12	9	12
1	15	15	6	14	13	11	20	7	13	17	17	13
2	19	13	13	8	18	13	13	24	10	14	13	18
3	21	17	12	13	8	17	13	20	22	10	17	18
<b>LES</b>	<b>72</b>	<b>51</b>	<b>42</b>	<b>48</b>	<b>55</b>	<b>61</b>	<b>53</b>	<b>70</b>	<b>67</b>	<b>56</b>	<b>61</b>	<b>68</b>
4	20	23	16	14	15	8	18	13	19	26	11	18
5	17	22	19	15	17	14	10	20	17	18	23	11
6	21	18	7	20	20	15	16	11	23	18	23	24
7	18	20	15	16	20	21	17	20	11	21	17	26
8	18	19	19	13	16	21	21	17	17	13	24	15
<b>MH</b>	<b>94</b>	<b>102</b>	<b>76</b>	<b>78</b>	<b>88</b>	<b>79</b>	<b>82</b>	<b>81</b>	<b>87</b>	<b>96</b>	<b>98</b>	<b>94</b>
<b>Total</b>	<b>166</b>	<b>153</b>	<b>118</b>	<b>126</b>	<b>143</b>	<b>140</b>	<b>135</b>	<b>151</b>	<b>154</b>	<b>152</b>	<b>159</b>	<b>162</b>

H.A.