

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

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K-12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: Elk Grove Unified School District		COUNTY CODE: 34	DISTRICT CODE: 67314	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Christopher R. Hoffman, Superintendent			FISCAL YEAR: 2018-19	
ADDRESS: 9510 Elk Grove-Florin Road			COUNTY NAME: Sacramento	
CITY: Elk Grove		STATE: CA		ZIP CODE: 95624
CONTACT NAME: Bridget Lorge	TITLE: Accounting Analyst	PHONE: 916-686-7756	E-MAIL: blorge@egusd.net	

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

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

<input checked="" type="checkbox"/> SCHOOL CLOSURE: When one or more schools were closed because of conditions described in <i>EC</i> Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per <i>EC</i> Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to <i>EC</i> Section 46200, et seq. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of <i>EC</i> Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in <i>EC</i> Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to <i>EC</i> Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i>

SECTION B: SCHOOL CLOSURE

☐ Not Applicable (Proceed to Section C)

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

☒ Supplemental Page(s) Attached

Unhealthy air quality conditions across District due to Camp Fire in Butte County which started 11/08/2018.

PART II: SCHOOL INFORMATION (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
Arnold Adreani Elementary	0108720	Traditional	180	0	0	11/16/2018	11/16/2018	1
Edna Batey Elementary	0101790	Traditional	171	0	0	11/16/2018	11/16/2018	1
Maeola R. Beitzel Elementary	6113187	Traditional	180	0	0	11/16/2018	11/16/2018	1
Arthur C. Butler Elementary	6109516	Traditional	171	0	0	11/16/2018	11/16/2018	1
Carroll Elementary	0111112	Traditional	171	0	0	11/16/2018	11/16/2018	1
Raymond Case Elementary	6118046	Traditional	180	0	0	11/16/2018	11/16/2018	1
Helen Carr Castello	0108738	Traditional	180	0	0	11/16/2018	11/16/2018	1
Cosumnes River Elementary	6033013	Traditional	180	0	0	11/16/2018	11/16/2018	1
C.W. Dillard Elementary	6033039	Traditional	180	0	0	11/16/2018	11/16/2018	1
Elitha Donner Elementary	6112106	Traditional	171	0	0	11/16/2018	11/16/2018	1

PART III: CLOSURE HISTORY (List closure history for all schools in Part II. Refer to the instructions for an example.)

A	B	C	D	E	F
School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No
Elk Grove High	3432572	2017-18	08/25/2017	Electrical power outage	No
James Rutter Middle	6059174	2016-17	04/06 - 04/07/2017	Fire (science wing): smoke/vandal damage (other classrooms)	No
James Rutter Middle	6059174	2016-17	01/19/2017	Electrical power outage due to severe weather	Yes

SECTION C: MATERIAL DECREASE

☐ Not Applicable (Proceed to Section D)

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

☐ Supplemental Page(s) Attached

PART II: MATERIAL DECREASE CALCULATION (Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

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

PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

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

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

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

☐ Not Applicable (Proceed to Section E)

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

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

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

SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of Elk Grove Unified School District, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Nancy Chaires Espinoza

Beth Albiani

Carmine S. Forcina

Chet Madison, Sr.

Dr. Crystal Martinez-Alire

Anthony "Tony" Perez

Bobbie Singh-Allen

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 _____, _____.

Witness: Christopher R. Hoffman _____ Title: Superintendent of Sacramento County, California
(Name) (Signature)

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

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

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

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

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

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

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

COE contact/individual responsible for completing this section:

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

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS, FORM J-13A (REVISED DECEMBER 2017)
SUPPLEMENTAL FORM FOR SCHOOL CLOSURE
SECTION B - PART II: SCHOOL INFORMATION

LEA NAME:

Elk Grove Unified School District

FISCAL YEAR: **2018-19**

Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.
 Before printing, select and hide all unused rows. Contact CDE if the request requires more than the allotted rows.

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
John Ehrhardt Elementary	6110118	Traditional	180	0	0	11/16/2018	11/16/2018	1
Elk Grove Elementary	6033047	Traditional	180	0	0	11/16/2018	11/16/2018	1
Elliott Ranch Elementary	6120034	Traditional	180	0	0	11/16/2018	11/16/2018	1
Ellen Feickert Elementary	6101844	Traditional	180	0	0	11/16/2018	11/16/2018	1
Robert J. Fite Elementary	6120026	Traditional	180	0	0	11/16/2018	11/16/2018	1
Florin Elementary	6033054	Traditional	180	0	0	11/16/2018	11/16/2018	1
Foulks Ranch Elementary	6107700	Traditional	171	0	0	11/16/2018	11/16/2018	1
Franklin Elementary	6033062	Traditional	180	0	0	11/16/2018	11/16/2018	1
Arlene Hein Elementary	0105908	Traditional	171	0	0	11/16/2018	11/16/2018	1
Roy Herburger Elementary	0105932	Traditional	180	0	0	11/16/2018	11/16/2018	1
Isabelle Jackson Elementary	6106355	Traditional	171	0	0	11/16/2018	11/16/2018	1
Samuel Kennedy Elementary	6033104	Traditional	180	0	0	11/16/2018	11/16/2018	1
Anna Kirchgater Elementary	6032981	Traditional	180	0	0	11/16/2018	11/16/2018	1
Herman Leimbach Elementary	6077291	Traditional	180	0	0	11/16/2018	11/16/2018	1
Charles E. Mack Elementary	6033005	Traditional	180	0	0	11/16/2018	11/16/2018	1
Florence Markofer Elementary	6098743	Traditional	180	0	0	11/16/2018	11/16/2018	1
Robert J. McGarvey Elementary	0135392	Traditional	171	0	0	11/16/2018	11/16/2018	1
James A. McKee Elementary	6033088	Traditional	180	0	0	11/16/2018	11/16/2018	1
Marion Mix Elementary	0131516	Traditional	180	0	0	11/16/2018	11/16/2018	1
Barbara Comstock Morse	6113179	Traditional	180	0	0	11/16/2018	11/16/2018	1
Pleasant Grove Elementary	6033096	Traditional	180	0	0	11/16/2018	11/16/2018	1
Prairie Elementary	6098750	Traditional	171	0	0	11/16/2018	11/16/2018	1
David Reese Elementary	6033021	Traditional	171	0	0	11/16/2018	11/16/2018	1
John Reith Elementary	6107916	Traditional	180	0	0	11/16/2018	11/16/2018	1
Sierra Enterprise Elementary	6033112	Traditional	180	0	0	11/16/2018	11/16/2018	1
Joseph Sims Elementary	6116818	Traditional	171	0	0	11/16/2018	11/16/2018	1
Stone Lake Elementary	6118053	Traditional	171	0	0	11/16/2018	11/16/2018	1

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A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
Sunrise Elementary	0114702	Traditional	171	0	0	11/16/2018	11/16/2018	1
Mary Tsukamoto Elementary	6110985	Traditional	180	0	0	11/16/2018	11/16/2018	1
Union House Elementary	6107718	Traditional	180	0	0	11/16/2018	11/16/2018	1
Irene B. West Elementary	6120018	Traditional	171	0	0	11/16/2018	11/16/2018	1
Zehnder Ranch Elementary	0135400	Traditional	171	0	0	11/16/2018	11/16/2018	1
Katherine L. Albani Middle	0108746	Traditional	180	0	0	11/16/2018	11/16/2018	1
Harriet G. Eddy Middle	6112031	Traditional	180	0	0	11/16/2018	11/16/2018	1
Edward Harris, Jr. Middle	0105924	Traditional	180	0	0	11/16/2018	11/16/2018	1
Samuel Jackman Middle	6109821	Traditional	180	0	0	11/16/2018	11/16/2018	1
Toby Johnson Middle	6120000	Traditional	180	0	0	11/16/2018	11/16/2018	1
Joseph Kerr Middle	6061808	Traditional	180	0	0	11/16/2018	11/16/2018	1
Elizabeth Pinkerton Middle	0116871	Traditional	180	0	0	11/16/2018	11/16/2018	1
James Rutter Middle	6059174	Traditional	180	0	0	11/16/2018	11/16/2018	1
T.R. Smedberg Middle	6113831	Traditional	180	0	0	11/16/2018	11/16/2018	1
Cosumnes Oaks High	0116897	Traditional	180	0	0	11/16/2018	11/16/2018	1
Elk Grove High	3432572	Traditional	180	0	0	11/16/2018	11/16/2018	1
Florin High	3430477	Traditional	180	0	0	11/16/2018	11/16/2018	1
Franklin High	3430873	Traditional	180	0	0	11/16/2018	11/16/2018	1
Laguna Creek High	3430592	Traditional	180	0	0	11/16/2018	11/16/2018	1
Monterey Trail High	0105916	Traditional	180	0	0	11/16/2018	11/16/2018	1
Pleasant Grove High	0108753	Traditional	180	0	0	11/16/2018	11/16/2018	1
Sheldon High	3430618	Traditional	180	0	0	11/16/2018	11/16/2018	1
Valley High	3430170	Traditional	180	0	0	11/16/2018	11/16/2018	1
Calvine High	3430311	Continuation	180	0	0	11/16/2018	11/16/2018	1
William Daylor High	3432002	Continuation	180	0	0	11/16/2018	11/16/2018	1
Las Flores High	3430352	Traditional	180	0	0	11/16/2018	11/16/2018	1
Rio Cazadero High	3430329	Continuation	180	0	0	11/16/2018	11/16/2018	1

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Elk Grove Unified School District

FISCAL YEAR: 2018-19

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