



Flournoy Union
Elementary School District

PO Box 2260; 15850 Paskenta Rd. Flournoy, CA 96029

www.flournoyschool.org 530-833-5331; 530-833-5332 fax

BOARD MEETING AGENDA

Tuesday, August 19, 2025 at 6:15 pm

MISSION STATEMENT: The Mission of Flournoy Elementary School is to provide academic excellence, responsible citizens, and a lifelong desire for learning in a safe environment.

DATE: Tuesday, August 19, 2025 at 6:15 pm

TYPE: Regular Board Meeting

LOCATION: Flournoy School District, Building 1

BOARD MEETING AGENDA POSTED: 08/15/2025 Flournoy School, Flournoy Store and Paskenta Store

1. PUBLIC MEETING CALL TO ORDER BY PRESIDING OFFICER ____ , at ____ p.m.

Roll call

- ☐ Cathy Bjornestad-Tobin
- ☐ Tyson Freund
- ☐ Nicole Durant
- ☐ Bryson Schenk
- ☐ Vacancy

PUBLIC COMMENT PERTAINING TO AGENDA

Comments on Closed Session Agenda Items, (below). Any person wishing to speak to any item on the Closed Session Agenda will be granted three minutes to make a presentation.

Comments from the Floor: At this time, any person wishing to speak to any item not on the Agenda will be granted three minutes to make a presentation. No action may be taken at this meeting on items addressed during these comments.

Comments on Agenda Items: At this time, any person wishing to speak to any item on the Agenda will be granted three minutes to make a presentation.

2. PUBLIC SESSION

3. PLEDGE OF ALLEGIANCE

Recognize staff present:

- ☐ Rachel Davis, Superintendent
- ☐ Melinda Flournoy, Business Manager
- ☐ Heather Flournoy, Teacher
- ☐ Cody Weston, Custodian
- ☐ Mei Vance, Instructional Aide
- ☐ Thalia Souza, Instructional Aide
- ☐ Maria Herrera, Cook/Manager

4. APPROVAL OF AGENDA

____ / ____ / ____ / ____ / ____
Motion/Second Ayes/Noes / Abstain

5. APPROVAL OF MINUTES FROM THE MEETING OF: 06/17/2025 & 06/18/2025

6. COMMENTS

1. From members of the Board of Education
2. From the Superintendent and Business Manager - Back to school night August 28th 5:30
3. From the Staff/Teachers

7. GENERAL FUNCTION CONSENT ITEMS

1. Bills and warrants for: **June & July 2025**
2. MOUs/Agreements: **SARB Coordinator Program Participation Contract 2025-26**

8. DISCUSSION/ACTION ITEMS: (Attachments)

1. Consider approval of the Quarterly Report on Williams Uniform Complaints Ed Code 35186(d)
____ / ____ / ____ / ____ / ____
Motion/Second Ayes/Noes / Abstain
2. Information only of the 2025/26 45 Day Budget Revision for FUESD Ed Code 42127(h)
____ / ____ / ____ / ____ / ____
Motion/Second Ayes/Noes / Abstain
3. Consider approval of the revised 2025/26 Budget Overview for Parents **REMOVE**
4. Consider approval of the following board policies
 - a. BP/AR 3230 Federal Grant Funds
 - b. BP 4156.2 Awards and Recognition
____ / ____ / ____ / ____ / ____
Motion/Second Ayes/Noes / Abstain

9. DISCUSSION ON NEXT BOARD MEETING

1. Next meeting date: Tuesday, September 17, 2025, 6:15 PM
2. Possible items for action/discussion
 - Instructional Materials Resolution
 - GANN Resolution
 - Unaudited Financial Statements
 - Approve EPA Expenditures
 - Consider approval of the revised 2025/26 Budget Overview for Parents

10. FURTHER COMMENTS

1. From members of the Board of Education
2. From the Superintendent
3. From the Business Manager

____ Adjourment at _____ p.m.



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5

BOARD MEETING MINUTES
Tuesday, June 17, 2025 at 6:15 pm

MISSION STATEMENT: The Mission of Flournoy Elementary School is to provide academic excellence, responsible citizens, and a lifelong desire for learning in a safe environment.

DATE: Tuesday, June 17, 2025 at 6:15 pm
TYPE: Budget/LCAP Public Hearing Board Meeting
LOCATION: Flournoy School District, Building 1

PUBLIC HEARING NOTICE POSTED: 06/06/2025 Flournoy School, Flournoy Store and Paskenta Store
BOARD MEETING AGENDA POSTED: 06/13/2025 Flournoy School, Flournoy Store and Paskenta Store

1. PUBLIC MEETING CALL TO ORDER BY PRESIDING OFFICER Cathy Tobin , at 6:28 p.m.

Roll call

- ☒ ~~Cathy Bjornestad Tobin~~
- ☒ ~~Tyson Freund~~
- ☐ Kay May
- ☒ Bryson Schenk
- ☐ Vacancy

PUBLIC COMMENT PERTAINING TO AGENDA

Comments on Closed Session Agenda Items, (below). Any person wishing to speak to any item on the Closed Session Agenda will be granted three minutes to make a presentation.

Comments from the Floor: At this time, any person wishing to speak to any item not on the Agenda will be granted three minutes to make a presentation. No action may be taken at this meeting on items addressed during these comments.

Comments on Agenda Items: At this time, any person wishing to speak to any item on the Agenda will be granted three minutes to make a presentation.

2. CLOSED SESSION *Closed Session agenda items are confidential in accordance with Californis Law*
NONE

PUBLIC SESSION

3. PLEDGE OF ALLEGIANCE

Recognize staff present:

- ☒ Rachel Davis, Superintendent
- ☒ Melinda Flournoy, Business Manager
- ☐ Heather Flournoy, Teacher
- ☐ Cody Weston, Custodian
- ☐ Mei Vance, Instructional Aide
- ☐ Thalia Souza, Instructional Aide
- ☐ Maria Herrera, Cook/Manager

4. **APPROVAL OF AGENDA**

TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain

5. **APPROVAL OF MINUTES FROM THE MEETINGS OF:** **Tuesday, May 20, 2025**

BS ✓ / TF ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain

6. **COMMENTS**

1. From members of the Board of Education
2. From the Superintendent and Business Manager
3. From the Staff/Teachers

7. **GENERAL FUNCTION CONSENT ITEMS**

1. Bills and warrants for: **May 2025**
2. MOUs/Agreements: **MOU Agreement with TCDE/SERRF Expanded Learning Program 25-26**

MOU Agreement with TCDE Information Tech Support Services 25-26

TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain

8. **PUBLIC HEARING:**

1. Discuss the 2025/26 Budget Overview for Parents (BOP) and Local Control, Accountability Plan (LCAP) for FUESD and Local Control and Accountability Plan (LCAP) Update for FUESD
2. Discuss the 2025/26 Budget for FUESD
3. Discuss the 2025/26 Local Performance Indicator Self-Reflection 2024-25 Indicators

9. **NEW BUSINESS-DISCUSSION/ACTION**

1. Consider approval of the 2025-26 Coaching Stipend TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain
2. Consider approval of the 2025-26 Certificated ELOP After School Tutoring Terms of Agreement.
TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain
3. Consider approval of the 2025-26 Classified ELOP Afterschool Homework Help Stipend and Terms of Agreement.
BS ✓ / TF ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain
4. Consider Approval of Resolution 25/26-1 Year End Closing 2024-2025
TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain
5. Consider Approval of recommendation of District adoption of Multitudes, a state-approved early literacy/reading screener for use in Grades K-2 in alignment with California Education Code Section 53008. This screener will support the district's efforts to identify students at risk for reading difficulties and implement timely, evidence-based interventions. The selected screener has been reviewed by

district and site leadership teams and is recommended for implementation beginning in the 2025-26 school year.

TF ✓ / BS ✓ 3 ✓ / 0 ✓ / 0 ✓
Motion/Second Ayes/Noes / Abstain

10. DISCUSSION ON NEXT BOARD MEETING

1. Next meeting date: Wednesday, June 18, 2025, 6:15 PM
2. Possible items for action/discussion
 - LCAP/Budget Adoption

10. FURTHER COMMENTS

1. From members of the Board of Education
2. From the Superintendent
3. From the Business Manager

Cathy Tobin ✓ Adjournment at 7:01 p.m.



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BOARD MEETING MINUTES

Tuesday, June 18, 2025 at 6:15 pm

MISSION STATEMENT: The Mission of Flournoy Elementary School is to provide academic excellence, responsible citizens, and a lifelong desire for learning in a safe environment.

DATE: Tuesday, June 18, 2025 at 6:15 pm
TYPE: Budget/LCAP Adoption Board Meeting
LOCATION: Flournoy School District, Building 1

BOARD MEETING AGENDA POSTED: 06/13/2025 Flournoy School, Flournoy Store and Paskenta Store

1. PUBLIC MEETING CALL TO ORDER BY PRESIDING OFFICER Cathy Tobin , at 6:18 p.m.

Roll call

- ☒ ~~Cathy Bjornestad-Tobin~~
- ☒ ~~Tyson Freund~~
- ☒ ~~Nicole Durant~~
- ☒ ~~Bryson Schenk~~
- ☐ Vacancy

PUBLIC COMMENT PERTAINING TO AGENDA

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Comments on Agenda Items: At this time, any person wishing to speak to any item on the Agenda will be granted three minutes to make a presentation.

2. PUBLIC SESSION

3. PLEDGE OF ALLEGIANCE

Recognize staff present:

- ☒ ~~Rachel Davis, Superintendent~~
- ☒ ~~Melinda Flournoy, Business Manager~~
- ☐ Heather Flournoy, Teacher
- ☐ Cody Weston, Custodian
- ☐ Mei Vance, Instructional Aide
- ☐ Thalia Souza, Instructional Aide
- ☐ Maria Herrera, Cook/Manager

4. APPROVAL OF AGENDA

TF ~ / BS ~ 3 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

5. **COMMENTS**

1. From members of the Board of Education
2. From the Superintendent and Business Manager
 - Appointment of new Board Member Nicole Durant
3. From the Staff/Teachers

8. **DISCUSSION/ACTION ITEMS:** (Attachments)

1. Consider approval of the the 2025/26 Budget Overview for Parents (BOP) and Local Control and Accountability Plan (LCAP) for FUESD

TF ~ / *ND* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

2. Consider approval of the 2025/26 Budget for FUESD

BS ~ / *TF* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

3. Discuss the 2025 Local Indicators Report

TF ~ / *BS* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

4. Consider approval of SB 858 - Statement of Reserves

ND ~ / *TF* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

5. Consider approval of Resolution 23/24-3 EPA (Education Protection Account)

TF ~ / *ND* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

6. Consider approval of 2024/25 Authorizing Signatures for Budget Revisions, Interfund Transfers, and Payment of Expenditures.

ND ~ / *BS* ~ 4 ~ / 0 ~ / 0 ~
Motion/Second Ayes/Noes / Abstain

9. **DISCUSSION ON NEXT BOARD MEETING**

1. Next meeting date: Tuesday, August 19, 2025, 6:15 PM
2. Possible items for action/discussion
 - Quarterly Report on Williams Uniform Complaints Ed Code 35186(d)

10. **FURTHER COMMENTS**

1. From members of the Board of Education
2. From the Superintendent
3. From the Business Manager

Cathy Tobin ~ Adjournment at 7:25 p.m.

Checks Dated 06/01/2025 through 06/30/2025

Check Number	Check Date	Pay to the Order of	FD-OBJT	Comment	Expensed Amount	Check Amount
40288095	06/26/2025	JACK SCHREDER & ASSOCIATES, IN C.	25-6200	APRIL 2023 SCHOOL FACILITY PROGRAM		323.75
40288096	06/26/2025	LOZANO SMITH ATTORNEYS AT LAW	01-5801	SERVICES THROUGH MAY 2025		1,224.50
40288097	06/26/2025	M AND J ELECTRIC	01-4300	EXTERIOR LIGHTS	1,512.50	
			01-5600	EXTERIOR LIGHTS	2,632.50	
40288098	06/26/2025	PASKENTA COMMUNITY SERVICES DISTRICT	01-5502	ELKINS WATER BILL		4,145.00
					140.00	
40288099	06/26/2025	AT&T/Calnet	01-5901	PHONE		122.89
40288100	06/26/2025	California Safety Company	01-5507	Monthly Fire/Burg Monitoring for June		230.00
40288101	06/26/2025	Coastal Business Systems Inc.	01-5600	COPIER LEASE		584.62
40288102	06/26/2025	CSM Consulting	01-5800	E-RATE APRIL-JUNE		1,479.08
40288103	06/26/2025	FGL Environmental	01-5502	DRINKING WATER MONITORING		79.00
40288104	06/26/2025	Green Waste	01-5506	GARBAGE BILL		328.58
40288105	06/26/2025	J.M. Distributing Dairy Prod.	13-4700	MILK FOR LUNCHES		816.75
40288106	06/26/2025	NorCal Food Equipment	01-5600	KITCHEN EQUIPMENT		55,728.97
40288107	06/26/2025	North State Electric & Pump	01-5600	MONTHLY BAKER TANK RENTAL APRIL 16-MAY15 2025	2,000.00	
				MONTHLY BAKER TANK RENTAL MAR 16-APRIL 15 2025	2,000.00	4,000.00
40288108	06/26/2025	NORTH STATE WATER TREATMENT	01-5502	DRINKING WATER SAMPLING		350.00
40288109	06/26/2025	Pacific Gas & Electric Co	01-5503	ELECTRIC BILL	2,069.40	
				ELKINS ELECTRIC BILL	84.03	2,153.43
40288110	06/26/2025	McCoy's Hardware & Farm Supply	01-4300	MAINT SUPPLIES		3.00
40288111	06/26/2025	Tehama Co Dept of Education	01-5800	3RD QTR LAN SUPPORT 24-25 JAN-MAR	187.50	
				ELOP REIMBURSEMENT 24-25	3,424.00	
				SARB SERVICES 2024-25	1,235.00	4,846.50
40288112	06/26/2025	US Bank	01-4300	VARIOUS	271.27	
			01-5814	VARIOUS	1,147.43	
			13-4700	VARIOUS	288.50	1,707.20
40288113	06/26/2025	Woods Pest Control	01-5505	ELKINS PEST CONTROL	100.00	
				PEST CONTROL	185.00	285.00
Total Number of Checks					19	78,548.27

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL	17	77,119.27
13	CAFETERIA SPEC REV	2	1,105.25
25	CAPITAL FACILITIES	1	323.75

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 06/01/2025 through 06/30/2025					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Comment	Expensed Amount
Total Number of Checks					78,548.27
Less Unpaid Tax Liability					.00
Net (Check Amount)					78,548.27

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

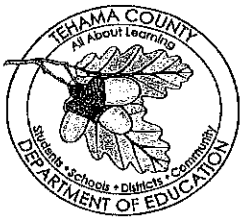
Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	FD-OBJT	Comment	Expensed Amount	Check Amount
40289000	07/21/2025	JACK SCHREDER & ASSOCIATES, IN C.	01-5800	May 2025 SCHOOL FACILITY PROGRAM		1,017.50
40289001	07/21/2025	AT&T/Calnet	01-5901	PHONE		70.02
40289002	07/21/2025	AULABAUGH INSPECTION, LLC	25-6200	TK/K INSPECTION SERVICES		1,000.00
40289003	07/21/2025	Christy White Associates	01-5802	2022-23 District Audit Retention Released		700.00
40289004	07/21/2025	Coastal Business Systems Inc.	01-5600	COPIER		621.52
40289005	07/21/2025	FGL Environmental	01-5502	DRINKING WATER MONITORING		289.00
40289006	07/21/2025	MID PACIFIC ENGINEERING, INC.	25-6200	DSA Final Report		150.00
40289007	07/21/2025	NORTH STATE WATER TREATMENT	01-5502	WATER OPERATOR		350.00
40289008	07/21/2025	Pacific Gas & Electric Co	01-5503	ELECTRIC	4,047.54	
				ELKINS ELECTRIC	10.47	
				ELKINS ELECTRICT	78.40	4,136.41
40289009	07/21/2025	Tehama Co Dept of Education	01-5800	2024-25 DATA TRANSMISSION SERVICES	9,000.00	
				2024-25 INTERNET SERVICES	8,950.00	17,950.00
Total Number of Checks					10	26,284.45

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL	8	25,134.45
25	CAPITAL FACILITIES	2	1,150.00
Total Number of Checks		10	26,284.45
Less Unpaid Tax Liability			.00
Net (Check Amount)			26,284.45

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



TEHAMA COUNTY DEPARTMENT OF EDUCATION
1135 Lincoln Street • Red Bluff, CA 96080
(530) 527-5811 • Fax (530) 529-4120

7.2

SARB COORDINATOR PROGRAM PARTICIPATION CONTRACT
2025-2026

This agreement is entered into on this date, **July 1, 2025**, by and between the **Tehama County Department of Education**, herein referred to as DEPARTMENT, and the trustees of the **FLOURNOY ELEMENTARY SCHOOL DISTRICT**, herein referred to as DISTRICT, for the **2025-2026** fiscal year.

You will be invoiced in May of **2026** for the amount below.

The annual contract includes cost for services provided by the DEPARTMENT to the DISTRICT for the **2025-2026** school year. The cost for services is **\$1,164**. The DEPARTMENT will provide a full time, ten months per year, employee who will be assigned to serve as a SARB Coordinator and who will perform the activities outlined below:

1. Truancy contacts by telephone
2. Preparation and mailing of truancy letters
3. Home visits and parent conferences on truancy
4. School pupil conferences on truancy
5. Liaison with law enforcement agencies - Interagency Task Force on Gangs - and District Attorney's Office
6. Local and county SARB coordination
7. County SARB referral processing
8. SARB Contract/Agreement monitoring and follow-up conferences and visits
9. Coordinates filing of charges against parents for SARB violations with the District Attorney's Office
10. Support for school administrators and nursing personnel with potentially dangerous home visits and conferences
11. Providing consultation and liaison to law enforcement on school safety, security, and crisis response planning
12. Coordinates collection and state reporting of mandated school crime data

The provisions of this agreement are agreed to by both parties as certified by the signatures below:

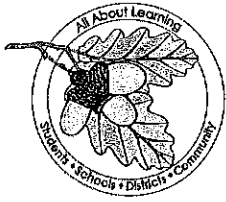
RICHARD DUVARNEY, Superintendent
Tehama County Department of Education

CLERK/AUTHORIZED AGENT
Flournoy Elementary School District

6/16/25

Date

Date



Tehama County Department of Education

1135 Lincoln Street, Red Bluff, CA 96080
(530) 527-5811; www.tehamaschools.org

Richard DuVarney
Tehama County
Superintendent of
Schools

June 19, 2025

To: Superintendent/Authorized Agent

Re: SARB Participation Contract for 2025/2026

I hope this letter finds you well. Enclosed is your District's SARB Coordinator Program Participation Contract for 2025-2026. Please sign the form and return it via mail or email to Jodie Rose @ jrose@tehamaschools.org.

Thank you in advance,

Jodie Rose
Administrative Assistant III
Continuous Improvement & Support

Serving Students, Schools, and the Community

Antelope | Corning Elementary | Corning High | Evergreen | Flournoy | Gerber | Kirkwood
Lassen View | Los Molinos | Red Bluff Elementary | Red Bluff High | Reeds Creek | Richfield

8.1

Quarterly Report on Williams Uniform Complaints
Education Code 35186(d)

District: Flournoy Union Elementary School District



Person completing this form: Melinda Flournoy Title: Business Manager

Quarterly Report Submission Date: July 2025
Month Year

Date for information to be reported publicly at governing board meeting: 08/19/25

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

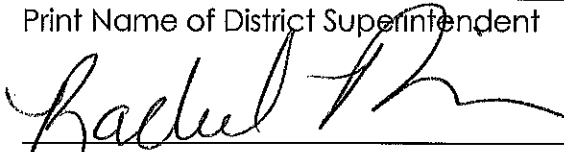
☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Rachel Davis



Print Name of District Superintendent


Signature of District Superintendent

07/11/2025

Date

8.2
==

FLOURNOY UNION ELEMENTARY SCHOOL DISTRICT
August 9, 2025

45 DAY BUDGET REVISION
FINANCIAL IMPACT OF STATE ENACTED BUDGET

Education Code 42127(h) states that not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act.

Below is summary of the impact to Flournoy Union Elementary School District's budget in relation to the State' enacted 2025 budget.

Learning Recovery Emergency Block Grant (LREBG):

The LREBG was established in response to the emergency caused by the COVID-19 pandemic to assist schools serving pupils in the long-term recovery from the COVID-19 pandemic, including addressing pupil learning, mental health, and overall well-being.

Funds may be used for:

- Instructional learning time for the 2022–23 through 2027–28 school years by increasing the number of instructional days or minutes provided during the school year, providing summer school or intersessional instructional programs, or taking any other evidence-based action that increases or stabilizes the amount of instructional time or services provided to pupils, or decreases or stabilizes staff-to-pupil ratios, based on pupil learning needs.
- Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of evidence-based learning supports.
- Integrating evidence-based pupil supports to address other barriers to learning, and staff supports and training, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address pupil trauma and social-emotional learning, or referrals for support for family or pupil needs.
- Additional academic services for pupils, such as diagnostic, progress monitoring, and benchmark assessments of pupil learning.
- Conducting the needs assessment.

These funds shall be identified in the district's Local Control Accountability Plan (LCAP) based on a comprehensive needs assessment.

Estimated funding is \$3,091. These are one-time funds and will expire 6/30/2028.

Funding has been placed in a restricted reserve pending board action on use of funds.

Expanded Learning Opportunities Program (ELOP):

The Expanded Learning Opportunities (ELO) Program provides funding for afterschool and summer school enrichment programs for transitional kindergarten through sixth grade.

ELOP is an ongoing funding stream with a minimum guarantee of \$100,000. Funds are allocated annually and expire two years from each allocation cycle. For example, funds for 2024-25 school year will expire June 30, 2026.

Estimated additional \$50,000. Total annual funding of \$100,000 on an ongoing basis.

Funding has been placed in a restricted reserve pending board action on use of the additional funds.

Student Support and Professional Development Discretionary Block Grant

The State has established a one-time allocation for the Student Support and Professional Development Discretionary Block Grant which is discretionary on how funds may be expended, however the state is encouraging funds be spent on the following State priorities:

- Providing standards-aligned professional development for teachers on the English Language Arts/English Language Development Framework and the Literacy Roadmap, including strategies to support literacy for English learners.
- Providing standards-aligned professional development for teachers on the Mathematics Framework for California Public Schools.
- Developing and expanding teacher recruitment and retention strategies.
- Expanding career pathways and dual enrollment efforts, consistent with the Master Plan for Career Education.
- Addressing rising costs.

Estimated funding is \$12,753. These are one-time funds and will expire June 30, 2029.

Funding has been placed in a restricted reserve pending board action on the use of the funds.

In total Flournoy Union Elementary School District is estimated to receive an additional \$65,844 in new funding for the 2024/25 school year all of which has been placed in a restricted reserve pending board action on the use of the new funds.

Flournoy Union Elementary School District

45-Day Budget Revision - General Fund
Unrestricted

Description	ObjectCodes	2025-26 Adopted Budget	Change	Proposed Budget with 45-Day Revision
A. REVENUES AND OTHER FINANCING SOURCES				
1. LCFF/Revenue Limit Sources	8010-8099	753,156.00	-	753,156.00
2. Federal Revenues	8100-8299	-	-	-
3. Other State Revenues	8300-8599	7,093.00	-	7,093.00
4. Other Local Revenues	8600-8799	54,857.00	-	54,857.00
5. Other Financing Sources			-	
a. Transfers In	8900-8929	-	-	-
b. Other Sources	8930-8979	-	-	-
c. Contributions	8980-8999	(65,071.00)	-	(65,071.00)
6. Total (Sum lines A1 thru A5c)		750,035.00	-	750,035.00
B. EXPENDITURES AND OTHER FINANCING USES				
1. Certificated Salaries	1000-1999	195,328.00	-	195,328.00
2. Classified Salaries	2000-2999	113,780.00	-	113,780.00
3. Employee Benefits	3000-3999	104,007.00	-	104,007.00
4. Books and Supplies	4000-4999	22,655.00	-	22,655.00
5. Services and Other Operating Expenditures	5000-5999	199,140.00	-	199,140.00
6. Capital Outlay	6000-6999	-	-	-
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	-	-	-
8. Other Outgo - Transfers of Indirect Costs	7300-7399	-	-	-
9. Other Financing Uses				
a. Transfers Out	7600-7629	20,785.00	-	20,785.00
b. Other Uses	7630-7699	-	-	-
11. Total (Sum lines B1 thru B10)		655,695.00	-	655,695.00
C. NET INCREASE (DECREASE) IN FUND BALANCE				
(Line A6 minus line B11)		94,340.00	-	94,340.00
D. FUND BALANCE				
1. Net Beginning Fund Balance (Form 011, line F1e)		1,175,939.00	-	1,175,939.00
2. Ending Fund Balance (Sum lines C and D1)		1,270,279.00	-	1,270,279.00
3. Components of Ending Fund Balance (Form 011)				
a. Nonspendable	9710-9719	1,500.00	-	1,500.00
b. Restricted	9740	-	-	-
c. Committed				
1. Stabilization Arrangements	9750	-	-	-
2. Other Commitments	9760	-	-	-
d. Assigned	9780	1,180,779.00	-	1,180,779.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789	88,000.00	-	88,000.00
2. Unassigned/Unappropriated	9790	0.00	-	-
f. Total Components of Ending Fund Balance				
(Line D3f must agree with line D2)		1,270,279.00	-	1,270,279.00
E. AVAILABLE RESERVES				
1. General Fund				
a. Stabilization Arrangements	9750	-	-	-
b. Reserve for Economic Uncertainties	9789	88,000.00	-	88,000.00
c. Unassigned/Unappropriated	9790	-	-	-
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)				
2. Special Reserve Fund - Noncapital Outlay (Fund 17)				
a. Stabilization Arrangements	9750	-	-	-
b. Reserve for Economic Uncertainties	9789	-	-	-
c. Unassigned/Unappropriated	9790	-	-	-
3. Total Available Reserves (Sum lines E1a thru E2c)		88,000.00	-	88,000.00

Flournoy Union Elementary School District

45-Day Budget Revision - General Fund
Restricted

Description	ObjectCodes	2025-26 Adopted Budget	Change	Proposed Budget with 45-Day Revision
A. REVENUES AND OTHER FINANCING SOURCES				
1. LCFF/Revenue Limit Sources	8010-8099	-	-	-
2. Federal Revenues	8100-8299	26,688.00	-	26,688.00
3. Other State Revenues	8300-8599	79,067.00	65,844.00	144,911.00
4. Other Local Revenues	8600-8799	39,200.00	-	39,200.00
5. Other Financing Sources			-	
a. Transfers In	8900-8929		-	
b. Other Sources	8930-8979		-	
c. Contributions	8980-8999	65,071.00	-	65,071.00
6. Total (Sum lines A1 thru A5c)		210,026.00	65,844.00	275,870.00
B. EXPENDITURES AND OTHER FINANCING USES				
1. Certificated Salaries	1000-1999	10,286.00	-	10,286.00
2. Classified Salaries	2000-2999	80,352.00	-	80,352.00
3. Employee Benefits	3000-3999	59,477.00	-	59,477.00
4. Books and Supplies	4000-4999	8,490.00	-	8,490.00
5. Services and Other Operating Expenditures	5000-5999	32,013.00	-	32,013.00
6. Capital Outlay	6000-6999	-	-	-
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	19,408.00	-	19,408.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	-	-	-
9. Other Financing Uses			-	
a. Transfers Out	7600-7629	-	-	-
b. Other Uses	7630-7699		-	
11. Total (Sum lines B1 thru B10)		210,026.00	-	210,026.00
C. NET INCREASE (DECREASE) IN FUND BALANCE				
(Line A6 minus line B11)		-	65,844.00	65,844.00
D. FUND BALANCE				
1. Net Beginning Fund Balance (Form 011, line F1e)		95,852.00	-	95,852.00
2. Ending Fund Balance (Sum lines C and D1)		95,852.00	65,844.00	161,696.00
3. Components of Ending Fund Balance (Form 011)				
a. Nonspendable	9710-9719	-	-	-
b. Restricted	9740	-	65,844.00	65,844.00
c. Committed				
1. Stabilization Arrangements	9750	-		-
2. Other Commitments	9760	-		-
d. Assigned	9780		-	
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789		-	
2. Unassigned/Unappropriated	9790	-		
f. Total Components of Ending Fund Balance				
(Line D3f must agree with line D2)		-	65,844.00	65,844.00
E. AVAILABLE RESERVES				
1. General Fund				
a. Stabilization Arrangements	9750	-		
b. Reserve for Economic Uncertainties	9789	-	-	-
c. Unassigned/Unappropriated	9790	-		
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)				
2. Special Reserve Fund - Noncapital Outlay (Fund 17)				
a. Stabilization Arrangements	9750	-		-
b. Reserve for Economic Uncertainties	9789	-		-
c. Unassigned/Unappropriated	9790	-		-
3. Total Available Reserves (Sum lines E1a thru E2c)		-	-	-

Flournoy Union Elementary School District

45-Day Budget Revision - General Fund
TOTAL

Description	ObjectCodes	2025-26 Adopted Budget	Change	Proposed Budget with 45-Day Revision
A. REVENUES AND OTHER FINANCING SOURCES				
1. LCFF/Revenue Limit Sources	8010-8099	753,156.00	-	753,156.00
2. Federal Revenues	8100-8299	26,688.00	-	26,688.00
3. Other State Revenues	8300-8599	86,160.00	65,844.00	152,004.00
4. Other Local Revenues	8600-8799	94,057.00	-	94,057.00
5. Other Financing Sources		-	-	-
a. Transfers In	8900-8929	-	-	-
b. Other Sources	8930-8979	-	-	-
c. Contributions	8980-8999	-	-	-
6. Total (Sum lines A1 thru A5c)		960,061.00	65,844.00	1,025,905.00
B. EXPENDITURES AND OTHER FINANCING USES				
1. Certificated Salaries	1000-1999	205,614.00	-	205,614.00
2. Classified Salaries	2000-2999	194,132.00	-	194,132.00
3. Employee Benefits	3000-3999	163,484.00	-	163,484.00
4. Books and Supplies	4000-4999	31,145.00	-	31,145.00
5. Services and Other Operating Expenditures	5000-5999	231,153.00	-	231,153.00
6. Capital Outlay	6000-6999	-	-	-
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	19,408.00	-	19,408.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	-	-	-
9. Other Financing Uses		-	-	-
a. Transfers Out	7600-7629	20,785.00	-	20,785.00
b. Other Uses	7630-7699	-	-	-
11. Total (Sum lines B1 thru B10)		865,721.00	-	865,721.00
C. NET INCREASE (DECREASE) IN FUND BALANCE				
(Line A6 minus line B11)		94,340.00	65,844.00	160,184.00
D. FUND BALANCE				
1. Net Beginning Fund Balance (Form 011, line F1e)		1,271,791.00	-	1,271,791.00
2. Ending Fund Balance (Sum lines C and D1)		1,366,131.00	65,844.00	1,431,975.00
3. Components of Ending Fund Balance (Form 011)				
a. Nonspendable	9710-9719	1,500.00	-	1,500.00
b. Restricted	9740	-	65,844.00	65,844.00
c. Committed		-	-	-
1. Stabilization Arrangements	9750	-	-	-
2. Other Commitments	9760	-	-	-
d. Assigned	9780	1,180,779.00	-	1,180,779.00
e. Unassigned/Unappropriated		-	-	-
1. Reserve for Economic Uncertainties	9789	88,000.00	-	88,000.00
2. Unassigned/Unappropriated	9790	-	-	-
f. Total Components of Ending Fund Balance		1,270,279.00	65,844.00	1,336,123.00
(Line D3f must agree with line D2)				
E. AVAILABLE RESERVES				
1. General Fund				
a. Stabilization Arrangements	9750	-	-	-
b. Reserve for Economic Uncertainties	9789	88,000.00	-	88,000.00
c. Unassigned/Unappropriated	9790	-	-	-
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)				
2. Special Reserve Fund - Noncapital Outlay (Fund 17)				
a. Stabilization Arrangements	9750	-	-	-
b. Reserve for Economic Uncertainties	9789	-	-	-
c. Unassigned/Unappropriated	9790	-	-	-
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		88,000.00	-	88,000.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		10%	-	10%

Flournoy Union Elementary School District

45-Day Budget Revision - General Fund
TOTAL

Description	ObjectCodes	2025-26 Adopted Budget	Change	Proposed Budget with 45-Day Revision
F. RECOMMENDED RESERVES				
2. District ADA				
Use to determine the reserve standard percentage level on Lind F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)				
		34.00	-	34.00
3. Calculating the Reserves				
a. Expenditures and Other Financing Uses (line B11)		865,721.00	-	865,721.00
b. Reserve Standard by Percent Level		5%	0%	5%
c. Reserve Standard - by Percent (Line F3c times F3a)		43,286.05	-	43,286.05
d. Reserve Standard - by Amount		88,000.00	-	88,000.00
e. Reserve Standard (Greater of Line F3c or F3d)		43,286.05	-	43,286.05
f. Available Reserves (line E3) Meet Reserve Standard (line F3e)		YES		YES

Policy 3230: Federal Grant Funds

Status: ADOPTED

Original Adopted Date: 09/01/2016 | **Last Revised Date:** 03/01/2021 | **Last Reviewed Date:** 03/01/2021

08/19/2025

The Governing Board recognizes the district's responsibility to maintain fiscal integrity and transparency in the use of all funds awarded through federal grants. The district shall comply with all requirements detailed in any grant agreement with an awarding agency and with the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521 and any stricter state laws and district policy.

Any goods or services purchased with federal funds shall be reasonable in cost and necessary for the proper and efficient performance or administration of the program.

The Superintendent or designee shall ensure that the district's financial management systems and procedures provide for the following: (2 CFR 200.302)

1. Identification in district accounts of each federal award received and expended and the federal program under which it was received
2. Accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the reporting requirements of 2 CFR 200.328 and 200.329
3. Records and supporting documentation that adequately identify the source and application of funds for federally funded activities, including information pertaining to federal awards, authorizations, financial obligations, unobligated balances, assets, expenditures, income, and interest
4. Effective control over and accountability for all funds, property, and other assets and assurance that all assets are used solely for authorized purposes
5. Comparison of actual expenditures with budgeted amounts for each federal award
6. Written procedures to implement provisions governing payments as specified in 2 CFR 200.305
7. Written procedures for determining the allowability of costs in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the federal grant award

The Superintendent or designee shall develop and implement appropriate internal control processes to reasonably assure that transactions are properly executed, recorded, and accounted for so that the district can prepare reliable financial statements and federal reports, maintain accountability over assets, and demonstrate compliance with federal laws, regulations, and conditions of the federal award. (2 CFR 200.61, 200.62, 200.303)

Equipment purchased with federal funds shall be properly inventoried and adequately maintained to safeguard against loss, damage, or theft of the property.

All staff involved in the administration or implementation of programs and activities supported by federal funds shall receive information and training on the allowable use of federal funds, purchasing procedures, and reporting processes commensurate with their duties.

The district shall submit financial and performance reports to the awarding agency in accordance with the

schedule and indicators required for that federal grant by law and the awarding agency. As required, such reports may include a comparison of actual accomplishments to the objectives of the federal award, the relationship between financial data and performance accomplishments, the reasons that established goals were not met if applicable, cost information to demonstrate cost-effective practices, analysis and explanation of any cost overruns or high unit costs, and other relevant information. The final performance report shall be submitted no later than 120 calendar days after the ending date of the grant. (2 CFR 200.301, 200.328, 200.329)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 42122-42129	<u>Budget requirements</u>
Ed. Code 64001	<u>School plan for student achievement; consolidated application programs</u>
Federal	Description
2 CFR 180.220	<u>Amount of contract subject to suspension and debarment rules</u>
2 CFR 200.0-200.521	<u>Federal uniform grant guidance</u>
2 CFR 200.1-200.99	Definitions
2 CFR 200.100-200.113	<u>General provisions</u>
2 CFR 200.317-200.326	Procurement standards
2 CFR 200.327-200.329	Monitoring and reporting
2 CFR 200.333-200.337	Record retention
2 CFR 200.400-200.475	Cost principles
2 CFR 200.500-200.521	<u>Audit requirements</u>
34 CFR 76.730-76.731	<u>Records related to federal grant programs</u>
48 CFR 2.101	<u>Federal acquisition regulation; definitions</u>
Management Resources	Description
California Department of Education Publication	<u>California Department of Education Audit Guide</u>
California Department of Education Publication	<u>California School Accounting Manual</u>
Education Audit Appeals Panel Publication	<u>Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting</u>
U.S. Department of Education Publication	<u>Questions and Answers Regarding 2 CFR Part 200</u>
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>U.S. Government Accountability Office</u>
Website	<u>Office of Management and Budget, Uniform Guidance</u>

Website	<u>California State Controller</u>
Website	<u>System for Award Management (SAM)</u>
Website	<u>Education Audit Appeals Panel</u>
Website	<u>U.S. Department of Education</u>
Website	<u>California Department of Education</u>

Cross References

Code	Description
0500	<u>Accountability</u>
1340	<u>Access To District Records</u>
1340	<u>Access To District Records</u>
3100	<u>Budget</u>
3100	<u>Budget</u>
3231	<u>Impact Aid</u>
3270	<u>Sale And Disposal Of Books, Equipment And Supplies</u>
3270	<u>Sale And Disposal Of Books, Equipment And Supplies</u>
3300	<u>Expenditures And Purchases</u>
3311	<u>Bids</u>
3311	<u>Bids</u>
3311.4	<u>Procurement Of Technological Equipment</u>
3312	<u>Contracts</u>
3314	<u>Payment For Goods And Services</u>
3314	<u>Payment For Goods And Services</u>
3350	<u>Travel Expenses</u>
3400	<u>Management Of District Assets/Accounts</u>
3400	<u>Management Of District Assets/Accounts</u>
3440	<u>Inventories</u>
3460	<u>Financial Reports And Accountability</u>
3460	<u>Financial Reports And Accountability</u>
3512	<u>Equipment</u>
3512-E(1)	<u>Equipment</u>
3551	<u>Food Service Operations/Cafeteria Fund</u>
3551	<u>Food Service Operations/Cafeteria Fund</u>
3580	<u>District Records</u>

3580	<u>District Records</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4131	<u>Staff Development</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218.1	<u>Dismissal/Suspension/Disciplinary Action (Merit System)</u>
4231	<u>Staff Development</u>
4331	<u>Staff Development</u>
6173.4	<u>Education For American Indian Students</u>
6178	<u>Career Technical Education</u>
6178	<u>Career Technical Education</u>
6190	<u>Evaluation Of The Instructional Program</u>
9270	<u>Conflict Of Interest</u>
9270-E(1)	<u>Conflict Of Interest</u>

Regulation 3230: Federal Grant Funds

Status: ADOPTED

Original Adopted Date: 03/01/2018 | **Last Revised Date:** 03/01/2021 | **Last Reviewed Date:**
03/01/2021

08/19/2025

To ensure the lawful expenditure of any federal formula or discretionary grant funds awarded to the district, the Superintendent or designee shall comply with the requirements of the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the "Uniform Guidance"), as contained in 2 CFR 200.0-200.521 and Appendices I-XII.

Allowable Costs

Prior to obligating or spending any federal grant funds, the Superintendent or designee shall determine whether a proposed purchase is an allowable expenditure in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the award. The Superintendent or designee shall also determine whether the expense is a direct or indirect cost as defined in 2 CFR 200.413 and 200.414 and, if the purchase will benefit other programs not included in the grant award, the appropriate share to be allocated to the federal grant.

The Superintendent or designee shall review and approve all transactions involving federal grant funds and shall ensure the proper coding of expenditures consistent with the California School Accounting Manual.

Period of Performance

All obligations of federal funds shall occur on or between the beginning and ending dates of the grant project and shall be paid no later than 120 calendar days after the end of the funding period, unless specifically authorized by the grant award to be carried over beyond the initial term of the grant. (2 CFR 200.77, 200.308, 200.309, 200.344)

Procurement

When procuring goods and services with a federal grant, the Superintendent or designee shall comply with the standards contained in 2 CFR 200.317-200.327 and Appendix II of Part 200, and with any applicable state bidding or procurement law or district policy that is more restrictive.

As appropriate to encourage greater economy and efficiency, the Superintendent or designee shall avoid acquisition of unnecessary or duplicative items, give consideration to consolidating or breaking out procurements, analyze lease versus purchase alternatives, consider entering into an interagency agreement for procurement of common or shared goods and services, and/or use federal excess or surplus property. (2 CFR 200.318)

The procurement of goods or services with federal funds shall be conducted in a manner that provides full and open competition in accordance with state laws and district regulations and the following requirements:

1. Any purchase of supplies or services that does not exceed the "micro-purchase" threshold established by the district in accordance with 48 CFR 2.101 may be awarded without soliciting competitive quotes, provided that the district considers the price to be reasonable and maintains written evidence of this reasonableness in the record of all micro-purchases. (2 CFR 200.67, 200.320)

2. For any purchase that exceeds the micro-purchase threshold but is less than the bid limit required by Public Contract Code 20111, the Superintendent or designee shall utilize "small-purchase" procedures that include obtaining price or rate quotes from an adequate number of qualified sources. (2 CFR 200.320)
3. Contracts for goods or services over the bid limits required by Public Contract Code 20111 shall be awarded pursuant to California law and AR 3311 - Bids, unless exempt from bidding under the law.
4. If a purchase is exempt from bidding and the district's solicitation is by a request for proposals, the award may be made by either a fixed-price or cost-reimbursement type contract awarded to the entity whose proposal is most advantageous to the program, with price and other factors considered. (2 CFR 200.320)
5. Procurement by noncompetitive proposals (sole sourcing) may be used only when the item is available exclusively from a single source, the need or emergency will not permit a delay resulting from competitive solicitation, the awarding agency expressly authorizes sole sourcing in response to the district's request, and/or competition is determined inadequate after solicitation of a number of sources. (2 CFR 200.320)
6. Time and materials type contracts may be used only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract for which the cost is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general administrative expenses, and profit. (2 CFR 200.318)

For any purchase of \$25,000 or more, the Superintendent or designee shall verify that any vendor which is used to procure goods or services is not excluded or disqualified by the federal government. (2 CFR 180.220, 200.214)

All solicitations shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description shall avoid detailed product specifications to the extent possible, but may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. When it is impractical or not economical to make a clear and accurate description of the technical requirements, a brand name or equivalent description may be used to define the performance or other salient requirements of procurement, clearly stating the specific features of the named brand which must be met by offers. In addition, every solicitation shall identify all requirements which the offer must fulfill and any other factors to be used in evaluating bids or proposals. (2 CFR 200.319)

The Superintendent or designee shall maintain sufficient records to document the procurement, including, but not limited to, the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis for the contract price. (2 CFR 200.318)

The Superintendent or designee shall ensure that all contracts for purchases using federal grant funds contain the applicable contract provisions described in Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. (2 CFR 200.327)

Capital Expenditures

The Superintendent or designee shall obtain prior written approval from the awarding agency before using federal funds to make capital expenditures, including the acquisition of land, facilities, equipment, and intellectual property and expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their

value or useful life. (2 CFR 200.313, 200.439)

Conflict of Interest

Governing Board members, district employees, and other district representatives shall not participate in the selection, award, or administration of a contract supported by federal funds if they have a real or apparent conflict of interest, such as when they or a member of their immediate family, their partner, or an organization which employs or is about to employ any of them has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. Such persons are prohibited from soliciting or accepting gratuities, favors, or anything of monetary value from contractors or subcontractors unless the gift is an unsolicited item of nominal value. (2 CFR 200.318)

Employees engaged in the selection, award, and administration of contracts shall also comply with BB 9270 - Conflict of Interest.

Persons involved in the selection, award, or administration of a contract supported by federal funds shall be subject to discipline for any violation of conflict of interest standards. (2 CFR 200.318)

Cash Management

The Superintendent or designee shall ensure the district's compliance with 2 CFR 200.305 pertaining to payments and cash management, including compliance with applicable methods and procedures that minimize the time elapsing between the transfer of funds to the district and the district's disbursement of funds. (2 CFR 200.305)

When authorized by law, the district may receive advance payments of federal grant funds, limited to the minimum amounts needed and timed in accordance with the actual immediate cash requirements of the district for carrying out the purpose of the program or project.

Except under specified conditions, the district shall maintain the advance payments in an interest-bearing account. The district shall remit interest earned on the advanced payment to the awarding agency on an annual basis, but may retain interest amounts specified in 2 CFR 200.305 for administrative expenses. (2 CFR 200.305)

When required by the awarding agency, the district shall instead submit a request for reimbursement of actual expenses incurred. The district may also request reimbursement as an alternative to receiving advance payments. (2 CFR 200.305)

The Superintendent or designee shall maintain source documentation supporting the expenditure of federal funds, such as invoices, time sheets, payroll stubs, or other appropriate documentation.

Personnel

All district employees who are paid in full or in part with federal funds shall document the amount of time they spend on grant activities. Such records shall be incorporated into the official records of the district and shall be subject to a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated in accordance with 2 CFR 200.430. (2 CFR 200.430)

Salaries and wages of employees whose salary is paid with state or local funds but are used to meet a cost-sharing or matching requirement of the federal grant shall be documented in the same manner as salaries and wages claimed for reimbursement under a federal grant. (2 CFR 200.430)

Records

Except as otherwise provided in 2 CFR 200.334, or where state law or district policy requires a longer retention period, financial records, supporting documents, statistical records, and all other district records related to a federal award shall be retained for a period of three years from the date of submission of the final expenditure report or, for a federal award that is renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report. (2 CFR 200.334)

Audits

Whenever the district expends \$750,000 or more in federal grant funds during a fiscal year, it shall arrange for either a single audit or a program-specific audit in accordance with 2 CFR 200.507 or 200.514. (2 CFR 200.501)

The Superintendent or designee shall ensure that the audit meets the requirements specified in 2 CFR 200.500-200.521.

Specified records pertaining to the audit of federal funds expended by the district shall be transmitted to the clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the audit period, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (2 CFR 200.512)

In the event that the audit identifies any deficiency, the Superintendent or designee shall promptly act to either correct the identified deficiency, produce recommended improvements, or demonstrate that the audit finding is invalid or does not warrant action. (2 CFR 200.26, 200.508, 200.511)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

Ed. Code 42122-42129

Description

Budget requirements

Ed. Code 64001

School plan for student achievement; consolidated application programs

Federal

2 CFR 180.220

Description

Amount of contract subject to suspension and debarment rules

2 CFR 200.0-200.521

Federal uniform grant guidance

2 CFR 200.1-200.99

Definitions

2 CFR 200.100-200.113

General provisions

2 CFR 200.317-200.326

Procurement standards

2 CFR 200.327-200.329

Monitoring and reporting

2 CFR 200.333-200.337

Record retention

2 CFR 200.400-200.475

Cost principles

2 CFR 200.500-200.521

Audit requirements

34 CFR 76.730-76.731

Records related to federal grant programs

48 CFR 2.101

Federal acquisition regulation; definitions

Management Resources

Description

California Department of Education
Publication

California Department of Education Audit Guide

California Department of Education
Publication

California School Accounting Manual

Education Audit Appeals Panel Publication

Guide for Annual Audits of K-12 Local Education Agencies and
State Compliance Reporting

U.S. Department of Education Publication

Questions and Answers Regarding 2 CFR Part 200

Website

CSBA District and County Office of Education Legal Services

Website

U.S. Government Accountability Office

Website

Office of Management and Budget, Uniform Guidance

Website

California State Controller

Website

System for Award Management (SAM)

Website

Education Audit Appeals Panel

Website

U.S. Department of Education

Website

California Department of Education

Cross References

Code

Description

0500

Accountability

1340

Access To District Records

1340

Access To District Records

3100

Budget

3100

Budget

3231

Impact Aid

3270

Sale And Disposal Of Books, Equipment And Supplies

3270

Sale And Disposal Of Books, Equipment And Supplies

3300

Expenditures And Purchases

3311

Bids

3311

Bids

3311.4

Procurement Of Technological Equipment

3312

Contracts

3314

Payment For Goods And Services

3314

Payment For Goods And Services

3350	<u>Travel Expenses</u>
3400	<u>Management Of District Assets/Accounts</u>
3400	<u>Management Of District Assets/Accounts</u>
3440	<u>Inventories</u>
3460	<u>Financial Reports And Accountability</u>
3460	<u>Financial Reports And Accountability</u>
3512	<u>Equipment</u>
3512-E(1)	<u>Equipment</u>
3551	<u>Food Service Operations/Cafeteria Fund</u>
3551	<u>Food Service Operations/Cafeteria Fund</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4131	<u>Staff Development</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218.1	<u>Dismissal/Suspension/Disciplinary Action (Merit System)</u>
4231	<u>Staff Development</u>
4331	<u>Staff Development</u>
6173.4	<u>Education For American Indian Students</u>
6178	<u>Career Technical Education</u>
6178	<u>Career Technical Education</u>
6190	<u>Evaluation Of The Instructional Program</u>
9270	<u>Conflict Of Interest</u>
9270-E(1)	<u>Conflict Of Interest</u>

Policy 4156.2: Awards And Recognition

Status: ADOPTED

Original Adopted Date: 01/01/1985 | **Last Revised Date:** 07/01/2010 | **Last Reviewed Date:** 07/01/2010

08/19/2025

The Governing Board values its instructional and noninstructional staff and desires to recognize their outstanding service in order to increase employee morale and encourage creative and innovative performance.

The Board encourages recognition of all staff during days of significance designated by the Board, state law, or state resolution.

The Board authorizes awards to individual employees who: (Education Code 44015)

1. Propose procedures or ideas that result in eliminating or reducing district expenditures or improving district operations
2. Perform special acts or services in the public interest
3. By their superior accomplishments, make exceptional contributions to the efficiency, economy, or other improvement in district operations

As the district budget permits, the Superintendent or designee may recognize such employees by issuing service pins, certificates, plaques, and/or other mementos. In addition, he/she may recommend employees to the Board for recognition at a public Board meeting.

The Superintendent or designee shall establish procedures for the selection of individual employees to receive awards.

The Superintendent or designee may appoint one or more merit award committees consisting of Board members, district employees, and/or private citizens to review employee contributions and recommend awards.

Monetary awards to employees shall not exceed \$200 unless expressly approved by the Board. (Education Code 44015)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

Ed. Code 35160

Ed. Code 35160.1

Ed. Code 35161

Ed. Code 44015

Description

Authority of governing boards

Broad authority of school districts

Board delegation of any powers or duties

Awards to employees

Ed. Code 45460

Classified School Employee Week

Management Resources

Description

Website

CSBA District and County Office of Education Legal Services

Website

CSBA

Website

Fiscal Crisis and Management Assistance Team

Cross References

Code

Description

1150

Commendations And Awards

1220

Citizen Advisory Committees

1220

Citizen Advisory Committees

3100

Budget

3100

Budget

3300

Expenditures And Purchases

4157

Employee Safety

4157

Employee Safety

4257

Employee Safety

4257

Employee Safety

4357

Employee Safety

4357

Employee Safety

5126

Awards For Achievement

5126

Awards For Achievement

6115

Ceremonies And Observances

6115

Ceremonies And Observances

9140

Board Representatives