

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/lj13a.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 |
|--|---|--|

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

SCHOOL CLOSURE: When one or more schools were closed because of conditions described in *EC* Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per *EC* Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *EC* Section 46200, et seq.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of *EC* Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in *EC* Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to *EC* Section 46391:

"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."

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)

Supplemental Page(s) Attached

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

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 Albani

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 Elementary | 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. Albiani 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 |

