



Three Rivers Charter School

Regular Board Meeting

Date and Time

Tuesday March 10, 2026 at 5:30 PM PDT

Location

This Board Meeting is being held in person at Three Rivers Charter School in the Jr. High Classroom.

Three Rivers Charter School

1211 Del Mar Dr.

Fort Bragg, CA

Meeting attendees may also join virtually using the Google Meet link provided.

Video call link: <https://meet.google.com/soy-aovd-dog>

Or dial: (US) +1 361-384-6834 PIN: 508 832 702#

The agenda provides any citizen an opportunity to directly address the Board under the section entitled "Community Comment" on any item under the subject matter jurisdiction of the Board that is not on the agenda. The Public will be provided an opportunity to address the Board on agenda items before or during the Board's deliberation. Each public member will have 3 minutes for comment.

To request a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting, please submit your request in writing to the School Director or Board President at least 10 days before the scheduled meeting date. In compliance with Government Code section 54954.2(a) Three Rivers Charter School will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the

school at (707) 964-1128 at least 72 hours prior to the meeting. The Board reserves the right to mute or remove a member of the public for inappropriate behavior which is disruptive.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Call the Meeting to Order		Dana Vogele	1 m
B. Record Attendance		Andy Wellspring	1 m
C. Community Comment	Discuss	Dana Vogele	10 m
Each person wanting to speak may have 3 minutes to make their statements. The Board will not comment unless it is to quickly clarify a procedure, process or policy.			
D. Approve Agenda	Discuss	Dana Vogele	3 m
II. Reports			5:45 PM
A. Teacher Reports	Discuss	Kim Morgan	5 m
Update from the classrooms.			
B. Financial Report	Discuss	Roger Coy	15 m
Treasurer to present Financial Report.			
C. Director Report	Discuss	Kim Morgan	10 m
TRCS Director to present school update for the board.			
D. Board Member Reports	Discuss	Dana Vogele	10 m
Any Board Member wishing to share information.			
III. Discussion and Action Items			6:25 PM
A. Approve Minutes	Approve Minutes	Dana Vogele	3 m
Approve minutes from previous Regular Board Meeting.			
Approve minutes for Regular Board Meeting on February 10, 2026			
B. Approve Second Interim Budget Report	Vote	Kim Morgan	15 m

	Purpose	Presenter	Time
	Discuss and approve 2nd Interim Budget.		
C.	Charter Renewal Discuss next steps for charter renewal.	Kim Morgan	10 m
D.	Approve Revised TRCS Discipline Policy	Kim Morgan	5 m
E.	Approved Revised Lottery Policy	Kim Morgan	10 m
F.	Approve Immigration Enforcement Policy Review and approve legally compliant required policy for immigration enforcement on campus.	Kim Morgan	5 m
G.	Approve expense over \$5000 Power School Student Information System renewal for 2026-27 for \$5219.53.	Kim Morgan	5 m
IV.	Closed Session		7:18 PM
A.	Employee Benefits (Gov. Code § 54957) Discuss and approve employee benefits for a teacher.	Kim Morgan	15 m
V.	Return to Open Session		7:33 PM
A.	Vote on Closed Session item	Dana Vogeles	5 m
VI.	Closing Items		7:38 PM
A.	Adjourn Meeting	Dana Vogeles	2 m

Coversheet

Teacher Reports

Section: II. Reports
Item: A. Teacher Reports
Purpose: Discuss
Submitted by:
Related Material: Teacher Reports 3.10.26.pdf

Teacher Updates for the Board

March 10, 2026

Grades 1-2, Ms. Luna

First and Second graders have enjoyed some wet, breezy, and sunny days in the last month and are rested up from our midwinter break. Our class has participated in No One Eats Alone, voting on yearbook covers, the change challenge, and a spelling bee. We love all our campus activities. In class, we were able to have friends from the Audubon Society come and teach us all about birds and their adaptations. We will go birding in the prime of spring season in the coming month. We made bird nests for outdoor science time. Students have explored more in their writing skills. They are advancing in their reading as well! Our parachute PE time was a recent highlight too! We are looking forward to a STEAM night at the end of the month.

Grades 3-4, Ms. Natalie

It's been an interesting time in the 3-4 class! We are currently working on an engineering project, creating rockets, launchers, tracking devices, in assigned lab groups. Students learn to work in teams,(mimicking the work environment), analyze design performance and brainstorm improved redesigns.

The kids really did a great job in their participation in the Change Challenge. Although this is a highly competitive cohort, they've been very appropriate in their sportsmanship, and very active in the game.

We conducted our in-class spell-off. Congrats to Avery, Imogen, and Ray. Matej is our alternate. Students learned a lot in this process. A portion of disappointed students who did not really practice much, learned they cared about the competition far more than they originally realized. We discussed everyone's thoughts and feelings around it. Lots of growth!

Grades 5-6, Mrs. Krebs

Hello board!

We had an exciting last few months in the 5/6 room. We have started learning about Uganda, and watching a blog called Joey Days. It's about a young American woman who has traveled around the world, and one of the places she visited is Uganda. She talks about her day, Kampala, and the school day for students. I have shown several episodes, and the students have been bringing change.

The class is busy right now learning about the human body. The students are working in pairs, and one of the students gets traced. The students then draw different organs and say their job, and what system it is part of. They will then tape or glue the organs where they go on their traced body.

In geography, we are studying the countries of Europe. We have previously studied the United States, and after Europe we will move onto Asia.

Have a great day!

Grades 7-8 Mr. Lang

Coversheet

Financial Report

Section: II. Reports
Item: B. Financial Report
Purpose: Discuss
Submitted by:
Related Material: Balance Sheet 2-28-26.pdf
Budget to Actual 1st Interim 3-5-26.pdf
Treasurer's Report 3-10-26.pdf



Three Rivers Charter School

Balance Sheet

Statement of Financial Position

	Year To Date 02/28/2026	Prior Year To Date 02/28/2025	Year To Date 02/28/2026
	Current Year Balance	Prior Year	Difference
911000-TRC-020 - Cash in County Treasury	1,032,798.25	1,207,386.64	(174,588.39)
911100 - Fair Value Adjustment Cash in County Treasury	11,395.09	0.00	11,395.09
912000-TRC-020 - Cash in General Account	259,108.45	190,541.94	68,566.51
912600-TRC-020 - Cash in ASB account	8,955.46	10,988.71	(2,033.25)
Total Cash and Cash Equivalents	1,312,257.25	1,408,917.29	(96,660.04)
920000 - Accounts Receivables	0.00	249.54	(249.54)
929000 - Due from Grantor Governments	9,639.19	16.90	9,622.29
Total Accounts Receivable	9,639.19	266.44	9,372.75
933000 - Prepaid Expenses	624.58	962.12	(337.54)
Total Prepaid Expenses	624.58	962.12	(337.54)
942000 - Building/Leasehold Improvements	861,094.11	37,865.60	823,228.51
944000 - Furniture Fixtures and Equipment	42,518.95	17,893.20	24,625.75
945000 - Construction in Progress	0.00	824,743.28	(824,743.28)
946000 - Right of Use Asset	135,136.73	191,218.63	(56,081.90)
Total Fixed Assets	1,038,749.79	1,071,720.71	(32,970.92)
942500 - Accumulated Depreciation - Building Improvements	(70,711.84)	(14,617.90)	(56,093.94)
944500 - Accumulated Depreciation - Furniture & Fixtures	(15,819.88)	(12,853.36)	(2,966.52)
Total Accumulated Depreciation	(86,531.72)	(27,471.26)	(59,060.46)
Total Assets	2,274,739.09	2,454,395.30	(179,656.21)



Three Rivers Charter School

Balance Sheet

Statement of Financial Position

	Year To Date 02/28/2026 <small>Current Year Balance</small>	Prior Year To Date 02/28/2025 <small>Prior Year</small>	Year To Date 02/28/2026 <small>Difference</small>
950000 - Accounts Payable-System	7,555.55	13,903.49	(6,347.94)
Total Accounts Payable	7,555.55	13,903.49	(6,347.94)
950100 - Accrued Salaries	(48,177.55)	10,206.36	(58,383.91)
950300 - Accrued STRS	0.00	8,710.52	(8,710.52)
950600 - Credit Card Payable	(5,099.31)	14,637.70	(19,737.01)
959000 - Due to Grantor Governments	0.00	431.08	(431.08)
Total Accrued Liabilities	(53,276.86)	33,985.66	(87,262.52)
965000 - Deferred Revenue	203,260.71	336,320.99	(133,060.28)
Total Other Short Term Liability	203,260.71	336,320.99	(133,060.28)
965500 - ROU liability	130,443.09	186,319.94	(55,876.85)
Total Other Liabilities	130,443.09	186,319.94	(55,876.85)
Total Liabilities	287,982.49	570,530.08	(282,547.59)
 Net Increase/(Decrease) in Net Assets	 149,071.30	 9,206.28	 139,865.02
978000 - Unrestricted Net Assets – Designated	8,502.09	807,173.89	(798,671.80)
979000 - Unrestricted Net Assets - Undesignated	1,761,971.05	1,001,524.12	760,446.93
978900 - Designated for Economic Uncertainty	58,183.00	58,183.00	0.00
Total Unrest Net Assets with Inc/(Dec) to date	1,977,727.44	1,876,087.29	101,640.15
979700 - Temporarily restricted Net Assets	9,029.16	7,777.93	1,251.23
Total Restricted Net Assets	9,029.16	7,777.93	1,251.23
Total Net Assets	1,986,756.60	1,883,865.22	102,891.38
Liabilities and Net Assets	2,274,739.09	2,454,395.30	(179,656.21)



Three Rivers Charter School Statement of Activities - Actual vs Budget

	07/01/2025 Through 02/28/2026 <small>Actual</small>	07/01/2025 Through 02/28/2026 <small>1st Interim Budget</small>	Year Ending 06/30/2026 <small>1st Interim Budget</small>	Remaining Budget <small>Summary</small>
Net Increase/(Decrease) in Net Assets				
Total Revenue				
LCFF Revenue				
801100 - LCFF Revenues	222,434.00	273,402.00	433,564.00	211,130.00
801200 - Education Protection Account Revenue	73,977.00	78,767.33	162,325.99	88,348.99
809600 - Charter Schools Funding In-Lieu of Property Taxes	227,101.00	245,629.84	437,381.94	210,280.94
Total LCFF Revenue	<u>523,512.00</u>	<u>597,799.17</u>	<u>1,033,271.93</u>	<u>509,759.93</u>
Federal Revenue				
822000 - Federal Child Nutrition Programs	12,015.04	21,101.55	39,970.95	27,955.91
829000 - All Other Federal Revenue	271,610.05	271,610.05	271,610.05	0.00
829100 - Title I Federal Revenue	5,841.00	11,681.66	23,362.98	17,521.98
829200 - Title II	716.00	1,431.66	2,862.98	2,146.98
829400 - Title IV	3,570.24	4,578.00	10,000.00	6,429.76
829500 - Title V Federal Revenue	0.00	1,409.00	4,227.00	4,227.00
Total Federal Revenue	<u>293,752.33</u>	<u>311,811.92</u>	<u>352,033.96</u>	<u>58,281.63</u>
State Revenue				
852000 - State Child Nutrition Program	10,946.32	10,921.19	20,499.96	9,553.64
855000 - Mandated Block Grant	1,510.00	829.68	1,659.36	149.36
856000 - State Lottery Revenue	5,734.60	8,817.88	22,044.71	16,310.11
859000 - All Other State Revenues	123,639.69	114,645.62	226,321.26	102,681.57
859100 - SB 740 Revenue	22,500.00	0.00	36,640.00	14,140.00
859900 - Prior Year State Income	(926.66)	0.00	0.00	926.66
879200 - SPED State/Other Transfers of Apportionments from County	0.00	3,123.00	6,246.00	6,246.00
Total State Revenue	<u>163,403.95</u>	<u>138,337.37</u>	<u>313,411.29</u>	<u>150,007.34</u>
Local Revenue				
866000 - Interest Income	10,932.00	9,166.93	18,282.93	7,350.93
868200 - Foundation Grants/Donations	0.00	5,141.48	10,282.96	10,282.96
868400 - Student Body (ASB) Fundraising Revenue	5,466.00	0.00	0.00	(5,466.00)
868500 - School Site fundraising	2,336.06	7,433.00	9,400.00	7,063.94
869900 - All Other Local Revenue	8,885.41	3,360.11	6,144.95	(2,740.46)
Total Local Revenue	<u>27,619.47</u>	<u>25,101.52</u>	<u>44,110.84</u>	<u>16,491.37</u>
Total Revenue	<u>1,008,287.75</u>	<u>1,073,049.98</u>	<u>1,742,828.02</u>	<u>734,540.27</u>
Total Expenses				
Salaries and Benefits				
Certificated Salaries				
110000 - Teachers' Salaries	156,096.74	199,096.83	298,789.98	142,693.24
112000 - Substitute Expense	5,890.04	5,812.48	6,999.96	1,109.92
130000 - Certificated Supervisor and Administrator Salaries	49,918.91	57,184.30	85,932.90	36,013.99
Total Certificated Salaries	<u>211,905.69</u>	<u>262,093.61</u>	<u>391,722.84</u>	<u>179,817.15</u>
Classified Salaries				
210000 - Instructional Aide Salaries	80,348.68	106,733.03	170,565.95	90,217.27
220000 - Classified Support Salaries (Maintenance, Food)	73,166.04	55,187.18	69,915.34	(3,250.70)
240000 - Clerical, Technical, and Office Staff Salaries	21,567.51	25,874.36	39,999.96	18,432.45
290000 - Other Classified Salaries (Noon and Yard Sup, etc.)	7,270.00	8,892.48	15,199.96	7,929.96
Total Classified Salaries	<u>182,352.23</u>	<u>196,687.05</u>	<u>295,681.21</u>	<u>113,328.98</u>



Three Rivers Charter School Statement of Activities - Actual vs Budget

	07/01/2025 Through 02/28/2026 <small>Actual</small>	07/01/2025 Through 02/28/2026 <small>1st Interim Budget</small>	Year Ending 06/30/2026 <small>1st Interim Budget</small>	Remaining Budget <small>Summary</small>
Benefits				
310100 - State Teachers' Retirement System, Certificated	37,070.36	43,792.32	68,037.04	30,966.68
330100 - OASDI/Medicare, Certificated	3,039.05	4,747.55	7,880.99	4,841.94
330200 - OASDI/Medicare, Classified	13,979.27	15,069.82	22,619.34	8,640.07
340100 - Health & Welfare Benefits, Certificated	29,294.96	48,470.36	72,599.56	43,304.60
340200 - Health & Welfare Benefits, Classified	5,362.41	0.00	0.00	(5,362.41)
340300 - Unallocated Health Insurance	7,863.51	0.00	0.00	(7,863.51)
350100 - State Unemployment Insurance, Certificated	699.18	2,092.26	4,085.62	3,386.44
350200 - State Unemployment Insurance, Classified	1,113.70	3,570.17	6,809.73	5,696.03
360100 - Worker Compensation Insurance, Certificated	8,368.40	8,368.25	8,368.13	(0.27)
360200 - Worker Compensation Insurance, Classified	2,516.60	2,516.74	2,516.90	0.30
Total Benefits	109,307.44	128,627.47	192,917.31	83,609.87
Total Salaries and Benefits	503,565.36	587,408.13	880,321.36	376,756.00
Operational Expenses				
Books and Supplies				
410000 - Approved Textbooks and Core Curriculum	11,868.27	13,536.95	15,364.96	3,496.69
420000 - Books and Other Reference Materials	80.26	512.48	1,024.96	944.70
430000 - Materials and Supplies	15,264.98	17,736.44	31,243.00	15,978.02
431500 - Classroom Materials and Supplies	5,033.18	6,668.59	10,029.97	4,996.79
438100 - Materials for Plant Maintenance	1,640.49	3,781.35	6,144.99	4,504.50
440000 - Noncapitalized Equipment	7,459.65	11,543.26	20,209.94	12,750.29
441000 - Software and Software Licensing	15,459.89	18,800.79	19,999.97	4,540.08
443000 - Noncapitalized Student Equipment	2,332.17	16,682.87	20,282.99	17,950.82
470000 - Food and Food Supplies	33,679.91	34,782.37	56,335.93	22,656.02
Total Books and Supplies	92,818.80	124,045.10	180,636.71	87,817.91
Services				
520000 - Travel and Conferences	3,436.65	3,827.94	5,120.98	1,684.33
521000 - Training and Development Expense	666.12	2,503.47	4,999.99	4,333.87
530000 - Dues and Memberships	1,253.05	1,112.12	1,112.12	(140.93)
540000 - Insurance	29,799.00	29,799.00	29,799.00	0.00
550000 - Operation and Housekeeping Services	11,516.13	15,635.91	24,509.99	12,993.86
550100 - Utilities	2,290.70	3,007.68	4,499.96	2,209.26
560000 - Space Rental/Leases Expense	41,220.00	40,610.00	60,000.00	18,780.00
560100 - Building Maintenance	0.00	5,000.00	10,000.00	10,000.00
560200 - Other Space Rental	600.00	250.00	500.00	(100.00)
560500 - Equipment Rental/Lease Expense	6,407.02	3,472.11	4,999.95	(1,407.07)



Three Rivers Charter School Statement of Activities - Actual vs Budget

	07/01/2025 Through 02/28/2026 <small>Actual</small>	07/01/2025 Through 02/28/2026 <small>1st Interim Budget</small>	Year Ending 06/30/2026 <small>1st Interim Budget</small>	Remaining Budget <small>Summary</small>
561000 - Equipment Repair	45.00	172.48	299.96	254.96
580000 - Professional/Consulting Services and Operating Expenditures	47,290.94	49,336.17	54,999.97	7,709.03
580300 - Banking and Payroll Service Fees	7,846.37	6,083.46	7,886.94	40.57
580500 - Legal Services	42.50	250.00	500.00	457.50
580600 - Audit Services	6,608.25	6,094.35	9,985.95	3,377.70
581000 - Educational Consultants	1,595.00	1,595.00	1,595.00	0.00
581200 - Other Student Activities	3,001.95	3,001.95	3,001.95	0.00
581500 - Advertising/Recruiting	651.31	1,382.00	2,689.00	2,037.69
582000 - Fundraising Expense	9,428.05	2,900.00	5,800.00	(3,628.05)
583000 - Field Trip Expenses	3,406.84	4,988.92	7,000.00	3,593.16
587300 - Financial Services	52,500.06	49,583.34	69,999.98	17,499.92
587400 - Personnel Services	402.30	341.62	342.94	(59.36)
587500 - District Oversight Fee	0.00	5,166.36	10,332.72	10,332.72
587700 - IT Services	7,050.00	7,637.48	12,924.96	5,874.96
589000 - Interest Expense/Fees	5.00	116.00	232.00	227.00
590000 - Communications (Tele., Internet, Copies, Postage, Messenger)	1,270.13	1,561.88	2,559.96	1,289.83
Total Services	<u>238,332.37</u>	<u>245,429.24</u>	<u>335,693.32</u>	<u>97,360.95</u>
Capital Outlay				
690000 - Depreciation Expense	24,499.92	31,000.68	49,751.40	25,251.48
Total Capital Outlay	<u>24,499.92</u>	<u>31,000.68</u>	<u>49,751.40</u>	<u>25,251.48</u>
Other Outgo				
714100 - Special Education Encroachment District	0.00	103,751.72	207,503.44	207,503.44
Total Other Outgo	<u>0.00</u>	<u>103,751.72</u>	<u>207,503.44</u>	<u>207,503.44</u>
Total Operational Expenses	<u>355,651.09</u>	<u>504,226.74</u>	<u>773,584.87</u>	<u>417,933.78</u>
Total Expenses	<u>859,216.45</u>	<u>1,091,634.87</u>	<u>1,653,906.23</u>	<u>794,689.78</u>
Total Net Increase/(Decrease) in Net Assets	<u>149,071.30</u>	<u>(18,584.89)</u>	<u>88,921.79</u>	<u>(60,149.51)</u>

Treasurer's Report

(Based on Financial Reports dated 2-28-26)

Balance Sheet:

Total Cash: Feb 28, 2025 - \$1,408,917 Feb 28, 2026 - \$1,312,257
Deferred Revenue - Feb 28, 2025 - \$336,321 Feb 28, 2026 - \$203,261

Actual vs. 1st Interim Budget:

Total Revenue: Actual: \$1,008,288 Budget: \$1,073,050

- Fed Rev Slightly Down

Total Expenses: Actual: \$859,216 Budget: \$1,091,635

- Special Ed - \$103,752
- Salaries/Benefits - \$503K/\$587K

Total Net: Actual: \$149,071 Budget: (\$18,585)

AP Reviewed No Issues

Coversheet

Director Report

Section:	II. Reports
Item:	C. Director Report
Purpose:	Discuss
Submitted by:	
Related Material:	Director's Report 3.10.26.pdf

Director's Report
March 10, 2026

- Enrollment: 84
 - Current student re-enrollment next week
- Events & Activities:
 - Change Challenge Results
 - March 6th: Spelling Bee Complete
 - March 16th: Emergency makeup day (no school)
 - March 26th: Community STEAM Night
 - April 18th: Table at Earth Day event
- Email hack update
- Teacher & Staff Evaluations

Coversheet

Approve Minutes

Section: III. Discussion and Action Items
Item: A. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on February 10, 2026

DRAFT



Three Rivers Charter School

Minutes

Regular Board Meeting

Date and Time

Tuesday February 10, 2026 at 5:30 PM

Location

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Directors Present

A. Wellspring, D. Vogele, L. Norman, R. Coy, S. Wright

Directors Absent

A. Dominguez

Guests Present

Dani Krebs, Joe Aldrige, K. Morgan

I. Opening Items

A. Call the Meeting to Order

D. Vogele called a meeting of the board of directors of Three Rivers Charter School to order on Tuesday Feb 10, 2026 at 5:32 PM.

B. Record Attendance

C. Community Comment

D. Approve Agenda

S. Wright made a motion to Approve Agenda.

L. Norman seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Reports

A. Teacher Reports

Dani Krebs delivered the teacher reports, see written attachment in agenda packet.

B. Financial Report

Roger Coy delivered the financial report. See written attachment in the agenda packet.

C. Director Report

Kim Morgan delivered the Director's report. See written attachment in the agenda packet.

III. Discussion and Action Items

A. Approve Minutes

L. Norman made a motion to approve the minutes from Regular Board Meeting on 01-13-26.

R. Coy seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Approve Minutes

R. Coy made a motion to approve the minutes from Special Board Meeting on 01-20-26.

S. Wright seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Approval of Three Rivers Charter School Charter Renewal Petition and Authorization for Submission

L. Norman made a motion to approve the renewal petition with the acknowledged formatting corrections.

R. Coy seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Wright	Aye
L. Norman	Aye
R. Coy	Aye
A. Wellspring	Aye
A. Dominguez	Absent
D. Vogeles	Aye

D. LCAP Mid Year Update

Kim Morgan presented the LCAP Mid-Year Update.

E. Renew Board Member Term

R. Coy made a motion to renew Lisa Norman's board term for another 2 years.

S. Wright seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

L. Norman	Abstain
S. Wright	Aye
A. Dominguez	Absent
A. Wellspring	Aye
R. Coy	Aye
D. Vogeles	Aye

F. Board Visibility & Staff Support

Discussion of board members visiting staff meetings and achieving our board goal of engaging more with staff.

IV. Closed Session - Employee Compensation (54957.6)

A. Employee Stipend

Discussed employee stipend for extra duty.

V. Open session

A. Report out on closed session

A. Wellspring made a motion to approve a stipend of \$1000.00 to the school director for the extra work associated with the charter renewal petition.

R. Coy seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Wright Aye

A. Wellspring Aye

L. Norman Absent

A. Dominguez Absent

R. Coy Aye

D. Vogele Aye

VI. Closing Items

A. Adjourn Meeting

R. Coy made a motion to adjourn.

S. Wright seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:12 PM.

Respectfully Submitted,

A. Wellspring

Coversheet

Approve Second Interim Budget Report

Section: III. Discussion and Action Items
Item: B. Approve Second Interim Budget Report
Purpose: Vote
Submitted by:
Related Material: Three Rivers Budget Narrative FY25-26 2nd Interim.pdf
TRCS 2nd Interim Budget Summary.pdf
Three Rivers FY25-26 2nd Interim Alt Form.pdf

Three Rivers Budget Narrative – 2nd Interim

Interim reports are submitted at least twice during each fiscal year to provide an update on the district’s financial condition. The first report, **First Interim**, covers the period ending October 31st. The second report, **Second Interim**, covers the period ending January 31st. The governing board must approve each interim report no later than 45 days after the close of its reporting period. For each interim report, schools must certify their ability to meet their financial obligations for the current year and the subsequent two fiscal years.

The **2025–26 Second Interim budget certification is POSITIVE**. Projections indicate that the school will be able to meet its financial obligations for the current and following two fiscal years.

The interim budget includes projected revenues and expenditures for the remainder of the school year based on current budget assumptions and School Services Dartboard guidance for revenue and expenditure projections. Actual year-to-date revenues and expenditures have been reviewed, and the budget has been adjusted accordingly. All revisions are detailed below.

Enrollment / ADA

Enrollment: 84

ADA: 79.0 Avg. Daily Percentage: 94%

Revenue

Description of Changes outlined from the Initial Budget Development

Revenue Category	Increase/(Decrease)	Notes
LCFF Revenue	(\$23,903)	Decrease due to projected enrollment from 85 to 84 students and ADA percentage drop to 94% from 95%
Federal Revenue	(\$946)	Slight decrease due to updated Title funds schedules per CDE
State Revenue	\$3,830	Increase due to receiving higher SB 740 rent reimbursement revenue
Other Local Revenue	\$2,655	Increased revenue due to higher fundraising

Expenditures

Expenditure Category	Increase/(Decrease)	Notes
Salaries & Benefits	\$25,367	Increase in classified support salaries/benefits (After school)
Books & Supplies	(\$12,848)	Decrease in materials/supplies and non-capitalized equipment
Services & Operating Expenditures	(\$5,297)	Decrease in building maintenance, professional consulting services while increasing fundraising expenses
Other Outgo	\$0	No Change

Fund Balance / Reserves

Beginning Fund Balance	\$1,837,685
Excess / (Deficit)	\$63,332
Ending Fund Balance	\$1,901,017

Special Notes:

The Excess and Ending Fund Balance figures include revenues expected to be spent this fiscal year. If these funds are not expended, they will be deferred into the next year, which may reduce the excess shown. Revenue will be recognized as expenditures occur.

Three Rivers Charter FY25-26 Budget

	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	CURRENT YEAR REVISION #2
CATEGORY			
TOTAL ENROLLMENT	80	85	84
AVERAGE DAILY ATTENDANCE	76.0	80.8	79.0
REVENUE			
State LCFF Revenue	973,892	1,033,272	1,009,369
Federal Revenue	78,776	352,034	351,088
Other State Revenue	329,488	313,411	317,241
Local Revenue	44,111	44,111	46,766
TOTAL REVENUE	1,426,267	1,742,828	1,724,464
EXPENSES			
Certificated Salaries	376,273	391,723	391,723
Classified Salaries	287,468	295,682	319,246
Benefits	187,478	192,919	194,722
TOTAL PERSONNEL EXPENSES	851,219	880,324	905,692
Books and Supplies	194,637	180,637	167,789
Services and Other Operating Expenses	301,504	335,694	330,397
Capital Outlay	2,722	49,751	49,751
Other Outgoing	177,662	207,503	207,503
TOTAL OTHER EXPENSES	676,525	773,586	755,441
TOTAL EXPENSES	1,527,744	1,653,910	1,661,132
SURPLUS\ (DEFICIT)	(101,477)	88,918	63,332
<i>% of Expenses</i>	-6.6%	5.4%	3.8%
SUMMARY			
BEGINNING FUND BALANCE	\$ 1,837,685	\$ 1,837,685	\$ 1,837,685
ENDING BALANCE	\$ 1,736,208	\$ 1,926,604	\$ 1,901,017
<i>% of Expenses</i>	114%	116%	114%

	26-27	27-28
	95	95
	90.3	90.3
\$	1,163,842	\$ 1,178,492
\$	81,481	\$ 83,544
\$	263,785	\$ 260,220
\$	37,577	\$ 38,705
\$	1,546,685	\$ 1,560,961
\$	403,056	\$ 414,390
\$	328,636	\$ 338,026
\$	198,015	\$ 201,244
\$	929,708	\$ 953,659
\$	131,165	\$ 131,839
\$	301,764	\$ 313,567
\$	49,751	\$ 49,751
\$	211,654	\$ 215,887
\$	694,334	\$ 711,043
\$	1,624,041	\$ 1,664,703
	(77,356)	(103,742)
	-4.8%	-6.2%
\$	1,901,017	\$ 1,823,661
\$	1,823,661	\$ 1,719,919
	112%	103%

GRADE	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	CURRENT YEAR REVISION #2	26-27	27-28
ENROLLMENT BY GRADE					
TK	0	0	0	0	0
K	0	0	0	0	0
1	8	8	8	11	11
2	7	7	7	11	11
3	11	12	12	13	13
4	12	9	9	10	10
5	12	12	12	13	13
6	7	10	10	10	10
7	12	13	12	13	13
8	11	14	14	14	14
9	0	0	0	0	0
10	0	0	0	0	0
11	0	0	0	0	0
12	0	0	0	0	0
TOTAL	80	85	84	95	95

DAILY ATTENDANCE RATE					
TK	95.00%	95.00%	94.00%	95.00%	95.00%
K	95.00%	95.00%	94.00%	95.00%	95.00%
1	95.00%	95.00%	94.00%	95.00%	95.00%
2	95.00%	95.00%	94.00%	95.00%	95.00%
3	95.00%	95.00%	94.00%	95.00%	95.00%
4	95.00%	95.00%	94.00%	95.00%	95.00%
5	95.00%	95.00%	94.00%	95.00%	95.00%
6	95.00%	95.00%	94.00%	95.00%	95.00%
7	95.00%	95.00%	94.00%	95.00%	95.00%
8	95.00%	95.00%	94.00%	95.00%	95.00%
9	95.00%	95.00%	94.00%	95.00%	95.00%
10	95.00%	95.00%	94.00%	95.00%	95.00%
11	95.00%	95.00%	94.00%	95.00%	95.00%
12	95.00%	95.00%	94.00%	95.00%	95.00%
OVERALL AVG	95.00%	95.00%	94.00%	95.00%	95.00%

AVG DAILY ATTENDANCE BY GRADE					
TK	-	-	-	-	-
K	-	-	-	-	-
1	7.60	7.60	7.52	10.45	10.45
2	6.65	6.65	6.58	10.45	10.45
3	10.45	11.40	11.28	12.35	12.35
4	11.40	8.55	8.46	9.50	9.50
5	11.40	11.40	11.28	12.35	12.35

6	6.65	9.50	9.40	9.50	9.50
7	11.40	12.35	11.28	12.35	12.35
8	10.45	13.30	13.16	13.30	13.30
9	-	-	-	-	-
10	-	-	-	-	-
11	-	-	-	-	-
12	-	-	-	-	-
TOTAL	76.00	80.75	78.96	90.25	90.25

AVG DAILY ATTENDANCE BY GRADE RANGE					
TK-3	24.70	25.65	25.38	33.25	33.25
4-6	29.45	29.45	29.14	31.35	31.35
7-8	21.85	25.65	24.44	25.65	25.65
9-12	-	-	-	-	-
TOTAL	76.00	80.75	78.96	90.25	90.25

UNDUPLICATED %		0.00%	0.00%	0.00%	0.00%
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PY P2 ADA	69.00	
PY P2 TK-8	69.00	<Use FCMAT Calculator
PY P2 9-12	-	<Use FCMAT Calculator

SPED COUNT		-	-	-	-
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PY ENROLLMENT	75.00	<Use FCMAT Calculator
PY UNDUPLICATED		<Use FCMAT Calculator

ACCT	RESOURCE	ACCOUNT NAME	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	CURRENT YEAR REVISION #2	26-27	27-28
LCFF			v.26.1c 6.11.25	v.26.2 12.02.25	v.26.2a 02.24.26	2.41%	3.06%
8011		LCFF Revenues	419,553.00	433,564	422,954	477,427	471,073
8012	1400	Education Protection Account Revenue	157,868.00	162,326	158,729	197,576	218,580
8019		Prior Year Income/Adjustments	-	-	-	-	-
8096		Charter Schools Funding In-Lieu of Property Tax	396,471	437,382	427,686	488,839	488,839
80XX		---		-	-	-	-
80XX		---		-	-	-	-
TOTAL LCFF REVENUE			973,892	1,033,272	1,009,369	1,163,842	1,178,492

FEDERAL						3.00%	3.00%
8181	3310	Special Education - Entitlement	-	-	-	-	-
8182	3327	Special Education - Mental Health	-	-	-	-	-
8220	5310	Federal Child Nutrition Programs	35,000.00	39,971	39,971	41,170	42,405
8285	3310	Federal SPED	-	-	-	-	-
8290		All Other Federal Revenue	-	271,610	271,610	-	-
8291	3010	Title I Federal Revenue	26,815.00	23,363	23,934	24,652	25,392
8292	4035	Title II	2,734.00	2,863	2,861	2,947	3,035
8293	4203	Title III Federal Revenue		-	-	-	-
8294	4127	Title IV	10,000.00	10,000	10,000	10,000	10,000
8295	4126	Title V Federal Revenue	4,227	4,227	2,712	2,712	2,712
80XX		---		-	-	-	-
80XX		---		-	-	-	-
TOTAL FEDERAL REVENUE			78,776	352,034	351,088	81,481	83,544

OTHER STATE						3%	3%
8520	5310	State Child Nutrition Program	20,500	20,500	20,500	21,115	21,748
8550		Mandated Block Grant	1,562	1,659	1,623	1,671	1,721
8560	1100(191),630	State Lottery Revenue	20,748	22,045	21,556	22,203	22,869
8590		All Other State Revenues	243,905	226,321	223,243	166,012	159,514
8591	6030	SB 740 Revenue	36,640	36,640	45,000	46,350	47,741
8599		Prior Year State Income		-	(927)	-	-
8791	6500	SPED State/Other Transfers of Apportionments	-	-	-	-	-

8792	6500	SPED State/Other Transfers of Apportionments	6,133	6,246	6,246	6,433	6,626
8596	6010	ASES		-	-	-	-
80XX		---	-	-	-	-	-
80XX		---		-	-	-	-
TOTAL OTHER STATE REVENUE			329,488	313,411	317,241	263,785	260,220

OTHER STATE REVENUE ACCT BREAKDOWN

8590	6770	Prop 28 Arts/Music	12,332.00	14,302	14,302	14,429	14,862
8590	6762	Art, Music BG	-	-	-	-	-
8590	7435	Learning Recovery	34,144.00	37,652	37,652	37,652	37,652
8590	2600	ELOP - Expanded Learning Opportunity Grant	100,000.00	100,000	100,000	100,000	100,000
8590	6266	EEF	6,460.00	6,352	6,352	-	-
8590	7032	KIT	65,779.00	41,826	41,826	-	-
8590	7830	MTSS	3,078.00	3,078	-	-	-
8590	6019	udent Support & Professional Development DBG	16,112.00	16,112	16,112	6,931	-
8590	7085	LCSSP (Learning Communities for School Su	6,000.00	7,000	7,000	7,000	7,000
TOTAL OTHER STATE REVENUE ACCT BREAKDOWN			243,905	226,321	223,243	166,012	159,514

LOCAL						3%	3%
8639		Student Lunch revenue		-	-	-	-
8650		Rental Income		-	-	-	-
8660		Interest Income	18,283.00	18,283	18,283	18,831	19,396
8662		Net Increase/Decrease in Investment	-	-	-	-	-
8677		State Local SPED Revenue		-	-	-	-
8682		Foundation Grants/Donations	10,283	10,283	10,283	-	-
8684		Student Body (ASB) Fundraising Revenue		-	-	-	-
8685		School Site fundraising	9,400	9,400	9,400	9,682	9,972
8688		In Kind Contributions		-	-	-	-
8694		Field Trip Revenues		-	-	-	-
8698		E-rate Revenues		-	-	-	-
8699		All Other Local Revenue	6,145	6,145	8,800	9,064	9,336
8785		CMO Management Fee Income		-	-	-	-
80XX		---		-	-	-	-
80XX		---		-	-	-	-
TOTAL LOCAL REVENUE			44,111	44,111	46,766	37,577	38,705
TOTAL REVENUE			1,426,267	1,742,828	1,724,464	1,546,685	1,560,961

1000 - CERTIFICATED EMPLOYEES							3%	3%
1100	Teachers' Salaries	286,340	298,790	298,790	307,336	315,881		
1105	Teachers' Bonuses	-	-	-	-	-		
1106	Teachers Stipends	-	-	-	-	-		
1120	Substitute Expense	4,000	7,000	7,000	7,210	7,420		
1200	Certificated Pupil Support Salaries	-	-	-	-	-		
1300	Certificated Supervisor and Administrator Salaries	85,933	85,933	85,933	88,511	91,089		
1305	Certificated Supervisor and Administrator Bonuses	-	-	-	-	-		
1900	Other Certificated Salaries	-	-	-	-	-		
1910	Other Certificated Overtime	-	-	-	-	-		
10XX	---	-	-	-	-	-		
10XX	---	-	-	-	-	-		
TOTAL CERTIFICATED EMPLOYEE EXPENSES		376,273	391,723	391,723	403,056	414,390		

2000 - CLASSIFIED EMPLOYEES							3%	3%
2100	Instructional Aide Salaries	162,353	170,566	170,566	175,510	180,455		
2103	Classified Long Term Sub	-	-	-	-	-		
2105	Instructional Aide Bonus	-	-	-	-	-		
2110	Instructional Aide Overtime	-	-	-	-	-		
2200	Classified Support Salaries (Maintenance, Food, etc)	85,116	69,916	93,480	96,270	99,059		
2205	Classified Support Salaries Bonus	-	-	-	-	-		
2210	Classified Support Overtime	-	-	-	-	-		
2300	Classified Supervisor and Administrator Salaries	-	-	-	-	-		
2305	Classified Supervisor and Admin Bonus	-	-	-	-	-		
2400	Clerical, Technical, and Office Staff Salaries	40,000	40,000	40,000	41,200	42,400		
2405	Clerical Technical and Office Staff Bonus	-	-	-	-	-		
2410	Clerical, Technical, and Office Staff Overtime	-	-	-	-	-		
2900	Other Classified Salaries (Noon and Yard Sup, etc)	-	15,200	15,200	15,656	16,112		
2901	Other Classified Salaries Substitute	-	-	-	-	-		
2905	Other Stipends	-	-	-	-	-		
2910	Other Classified Overtime	-	-	-	-	-		
20XX	---	-	-	-	-	-		
20XX	---	-	-	-	-	-		
TOTAL CLASSIFIED EMPLOYEE EXPENSES		287,468	295,682	319,246	328,636	338,026		

3000 - EMPLOYEE BENEFITS				3%	3%		
3101		State Teachers' Retirement System, certificated	65,659	68,037	68,037	69,999	71,960
3102		Employer STRS Classified	-	-	-	-	-
3201		Employer PERS Certificated	-	-	-	-	-
3202		Public Employees' Retirement System, classified	-	-	-	-	-
3301		OASDI/Medicare Certificated, Unrestricted	7,471	7,881	7,881	8,112	8,342
3302		OASDI/Medicare Classified	21,991	22,620	24,422	25,141	25,859
3401		Health & Welfare Benefits, Certificated	72,600	72,600	72,600	72,600	72,600
3402		Health & Welfare Benefits Classified	-	-	-	-	-
3501		State Unemployment Insurance Certificated	3,178	4,086	4,086	4,086	4,086
3502		State Unemployment Insurance Classified	6,356	6,810	6,810	6,810	6,810
3601		Worker Compensation Insurance	5,795	8,368	8,368	6,207	6,382
3602		Worker Compensation Insurance	4,427	2,517	2,517	5,061	5,206
30XX		---	-	-	-	-	-
30XX		---	-	-	-	-	-
TOTAL EMPLOYEE BENEFITS EXPENSES			187,478	192,919	194,722	198,015	201,244
TOTAL PAYROLL RELATED EXPENSES			851,219	880,324	905,692	929,708	953,659

4000 - BOOKS AND SUPPLIES				3%	3%		
4100		Approved Textbooks and Core Curriculum	15,365	15,365	12,500	12,875	10,000
4101		Curriculum Assessment and Software	-	-	-	-	-
4102		Supplemental Curriculum	-	-	-	-	-
4200		Books and Other Reference Materials	1,025	1,025	500	515	530
4215		CSI Materials	-	-	-	-	-
4300		Materials and Supplies	35,243	31,243	31,243	11,180	11,516
4315		Classroom Materials and Supplies	10,030	10,030	8,000	8,240	8,487
4342		Materials for School Sponsored Athletics	-	-	-	-	-
4381		Materials for Plant Maintenance	6,145	6,145	4,000	4,120	4,244
4400		Noncapitalized Equipment	30,210	20,210	20,210	5,000	5,150
4407		Student Educational Software	-	-	-	-	-
4410		Software and Software Licensing	20,000	20,000	20,000	20,600	21,218
4430		Noncapitalized Student Equipment	20,283	20,283	15,000	10,608	10,927
4440		Student Event Materials	-	-	-	-	-
4700		Food and Food Supplies	56,336	56,336	56,336	58,026	59,767
40XX		---	-	-	-	-	-
40XX		---	-	-	-	-	-
TOTAL BOOKS AND SUPPLIES			194,637	180,637	167,789	131,165	131,839

5000 - SERVICES AND OTHER OPERATING EXPENSES						3%	3%
5100		Subagreements for Services	-	-	-	-	-
5200		Travel and Conferences	5,121	5,121	5,121	5,275	5,433
5206		Parking Expense	-	-	-	-	-
5210		Training and Development Expense	5,000	5,000	5,000	5,150	5,305
5300		Dues and Memberships	1,000	1,112	1,254	1,292	1,330
5400		Insurance	22,000	29,799	29,799	30,693	31,614
5450		Property Taxes	-	-	-	-	-
5500		Operation and Housekeeping Services	24,510	24,510	24,510	25,245	26,003
5501		Utilities	4,500	4,500	4,500	4,635	4,774
5505		Student Transportation/Field Trips	-	-	-	-	-
5600		Space Rental/Leases Expense	63,400	60,000	60,000	61,800	63,654
5601		Building Maintenance	20,000	10,000	5,000	-	-
5602		Other Space Rental	500	500	600	618	637
5603		Engagement Space Rental	-	-	-	-	-
5605		Equipment Rental/Lease Expense	5,000	5,000	5,500	5,665	5,835
5610		Equipment Repair	300	300	300	309	318
5621		Facilities Costs	-	-	-	-	-
5710		Transfer of Direct Costs	-	-	-	-	-
5800		Professional/Consulting Services and Operating	20,000	55,000	50,000	21,500	22,145
5803		Banking and Payroll Service Fees	7,887	7,887	7,887	8,124	8,367
5805		Legal Services	500	500	2,000	500	515
5806		Audit Services	9,986	9,986	9,986	10,286	10,594
5807		Legal Settlements	-	-	-	-	-
5809		Employee Tuition Reimbursement	-	-	-	-	-
5810		Educational Consultants	-	1,595	1,595	-	-
5811		Student Transportation	-	-	-	-	-
5812		Other Student Activities	512	3,002	3,002	-	-
5813		Residential Placement	-	-	-	-	-
5815		Advertising/Recruiting	2,689	2,689	1,689	1,740	1,792
5820		Fundraising Expense	5,800	5,800	9,500	9,785	10,079
5825		School Pathways	-	-	-	-	-
5830		Field Trip Expenses	7,000	7,000	7,000	7,210	7,426
5836		Transportation Services	-	-	-	-	-
5842		Services Student Athletics	-	-	-	-	-
5850		Scholarships Awarded	-	-	-	-	-
5873		Financial Services	70,000	70,000	70,000	75,000	80,000

5874	Personnel Services	343	343	343	353	364
5875	District Oversight Fee	9,739	10,333	10,094	10,397	10,708
5877	IT Services	12,925	12,925	12,925	13,313	13,712
5885	Summer School Expenses	-	-	-	-	-
5890	Interest Expense/Fees	232	232	232	239	246
5891	Charter School Capital Fees	-	-	-	-	-
5892	ASB Activities Expense	-	-	-	-	-
5894	ASB Activities Expense	-	-	-	-	-
5899	CMO Management Fee Expense	-	-	-	-	-
5900	Communications (Tele., Internet, Copies, Postage)	2,560	2,560	2,560	2,637	2,716
5901	Scholar Internet Reimbursement	-	-	-	-	-
5998	Unallocated Credit Card Expense	-	-	-	-	-
5999	Expense Suspense	-	-	-	-	-
50XX	---	-	-	-	-	-
50XX	---	-	-	-	-	-
TOTAL SERVICES AND OTHER OPERATING EXPENSES		301,504	335,694	330,397	301,764	313,567

6000 - CAPITAL OUTLAY					0%	0%
6900	Depreciation Expense	2,722	49,751	49,751	49,751	49,751
6901	Amortization Expense	-	-	-	-	-
60XX	---	-	-	-	-	-
60XX	---	-	-	-	-	-
TOTAL CAPITAL OUTLAY EXPENSES		2,722	49,751	49,751	49,751	49,751

7000 - OTHER OUTGOING					2%	2%
7000	Miscellaneous Expense	-	-	-	-	-
7141	Special Education Encroachment District	177,662	207,503	207,503	211,654	215,887
70XX	---	-	-	-	-	-
70XX	---	-	-	-	-	-
TOTAL OTHER OUTGOING EXPENSES		177,662	207,503	207,503	211,654	215,887
TOTAL NON-PAYROLL EXPENSES		676,525	773,586	755,441	694,334	711,043

TOTAL EXPENSES	1,527,744	1,653,910	1,661,132	1,624,041	1,664,703
NET INCOME	(101,477)	88,918	63,332	(77,356)	(103,742)

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
Second Interim Report Certification**

Charter School Name: Three Rivers Charter
(continued) _____
CDS #: 23-65565-0123737
Charter Approving Entity: Fort Bragg Unified
County: Mendocino
Charter #: 1275
Fiscal Year: 2025/26

CERTIFICATION OF FINANCIAL CONDITION

 x **POSITIVE CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter will meet its financial obligations for the _____ current fiscal year and subsequent two fiscal years.

 QUALIFIED CERTIFICATION
As the Charter School Official, I certify that based upon current projections this charter may not meet its financial obligations for _____ the current fiscal year or two subsequent fiscal years.

 NEGATIVE CERTIFICATION
As the Charter School Official, I certify that based upon current projections this charter will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal

To the entity that approved the charter school:
() 2025/26 CHARTER SCHOOL SECOND INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Charter School Official
(Original signature required)
Print Name: Kim Morgan Title: Director

To the County Superintendent of Schools:
() 2025/26 CHARTER SCHOOL SECOND INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)
Print Name: _____ Title: _____

For additional information on the First Interim Report, please contact:

For Approving Entity: _____ For Charter School: _____
Arlissa Tupper _____ Bernard Campos _____
Name Name

CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
Second Interim Report - Detail

Charter School Name: Three Rivers Charter
(continued)
CDS #: 23-65565-0123737
Charter Approving Entity: Fort Bragg Unified
County: Mendocino
Charter #: 1275
Fiscal Year: 2025/26

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 6910, 6920, 7438, 9400-9489, 9660-9669, 9796, and 9797)
 Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 6600, 7438, 7439, and 9711-9789)

Description	Object Code	1st Interim Budget			Actuals thru 1/31			2nd Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES										
1. LCFF Sources										
State Aid - Current Year	8011	433,564.00	-	433,564.00	222,434.00	-	222,434.00	422,954.00	-	422,954.00
Education Protection Account State Aid - Current Year	8012	162,326.00	-	162,326.00	73,977.00	-	73,977.00	158,729.00	-	158,729.00
State Aid - Prior Years	8019	-	-	-	-	-	-	-	-	-
Transfers to Charter Schools in Lieu of Property Taxes	8096	437,382.00	-	437,382.00	227,101.00	-	227,101.00	427,686.00	-	427,686.00
Other LCFF Transfers	8091, 8097	-	-	-	-	-	-	-	-	-
Total, LCFF Sources		1,033,272.00	-	1,033,272.00	523,512.00	-	523,512.00	1,009,369.00	-	1,009,369.00
2. Federal Revenues										
No Child Left Behind/Every Student Succeeds Act	8290	-	40,453.00	40,453.00	-	10,127.24	10,127.24	-	39,507.00	39,507.00
Special Education - Federal	8181, 8182	-	-	-	-	-	-	-	-	-
Child Nutrition - Federal	8220	-	39,971.00	39,971.00	-	12,015.04	12,015.04	-	39,971.00	39,971.00
Donated Food Commodities	8221	-	-	-	-	-	-	-	-	-
Other Federal Revenues	8110, 8260-8299	271,610.05	-	271,610.05	271,610.05	-	271,610.05	271,610.05	-	271,610.05
Total, Federal Revenues		271,610.05	80,424.00	352,034.05	271,610.05	22,142.28	293,752.33	271,610.05	79,478.00	351,088.05
3. Other State Revenues										
Special Education - State	StateRevSE	-	6,246.00	6,246.00	-	3,434.00	3,434.00	-	6,246.00	6,246.00
All Other State Revenues	StateRevAO	53,722.00	253,444.00	307,166.00	29,539.04	130,430.91	159,969.95	61,704.36	249,290.64	310,995.00
Total, Other State Revenues		53,722.00	259,690.00	313,412.00	29,539.04	133,864.91	163,403.95	61,704.36	255,536.64	317,241.00
4. Other Local Revenues										
All Other Local Revenues	LocalRevAO	43,535.73	575.27	44,111.00	27,475.09	-	27,475.09	46,766.00	-	46,766.00
Total, Local Revenues		43,535.73	575.27	44,111.00	27,475.09	-	27,475.09	46,766.00	-	46,766.00
5. TOTAL REVENUES		1,402,139.78	340,689.27	1,742,829.05	852,136.18	156,007.19	1,008,143.37	1,389,449.41	335,014.64	1,724,464.05
B. EXPENDITURES										
1. Certificated Salaries										
Certificated Teachers' Salaries	1100	267,084.04	38,706.28	305,790.32	146,076.82	15,909.96	161,986.78	267,084.04	38,706.28	305,790.32
Certificated Pupil Support Salaries	1200	-	-	-	-	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries	1300	85,932.90	-	85,932.90	49,918.91	-	49,918.91	85,932.90	-	85,932.90
Other Certificated Salaries	1900	-	-	-	-	-	-	-	-	-
Total, Certificated Salaries		353,016.94	38,706.28	391,723.22	195,995.73	15,909.96	211,905.69	353,016.94	38,706.28	391,723.22
2. Non-certificated Salaries										
Non-certificated Instructional Aides' Salaries	2100	132,889.66	37,676.48	170,566.14	58,845.49	21,503.19	80,348.68	132,889.66	37,676.48	170,566.14
Non-certificated Support Salaries	2200	12,841.03	57,074.54	69,915.57	21,734.49	51,431.55	73,166.04	36,405.76	57,074.54	93,480.30
Non-certificated Supervisors' and Administrators' Sal.	2300	-	-	-	-	-	-	-	-	-
Clerical and Office Salaries	2400	40,000.00	-	40,000.00	21,567.51	-	21,567.51	40,000.00	-	40,000.00
Other Non-certificated Salaries	2900	-	15,200.00	15,200.00	-	7,270.00	7,270.00	-	15,200.00	15,200.00
Total, Non-certificated Salaries		185,730.69	109,951.02	295,681.71	102,147.49	80,204.74	182,352.23	209,295.42	109,951.02	319,246.44
3. Employee Benefits										
STRS	3101-3102	66,089.24	1,948.20	68,037.44	36,355.88	714.48	37,070.36	66,089.24	1,948.20	68,037.44
PERS	3201-3202	-	-	-	-	-	-	-	-	-
OASDI / Medicare / Alternative	3301-3302	19,671.87	10,829.16	30,501.03	10,687.31	6,331.01	17,018.32	21,474.57	10,829.16	32,303.73
Health and Welfare Benefits	3401-3402	62,835.70	9,764.30	72,600.00	32,097.53	2,559.84	34,657.37	62,835.70	9,764.30	72,600.00
Unemployment Insurance	3501-3502	6,356.00	4,540.00	10,896.00	1,107.27	705.61	1,812.88	6,827.66	4,063.34	10,896.00
Workers' Compensation Insurance	3601-3602	8,018.66	2,866.34	10,885.00	8,018.66	2,866.34	10,885.00	8,018.66	2,866.34	10,885.00
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-	-	-	-	-
Total, Employee Benefits		162,971.46	29,948.00	192,919.46	88,266.65	13,177.28	101,443.93	165,245.82	29,476.34	194,722.16
4. Books and Supplies										
Approved Textbooks and Core Curricula Materials	4100	5,000.00	10,365.00	15,365.00	5,311.63	6,556.64	11,868.27	5,500.00	7,000.00	12,500.00
Books and Other Reference Materials	4200	-	1,025.00	1,025.00	-	80.26	80.26	-	500.00	500.00
Materials and Supplies	4300	14,418.00	33,000.00	47,418.00	12,443.95	7,260.96	19,704.91	13,243.00	30,000.00	43,243.00
Noncapitalized Equipment	4400	35,493.00	25,000.00	60,493.00	8,582.87	12,687.35	21,250.22	30,210.00	25,000.00	55,210.00
Food	4700	200.00	56,136.00	56,336.00	199.39	22,627.93	22,827.32	200.00	56,136.00	56,336.00
Total, Books and Supplies		55,111.00	125,526.00	180,637.00	26,537.84	49,193.14	75,730.98	49,153.00	118,636.00	167,789.00
5. Services and Other Operating Expenditures										
Subagreements for Services	5100	-	-	-	-	-	-	-	-	-
Travel and Conferences	5200	5,000.00	5,121.00	10,121.00	2,485.91	1,616.86	4,102.77	5,000.00	5,121.00	10,121.00
Dues and Memberships	5300	1,112.12	-	1,112.12	1,253.05	-	1,253.05	1,254.00	-	1,254.00
Insurance	5400	29,799.00	-	29,799.00	29,799.00	-	29,799.00	29,799.00	-	29,799.00
Operations and Housekeeping Services	5500	29,010.00	-	29,010.00	13,303.60	-	13,303.60	29,010.00	-	29,010.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	65,800.00	10,000.00	75,800.00	40,542.65	720.00	41,262.65	66,400.00	5,000.00	71,400.00
Transfers of Direct Costs	5700-5799	-	-	-	-	-	-	-	-	-
Professional/Consulting Services and Operating Expend.	5800	167,291.72	20,000.00	187,291.72	108,179.00	25,250.00	133,429.00	161,002.69	25,250.00	186,252.69
Communications	5900	2,560.00	-	2,560.00	1,098.26	-	1,098.26	2,560.00	-	2,560.00
Total, Services and Other Operating Expenditures		300,572.84	35,121.00	335,693.84	196,661.47	27,586.86	224,248.33	295,025.69	35,371.00	330,396.69
6. Capital Outlay (Objects 6100-6170, 6200-6500, 6600 for modified accrual only)										
Land and Land Improvements	6100-6170	-	-	-	-	-	-	-	-	-
Buildings and Improvements of Buildings	6200	-	-	-	-	-	-	-	-	-
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	-	-	-	-	-
Equipment	6400	-	-	-	-	-	-	-	-	-
Equipment Replacement	6500	-	-	-	-	-	-	-	-	-
Lease Assets	6600	-	-	-	-	-	-	-	-	-
Subscription Assets	6700	-	-	-	-	-	-	-	-	-
Depreciation Expense (for accrual basis only)	6900	48,314.46	1,436.97	49,751.43	21,625.98	2,873.94	24,499.92	46,877.43	2,874.00	49,751.43
Amortization Expense-Lease Assets	6910	-	-	-	-	-	-	-	-	-
Amortization Expense-Subscription Assets	6920	-	-	-	-	-	-	-	-	-
Total, Capital Outlay		48,314.46	1,436.97	49,751.43	21,625.98	2,873.94	24,499.92	46,877.43	2,874.00	49,751.43
7. Other Outgo										
Tuition to Other Schools	7110-7143	-	-	-	-	-	-	-	-	-
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	207,503.44	-	207,503.44	-	-	-	207,503.44	-	207,503.44
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-	-	-	-	-
Transfers of Indirect Costs	7300-7399	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	-	-	-	-	-	-	-	-	-
Principal (for modified accrual basis only)	7439	-	-	-	-	-	-	-	-	-

Total, Other Outgo		207,503.44	-	207,503.44	-	-	-	207,503.44	-	207,503.44
8. TOTAL EXPENDITURES		1,313,220.84	340,689.27	1,653,910.11	631,235.16	188,945.92	820,181.08	1,326,117.75	335,014.64	1,661,132.39
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		88,918.94	0.00	88,918.94	220,901.02	(32,938.73)	187,962.29	63,331.66	-	63,331.66
D. OTHER FINANCING SOURCES / USES										
1. Other Sources	8930-8979			-			-			-
2. Less: Other Uses	7630-7699			-			-			-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	(32,938.73)	32,938.73	-	-	-	-
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	(32,938.73)	32,938.73	-	-	-	-
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		88,918.94	0.00	88,918.94	187,962.29	-	187,962.29	63,331.66	-	63,331.66
F. FUND BALANCE, RESERVES										
1. Beginning Fund Balance										
a. As of July 1	9791	1,771,724.10	65,960.93	1,837,685.03	1,771,724.10	65,960.93	1,837,685.03	1,771,724.10	65,960.93	1,837,685.03
b. Adjustments to Beginning Balance	9793, 9795			-			-			-
c. Adjusted Beginning Balance		1,771,724.10	65,960.93	1,837,685.03	1,771,724.10	65,960.93	1,837,685.03	1,771,724.10	65,960.93	1,837,685.03
2. Ending Fund Balance, June 30 (E + F. 1.c.)		1,860,643.04	65,960.93	1,926,603.97	1,959,686.39	65,960.93	2,025,647.32	1,835,055.76	65,960.93	1,901,016.69
Components of Ending Fund Balance :										
a. Nonspendable										
Revolving Cash (equals object 9130)	9711			-			-			-
Stores (equals object 9320)	9712			-			-			-
Prepaid Expenditures (equals object 9330)	9713			-			-			-
All Others	9719			-			-			-
b. Restricted	9740		65,960.93	65,960.93			-			-
c. Committed										
Stabilization Arrangements	9750			-			-			-
Other Commitments	9760			-			-			-
d. Assigned										
Other Assignments	9780			-			-			-
e. Unassigned/Unappropriated										
Reserve for Economic Uncertainties	9789	49,618.00		49,618.00			-	83,057.00		83,057.00
Unassigned/Unappropriated Amount	9790	1,811,025.04	-	1,811,025.04	1,959,686.39	65,960.93	2,025,647.32	1,751,998.76	65,960.93	1,817,959.69

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
Second Interim Report - Summary**

Charter School Name: Three Rivers Charter
 (continued)
 CDS #: 23-65565-0123737
 Charter Approving Entity: Fort Bragg Unified
 County: Mendocino
 Charter #: 1275
 Fiscal Year: 2025/26

Description	Object Code	1st Interim Budget (X)	Actuals thru 1/31 (Y)	2nd Interim Budget (Z)	2nd Interim vs. 1st Interim Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
A. REVENUES						
1. LCFF/Revenue Limit Sources						
State Aid - Current Year	8011	433,564.00	222,434.00	422,954.00	(10,610.00)	-2.45%
Education Protection Account State Aid - Current Year	8012	162,326.00	73,977.00	158,729.00	(3,597.00)	-2.22%
State Aid - Prior Years	8019	-	-	-	-	-
Transfers to Charter Schools Funding in Lieu of Property Taxes	8096	437,382.00	227,101.00	427,686.00	(9,696.00)	-2.22%
Other LCFF Transfers	8091, 8097	-	-	-	-	-
Total, LCFF Sources		1,033,272.00	523,512.00	1,009,369.00	(23,903.00)	-2.31%
2. Federal Revenues						
No Child Left Behind/Every Student Succeeds Act	8290	40,453.00	10,127.24	39,507.00	(946.00)	-2.34%
Special Education - Federal	8181, 8182	-	-	-	-	-
Child Nutrition - Federal	8220	39,971.00	12,015.04	39,971.00	-	0.00%
Donated Food Commodities	8221	-	-	-	-	-
Other Federal Revenues	8110, 8260-8299	271,610.05	271,610.05	271,610.05	-	0.00%
Total, Federal Revenues		352,034.05	293,752.33	351,088.05	(946.00)	-0.27%
3. Other State Revenues						
Special Education - State	StateRevSE	6,246.00	3,434.00	6,246.00	-	0.00%
All Other State Revenues	StateRevAO	307,166.00	159,969.95	310,995.00	3,829.00	1.25%
Total, Other State Revenues		313,412.00	163,403.95	317,241.00	3,829.00	1.22%
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	44,111.00	27,475.09	46,766.00	2,655.00	6.02%
Total, Local Revenues		44,111.00	27,475.09	46,766.00	2,655.00	6.02%
5. TOTAL REVENUES						
		1,742,829.05	1,008,143.37	1,724,464.05	(18,365.00)	-1.05%
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	305,790.32	161,986.78	305,790.32	-	0.00%
Certificated Pupil Support Salaries	1200	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries	1300	85,932.90	49,918.91	85,932.90	-	0.00%
Other Certificated Salaries	1900	-	-	-	-	-
Total, Certificated Salaries		391,723.22	211,905.69	391,723.22	-	0.00%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	170,566.14	80,348.68	170,566.14	-	0.00%
Non-certificated Support Salaries	2200	69,915.57	73,166.04	93,480.30	23,564.73	33.70%
Non-certificated Supervisors' and Administrators' Sal.	2300	-	-	-	-	-
Clerical and Office Salaries	2400	40,000.00	21,567.51	40,000.00	-	0.00%
Other Non-certificated Salaries	2900	15,200.00	7,270.00	15,200.00	-	0.00%
Total, Non-certificated Salaries		295,681.71	182,352.23	319,246.44	23,564.73	7.97%
3. Employee Benefits						
STRS	3101-3102	68,037.44	37,070.36	68,037.44	-	0.00%
PERS	3201-3202	-	-	-	-	-
OASDI / Medicare / Alternative	3301-3302	30,501.03	17,018.32	32,303.73	1,802.70	5.91%
Health and Welfare Benefits	3401-3402	72,600.00	34,657.37	72,600.00	-	0.00%
Unemployment Insurance	3501-3502	10,896.00	1,812.88	10,896.00	-	0.00%
Workers' Compensation Insurance	3601-3602	10,885.00	10,885.00	10,885.00	-	0.00%
OPEB, Allocated	3701-3702	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-
Total, Employee Benefits		192,919.46	101,443.93	194,722.16	1,802.70	0.93%
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	15,365.00	11,868.27	12,500.00	(2,865.00)	-18.65%
Books and Other Reference Materials	4200	1,025.00	80.26	500.00	(525.00)	-51.22%
Materials and Supplies	4300	47,418.00	19,704.91	43,243.00	(4,175.00)	-8.80%
Noncapitalized Equipment	4400	60,493.00	21,250.22	55,210.00	(5,283.00)	-8.73%
Food	4700	56,336.00	22,827.32	56,336.00	-	0.00%
Total, Books and Supplies		180,637.00	75,730.98	167,789.00	(12,848.00)	-7.11%
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	-	-	-	-	-
Travel and Conferences	5200	10,121.00	4,102.77	10,121.00	-	0.00%
Dues and Memberships	5300	1,112.12	1,253.05	1,254.00	141.88	12.76%
Insurance	5400	29,799.00	29,799.00	29,799.00	-	0.00%

Operations and Housekeeping Services	5500	29,010.00	13,303.60	29,010.00	-	0.00%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	75,800.00	41,262.65	71,400.00	(4,400.00)	-5.80%
Transfers of Direct Costs	5700-5799	-	-	-	-	
Professional/Consulting Services and Operating Expend.	5800	187,291.72	133,429.00	186,252.69	(1,039.03)	-0.55%
Communications	5900	2,560.00	1,098.26	2,560.00	-	0.00%
Total, Services and Other Operating Expenditures		335,693.84	224,248.33	330,396.69	(5,297.15)	-1.58%
6. Capital Outlay (Objects 6100-6170, 6200-6500, 6600 for modified accrual only)						
Land and Land Improvements	6100-6170	-	-	-	-	
Buildings and Improvements of Buildings	6200	-	-	-	-	
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	
Equipment	6400	-	-	-	-	
Equipment Replacement	6500	-	-	-	-	
Lease Assets	6600	-	-	-	-	
Subscription Assets	6700	-	-	-	-	
Depreciation Expense (for accrual basis only)	6900	49,751.43	24,499.92	49,751.43	-	0.00%
Amortization Expense-Lease Assets	6910	-	-	-	-	
Amortization Expense-Subscription Assets	6920	-	-	-	-	
Total, Capital Outlay		49,751.43	24,499.92	49,751.43	-	0.00%
7. Other Outgo						
Tuition to Other Schools	7110-7143	-	-	-	-	
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	207,503.44	-	207,503.44	-	0.00%
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	
All Other Transfers	7281-7299	-	-	-	-	
Transfers of Indirect Costs	7300-7399	-	-	-	-	
Debt Service:						
Interest	7438	-	-	-	-	
Principal (for modified accrual basis only)	7439	-	-	-	-	
Total, Other Outgo		207,503.44	-	207,503.44	-	0.00%
8. TOTAL EXPENDITURES		1,653,910.11	820,181.08	1,661,132.39	7,222.28	0.44%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		88,918.94	187,962.29	63,331.66	(25,587.28)	-28.78%
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	-	-	-	-	
2. Less: Other Uses	7630-7699	-	-	-	-	
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		88,918.94	187,962.29	63,331.66	(25,587.28)	-28.78%
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,837,685.03	1,837,685.03	1,837,685.03	-	0.00%
b. Adjustments/Restatements	9793, 9795	-	-	-	-	
c. Adjusted Beginning Fund Balance		1,837,685.03	1,837,685.03	1,837,685.03		
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,926,603.97	2,025,647.32	1,901,016.69		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
All Others	9719	-	-	-	-	
b. Restricted	9740	65,960.93	-	-	(65,960.93)	(100%)
c. Committed						
Stabilization Arrangements	9750	-	-	-	-	
Other Commitments	9760	-	-	-	-	
d. Assigned						
Other Assignments	9780	-	-	-	-	
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	49,618.00	-	83,057.00	33,439.00	67.39%
Unassigned/Unappropriated Amount	9790	1,811,025.04	2,025,647.32	1,817,959.69	6,934.65	0.38%

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
Second Interim Report - MYP**

Charter School Name: Three Rivers Charter
 (continued) _____
 CDS #: 23-65565-0123737
 Charter Approving Entity: Fort Bragg Unified
 County: Mendocino
 Charter #: 1275
 Fiscal Year: 2025/26

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 6910, 6920, 7438, 9400-9489, 9660-9669, 9796 and 9797)
 Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 6600, 7438, 7439 and 9711-9789)

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
A. REVENUES						
1. LCFF Sources						
State Aid - Current Year	8011	422,954.00	0.00	422,954.00	477,427.00	471,073.00
Education Protection Account State Aid - Current Year	8012	158,729.00	0.00	158,729.00	197,576.00	218,580.00
State Aid - Prior Years	8019	0.00	0.00	0.00	0.00	0.00
Transfers of Charter Schools in Lieu of Property Taxes	8096	427,686.00	0.00	427,686.00	488,839.00	488,839.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00	0.00	0.00
Total, LCFF Sources		1,009,369.00	0.00	1,009,369.00	1,163,842.00	1,178,492.00
2. Federal Revenues						
Every Student Succeeds Act (Title I - V)	8290	0.00	39,507.00	39,507.00	40,311.00	41,139.00
Special Education - Federal	8181, 8182	0.00	0.00	0.00		
Child Nutrition - Federal	8220	0.00	39,971.00	39,971.00	41,170.13	42,405.23
Donated Food Commodities	8221	0.00	0.00	0.00		
Other Federal Revenues	8110, 8260-8299	271,610.05	0.00	271,610.05		
Total, Federal Revenues		271,610.05	79,478.00	351,088.05	81,481.13	83,544.23
3. Other State Revenues						
Special Education - State	StateRevSE	0.00	6,246.00	6,246.00	6,433.38	6,626.38
All Other State Revenues	StateRevAO	61,704.36	249,290.64	310,995.00	257,351.00	253,593.00
Total, Other State Revenues		61,704.36	255,536.64	317,241.00	263,784.38	260,219.38
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	46,766.00	0.00	46,766.00	37,577.49	38,704.81
Total, Local Revenues		46,766.00	0.00	46,766.00	37,577.49	38,704.81
5. TOTAL REVENUES						
		1,389,449.41	335,014.64	1,724,464.05	1,546,685.00	1,560,960.43
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	267,084.04	38,706.28	305,790.32	314,545.53	323,300.74
Certificated Pupil Support Salaries	1200	0.00	0.00	0.00	-	0.00
Certificated Supervisors' and Administrators' Salaries	1300	85,932.90	0.00	85,932.90	88,510.89	91,088.87
Other Certificated Salaries	1900	0.00	0.00	0.00	-	0.00
Total, Certificated Salaries		353,016.94	38,706.28	391,723.22	403,056.42	414,389.61
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	132,889.66	37,676.48	170,566.14	175,510.32	180,454.51
Non-certificated Support Salaries	2200	36,405.76	57,074.54	93,480.30	96,269.71	99,059.12
Non-certificated Supervisors' and Administrators' Sal.	2300	0.00	0.00	0.00	0.00	0.00
Clerical and Office Salaries	2400	40,000.00	0.00	40,000.00	41,200.00	42,400.00
Other Non-certificated Salaries	2900	0.00	15,200.00	15,200.00	15,656.00	16,112.00
Total, Non-certificated Salaries		209,295.42	109,951.02	319,246.44	328,636.04	338,025.63

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
3. Employee Benefits						
STRS	3101-3102	66,089.24	1,948.20	68,037.44	69,998.63	71,959.81
PERS	3201-3202	0.00	0.00	0.00	-	0.00
OASDI / Medicare / Alternative	3301-3302	21,474.57	10,829.16	32,303.73	33,252.41	34,201.08
Health and Welfare Benefits	3401-3402	62,835.70	9,764.30	72,600.00	72,600.00	72,600.00
Unemployment Insurance	3501-3502	6,827.66	4,068.34	10,896.00	10,896.00	10,896.00
Workers' Compensation Insurance	3601-3602	8,018.66	2,866.34	10,885.00	11,268.06	11,587.19
OPEB, Allocated	3701-3702	0.00	0.00	0.00	0.00	0.00
OPEB, Active Employees	3751-3752	0.00	0.00	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00	0.00	0.00
Total, Employee Benefits		165,245.82	29,476.34	194,722.16	198,015.09	201,244.09

4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	5,500.00	7,000.00	12,500.00	12,875.00	10,000.00
Books and Other Reference Materials	4200	0.00	500.00	500.00	515.00	530.45
Materials and Supplies	4300	13,243.00	30,000.00	43,243.00	23,540.29	24,246.50
Noncapitalized Equipment	4400	30,210.00	25,000.00	55,210.00	36,208.79	37,295.05
Food	4700	200.00	56,136.00	56,336.00	58,026.08	59,766.86
Total, Books and Supplies		49,153.00	118,636.00	167,789.00	131,165.16	131,838.86
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	0.00	0.00	0.00	0.00	0.00
Travel and Conferences	5200	5,000.00	5,121.00	10,121.00	10,424.63	10,737.37
Dues and Memberships	5300	1,254.00	0.00	1,254.00	1,291.62	1,330.37
Insurance	5400	29,799.00	0.00	29,799.00	30,692.97	31,613.76
Operations and Housekeeping Services	5500	29,010.00	0.00	29,010.00	29,880.30	30,776.71
Rentals, Leases, Repairs, and Noncap. Improvements	5600	66,400.00	5,000.00	71,400.00	68,392.00	70,443.76
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	161,002.69	25,250.00	186,252.69	158,445.36	165,948.72
Communications	5900	2,560.00	0.00	2,560.00	2,636.80	2,715.90
Total, Services and Other Operating Expenditures		295,025.69	35,371.00	330,396.69	301,763.68	313,566.59
6. Capital Outlay (Obj. 6100-6170, 6200-6500, 6600 for modified accrual)						
Land and Land Improvements	6100-6170	0.00	0.00	0.00	0.00	0.00
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00	0.00	0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00	0.00	0.00	0.00	0.00
Equipment	6400	0.00	0.00	0.00	0.00	0.00
Equipment Replacement	6500	0.00	0.00	0.00	0.00	0.00
Lease Assets	6600	0.00	0.00	0.00	0.00	0.00
Subscription Assets	6700	0.00	0.00	0.00	0.00	0.00
Depreciation Expense (for accrual basis only)	6900	46,877.43	2,874.00	49,751.43	49,751.43	49,751.43
Amortization Expense-Lease Assets	6910	0.00	0.00	0.00	0.00	0.00
Amortization Expense-Subscription Assets	6920	0.00	0.00	0.00	0.00	0.00
Total, Capital Outlay		46,877.43	2,874.00	49,751.43	49,751.43	49,751.43
7. Other Outgo						
Tuition to Other Schools	7110-7143	0.00	0.00	0.00	0.00	0.00
Transfers of Pass-through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	207,503.44	0.00	207,503.44	211,653.51	215,886.58
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00	0.00	0.00
All Other Transfers	7280-7299	0.00	0.00	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00	0.00	0.00
Debt Service:						
Interest	7438	0.00	0.00	0.00	0.00	0.00
Principal (for modified accrual basis only)	7439	0.00	0.00	0.00	0.00	0.00
Total, Other Outgo		207,503.44	0.00	207,503.44	211,653.51	215,886.58
8. TOTAL EXPENDITURES		1,326,117.75	335,014.64	1,661,132.39	1,624,041.33	1,664,702.80
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		63,331.66	0.00	63,331.66	(77,356.33)	(103,742.37)

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	0.00	0.00	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	0.00	0.00	0.00	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		63,331.66	0.00	63,331.66	(77,356.33)	(103,742.37)
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,771,724.10	65,960.93	1,837,685.03	1,901,016.69	1,823,660.36
b. Adjustments/Restatements	9793, 9795	0.00	0.00	0.00		
c. Adjusted Beginning Balance		1,771,724.10	65,960.93	1,837,685.03	1,901,016.69	1,823,660.36
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,835,055.76	65,960.93	1,901,016.69	1,823,660.36	1,719,917.99
Components of Ending Fund Balance:						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	0.00	0.00	0.00	0.00	0.00
Stores (equals object 9320)	9712	0.00	0.00	0.00	0.00	0.00
Prepaid Expenditures (equals object 9330)	9713	0.00	0.00	0.00	0.00	0.00
All Others	9719	0.00	0.00	0.00	0.00	0.00
b. Restricted	9740		0.00	0.00	0.00	0.00
c. Committed						
Stabilization Arrangements	9750	0.00	0.00	0.00	0.00	0.00
Other Commitments	9760	0.00	0.00	0.00	0.00	0.00
d. Assigned						
Other Assignments	9780	0.00	0.00	0.00	0.00	0.00

e. Unassigned/Unappropriated					
Reserve for Economic Uncertainties	9789	83,057.00	0.00	83,057.00	83,236.00
Unassigned/Unappropriated Amount	9790	1,751,998.76	65,960.93	1,817,959.69	1,742,457.36
				1,742,457.36	1,636,681.99

Coversheet

Approve Revised TRCS Discipline Policy

Section: III. Discussion and Action Items
Item: D. Approve Revised TRCS Discipline Policy
Purpose: Discuss
Submitted by:
Related Material: TRCS Discipline Policy (4932-2400-6542.v5).pdf



Three Rivers Charter School

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Fort Bragg, CA 95437

Three Rivers Charter School

Discipline Policy

Student Policy #: TRCS-P-5.0

Part 1: DISCIPLINE LESS THAN SUSPENSION/EXPULSION

The following rules for conduct apply to all students in grades 1-8 at Three Rivers Charter School (“TRCS” or “School”) unless otherwise noted and violation of the rules could result in the disciplinary process, as described. In most cases, the teacher is granted the authority to exercise their good judgment in applying the process described. When appropriate, as defined below, the School Director will make the final decisions regarding actions taken. It is the responsibility of the student to follow school policies during the following times, as indicated in Section 48900 *et seq.* of the Education Code:

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus, and all breaks
4. During, or while going to or coming from, a school-sponsored activity
5. All acts related to school activity or school attendance occurring within the School

Parent/Guardian Responsibilities

If a meeting is requested by the School Director and the parents/guardians are invited and do not attend, then the meeting will continue and disciplinary action will be set without parent/guardian input.

Tier 1 Infractions

Discipline less than suspension/expulsion shall be based on and not limited to the following inappropriate conduct:

- Dishonesty or Cheating – including plagiarism, including the use of artificial intelligence without appropriate citation(s), copying or doing another student’s work
- Use of computers for unauthorized copying
- Use of Inappropriate language
- Disruption of the learning environment
- Displays of affection - kissing, prolonged embracing, and certain other forms of personal physical contact are not acceptable at school, as determined by TRCS staff. Students will be taught “body boundaries” and reminded of these, when noticed by a staff member.

Tier 1 Disciplinary Actions

Step 1: Adult supervisor provides student with a verbal warning and reminds them of expectations.

Step 2: Student may speak with their teacher regarding behavior and together draft a written plan for improvement and restorative actions.

Step 3: Continued demonstration of inappropriate school behavior may be elevated to Tier 2.

Tier 2 Infractions

Discipline less than suspension/expulsion shall be based on and not limited to the following inappropriate conduct:

- Inappropriate use of cell phones - Cell phones may not be used by students on school grounds or during school sponsored events, except in the case of an emergency, or in response to a perceived threat of danger; when a teacher or administrator of the School grants permission to a student to possess or use a private device, subject to any reasonable limitation imposed by that teacher or administrator; when a licensed physician and surgeon determines that the possession or use of a private device is necessary for the health or well-being of the student; and/or when the possession or use of a private device is required in a student's individualized education program ("IEP").
- Without an exception as stated above, the device is to be turned off and not to be taken out or used in any way when on campus. Students using their phone outside of the allowed time and place will have it confiscated and a parent/guardian will be asked to pick them up from the Director.
- Other electronic devices, including smartwatches and wearable devices, are not allowed on campus at any time unless a student has received special specific written permission. Such items will be confiscated if brought to school without specific permission. The devices will only be returned to a parent/guardian.
- Plagiarism and/or academic dishonesty
- Dress code violations
- Falsified or misinterpreted notes or phone calls of parents or guardians

Tier 2 Disciplinary Actions

Step 1: Student may speak with the Director regarding behavior and together draft a written plan for improvement and restorative actions. Parents/Guardians may be contacted by the Director to address the behavior.

Step 2: Parents/Guardians may be asked to meet with the student, teacher, and Director to address the behavior and together review and modify the written plan for improvement and restorative actions.

Step 3: Continued demonstration of inappropriate school behavior may result in disciplinary consequences such as campus community service, time in an alternate classroom setting or other consequences determined by the School Director and team.

Tier 3 infractions:

See Suspension & Expulsion Policy below for list of Tier 3 Infractions.

Tier 3 Disciplinary Actions

Step 1: Student may be removed from their regular classroom setting for one (1) or multiple modified days.

Step 2: Student may be removed from the school setting and suspended for one (1) or multiple days according to TRCS Suspension & Expulsion Policy.

Step 3: Student may be recommended for expulsion according to TRCS Suspension & Expulsion Policy.

PART 2: SUSPENSION & EXPULSION POLICY

I. Introduction

This Suspension & Expulsion Policy (“Policy”) for Three Rivers Charter School (“School” or “TRCS”) has been established in order to promote learning and protect the safety and well-being of all students. When the Policy is violated, it may be necessary to suspend or recommend expelling a student from regular classroom instruction. At the same time, the School intends to provide effective interventions for pupils who engage in acts of problematic behavior to help them change their behavior and avoid exclusion from the School.

Staff shall enforce disciplinary rules and procedures fairly and consistently amongst all students. The Policy will be printed and distributed as part of the Student Handbook and will clearly describe behavior expectations. The School Director shall ensure that students and their parents/guardians¹ are notified in writing upon enrollment of all discipline policies and procedures. The notice shall state that this Policy is available on request at the School office.

Discipline includes, but is not limited to, advising and counseling students, conferring with parents/guardians, detention during and after school hours, community service on or off campus, the use of alternative educational environments, and suspension and expulsion.

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. For purposes of the Policy, corporal punishment does not include an employee’s use of reasonable force necessary to protect the employee, students, staff or other persons or to prevent damage to school property.

¹ The School shall ensure that a homeless child or youth’s educational rights holder; a foster child or youth’s educational rights holder, attorney, and county social worker; and an Indian child’s tribal social worker and, if applicable, county social worker have the same rights as a parent or guardian to receive a suspension notice, expulsion notice, manifestation determination notice, involuntary transfer notice, involuntary removal notice, and other documents and related information. For purposes of this Policy and its Procedures, the term “parent/guardian” shall include these parties.

A student has the right to be free from the use of seclusion and behavioral restraints of any form imposed as a means of coercion, discipline, convenience, or retaliation by staff. This right includes, but is not limited to, the right to be free from the use of a drug administered to the student in order to control the student's behavior or to restrict the student's freedom of movement, if that drug is not a standard treatment for the student's medical or psychiatric condition.

School staff may use seclusion or a behavior restraint only to control behavior that poses a clear and present danger of serious physical harm to the pupil or others that cannot be immediately prevented by a response that is less restrictive. School staff shall avoid, whenever possible, the use of seclusion or behavioral restraint techniques.

School staff shall not do any of the following:

- Use seclusion or a behavioral restraint for the purpose of coercion, discipline, convenience, or retaliation.
- Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room.
- Prone restraint, which means the application of a behavioral restraint on a student in a facedown position for any period of time and includes the procedure known as prone containment.
- Use a physical restraint technique that obstructs a pupil's respiratory airway or impairs the pupil's breathing or respiratory capacity, including techniques in which a staff member places pressure on a pupil's back or places the staff member's body weight against the pupil's torso or back.
- Use a behavioral restraint technique that restricts breathing, including, but not limited to, using a pillow, blanket, carpet, mat, or other item to cover a pupil's face.
- Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the pupil or others.
- Utilize any behavioral intervention that is designed to, or likely to, cause physical pain, including, but not limited to, electric shock.
- Utilize any behavioral intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual.
- Utilize any behavioral intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities.
- Utilize any behavioral intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma.
- Utilize any behavioral interventions that employ a device, material, or objects that simultaneously immobilize all four extremities.
- Utilize any behavioral intervention that precludes adequate supervision of the individual.
- Utilize any behavioral intervention that deprives the individual of one or more senses.
- A situation that requires prolonged use of an emergency intervention shall require the staff to seek the assistance of the School Director and/or law enforcement as applicable to the situation.

A student identified as an individual with disabilities or for whom the School has a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities in Education Act (“IDEA”) or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 (“Section 504”) is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students except when federal and state law mandates additional or different procedures. Suspension

A. Definition

Suspension is the temporary removal of a pupil from class instruction for adjustment or disciplinary reasons. Suspension does not mean any of the following:

- Reassignment to another education program or class at the School where the pupil will receive continuing instruction for the length of day prescribed by the School Director for pupils of the same grade level;
- Referral to a certificated employee designated by the School Director to advise pupils;
- Removal from the class, but without reassignment to another class for the remainder of the class period, without sending the pupil to the School Director or designee.

Suspended students shall be excluded from all School and School-related activities during the period of suspension.

The School shall consider suspension from School only when other means of correction fail to bring about proper conduct or where the student’s presence would constitute a danger to persons or property or seriously disrupt the educational process.

A. Alternative Means of Correction

For a student facing discipline for a discretionary offense listed below, the School Director may, whenever possible and practicable, provide alternatives to suspension or expulsion. These alternatives shall use a research-based framework with age-appropriate strategies that improve behavioral and academic outcomes while addressing and correcting the student’s specific misbehavior.

School shall not suspend or expel any student based solely on the fact that they are truant, tardy, or otherwise absent from school activities. Violations of the school’s attendance expectations shall be addressed in accordance with School Attendance and Truancy Policy and/or Independent Study Policy, as applicable.

No student may be suspended or expelled for willful defiance or disruption. Alternatively, School staff may refer a student who engages in willful defiance and/or disruption to the Director or designee for appropriate and timely in-school interventions or supports. Within five (5) business days, the School Director or designee shall:

1. Document the actions taken and save the document to the student’s record
2. Inform the referring staff member what actions were taken and if none, the rationale used for not providing any appropriate or timely in-school interventions or supports.

For a student who has been suspended, or for whom other means of correction have been implemented, for an incident of racist bullying, harassment, or intimidation, School may require both the victim and perpetrator to engage in restorative justice practices. School may also require perpetrators to engage in culturally sensitive programs that promote racial justice and equity to combat racism and ignorance.

School may utilize its Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, to help students gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

B. Authority

On a recommendation for expulsion, the School Director may suspend a special education student being considered for expulsion in accordance with the laws relating to expulsion of special education students.

A pupil may not be suspended or expelled for any of the acts enumerated in this Policy unless the act is related to school activity or school attendance of TRCS. A pupil may be suspended or expelled for acts that are enumerated in this Policy and related to school activity or attendance that occur at any time, including, but not limited to any of the following:

- While on school grounds
- While going to or coming from school
- During the lunch period, whether on or off the school campus
- During, or while going to or coming from a school sponsored activity
- All acts related to school activity or school attendance occurring within the School

C. Grounds

The School Director may use her/his discretion to provide alternatives to suspension or expulsion recommendations that are age-appropriate and designed to address and correct the student's specific misbehavior. Alternatively, students may be suspended or recommended for expulsion for any of the following acts (whether completed, attempted, or threatened) when it is determined the pupil:

- Caused physical injury to another person or willfully used force or violence upon the person of another, except in self-defense
- Willfully used force or violence upon the person of another, except self-defense.
- Possessed, sold or otherwise furnished any knife, explosive or other dangerous object of no reasonable use to the student unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from an authorized certificated school employee, with the School Director or designee's written concurrence

- Unlawfully possessed, used, or otherwise furnished, or was under the influence of, any controlled substance as defined in Health and Safety Code sections 11053-11058 (including, but not limited to, opiates, hallucinogenic substances, stimulants, depressants and narcotic drugs), alcoholic beverage or intoxicant of any kind. Students who voluntarily disclose their use of a controlled substance, alcohol, or an intoxicant of any kind in order to seek help through services or supports shall not be suspended for that disclosure.
- Unlawfully offered, arranged or negotiated to sell any controlled substance as defined in Health and Safety Code sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented the same as a controlled substance, alcoholic beverage or intoxicant
- Committed or attempted to commit robbery or extortion
- Caused or attempted to cause damage to school property or private property, which includes but is not limited to, electronic files and databases.
- Stole or attempted to steal school property or private property, which includes but is not limited to electronic files and databases.
- Possessed or used tobacco or any products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, betel, and e-cigarettes, whether or not they contain tobacco. However, this section does not prohibit the use or possession by a pupil of his or her own prescription products. Students who voluntarily disclose their use of a tobacco product in order to seek help through services or supports shall not be suspended solely for that disclosure.
- Committed an obscene act or engaged in habitual profanity or vulgarity
- Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code section 11014.5
- Knowingly received stolen school property or private property, which includes but is not limited to, electronic files and databases.
- Possessed an imitation firearm, i.e., a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm
- Harassed, threatened or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness
- Unlawfully offered, arranged to sell, negotiated to sell or sold the prescription drug Soma
- Engaged in, or attempted to engage in, hazing. "Hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current or prospective pupil. "Hazing" does not include athletic events or school-sanctioned events.

- Engaged in an act of bullying. “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils, which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more pupils that has or can be reasonably predicated to have the effect of one or more the of the following:
 - Placing a reasonable pupil(s) in fear of harm to that pupil(s)’ person or property;
 - Causing a reasonable pupil to experience a substantially detrimental effect on the pupil’s physical or mental health;
 - Causing a reasonable pupil to experience substantial interference with the pupil’s academic performance;
 - Causing a reasonable pupil to experience substantial interference with the pupil’s ability to participate in or benefit from the services, activities, or privileges provided by a school.

- An electronic act, for purposes of the immediately preceding paragraph, means the creation or transmission, by means of an electronic device, including but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including but not limited to, any of the following:
 - A message, text, sound or image.
 - A post on a social network Internet website including, but not limited to:
 - Posting to or creating a burn page. “Burn page” means an Internet website created for the purpose of having one or more of the effects listed above.
 - Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed above. “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - Creating a false profile for the purpose of having one or more of the effects listed above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - An act of cyber sexual bullying.
 - For purposes of this section, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described above. A photograph or other visual recording shall include the depiction of a nude, semi-nude or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording or other electronic act.

A student in any of grades 1 to 8, inclusive, shall not be suspended on the basis of having disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials or other school personnel engaged in the performance of their duties (the "Act"), and those Acts shall not constitute grounds for a student enrolled in any of grades 1 to 8 to be recommended for expulsion.

The School Director shall, within five (5) business days, document the actions taken in response to the referral identified above and place that documentation in the student's record to be available for access, to the extent permissible under state and federal law. The School Director shall, by the end of the fifth business day, also inform the referring certificated or classified employee, verbally or in writing, what actions were taken and, if none, the rationale used for not providing any appropriate or timely in-school interventions or supports.

A suspension or expulsion shall not be imposed against a student based solely on the fact that they are truant, tardy, or otherwise absent from school activities, but may be involuntarily removed as noted below.

The above list is not exhaustive and depending upon the offense, a pupil may be suspended or recommended for expulsion for misconduct not specified above.

D. Procedures Required to Suspend

Step One

The School Director shall investigate the incident and determine whether or not it merits suspension.

1. *Searches:* In order to investigate an incident, a student's attire,² personal property, or school property, including books, desks, school lockers, or computers, may be searched by the School Director or designee who has reasonable suspicion that a student has violated or is violating the law or the rules of the school. Whether a search is reasonable depends on the context within which a search takes place. The School official must assess the reliability of the student or person providing the information, the degree of danger to others, and the immediacy of the need for a search. **Justified at its Inception:** There are reasonable grounds for suspecting the search will turn up evidence that the student is violating or has violated the law or School rules. Articulable facts must support a School official's reasonable suspicion that a search is justified. In no case shall a search be conducted if predicated on mere curiosity, rumor or hunch; and **Reasonable in Scope:** The measures adopted are reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

Illegally possessed items shall be confiscated and turned over to the police.

Step Two

² This does not include removing or arranging any or all of a student's clothing to permit visual inspection of the under clothing, breasts, buttocks or genitalia of the pupil. Searches shall be conducted in the presence of at least one (1) other adult witness, whenever possible.

Unless a student poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, a suspension will be preceded by an informal conference between the School Director and the student's parent/guardian and the student in which the student shall be orally informed of the reason for the suspension, the evidence against that student, the other means of correction that were attempted before the suspension and be given the opportunity to present informal proof of that student's side of the story. The conference may be held in-person, telephonically, or via other electronic means. If the student poses a clear and present danger to the lives, safety, or health of student or School personnel, the informal conference will be held within two (2) school days, unless the pupil waives this right or is physically unable to attend for any reason, including, but not limited to, hospitalization or detention in a correctional facility.

At the time of the suspension, a School employee shall make a reasonable effort to contact the parent/guardian by telephone, by email or in person. Penalties shall not be imposed on a student for failure of the student's parent or guardian, to attend a conference with school officials. Reinstatement of the suspended student shall not be contingent upon attendance by the student's parent or guardian, at the conference.

Step Three

The School Director determines the appropriate length of the suspension (up to five (5) days). When suspensions do not include a recommendation for expulsion, they shall not exceed five (5) consecutive school days per suspension.

Step Four

The School Director fills out a Notice of Suspension Form, a copy of which will be sent to the student's parent/guardian and to the student. A copy of this form is also placed in the student's cumulative file at the School. The Notice of Suspension Form shall state the fact of suspension, its duration and the specific offense(s) committed by the student. In addition, the notice shall state the date when the student may return to school following the suspension. The notice shall also state that if desired by the parent/guardian, a prompt meeting or hearing will be held at which the suspension may be discussed and at which the student may be present and afforded an opportunity to present informal proof of his/her side of the case. Additionally, if the School officials wish to ask the parent/guardian, to confer regarding matters pertinent to the suspension, the notice may request the parent/guardian to respond to such requests without delay.

Step Five

The School Director determines whether the offense warrants a police report. The School Director will report certain offenses to law enforcement authorities in accordance with Education Code section 48902.

When the School Director releases a minor pupil to a peace officer for the purpose of removing the minor from the school premises, the School Director shall take immediate steps to notify the parent, guardian regarding the release of the minor to the officer and regarding the place to which the minor

is reportedly being taken, unless the minor has been taken into custody as a victim of suspected child abuse. Education Code § 48906.

Step Six

The School Director may require the student and the student's parent/guardian to sign a Safety/Behavior Agreement that states the conditions that the student is expected to meet while at the School. Copies of the signed agreement are kept by the School and given to the student and the student's parent/guardian.

Step Seven

Upon the request of a parent/guardian/educational rights holder/student, a teacher shall provide to a student in any of grades 1 to 8 who has been suspended from the School for two (2) or more schooldays, the homework that the pupil would otherwise have been assigned. If a homework assignment that is requested and turned into the teacher by the student either upon the student's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation of the student's overall grade in the class.

II. Expulsion

A. Definition

Expulsion means involuntary disenrollment from the School.

B. Authority

As required by Education Code Section 47605(c)(5)(J)(iii), students recommended for expulsion are entitled to a hearing adjudicated by a neutral officer to determine whether the student should be expelled. The procedures herein provide for such a hearing and the notice of said hearing, as required by law. A student may be expelled either by the Board of Directors ("Board") following a hearing before it or by the Board upon a recommendation of an Expulsion Panel ("Panel") to be assigned by the Board as needed. The Panel may recommend expulsion of any student found to have committed an expellable offense.

The Panel shall consist of at least three (3) members who do not have an instructional or supervisory relationship with the student and are not a member of the School Board of Directors. The Panel shall be presided over by a designated neutral hearing chairperson. The Board, upon voting to expel a pupil, may suspend the enforcement of the expulsion order for a period of not more than one (1) calendar year and may, as a condition of the suspension of enforcement, assign the pupil to a school, class or program that is deemed appropriate for the rehabilitation of the pupil [or other conditions such as good behavior, attendance, etc.]. The rehabilitation program to which the pupil is assigned may provide for the involvement of the pupil's parent or guardian in his or her child's education in ways that are specified in the rehabilitation program. A parent or guardian's refusal to participate in the

rehabilitation program shall not be considered in the Board's determination as to whether the pupil has satisfactorily completed the rehabilitation program.

C. Grounds for Expulsion

Category I Expulsions – Mandatory Recommendation for Expulsion

The School Director shall immediately suspend a student, and recommend for expulsion, a student who has committed one or more of the following acts:

- Possessed, sold or otherwise furnishing a firearm, explosive, or other destructive device, unless in the case of possession of any device of this type, the student obtained prior written permission to possess the item from a certificated school employee, which is concurred in by the School Director or designee
- Brandished a knife at another person
- Unlawfully sold a controlled substance listed in Health and Safety Code Section 11053, et seq.
- Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 287, 288, or 289 or former Section 288a of the Penal Code, or committed a sexual battery as defined in Penal Code Section 243.4.
- If the expulsion hearing entity determines that a student has brought a firearm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or destructive device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994. In such instances, the student shall be provided due process rights of notice and a hearing as required in this policy.

The School will use the following definitions:

- The term “knife” means (A) any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing; (B) a weapon with a blade fitted primarily for stabbing; (C) a weapon with a blade longer than 3½ inches; (D) a folding knife with a blade that locks into place; or (E) a razor with an unguarded blade.
- The term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
- The term “destructive device” means any explosive, incendiary, or poison gas, including but not limited to: (A) bomb; (B) grenade; (C) rocket having a propellant charge of more than four ounces; (D) missile having an explosive or incendiary charge of more than one-quarter ounce; (E) mine; or (F) device similar to any of the devices described in the preceding clauses.

Category II Expulsions – Discretionary Expulsion Recommendation

In the discretion of the School Director or designee, any act that warrants suspension may warrant expulsion. Additionally, a student may be expelled for misconduct that is not listed above if the acts disrupt and/or present ongoing health and/or safety concerns, or the student has repeatedly engaged in the misconduct.

In no event, however, will a student be expelled for disrupting School activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other School officials or other School personnel engaged in the performance of their duties.

D. Procedures to Expel a Student

Step One

The School Director investigates the incident and determines whether the offense results in a suspension. If so, the School Director follows the procedures to suspend the student as outlined above.

Step Two (Expulsion Procedures)

At the discretion of the School Director, a student's suspension may be extended pending a recommendation for expulsion. Upon a recommendation for expulsion, a meeting is held within five (5) school days of the student's suspension to determine if the suspension should be extended pending an expulsion hearing. The student and the student's parent/guardian are invited to attend this meeting with the School Director or designee.

At this meeting, the offense and the repercussions are discussed. An extension of the suspension may be granted only if the School Director or designee has determined, after the meeting, that the presence of the student at the School would cause a danger to persons or property or a threat of disrupting the instructional process. If the student has committed an offense that requires a mandatory expulsion recommendation, this is discussed so that it is understood by all parties. The purpose of the meeting is to decide upon the extension of the suspension order and may be held in conjunction with the initial meeting with the parents/guardian after the suspension. In such instances when the School has determined a suspension period shall be extended, such extension shall be made only after a conference is held with the student and the student's parent/guardian, unless the student and the student's parent/guardian fail to attend the conference. Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. Unless postponed for good cause, the hearing shall be held within thirty (30) school days after the School Director or designee determines that the student has committed an expellable offense and recommends the student for expulsion. If postponed for good cause, the expulsion hearing may be extended an additional thirty (30) calendar days from the date of the original hearing, unless otherwise agreed upon in writing by the School Director and student's parents/guardians.

Step Three (Written Notice)

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian via email or certified mail to the student and the student's parent/guardian to the address reflected in the pupil's student file at least ten (10) calendar days before the date of the hearing. The notice shall

inform the student and parent/guardian when and where the expulsion hearing will take place and the rights of the student with respect to the hearing, including:

- The date and place of the expulsion hearing;
- A statement of the facts, specific charges and offenses upon which the proposed expulsion is based;
- A copy of the School's disciplinary rules relating to the alleged violation;
- Notification of the student's or parent/guardian's obligation to provide information about the student's status at the School to any other school district or school to which the student seeks enrollment;
- The opportunity for the student or the student's parent/guardian to appear in person and/or to employ and be represented by counsel or an advocate;
- The right to inspect and obtain copies of all documents to be used at the hearing;
- An explanation of the opportunity to present testimony, evidence and witnesses, and confront and question witnesses who testify at the hearing
- An explanation of the opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses.

Step Four

The School Director shall maintain documents that may be used at the hearing and make them available for review by the student and/or parent/guardian. These papers may include, but are not limited to, the following: A record of the student's attendance and grades, a record of previous infractions, a statement of the facts surrounding the case made by a School Director; a statement of the facts surrounding the case made by a witness, a law enforcement agency's report and any other relevant matter.

Step Five (Record of Hearing and Presentation of Evidence)

An expulsion hearing shall be held before a Panel or the Board of Directors ("Hearing Entity"). A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and a complete written transcription of the proceedings can be made. While the technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the Hearing Entity to expel must be supported by substantial evidence that the student committed an expellable offense.

Findings of fact shall be based solely on evidence produced at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay evidence, although sworn declarations may be admitted as testimony from witnesses who are determined by the Hearing Entity that disclosure of their identity or live testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

Special Procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses

The Hearing Officer or Expulsion Panel may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Hearing Officer or Expulsion Panel. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the student.

1. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of their right to (a) receive five (5) days' notice of their scheduled testimony; (b) have up to two (2) adult support persons of their choosing present in the hearing at the time the complaining witness testifies, which may include a parent/guardian or legal counsel; and (c) elect to have hearing close while testifying.
2. The School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
3. At the discretion of the entity conducting the expulsion hearing, the complaining witness shall be allowed periods of relief from examination and cross-examination during which the complaining witness may leave the hearing room.
4. The Hearing Officer or Expulsion Panel may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
5. The Hearing Officer or Expulsion Panel conducting the expulsion hearing may also limit time for taking the testimony of the complaining witness to the hours the complaining witness is normally in school, if there is no good cause to take the testimony during other hours.
6. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the Hearing Officer or Expulsion Panel from removing a support person whom the presiding person finds is disrupting the hearing. The Hearing Officer or Expulsion Panel may permit any one of the support persons for the complaining witness to accompany the complaining witness to the witness stand.
7. If one or both of the support persons is also a witness, the School must present evidence that the witness' presence is both desired by the witness and will be helpful to the School. The entity presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the Hearing Officer or Expulsion Panel from exercising their discretion to remove a person from the hearing whom they believe is prompting, swaying, or influencing the witness.
8. The testimony of the support person shall be presented before the testimony of the complaining witness, and the complaining witness shall be excluded from the hearing room during that testimony.
9. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the entity conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstances can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion

evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.

Step Six (Expulsion Decision)

If the hearing is held by a Panel, the decision of the Panel shall be in the form of a written recommendation, with findings of fact, to the TRCS Board of Directors who will make a final determination regarding the expulsion. The final decision by the TRCS Board of Directors shall be made within ten (10) days following the conclusion of the hearing, or within forty (40) school days after the date of the pupil's removal from the School for the incident for which the recommendation for expulsion is made. If the Hearing Entity decides not to recommend expulsion, the pupil shall be reinstated and permitted to return to classroom programs. The decision not to recommend expulsion shall be final.

The Board may also determine to suspend the enforcement of the expulsion order for a period of not more than one (1) calendar year from the date of the expulsion hearing and return the student to the student's previous educational program under a probationary status and rehabilitation plan to be determined by the Board. During the period of the suspension of the expulsion order, the student is deemed to be on probationary status. The Board may revoke the suspension of an expulsion order under this section if the student commits any of the enumerated offenses listed above or violates any of the School's rules and regulations governing student conduct. If the hearing entity revokes the suspension of an expulsion order, the student may be expelled under the terms of the original expulsion order. The Board shall apply the criteria for suspending the enforcement of the expulsion order equally to all students, including individuals with exceptional needs as defined in Education Code Section 56026. The hearing entity shall further comply with the provisions set forth under Education Code Section 48917, except as otherwise expressly set forth herein.

Step Seven (Written Notice of Expulsion Decision)

The School Director or designee, following a decision of the Board of Directors to expel a student, shall send written notice of the decision to expel, including the Hearing Entity's findings of fact, to the student and the student's parent/guardian. The notice shall include the following:

- The Findings of Fact, including the student's name, the specific offense(s) committed by the student; as well as the duration and term of the student's expulsion;
- Decisions of the Board of Directors shall be final.
- Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status within the School
- Within 30 days of the decision to expel, the School Director shall send written notice of the decision to expel to the student's district of residence, the County Office of Education and the charter granting district (if different than the student's district of residence). This notice shall include the student's name and the specific expellable offense committed by the student.

Step Eight (Alternative Education)

Expelled students are responsible for seeking alternative education programs, including but not limited to, programs within the County or their school district of residence. The School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.

Step Nine (Disciplinary Records, Rehabilitation Plans, and Readmission or Admission or a Previously Expelled Student)

The school shall maintain records of all student suspensions and expulsions at the school site. Such records shall be made available for Fort Bragg Unified School District's review upon request.

Students who are expelled from the School shall be given a rehabilitation plan upon expulsion as developed by the Board of Directors, or its designee, at the time of the expulsion order, which may include, but is not limited to, a periodic review as well as assessment at the time of review for readmission. The rehabilitation plan should include a date not later than one (1) year from the date of expulsion when the pupil may reapply to the School for readmission.

The decision to readmit a pupil or to admit a previously expelled pupil from another school district or charter school shall be in the sole discretion of the Board of Directors or its designee following a meeting with the School Director and the pupil and parent/guardian to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The School Director shall make a recommendation to the Board of Directors following the meeting regarding his/her determination. The pupil's readmission is also contingent upon the school's capacity and any other admission requirements in effect at the time the student seeks admission or readmission.

Step Ten (Notice to Teachers)

The School shall notify teachers of each student who has engaged in or is reasonably suspected to have engaged in any of the acts listed in Education Code Section 49079 and the corresponding enumerated offenses set forth above.

Involuntary Removal for Unexcused Absences

As charter schools are schools of choice and as a charter school student who fails to attend school is potentially depriving another student of their opportunity to enroll, a student may be involuntarily removed as described within the School's Board adopted Attendance Policy after notice and an opportunity for a parent/guardian or other educational rights holder to request a hearing prior to any involuntary removal. Students who are involuntarily removed for unexcused absences will be given a rehabilitation plan and will be subject to the readmission procedures set forth herein.

Special Procedures for the Consideration of Suspension and Expulsion or Involuntary Removal of Students with Disabilities

1. Notification of SELPA

The School Director shall notify the student's special education teacher or regular education teacher when the student's cumulative days of suspension for that school year reaches eight (8). The School shall immediately notify the Fort Bragg Unified School District Special Education Director of the need for the manifestation determination meeting and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student that the School or the SELPA would be deemed to have knowledge that the student had a disability.

2. Services During Suspension

Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting (which could constitute a change of placement and the student's IEP would reflect this change), and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be provided in an interim alternative educational setting.

3. Procedural Safeguards/Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the School, the parent/guardian, and relevant members of the IEP/504 Team shall review all relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parent/guardian to determine:

- a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- b. If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.

If the School, the parent/guardian, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.

If the School, the parent/guardian, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:

- a. Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the School had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement;
- b. If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and
- c. Return the child to the placement from which the child was removed, unless the parent/guardian and the School agree to a change of placement as part of the modification of the behavioral intervention plan.

If the School, the parent/guardian, and relevant members of the IEP/504 Team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a direct result of the failure to implement the IEP/504 Plan, then the School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.

4. Due Process Appeals

The parent/guardian of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent/guardian or the School, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer in accordance with state and federal law, including 20 U.S.C. Section 1415(k), until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, unless the parent/guardian and the School agree otherwise.

In accordance with 20 U.S.C. Section 1415(k)(3), if a parent/guardian disagrees with any decision regarding placement, or the manifestation determination, or if the School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, the parent/guardian or School may request a hearing.

In such an appeal, a hearing officer may: (1) return a child with a disability to the placement from which the child was removed; or (2) order a change in placement of a child with a disability to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining the current placement of such child is substantially likely to result in injury to the child or to others.

5. Special Circumstances

School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

The School Director or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:

- a. Carries or possesses a weapon, as defined in 18 U.S.C. Section 930, to or at school, on school premises, or to or at a school function;
- b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or

- c. Has inflicted serious bodily injury, as defined by 20 U.S.C. Section 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.

6. Interim Alternative Educational Setting

The student's interim alternative educational setting shall be determined by the student's IEP/504 Team.

7. Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEA and who has violated the School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the School had knowledge that the student was disabled before the behavior occurred.

The School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:

- a. The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.
- b. The parent/guardian has requested an evaluation of the child.
- c. The child's teacher, or other School personnel, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to the director of special education or to other School supervisory personnel.

If the School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEA-eligible children with disabilities, including the right to stay-put.

If the School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The School shall conduct an expedited evaluation if requested by the parents; however, the student shall remain in the education placement determined by the School pending the results of the evaluation.

The School shall not be deemed to have knowledge that the student had a disability if the parent/guardian has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

Adopted: 7/29/24

Amended:

4932-2400-6542, v. 2

Coversheet

Approved Revised Lottery Policy

Section: III. Discussion and Action Items
Item: E. Approved Revised Lottery Policy
Purpose: Vote
Submitted by:
Related Material: Admission and Enrollment Policy (4913-0241-5502.v4).pdf

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ADMISSION AND ENROLLMENT POLICY

Administrative Policy #: TRCS-P-2.1

I. Introduction

The goal of the Admission and Enrollment Policy of Three Rivers Charter School (the “School” or “TRCS”) is to attract, enroll and retain at the School the broadest spectrum of students and families representative of the rich diversity existing on the Mendocino Coast. The School will be nonsectarian in its programs, admission policies, employment practices and all other operations. The School will not charge tuition and the School will not discriminate in admission against any pupil on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics)

II. Admission and Requirements for Admission

The School is open to any student who meets the admission requirements described herein. If the number of pupils who wish to attend the School exceeds the School’s capacity, attendance (except for existing pupils of the School) shall be determined by a public random drawing, the process for which is described below.

A. Admission Eligibility and Requirements

In order to be eligible for enrollment in the School, students must meet the following eligibility requirements:

- All students must have been fully immunized and present the appropriate health examination record in accordance with the Health and Safety Code or a lawful waiver or exemption.
- All students must turn five years old or older prior to December 2 of the current school year for which they are enrolling. If a student will turn five years of age after December 2 during the school year, that student may be eligible for admission on a case-by-case basis at the discretion of the School Director.
- No student may concurrently attend a private school that charges the student’s family for tuition.
- If enrolled in an independent study program, a student shall be documented as a resident of Mendocino County or an adjacent county.
- A student who has been previously expelled from the School or another

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educational institution may be admitted to the School at the discretion of the TRCS Board of Directors on a case-by-case basis. The decision to readmit a pupil or to admit a previously expelled pupil from another school district or charter school shall be in the sole discretion of the Board of Directors or its designee following a meeting with the School Director and the pupil and parent/guardian to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The School Director shall make a recommendation to the Board of Directors following the meeting regarding her/his determination. The pupil's readmission is also contingent upon the school's capacity and any other admission requirements in effect at the time the student seeks admission or readmission.

In order to ensure that all students will be placed appropriately and benefit fully from the education program, the following enrollment procedures will be enforced. Failure to comply with any of these procedures will result in rescission of an offer of admission. An admitted student will have their offer of admission rescinded from the School if failure to comply with these procedures is discovered after admission has been granted. All eligible students must meet the following enrollment requirements:

- Complete enrollment applications for admission must be submitted in a timely fashion to the School no later than the deadline published for that school year.
- The enrollment forms shall include, but is not limited to, the following:
 - ✓ Indication of whether the student may require special education or related services, the student's home language and whether the student may be an English learner;
 - ✓ Authorization for the School to request and receive student records from all schools the student has previously attended or is currently attending;
 - ✓ Proof of full immunization or lawful waiver/exemption from the requirement;
 - ✓ Proof of health examinations and oral examination required by the Health and Safety Code, if previously undergone;
 - ✓ Proof of age;
 - ✓ Emergency Card;
 - ✓ Free or Reduced Price Meal Application Survey;
 - ✓ Proof of residency;
- A signed Receipt of Family Handbook and The Parent Agreement shall be returned to the School.

Each enrollment form will be reviewed by staff to ensure it is complete before the student will be considered enrolled. Any student who has had their offer admission rescinded for

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failure to meet the enrollment requirements may avail themselves of the TRCS dispute resolution process for reconsideration.

III. Admission Process and Guidelines

There will be an open enrollment period each year, which will be advertised throughout the School community so that all interested students may have an opportunity to apply for admission. The deadline for accepting applications will be clearly stated. The process for admission proceeds as follows, (not necessarily in the exact order provided):

- The School will determine class size/configuration for the school year;
- The School will solicit from current students their intention to return for the following year;
- The School will solicit from parents/guardians of current students their intention to apply for admission for siblings of current students;
- The School will design program informational materials;
- The School will plan one or more Information Open House Meetings or their equivalent
- The School will issue press releases and/or utilize other communication strategies;
- The School will actively recruit students throughout the community;
- The School will mail, e-mail, or phone families on the waiting list to verify their interest, share information and invite them to any Open House;
- The School will host Information Open House Meeting(s);
- The School will establish and hold an open enrollment period so that all interested student may have an opportunity to apply for admission;
- The School will determine the number of returning students at each level;
- The School will determine the number of new students at each level;
- The School will hold a random public lottery drawing, if necessary;
- The School will notify the families of the applicants who are accepted and waitlisted;
- Families will be placed on the waiting list in the order in which the students are drawn from the random public drawing.

A waiting list is maintained from year to year. Once on the waiting list, a student would remain in that position until they are offered a spot in the School or express no further interest, or until the commencement of the following year's open enrollment process. Each year the waitlist order is reset according to the order determined by that year's random public lottery. If families from the waiting list are offered a position, they must accept that position within five business days or if they decline or fail to respond within five business days they may be removed from the waiting list or placed at the bottom of the waiting list

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if they desire.

IV. Single Public Random Lottery Drawing & Preferences

TRCS shall admit all students who complete an admission application and wish to enroll in the School, subject to capacity. In the event that there are more students applying for admission than capacity, due to a greater number of applicants for a given grade level than space can accommodate, a public random lottery drawing will be held. Returning students are exempt from the lottery. The lottery shall be conducted in accordance with the guidelines shown below.

Admission preferences in the case of a public random drawing shall be given to the following students in the following order:

- Siblings of students admitted to or attending the Charter School;
- Children of TRCS teachers and staff (this is restricted to no more than 10% of the student population);
- Residents of the District.

Procedure:

The Board of Directors will take all necessary efforts to ensure lottery procedures are fairly executed. Lottery spaces are pulled in order of grade level by the designated lottery official (appointed by the School Director). Separate lotteries shall be conducted for each grade in which there are fewer vacancies than pupils interested in attending. All lotteries shall take place on the same day in a single location. Lotteries will be conducted in ascending order beginning with the lowest applicable grade level.

There is no weighted priority assigned to the preference categories; rather, within each grade level, students will be drawn from pools beginning with all applicants who qualify for the first preference category, and shall continue with that preference category until all vacancies within that grade level have been filled. If there are more students in a preference category than there are spaces available, a random drawing will be held from within that preference category until all available spaces are filled. If all students from the preference category have been selected and there are remaining spaces available in that grade level, students from the second preference category will be drawn in the lottery, and the drawing shall continue until all spaces are filled and preference categories are exhausted in the order provided above.

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The selection of names is done either by a software program or actual drawing. It is public and open to anyone wanting to attend. All individuals on the waiting list are invited to attend the drawing and are notified of the lottery results either by email or by telephone.

The waiting list names are numbered in the order drawn and by grade level for future use during the school year in case openings become available. Applicants are accepted in order of their lottery draw. At the conclusion of the public random drawing, all students who were not granted admission due to capacity shall be given the option to put their name on a wait list according to their draw in the lottery. This wait list will allow students the option of enrollment in the case of an opening during the current school year. In no circumstance will a waitlist carry over to the following school year.

Public random drawing rules, deadlines, dates and times will be communicated in the application form and on the Charter School's website. Public notice for the date and time of the public random drawing will also be posted once the application deadline has passed. The Charter School will also inform all applicants and interested parties of the rules to be followed during the public random drawing process via mail or email at least two weeks prior to the lottery date.

The Charter School will conduct the lottery in the spring for enrollment in fall of that year.

Adopted: June 1, 2011
Revised: March 10, 2026

Coversheet

Approve Immigration Enforcement Policy

Section: III. Discussion and Action Items
Item: F. Approve Immigration Enforcement Policy
Purpose: Vote
Submitted by:
Related Material: Immigration Enforcement Policy TRCS- P.5.10.pdf

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Immigration Enforcement Policy

Board Policy TRCS-P.5.10

Responding to On-Campus Immigration Enforcement

As early as possible, Charter School personnel shall notify the School Director or designee of any request by an immigration or law-enforcement officer seeking access to the school site or any student to conduct immigration enforcement, or any requests for review of school documents (including for the service of lawful subpoenas, petitions, complaints etc.).

In addition, if an officer appears on campus specifically for immigration-enforcement purposes, Charter School personnel must take the following actions:

1. Advise the officer that before proceeding with the request, and absent exigent circumstances, school personnel must first receive notification and direction from the School Director;
2. Ask to see (and make a copy of or note) the officer's credentials (name and badge number), and ask for, and copy or note, the phone number of the officer's supervisor;
3. Ask the officer for her/his reason for being on school grounds and document it;
4. Ask the officer to produce any documentation that authorizes school access;
5. Make copies and retain a copy of all documents provided by the officer. Retain one copy for school records;
6. If the officer declares that exigent circumstances exist and demands immediate access to the campus, school personnel should comply with the officer's orders and immediately contact the Executive Director.

If the officer does not declare that exigent circumstances exist, school personnel shall respond to the requirements of the officer's documentation as follows. If the officer has:

- **An ICE (Immigration and Customs Enforcement) administrative warrant:** Charter School personnel shall inform the officer that they cannot consent to any request without first consulting with the Charter School's legal counsel or other designated agency official;
- **A federal judicial warrant (search-and-seizure warrant or arrest warrant):** Prompt compliance with such a warrant is usually legally required. If feasible, consult

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with the Charter School's legal counsel or designated administrator before providing the officer/agent access to the person or materials specified in the warrant;

· **A subpoena for production of documents or other evidence:** Immediate compliance is not required. Therefore, the Charter School personnel shall inform the Charter School's legal counsel or other designated official of the subpoena and await further instructions on how to proceed.

School personnel should not consent to access by an immigration-enforcement officer, except as described above. At the same time, personnel shall never physically impede an officer, even if the officer appears to be exceeding the authorization given under a warrant or other document. If the officer enters the premises without consent, personnel shall document his or her actions while on campus and if feasible, accompany them at all times.

After the encounter with the immigration officer, Charter School personnel shall promptly take written notes of all interactions with the officer. The Charter School personnel shall provide notes, and associated documents collected, of the interaction to the Charter School's legal counsel or designated administrator. The Charter School's legal counsel or designated administrator shall submit a timely report to the governing board regarding the officer's requests and actions and the Charter School's response(s) The notes taken by personnel must include, but are not limited to:

1. List or copy of the officer's credentials and contact information;
2. List of all school personnel who communicated with the officer;
3. Details of the officer's request;
4. Whether the officer presented a warrant or subpoena to accompany his/her request, what was requested in the warrant/subpoena, and whether the warrant/subpoena was signed by a judge ;
5. Charter School personnel's response to the officer's request;
6. Any further action taken by the officer/agent;
7. Photo or copy of all/any information presented by the agent.

Any attempt by a law-enforcement officer to access a school site or a student for immigration-enforcement purposes will be reported to the Bureau of Children's Justice in the California Department of Justice at BCJ@doj.ca.gov

Parental Notification

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Before a student can be interviewed or searched by any officer seeking to enforce civil immigration laws at the Charter School, Charter School personnel must receive consent from the student's parent or guardian, unless the officer presents a valid, effective warrant signed by a judge or presents a valid, effective court order.

Charter School personnel must immediately notify the student's parents or guardians if a law-enforcement officer or employee of an agency requests or gains access to a student for immigration-enforcement purposes unless that access was in compliance with a judicial warrant or subpoena that restricts the disclosure of the information to the parent or guardian.

Training

The Charter School will establish training regarding immigration issues for teachers, school administrators, and school staff, including information on responding to a request from an officer enforcing immigration law to visit a school site or to have access to a student. The Charter School will designate an employee to facilitate training programs for staff, help provide non-legal advice to families and assist in communications with the Charter School and other stakeholders in local and state government.

Adopted: