

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/fg/aa/pa/13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: MAKING WAVES ACADEMY	COUNTY CODE: 7	DISTRICT CODE: 10074	CHARTER NUMBER (IF APPLICABLE): 868
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: ALTON B. NELSON, JR.	FISCAL YEAR: 2018-19		
ADDRESS: 4123 LAKESIDE DRIVE	COUNTY NAME: CONTRA COSTA		
CITY: RICHMOND	STATE: CA	ZIP CODE: 94806	
CONTACT NAME: HUNG MAI	TITLE: DIRECTOR OF FINANCE	PHONE: 510-243-5204	E-MAIL: HMAI@MWACADEMY.ORG

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

<input type="checkbox"/> SCHOOL DISTRICT	<input type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE)
Choose one of the following:	Choose one of the following:
<input type="checkbox"/> All district school sites	<input type="checkbox"/> All COE school sites
<input type="checkbox"/> Select district school sites	<input type="checkbox"/> Select COE school sites
<input checked="" type="checkbox"/> CHARTER SCHOOL	

PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

<p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.</p>
<p><input type="checkbox"/> 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.</p> <p><input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.</p>
<p><input type="checkbox"/> 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:</p> <p><i>"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."</i></p>

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SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

Not Applicable (Proceed to Section E)

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.)

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

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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 **MAKING WAVES ACADEMY**, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

- ALICIA KLEIN _____
- BURAK GURSEL _____
- MARGARET WATSON _____
- DARYLE MORGAN _____
- ESTHER HUGO _____
- JESSICA LAUGHLIN _____
- MARICELA NAVARRO _____
- LAYLA NARANJO _____

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

Subscribed and sworn (or affirmed) before me, this 12 day of DECEMBER 2019

Witness: ALICIA MALET KLEIN (Name) _____ Title: BOARD PRESIDENT of CONTRA COSTA County, California

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

Superintendent (or designee): _____ (Name) _____ Authorizing LEA Name: CONTRA COSTA COUNTY OFF EDU
(Signature)

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

COE contact/individual responsible for completing this section:
Name: _____ Title: _____ Phone: _____ E-mail: _____

[Click Here for Fire and Emergency Related Resources](#)

FISCAL REPORT

NO 22

VOLUME 39

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Fire and Emergency Related Resources Page Available Online

 BY SSC TEAM Copyright 2019 School Services of California, Inc. posted October 31, 2019

Given Governor Gavin Newsom's recent declaration of a state of emergency regarding the fires throughout the state and the continued threat of public safety power shutoffs (PSPS), School Services of California Inc. has compiled a page of useful articles, resources, and other information to assist local educational agencies in managing these events.

The resources are available [here](#).

The articles included on this page are available for all visitors, regardless of client status, so please share this resource with your colleagues in neighboring districts who may be impacted by these events.



Governor Newsom Declares Statewide Emergency Due to Fires, Extreme Weather Conditions

Published: Oct 27, 2019

SACRAMENTO – Today, Governor Gavin Newsom declared a statewide emergency due to the effects of unprecedented high-wind events which have resulted in fires and evacuations across the state.

The Kincaide Fire in Sonoma County has burned more than 30,000 acres to date, and has led to the evacuation of almost 200,000 people and threatened hundreds of structures. The Tick Fire in Southern California has also destroyed structures, threatened homes and critical infrastructure, and caused the evacuation of tens of thousands of residents. As of today, there are over 3,000 local, state and federal personnel, including first responders, assisting with the Kincaide Fire alone.

"We are deploying every resource available, and are coordinating with numerous agencies as we continue to respond to these fires. It is critical that people in evacuation zones heed the warnings from officials and first responders, and have the local and state resources they need as we fight these fires," said Governor Newsom.

Earlier this week, the Governor secured Fire Management Assistance Grants to help ensure the availability of resources to fight the Kincaide and Tick fires and enable local, state and tribal agencies to recover eligible costs.

The Governor has also met with first responders, health officials, and residents of Napa, Geyserville, and Los Angeles this week, and held public briefings regarding the ongoing fire threats and the need to hold utilities accountable for the consequences of their decisions to shut off power for large portions of the state.

The Governor has also announced a \$75 Million Program for state and local governments to mitigate impacts of power shutoffs and unveil a series of new partnerships and new tools to help secure medically vulnerable populations during these events.

A copy of today's proclamation can be found here.

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