

**REQUEST FOR ALLOWANCE OF ATTENDANCE  
BECAUSE OF EMERGENCY CONDITIONS  
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name:

**San Rafael City Elementary School District**

School District (or Charter School) Address:

**310 Nova Albion Way San Rafael, CA 94903**

County-District Code: **21-65466**

County Name: **Marin**

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education  
School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

**SCHOOL CLOSURE**

Nature of Emergency (describe):

**In recognition of overall student & staff safety, the District closed all schools due to forecasts of a once per decade type of storm with the potential for heavy flooding and power outages. Announced closure in advance of anticipated Extreme Weather condition in concert with all school districts in Marin County and as recommended by the Marin County Emergency Operations Center. Home to School Transportation provider unable to ensure service for the day, due to bridge restrictions as a result of high winds.**

**County Office of Education release with details is attached.**

Name of School(s): (if request covers all schools, write "all schools")  
**All Schools in District.**

School Code(s): **District Code: 21-65458**

<b>Bahia Vista: 6024756</b>	<b>San Pedro: 6024830</b>
<b>Coleman: 6024764</b>	<b>Short: 0121517</b>
<b>Davidson: 6058622</b>	<b>Sun Valley: 6024863</b>
<b>Glenwood: 6024780</b>	<b>Venetia Valley: 6024772</b>
<b>Laurel Dell: 6024814</b>	

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):  
**December 11, 2014**

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

**District Total: 1**  
**Laurel Dell School, 2013-14**

**AFFIDAVIT OF GOVERNING BOARD MEMBERS**

We, members constituting a majority of the governing board of the San Rafael City Elementary School District school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

Natu Tuatagaloa - President

Rachel Kertz – Vice President

Paul Cohen

Linda M. Jackson

Greg Knell

Printed Names

Signatures

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

Subscribed and sworn (or affirmed) before me, this \_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

Signature, Title \_\_\_\_\_

of \_\_\_\_\_ County, California

Contact/Individual responsible for preparing this form:

Name: Jeff Lippstreu Title: Budget Manager

Phone: (415) 492-3239 Fax : (415) 492-3573 E-mail: jlippstreu@srcs.org

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**AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

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

Signature, County Superintendent of Schools \_\_\_\_\_

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

Subscribed and sworn (or affirmed) before me, this \_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

Signature, Title \_\_\_\_\_

of \_\_\_\_\_ County, California

Contact/Individual responsible for preparing this form:

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

Phone: \_\_\_\_\_ Fax : \_\_\_\_\_ E-mail: \_\_\_\_\_

## **CLOSURE OF MARIN COUNTY SCHOOLS FOR DECEMBER 11, 2014**

Mary Jane Burke, Marin County Superintendent of Schools, in consultation with school districts and local authorities, has confirmed that Marin County schools will close tomorrow, Thursday, December 11, 2014 in view of the storm scheduled to hit the North Bay. A decision about Friday, December 12, is will be made pending additional information and an assessment of storm impacts. The National Weather Service has issued a Hazardous Weather Condition Notice indicating heavy rains and a flash flood watch between Thursday morning and into Friday. Additionally, a High Wind Warning is in effect from Wednesday evening until Thursday evening for what is being called the "Decade Storm" due to the severity of the storm occurring only once every ten years.

Burke said, "This decision has been by each district at the local level as a result of consulting with our partners at the Marin County Emergency Operations Center, local law enforcement, fire departments, and the leadership of Marin's schools. Our schools are very interconnected with family members attending different districts and teachers and school staff serving in one district while their children attend schools in other local districts. I am proud that the schools of our community have put the safety of our students and staff first and have collectively come to the conclusion that it was in everyone's best interest to close schools".

The safety of students and staff is our highest priority and there is concern that students and families not be on the roads, especially during periods of projected heavy rains and winds. Many of Marin's teachers and support staff live out of county and may not be able to come to work. Transportation of students which involves several districts, as well as public transportation, are likely to be impacted by storm and road conditions. There is also a high probability that power to some schools may be interrupted thus affecting lighting, heating, use of classroom technology and the preparation of food for students.

The Marin County Office of Education will open its Emergency Operations Center with staff on duty at 4:30 a.m. to coordinate information about the status of public and private schools and other aspects of the emergency throughout the duration. Staff can be reached at 415-499-5801 or at 415-472-5749. We will be communicating with the media and issuing bulletins as needed. Updated information, including a list of school closures, will also be posted at [www.marinschools.org](http://www.marinschools.org). Please call or email if you have any questions.

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Mary Jane Burke  
Marin County Superintendent of Schools  
Marin County Office of Education  
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San Rafael, CA 94913  
Phone: (415) 499-5801  
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