

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

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/paj/13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: Arena Union Elementary School District		COUNTY CODE: 23	DISTRICT CODE: 65557	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Mr. Warren Galletti			FISCAL YEAR: 2022-2023	
ADDRESS: P.O. Box 87 / 45 Lake Street			COUNTY NAME: Mendocino	
CITY: Point Arena		STATE: CA	ZIP CODE: 95468	
CONTACT NAME: Catherine Chin	TITLE: Business Manager	PHONE: 707-882-2803	E-MAIL: cchin@mcn.org	

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

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

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

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

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

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

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

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

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SECTION C: MATERIAL DECREASE

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

- Not Applicable (Proceed to Section D)**
 Supplemental Page(s) Attached

PART II: MATERIAL DECREASE CALCULATION (Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/paf/13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form, including the definition of "normal" attendance.)

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

PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/paf/13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form, including the definition of "normal" attendance.)

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

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

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SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

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

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

Not Applicable (Proceed to Section E)

[Empty box for Part II: Circumstances]

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

[Empty box for Part III: Proposal]

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SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request. We, members constituting a majority of the governing board of Arena Union Elementary School District, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Sigrid Hillscan	_____
Sal Martinez	_____
Bob Gardiner	_____
Jessika Holguin	_____
Mary Visher	_____
Aparna Wilder	_____
Victor Aparicio	_____
_____	_____
_____	_____

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

Subscribed and sworn (or affirmed) before me, this 5th day of April, 2023.

Witness: Warren Galletti (Name) _____ (Signature) _____ Title: District Superintendent of Mendocino County, California

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

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

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

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

County Superintendent of Schools (or designee): _____ (Name) _____ (Signature)

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

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

COE contact/individual responsible for completing this section:

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

Governor Newsom Proclaims Storm State of Emergency Supporting 21 Additional Counties

Published: Mar 08, 2023

SACRAMENTO – With a series of storms forecasted to continue through mid-March, including an atmospheric river event later this week, Governor Gavin Newsom today proclaimed a state of emergency to support storm response and relief efforts in 21 additional counties: Butte, El Dorado, Fresno, Humboldt, Imperial, Inyo, Lake, Mendocino, Merced, Monterey, Napa, Placer, Plumas, Sacramento, San Francisco, San Mateo, Santa Clara, Santa Cruz, Stanislaus, Tuolumne and Yuba.

The Governor last week proclaimed a [state of emergency](#) in 13 counties due to storms, and activated the California Guard and State Operations Center to bring state support to county-led emergency response efforts and coordinate mutual aid from neighboring jurisdictions.

The text of today's emergency proclamation can be found [here](#).

“The state is working around the clock with local partners to deploy life-saving equipment and first responders to communities across California,” said **Governor Newsom**. “With more dangerous storms on the horizon, we’ll continue to mobilize every available resource to protect Californians.”

The state has significant staffing and equipment resources from the Governor’s Office of Emergency Services (Cal OES), Caltrans, the California Highway Patrol, CAL FIRE and the California National Guard on the ground in impacted areas.

CAL FIRE and partner agencies have 43 crews active statewide, 12 of which are committed to the San Bernardino storm incident, as well as two helicopters, two dozers and an Incident Management Team, among other resources. The California Guard is pre-positioning High Water Vehicles in preparation for flood response operations.

Caltrans has mobilized more than 4,000 crew members to hundreds of incidents statewide, working 24/7 in shifts. In San Bernardino County, more than 57 Caltrans employees operating 40 high-powered pieces of equipment, including snowplows, graders, loaders and dump trucks, have removed more than 12.6 million cubic yards of snow off state highways as of March 8, which equates to more than 3,800 Olympic-size swimming pools. CHP is increasing resources in targeted areas to help address storm-related needs – including ensuring full staffing for air operation missions, ready to deploy as needed.

Cal OES has coordinated with the Department of Social Services to open six shelters in the counties of San Bernardino, Stanislaus, Madera, Butte and Nevada, and has facilitated food donations through the California Grocers Association to provide meal kits in San Bernardino County.

[Visit CalAlerts.org](#) to sign up for local wireless emergency alerts and [QuickMap \(ca.gov\)](#) to check road conditions in your area.

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From: noreply@cde.ca.gov
To: [Point Arena Joint Union High School District](#)
Subject: [nsd-dmu5] Governor Newsom Proclaims Storm State of Emergency Supporting 21 Additional Counties
Date: Thursday, March 9, 2023 3:42:26 PM

Dear Program Operators:

The California Department of Education (CDE) Nutrition Services Division is sending this notice to all statewide participants in the Child Nutrition Programs (CNP) in response to an emergency proclamation issued on March 8, 2023, by Governor Gavin Newsom regarding winter storms. The counties listed below are in addition to the counties which were part of the Governor's disaster declaration on March 1, 2023.

SACRAMENTO – With a series of storms forecasted to continue through mid-March, including an atmospheric river event later this week, Governor Gavin Newsom today proclaimed a state of emergency to support storm response and relief efforts in 21 additional counties. The following counties in California are currently under a state of emergency:

Amador
Butte
El Dorado
Fresno
Humboldt
Imperial
Inyo
Kern
Lake
Los Angeles
Madera
Mariposa
Mendocino
Merced
Mono
Monterey
Napa
Nevada
Placer
Plumas
Sacramento
San Bernadino
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Sierra

Sonoma
Stanislaus
Tulare
Tuolumne
Yuba

Guidelines on Disaster Relief

For information on Governor Newsom's emergency proclamation, please refer to the Office of Governor Gavin Newsom web page at <https://www.gov.ca.gov/2023/03/08/governor-newsom-proclaims-storm-state-of-emergency-supporting-21-additional-counties/>.

For specific information on CDE Disaster Relief Guidelines, please refer to the CDE Disaster Relief Guidelines Web page at <http://www.cde.ca.gov/ls/nu/sn/disaster.asp>.

For information on disaster assistance and resources in California, please refer to the CDE Disaster Resources Web page at <http://www.cde.ca.gov/re/di/dr/>.

For information on emergency resources from federal, state, and local agencies, please refer to the Governor's Office of Emergency Services (OES) Web site at <http://www.caloes.ca.gov/>.

Reimbursement Claims Submission Flexibility

The U.S. Department of Agriculture (USDA) can authorize the CDE to allow school food authorities, institutions, and sponsors to submit claims beyond the 60-day submission requirement. Claims submitted after 60 days, as a result of a disaster, are not subject to the one-time exception for late submissions. For more information on late claim submission due to disasters, refer to the USDA Policy Memoranda SP 46-2014, CACFP 12-2014, SFSP 18-2014 web document at <https://www.fns.usda.gov/disaster/disaster-assistance>.

For assistance with submitting your claim, contact your Child Nutrition Fiscal Service Analyst on the CDE Nutrition Services web page at <https://www.cde.ca.gov/fg/aa/nt/>.

Use of U.S. Department of Agriculture Foods During a State/Federally Declared Disaster

Disaster relief organizations may designate schools as community feeding sites or request that schools provide their U.S. Department of Agriculture (USDA) Foods to other feeding sites. USDA Foods are to be released on request to recognized disaster relief organizations such as the American Red Cross or the OES. Information regarding USDA Foods usage, reporting, and claiming procedures during a disaster can be found in Management Bulletin 02-401 located on the CDE Use of USDA Foods in Disaster Feeding Web page at <http://www.cde.ca.gov/ls/nu/fd/mb02401.asp>.

The Disaster Feeding Guidance for School Food Service Using USDA Foods can be downloaded from the CDE Food Distribution Guidance, Manuals, and Resources Web page at <http://www.cde.ca.gov/ls/nu/fd/manguide.asp>.

Contact Information

If you have any questions regarding disaster relief for the following programs, please contact:

School Nutrition Programs (SNP) & Summer Meals Unit

- Will Graening, SNP Specialist, by phone at 916-445-5723 or by e-mail at wgraening@cde.ca.gov.

Child and Adult Care Food Program (CACFP)

- California Department of Social Services by email at CACFPinfo@dss.ca.gov, or contact your assigned analyst which can be found in CNIPS Download Forms CACFP-01 or on the CACFP Contact List web page.

Food Distribution Program (FDP)

- Augie Aguilar, Food Administration Unit Manager, by phone at 916-445-4850 or by e-mail at aaguilar@cde.ca.gov.

Thank you.

Nutrition Services Division

California Department of Education

NSD Customer Service Survey | www.cde.ca.gov/ls/nu/nsdcs.asp

Web | www.cde.ca.gov/ls/nu/

Twitter | @CDENutrition

Course Catalog | www.cde.ca.gov/ls/nu/ed/cnpcoursecatalog.asp

You are receiving this message because your e-mail address is stored in the Child Nutrition Information and Payment System (CNIPS). Please note that you are required to keep your e-mail address up-to-date on your sponsor application in the CNIPS. The NSD sends notification e-mails to the two primary contacts your district/agency lists in the CNIPS. It is beneficial for your district/agency to list two separate e-mail addresses.



People before Profit

Every day, with every deposit, transaction or loan, we put people and the community first.



Mendocino County live storm updates Mar. 14: SR 1, 175 and 128 closed, high winds, flooding, and downed trees impact region as atmospheric river lingers (Updated 4:37 p.m.)

By Sarah Stierch | 2 hours ago

Thanks to our fire season sponsors!



S.R. 175 closed at Highway 101 on due to Russian River flooding January 5, 2023. (Kate B. Maxwell/The Mendocino Voice)

This is a developing situation and information may change. We'll update this article as more information becomes available. The most recent information will be updated at the top of the article, with the earlier reports below.

3/14/23 4:37 p.m. — The Garcia River has reached flood stage and is impacting State Route 1. As a result, State Route 1 is now closed in both directions between just north of Lake Ave. in Point Arena to Miner Hole Dr. State road conditions can be monitored [here](https://quickmap.dot.ca.gov/) (<https://quickmap.dot.ca.gov/>).

3/14/23 4:30 p.m. — Caltrans has closed State Route 175 in Hopland between U.S. Route 101 and Old River Rd. due to the Russian River flooding roadways. The river reached (<https://water.weather.gov/ahps2/hydrograph.php?wfo=eka&gage=hope1>) minor flood stage at 15 feet this afternoon. It is currently at 16.08 ft. and is expected to crest at 16.7 feet this evening. Please respect all road closures and if faced with flooded roadways, turn around – don't drown.

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[https://info.adventisthealth.org/ncn/mendocino/nursing-careers/?](https://info.adventisthealth.org/ncn/mendocino/nursing-careers/)

hcmacid=aoj3m00000Dzw19&utm_campaign=NCR_MENDO_RECRUITMENT&utm_medium=Print&utm_content=AD_NCR_MENDO_RECRUITMENT_NURSING_300x250)



A flooded State Route 128 in Navarro on Mar. 14, 2023.

MENDOCINO Co., 3/14/23 – An atmospheric river continues to hover over Mendocino County, bringing heavy rain, high winds and flooding. Reports of mud and rock slides and downed trees and power lines have dotted the transportation landscape since this morning, Tuesday, Mar. 14. Avoid unnecessary travel if you can as road conditions continue to be treacherous countywide.

A flood watch (<https://forecast.weather.gov/showsigwx.php?>

[warnzone=CAZ110&warncounty=CAC045&firewxzone=CAZ276&local_place1=Willits%20CA&product=Hazardous+Weather+Outlook&lat=39.4042&lon=-123.3518#_ZBDeq7TMJY4](https://forecast.weather.gov/showsigwx.php?warnzone=CAZ110&warncounty=CAC045&firewxzone=CAZ276&local_place1=Willits%20CA&product=Hazardous+Weather+Outlook&lat=39.4042&lon=-123.3518#_ZBDeq7TMJY4)

is in effect across the county until 5 a.m. Wednesday, Mar. 15. National Weather Service Eureka (NWS Eureka) anticipates that "excessive runoff may result in flooding of rivers, creek, streams, and other low-lying and flood-prone locations." This includes urban areas, locations with poor drainage, and low-water crossings.

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<https://info.adventisthealth.org/ncn/mendocino/nursing-careers/?>

hcmacid=aoj3m00000Dzw19&utm_campaign=NCR_MENDO_RECRUITMENT&utm_medium=Print&utm_content=AD_NCR_MENDO_RECRUITMENT_NURSING_300x250)

NWS Eureka predicts (<https://water.weather.gov/ahps2/hydrograph.php?wfo=eka&gage=hope1>) the Russian River near Hopland will reach minor flooding stage at 15.1 feet later today, Tuesday, Mar. 14. The Navarro River is currently flooding State Route 128, resulting in closures from State Route 1 to just west of Navarro. Caltrans reports that the Garcia River continues to rise along State Route 1 near Point Arena.

Comptche Volunteer Fire Department reports (https://www.facebook.com/permalink.php?story_fbid=pfhidozTj9k1fUwJg8xPnPFbjdHDtoVm7SNezTEvta6hrZCXu8UvBpRFJWpwGWio4sXkSDEI&id=1000645925053721) that parts of State Route 1 may

close due to the river flooding this afternoon. We will keep you updated if it closes.

Additionally, a [wind advisory](https://forecast.weather.gov/showsigwx.php?wamzone=CAZ110&wamrccounty=CAC04&firewxzone=CAZ276&local_places=Willits%20CA&product=Hazardous+Weather+Outlook&lat=39.4242&lon=-123.3518#.ZBDe7TMJY4) (https://forecast.weather.gov/showsigwx.php?wamzone=CAZ110&wamrccounty=CAC04&firewxzone=CAZ276&local_places=Willits%20CA&product=Hazardous+Weather+Outlook&lat=39.4242&lon=-123.3518#.ZBDe7TMJY4)

is in place until 5 p.m. today, Tuesday, Mar. 14. The county may see southerly winds between 15 and 25 mph with gusts up to 50 mph. High winds can blow around unsecured objects, bring down trees, and cause power outages.

Over 1,000 PG&E customers are without power across the county. The largest outages are in the Albion area (915 customers). PG&E cites an "equipment issue" as the cause of the outage. No estimated time of restoration is available. To the south, over 900 customers in Sea Ranch are without power, also caused by equipment and with no estimated time of restoration. You can check for individual outage information on the [PG&E outage map here](https://pgealerts.alerts.pge.com/outagecenter/) (<https://pgealerts.alerts.pge.com/outagecenter/>).

Thankfully, tomorrow will bring a break from the wet weather, with mostly clear conditions and highs in mid-50 to low 60 degrees.

Mendocino County's many microclimates mean the weather conditions may vary based on your location, especially by elevation. You can check for the [specific forecast for your neighborhood](https://www.weather.gov/eka/) (<https://www.weather.gov/eka/>) and on current road conditions as they develop. If you're interested in an overview of the statewide impacts of the storm from a meteorological perspective, we recommend checking out [Daniel Swain of Weather West](https://twitter.com/Weather_West) (https://twitter.com/Weather_West), who has been sharing information throughout these major weather events.

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(<https://info.adventisthealth.org/ncn/mendocino/nursing-careers/>)

[hcmacid=a0i3m0000Dzw19&utm_campaign=NCR_MENDO_RECRUITMENT&utm_medium=Print&utm_content=AD_NCR_MENDO_RECRUITMENT_NURSING_300x250](https://www.adventisthealth.org/ncn/mendocino/nursing-careers/))

Information changes rapidly, and we'll be keeping you updated on current conditions throughout the next several days. Although local agencies are preparing for the storm, emergency resources are likely to be stretched thin — if you can avoid travel, please stay off the roads. You can read more about the storm's original forecast in [our previous article about this storm](https://mendocinoice.com/2023/03/flood-watch-wind-advisory-in-mendocino-county-through-tuesday-evening/) (<https://mendocinoice.com/2023/03/flood-watch-wind-advisory-in-mendocino-county-through-tuesday-evening/>), and be sure to bookmark our [winter weather information guide](https://mendocinoice.com/2023/01/winter-weather-resources-for-mendocino-county-and-beyond-flooding-power-outages-road-closures-and-essential-info/) (<https://mendocinoice.com/2023/01/winter-weather-resources-for-mendocino-county-and-beyond-flooding-power-outages-road-closures-and-essential-info/>). There are additional resources included at the bottom of the article so you can check the exact conditions in your area.

Mendocino Voice Winter weather resources:

- Our guide for [winter weather emergency and preparedness info](https://mendocinoice.com/2023/01/winter-weather-resources-for-mendocino-county-and-beyond-flooding-power-outages-road-closures-and-essential-info/) (<https://mendocinoice.com/2023/01/winter-weather-resources-for-mendocino-county-and-beyond-flooding-power-outages-road-closures-and-essential-info/>) — we recommend you bookmark this
- Check your specific forecast at this link (<https://www.weather.gov/eka/>) [fbelid=IwARo8YsQUDeZjQlyBFXNy_LmkoeUVVXIdnJolAack7m4owCwCqTmnp1TM](https://www.weather.gov/eka/)), along with the National Weather Service advisories and warnings, as well as their [Facebook page](https://www.facebook.com/NWSEureka/) (<https://www.facebook.com/NWSEureka/>) and their [Twitter page](https://twitter.com/NWSEureka/) (<https://twitter.com/NWSEureka/>)
- Check the [CalTrans QuickMap](http://www.dot.ca.gov/) (<http://www.dot.ca.gov/>) for current road closures or call 1-800-GAS-ROAD
- Check for current accidents at the [CHP traffic update page](https://eas.ehp.ca.gov/Traffic.aspx) (<https://eas.ehp.ca.gov/Traffic.aspx>)
- Caltrans traffic cameras can be [seen](http://www.dot.ca.gov/cwvp2/tools/cctvmobile.htm) (<http://www.dot.ca.gov/cwvp2/tools/cctvmobile.htm>) [here](https://cwvp2.dot.ca.gov/vm/iframecam.htm) (<https://cwvp2.dot.ca.gov/vm/iframecam.htm>), and [here](https://www.alertwildfire.org/region/northcoast/?camera=Axis-PierceMtn) (<https://www.alertwildfire.org/region/northcoast/?camera=Axis-PierceMtn>) are the PG&E cameras
- You can also check out the [Weather Underground](https://www.wunderground.com/) (<https://www.wunderground.com/>), to look for weather stations in your area
- Check the [PG&E current outage map](https://www.pge.com/en_US/residential/outages/current-outages/report-view-an-electric-outage/find-or-report-electric-outages.page) (https://www.pge.com/en_US/residential/outages/current-outages/report-view-an-electric-outage/find-or-report-electric-outages.page), to find or report power outages
- NWS has [flood stage predictions here](https://water.weather.gov/ahps2/hydrograph.php?gage=nvret&wfo=eka) (<https://water.weather.gov/ahps2/hydrograph.php?gage=nvret&wfo=eka>); and you can find [USGS current streamflow information here](https://waterwatch.usgs.gov/index.php?id=ww_current) (https://waterwatch.usgs.gov/index.php?id=ww_current)
- NWS is seeking snowfall reports, and you can submit them to [this website](https://www.facebook.com/1.nhn?u=https%3A%2F%2Fwww.ncep.noaa.gov%2Freport%2F%3Ffbclid%3DIwARoAl6PhxITWitlAnqv168M_g2HxJqtbXPGWYroteRfAtqtafKosqdX250&h=ATJqUvztvxRcnTK8-X9Q4faimt5R3uRV7yocY352Wvye8qXJKTU6ImzVTYVOaG8oQJnk2EPKmq77Nk3ZCC_F3oXIG2HdpsNcr1jG_dITrIKoZYoiXEOELKt64y8MkORR-3qGD-ds4JEQ4&__tr__=-UK-R&cf[g]=ATop6P4uF46-18eY_u13HZ4D5saonAIGybBgyz7GuK-G7PFoNholhQRsrQ41WfJcRCuK8K2JoaXkjmIYDS_n4ZKCapRf-mIThUu3neRYLnQ-ARX31X_AVFsvG9M6tVpdczoLiqmhVorn8o8NBPiIAOllNndLTHEv4NTw6RIM) ([https://www.facebook.com/1.nhn?u=https%3A%2F%2Fwww.ncep.noaa.gov%2Freport%2F%3Ffbclid%3DIwARoAl6PhxITWitlAnqv168M_g2HxJqtbXPGWYroteRfAtqtafKosqdX250&h=ATJqUvztvxRcnTK8-X9Q4faimt5R3uRV7yocY352Wvye8qXJKTU6ImzVTYVOaG8oQJnk2EPKmq77Nk3ZCC_F3oXIG2HdpsNcr1jG_dITrIKoZYoiXEOELKt64y8MkORR-3qGD-ds4JEQ4&__tr__=-UK-R&cf\[g\]=ATop6P4uF46-18eY_u13HZ4D5saonAIGybBgyz7GuK-G7PFoNholhQRsrQ41WfJcRCuK8K2JoaXkjmIYDS_n4ZKCapRf-mIThUu3neRYLnQ-ARX31X_AVFsvG9M6tVpdczoLiqmhVorn8o8NBPiIAOllNndLTHEv4NTw6RIM](https://www.facebook.com/1.nhn?u=https%3A%2F%2Fwww.ncep.noaa.gov%2Freport%2F%3Ffbclid%3DIwARoAl6PhxITWitlAnqv168M_g2HxJqtbXPGWYroteRfAtqtafKosqdX250&h=ATJqUvztvxRcnTK8-X9Q4faimt5R3uRV7yocY352Wvye8qXJKTU6ImzVTYVOaG8oQJnk2EPKmq77Nk3ZCC_F3oXIG2HdpsNcr1jG_dITrIKoZYoiXEOELKt64y8MkORR-3qGD-ds4JEQ4&__tr__=-UK-R&cf[g]=ATop6P4uF46-18eY_u13HZ4D5saonAIGybBgyz7GuK-G7PFoNholhQRsrQ41WfJcRCuK8K2JoaXkjmIYDS_n4ZKCapRf-mIThUu3neRYLnQ-ARX31X_AVFsvG9M6tVpdczoLiqmhVorn8o8NBPiIAOllNndLTHEv4NTw6RIM))
- We recommend meteorologist Daniel Swain's [Weather West Blog](https://weatherwest.com/) (<https://weatherwest.com/>), as a good place to find more in-depth current weather analysis

From: [Bernadette Maul via Aeries Communications](#)
To: cchin@mcn.org
Subject: URGENT: School is closed today!
Date: Tuesday, March 14, 2023 8:48:05 AM

Arena Union Elementary School District

Bernadette Maul posted in Arena Union Elementary School District

URGENT: School is closed today!

Attention Arena Families,

Due to the inclement weather and unsafe road conditions and flooding school is closing today.
For bus riders, please expect buses to arrive at their usual morning stops to pick up your child.
For school pick ups, please come to school as soon as possible.

Thank you
Be safe

[View in Aeries Communications](#)

Please do not reply to this email.

Stay involved with your child's learning and activities at school.

Download on the App Store



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You received this email because you are a Aeries Communications user in Arena Union Elementary School District. If you received this email in error or wish to disable your account, [click here to unsubscribe](#)

ParentSquare Inc · 6144 Calle Real, #200A · Goleta, CA 93117

From: [Bernadette Maul via Aeries Communications](#)
To: cchin@mcn.org
Subject: School Canceled tomorrow
Date: Tuesday, March 14, 2023 6:25:04 PM

Arena Union Elementary School District

Bernadette Maul posted in Arena Union Elementary School District

School Canceled tomorrow

Hello Arena Families,

School is canceled tomorrow, Wednesday, March 15th due to the weather, flooding and road conditions. Please stay safe and warm.

[View in Aeries Communications](#)

Please do not reply to this email.

Stay involved with your child's learning and activities at school.

Download on the App Store



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You received this email because you are a Aeries Communications user in Arena Union Elementary School District. If you received this email in error or wish to disable your account, [click here to unsubscribe](#).

ParentSquare Inc · 6144 Calle Real, #200A · Goleta, CA 93117

**POINT ARENA JOINT UNION HIGH SCHOOL
ARENA UNION ELEMENTARY SCHOOL
MASTER CALENDAR
2022-2023**

EARLY RELEASE EVERY WEDNESDAY

M	T	W	TH	F
JULY				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

0
4- Holiday-Independence Day

M	T	W	TH	F
JANUARY				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

20
2- Holiday - New Year's Day
3- School Resumes
16- Holiday-Martin Luther King Day

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

11
12, 15, 16 - Cert. Staff Dev. (both AUES & PAHS)
15- Paraeducator Staff Development
16- Other Ten-Month Classified Staff Return
17- Students Return

FEBRUARY				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

15
20-24- President's Break
20- Holiday-President's Day
21- Holiday-Lincoln's Day Alternative

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

21
5- Holiday-Labor Day

MARCH				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

22
24- Storm Day

OCTOBER				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

21

APRIL				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

15
10-14- Spring Break
7- Good Friday DO Staff Only - DO Closed

NOVEMBER				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

15
1- Staff Development
11- Holiday-Veteran's Day
21-25- Holiday-No Students, Teachers, or 10 Mo.
24-25- Holiday-Thanksgiving & Admissions Day

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

21
26- Storm Day
29- Holiday-Memorial Day

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

12
16- Minimum Day
12/16-1/2- Winter Break
26- Holiday - Christmas

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

7
9- Last Day of School-Minimum Day
19 - Juneteenth Holiday

WORK AND/OR PAID DAYS			
Total Work Days	10 Mo.	Paraeducators	182
Total Work Days	10 Mo.	Other Classified	181
Total Work Days	11 Mo.	Certificated	184
Total Work Days	12 Mo.	Classified	261

HOLIDAYS	
10 Mo.	10
12 Mo.	12
D.O.	13

Storm Days: If school is canceled due to hazardous conditions, 3/24 & 5/26 will be used as a make-up day. If no school days are canceled, 3/24 & 5/26 will be non-school days.

PAHS / AUES (6-8) QUARTER ENDS		
First	42	October 14
Second	38	Dec. 16
Third	48	March 17
Fourth	52	June 9
180		

AUES (K-5) TRIMESTER ENDS		
First	61	Nov. 10
Second	67	March 17
Third	52	June 9
180		

TOTAL STUDENT DAYS	
180	

	Holiday
	Staff Development AES
	Staff Development PAHS
	First Day of School
	Minimum Day
	No students/teachers or 10 Mo. Staff
	Storm Day if necessary

Board approved: 3/16/2022

Certification Form for Independent Study Plan

Local Educational Agency: Arena Union Elementary School District	CDS Code: 23 65557 0000000
Fiscal Year: 2022-2023	County: Mendocino

This form shall accompany Form J-13A submittals beginning with fiscal year 2022 23. Instructions on how to complete this form are provided on page 2.

Independent Study Plan Certification


Pursuant to *Education Code (EC)* Section 46393, for Form J-13A submissions due to a school closure and/or material decrease in attendance occurring after September 1, 2021, a school district, county office of education, or charter school that provides a Form J-13A affidavit to the Superintendent, pursuant to *EC* Section 41422 (school closure) or *EC* Section 46392 (material decrease), shall certify that it has a plan for which independent study will be offered to students, pursuant to Article 5.5 (commencing with *EC* Section 51745) of Chapter 5 of Part 28 of Division 4. The independent study plan shall comply with all of the following:

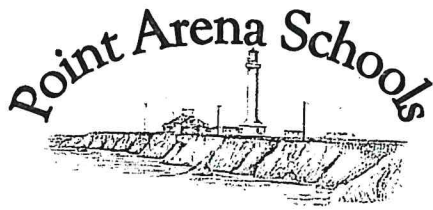
- (1) Independent study is offered to any student impacted by any of the conditions listed in *EC* Section 46392 within 10 days of the first day of a school closure or material decrease in attendance. Students who are individuals with exceptional needs shall receive the services identified in their individualized education programs pursuant to paragraph (9) of subdivision (a) of *EC* Section 56345 and may participate in an independent study program.
- (2) Require reopening for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
- (3) Notwithstanding subdivision (c) of *EC* Section 51745 or subparagraph (F) of paragraph (9) of subdivision (g) of Section 51747, include information regarding establishing independent study master agreements in a reasonable amount of time.

A copy of the independent study plan, and if applicable, the state or local public health or public safety order that required school closure shall accompany the Form J-13A submitted to the California Department of Education.

I hereby certify that the independent study plan accompanying this Form J-13A submission meets the requirements described above and is true and correct to the best of my knowledge and belief.

School District Superintendent, Charter School Administrator, or County Superintendent (or designee):

Name: Warren Galletti	Title: Superintendent
Wet Signature: 	Date: 3-21-2023



Point Arena Joint Union High School District
Arena Union Elementary School District
P.O. Box 87, Point Arena CA 95468
(707) 882-2803 * Fax (707) 882-2848

Warren Galletti –Superintendent
Catherine Chin, Fiscal Resources – Dunnell Daleuski, Human Resources

INDEPENDENT STUDY PLAN

The Independent Study Plan is an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Principal or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

(cf. 0420.4 - Charter School Authorization)
(cf. 6181 - Alternative Schools/Programs of Choice)

A student's participation in independent study shall be voluntary. (Education Code 51747, 51749.5)

Independent study for each student shall be under the general supervision of a Point Arena Schools employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be three consecutive school days.

General Independent Study Requirements

For the 2021-22 school year, the Point Arena Schools shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless Point Arena Schools have obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Principal or designee may continue to offer and approve independent study for an individual student upon determining that the student is prepared to meet the Point Arena Schools' requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

Board of Trustees

Sigrid Hillscan - Sal Martinez - Bob Gardiner - Mary Visher
Jessika Holguin – Aparna Wilder – Victor Aparicio

Point Arena School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics..)

(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6200 - Adult Education)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Principal or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060.
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments.
3. Learning required concepts, as determined by the supervising teacher.
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher.

The Principle or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by Point Arena High School for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

The Principal or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction.
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction.
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction.

The Principal or designee shall ensure that procedures for tiered re-engagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student.
2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation.
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary.
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

The Principal or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Principal or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

Upon the request of the parent/guardian of a student, before making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so, Point Arena Schools shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress.
2. The objectives and methods of study for the student's work and the methods used to evaluate that work.

3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work.
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study.
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year.
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
8. A statement that independent study is an optional educational alternative in which no student may be required to participate.
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction.
(cf. 5144.1 - Suspension and Expulsion/Due Process)
10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The Point Arena Schools' course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6.
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by Point Arena Schools or by another district, charter school, or county office of education with which Point Arena Schools has a memorandum of understanding to provide the instruction. (*cf.4112.2 – Certification*)
3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by Point Arena High School for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to

parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

(cf. 5125 - Student Records)

6. Examinations shall be administered by a proctor.
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of Point Arena Schools. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.
(cf. 6162.51 - State Academic Achievement Tests)
8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.
(cf. 6111 - School Calendar)
(cf. 6112 - School Day)
11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.
(cf. 3260 - Fees and Charges)
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.
14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.
16. Point Arena Schools shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

Learning Agreement for Course-Based Independent Study

Before enrolling a student in a course within this program, the Principal or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the Point Arena Schools' policies and procedures related to course-based independent study pursuant to Education Code 51749.5.
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above.
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years.
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program.
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work.
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.
8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.

11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, the student's parent/guardian or caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Principal or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Student-Parent-Educator Conferences

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records for Audit Purposes

The Principal or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study.
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education.
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher.
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons.
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5. (Education Code 51745.6 and 51749.5)

6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a Point Arena Schools employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. (Education Code 51747.5)

Point Arena Schools shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a school day shall be documented as non-participatory for that school day. (Education Code 51747.5)

The Principal or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

(cf. 3580 - District Records)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

Program Evaluation

The Principal or designee shall annually report to the Board the number of Point Arena Schools students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

INDEPENDENT STUDY

Definitions

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5. (Education Code 51745.5)

Educational Opportunities

For the 2021-22 school year, Point Arena Schools shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless Point Arena Schools has obtained a waiver. (Education Code 51745)

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction.
(cf. 6143 - Courses of Study)
2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum.
3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum.
4. Continuing and special study during travel.
(cf. 5112.3 - Student Leave of Absence)
5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement.
6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction
(cf. 0420.4 - Charter School Authorization)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

(cf. 5113 - Absences and Excuses)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

(cf. 6146.1 - High School Graduation Requirements)

Equivalency

Point Arena Schools' independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the Point Arena Schools' adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

Point Arena Schools shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Students are eligible for independent study as authorized in law, and as specified in board policy and administrative regulation.

For the 2022-23 school year and thereafter, the Principal or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Principal or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Principal or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

(cf. 5111.1 - District Residency)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

(cf. 6159 - Individualized Education Program)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

(cf. 6183 - Home and Hospital Instruction)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

(cf. 6200 - Adult Education)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6184 - Continuation Education)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian.
2. A meeting between the student and the teacher and/or counselor.
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate.
4. An increase in the amount of time the student works under direct supervision.

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Principal or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator.
2. Approving or denying the participation of students requesting independent study.
3. Facilitating the completion of written independent study agreements.
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction.
5. Approving all credits earned through independent study.
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation.

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a Point Arena Schools employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in Point Arena Schools, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the Point Arena Schools enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement.
2. Supervising and approving coursework and assignments.
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due.
4. Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records for Audit Purpose" in the Board policy.
5. Providing direct instruction and counsel as necessary for individual student success.
6. Regularly meeting with the student to discuss the student's progress.
7. Determining the time value of assigned work or work products completed and submitted by the student.
8. Assessing student work and assigning grades or other approved measures of achievement.
9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day for which independent study is provided.

The Principal or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

(cf. 4131 - Staff Development)

EMERGENCY SCHOOL CLOSURES

Pursuant to Education Code (EC) Section 46393, for Form J-13A submissions due to a school closure and/or material decrease in attendance occurring after September 1, 2021, a school district, county office of education, or charter school that provides a Form J-13A affidavit to the Superintendent, pursuant to EC Section 41422 (school closure) or EC Section 46392 (material decrease), shall certify that it has a plan for which independent study will be offered to students, pursuant to Article 5.5 (commencing with EC Section 51745) of Chapter 5 of Part 28 of Division 4.

In the case of an emergency school closure, the following shall be followed:

1. Independent study is offered to any student impacted by any of the conditions listed in EC Section 46392 within 10 days of the first day of a school closure or material decrease in attendance.

Students who are individuals with exceptional needs shall receive the services identified in their individualized education programs pursuant to paragraph (9) of subdivision (a) of EC Section 56345 and may participate in an independent study program.

2. Point Arena Schools will reopen for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
3. Notwithstanding subdivision (c) of EC Section 51745 or subparagraph (F) of paragraph (9) of subdivision (g) of Section 51747, independent study master agreements will be provided in a reasonable amount of time consistent with the steps outlined in this Independent Study Plan.