REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS

Form J-13A

(Revised December 2017)

California Department of Education

School Fiscal Services Division
Website: https://www.cde.ca.gov/fg/
Telephone: 916-324-4541
Email: attendanceaccounting@cde.ca.gov

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:	COUNTY CODE:	DISTRICT CODE:	CHARTER NUMBER (IF APPLICABLE):
San Leandro Unified School District	1	61291	

LEA SUPERINTENDENT OR ADMINISTRATOR NAME:	FISCAL YEAR:
Michael McLaughlin, Ed.D.	2019-20

ADDRESS:	COUNTY NAME:
835 E 14th Street, Suite 200	Alameda

CITY:	STATE:	ZIP CODE:
San Leandro	CA	94577

CONTACT NAME:	TITLE:	PHONE:	E-MAIL:
Kevin Collins, Ed.D.	Assistant Superintendent	510-667-3504	kcollins@slusd.us

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

☉ SCHOOL DISTRICT	☐ COUNTY OFFICE OF EDUCATION (COE)	☐ CHARTER SCHOOL
Choose one of the following: ☉ All district school sites ☐ Select district school sites	Choose one of the following: ☐ All COE school sites ☐ Select COE school sites	

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

All schools in the San Leandro Unified School District were closed on Wednesday, October 9, 2019 due to PG&E's announcement of a Public Safety Power Shutoff that would affect majority of San Leandro. In collaboration with city and county, the district made the decision to close all schools to avoid putting students and staff at risk (no power at intersections or train crossings, no ability to provide meal service, limited phones access and fire alarm systems, dark restrooms and inner corridors, and avoid potential overtaxing of emergency services).

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
See attached supplemental list for all district schools								

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
All District Schools		2014-15	December 11, 2014	Severe Winter Storm	Yes
San Leandro High School		2017-18	March 15, 2018	School Violence Threat (shooting)	No
All District Schools		2018-19	November 16, 2018	Severe air quality alert due to Northern California wildfires	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/fg/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
		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/fg/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 San Leandro 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
Leo Sheridan	
Peter Oshinski	
James Aguilar	
Evelyn González	
Diana Prola	
Christian Rodriguez	
Monique Tate	

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

Subscribed and sworn (or affirmed) before me, this Fifth day of November, 2019.

Witness: Michael McLaughlin, EdD (Name) _____ (Signature) Title: Superintendent of Alameda County, California

---

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

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

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

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

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

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

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

COE contact/individual responsible for completing this section:

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

PRINT FORM

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: **San Leandro Unified School District** **FISCAL YEAR:** **2019-20**

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.
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
Garfield Elementary	6002372	Traditional	180	0	0	October 9, 2019	1	1
Jefferson Elementary	6002398	Traditional	180	0	0	October 9, 2019	1	1
Madison Elementary	6002414	Traditional	180	0	0	October 9, 2019	1	1
McKinley Elementary	6002422	Traditional	180	0	0	October 9, 2019	1	1
Monroe Elementary	6002430	Traditional	180	0	0	October 9, 2019	1	1
Roosevelt Elementary	6002448	Traditional	180	0	0	October 9, 2019	1	1
Washington Elementary	6002455	Traditional	180	0	0	October 9, 2019	1	1
Wilson Elementary	6002463	Traditional	180	0	0	October 9, 2019	1	1
Bancroft Middle School	6057111	Traditional	180	0	0	October 9, 2019	1	1
John Muir Middle School	6066518	Traditional	180	0	0	October 9, 2019	1	1
San Leandro High School	0137588	Traditional	180	0	0	October 9, 2019	1	1
Lincoln High school	0134528	Continuation	180	0	0	October 9, 2019	1	1

Map shows neighborhoods impacted by PG&E power shutoffs

By Alix Martichoux, SFGATE Updated 6:41 pm PDT, Wednesday, October 9, 2019

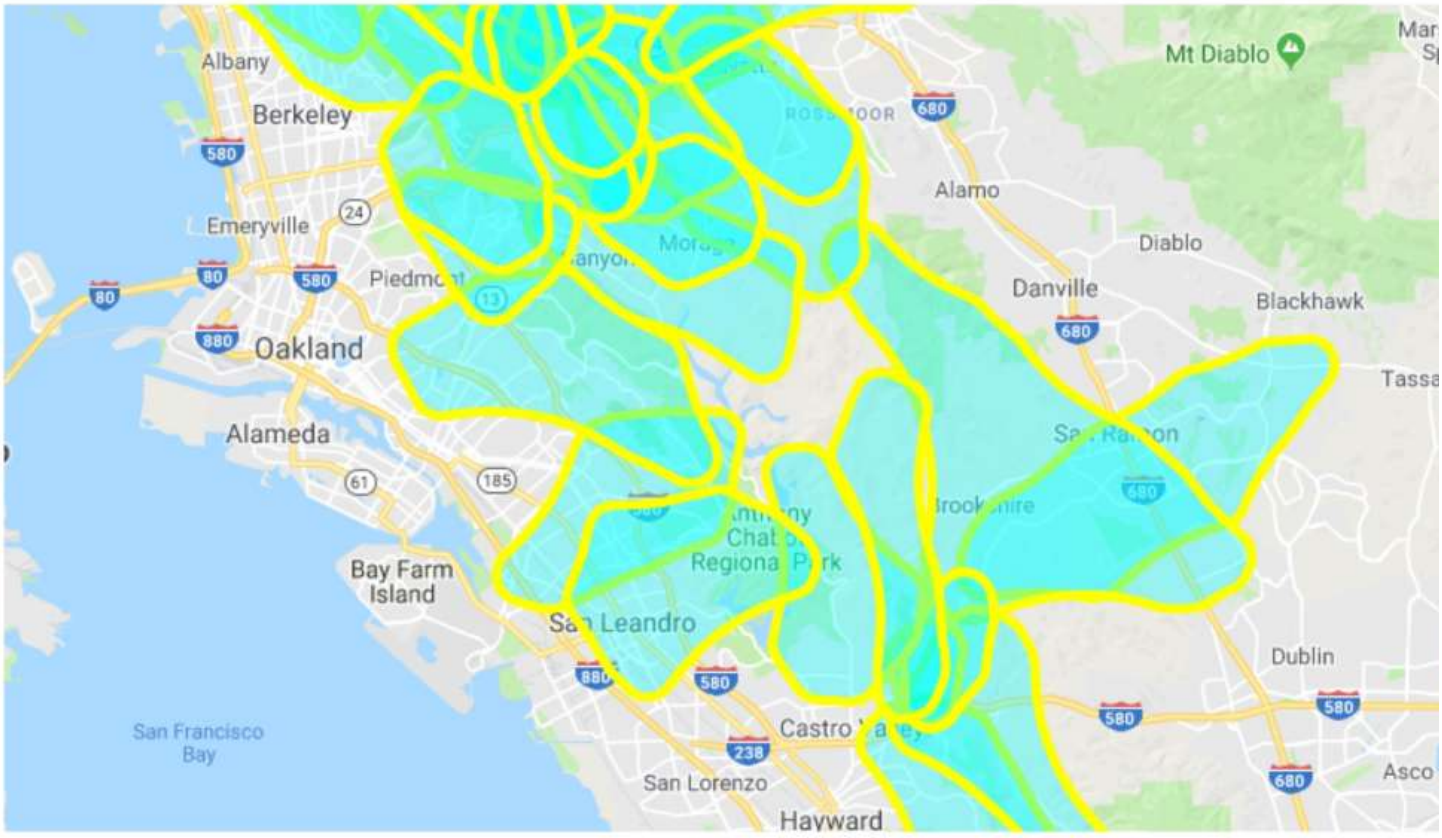


IMAGE 16 OF 34

The hills of Alameda and Contra Costa counties are also set to experience power shutoffs.

UPDATE, Oct. 9, 6:36 p.m.: With strong winds ye to kick up as of Wednesday evening, PG&E was able t restore power to 44,000 customers in the North Bay and Sierra foothills. The utility said it was still monitoring weather conditions for the East Bay and South Bay and hadn't yet decided the timing of shut-offs in those areas. Read the latest **here**.

More than 250,000 Pacific Gas & Electric customers the Bay Area will lose power starting Wednesday as t

SF GATE

BREAKING NEWS

Alerts on the biggest stories and critical updates.

You agree to our **Terms of Use**. Your information will be used as described in our **Privacy Notice**.

Enter your email address

SIGN UP

utility company plans to preemptively shut down power to mitigate wildfire risks.

On Tuesday afternoon, the utility announced will **shu off power** to 800,000 customers in Northern and Central California starting early Wednesday. PG&E said it would notify affected customers directly.

An interactive map on PG&E's website shows wide swaths of the Bay Area that will be affected by a PSPS or public safety power shutoff. See the gallery at the top of this story for a selection of areas at risk.

Looking through the affected areas, you'll notice the hilly areas of the South Bay and East Bay are especially vulnerable.

Just because an area of the map is highlighted doesn't mean the power will definitely be shut off there The map is also subject to change.

You can also zoom in and find your neighborhood on PG&E's interactive map **on its website** (thoug the website was intermittently down throughout the day). If the page loads, scroll down and find the second map.

The blue areas on this map show where PG&E has planned outages for Wednesday, Oct. 9, 2019.

The weather this week is expected to be dry and windy, which makes the risk of a catastrophic wildfir high, PG&E officials said. The utility company wants to shut off power so its electric equipment doesn start a wildfire as has happened in recent years.

The number of potential customers affected in each Bay Area county, according to PG&E, is:

- 32,613 customers in Alameda County
- 40,219 customers in Contra Costa County
- 66,289 customers in Sonoma County
- 32,124 customers in Napa County
- 14,766 customers in San Mateo County
- 38,123 customers in Santa Clara County
- 32,862 customers in Solano County
- 9,855 customers in Marin County

As of Tuesday afternoon, San Francisco County is not expected to be affected.

FULL PG&E SHUTOFF COVERAGE:

- Map shows Bay Area neighborhoods that will be without power

- PG&E map down? Here's an interactive NorCal power shutoff map that actually works

- Essentials to buy for PG&E's planned power outage

- Here's what you should (and shouldn't) do during a power outage

- When will my power turn off?

- Cal, Bay Area schools announce canceled classes, closure

- UPDATE: 2 Bay Area tunnels expected to remain open

Bay City News contributed to this report.

Alix Martichoux is an SFGate digital editor. Read her ***latest stories*** *and send her news tips at* ***alix.martichoux@sfgate.com****.*

News > Accidents and Fires

Bay Area PG&E power shutdown: what's open, what's closed and what else you need to know

By **MAGGIE ANGST** | mangst@bayareanewsgroup.com, **JOSEPH GEHA** | jgeha@bayareanewsgroup.com and **CICERO ESTRELLA** | cestrella@bayareanewsgroup.com | Bay Area News Group
PUBLISHED: October 8, 2019 at 4:26 pm | UPDATED: October 10, 2019 at 1:05 am

Click here if you're unable to view the photo gallery on your mobile device.

The power shutoff by Pacific Gas & Electric that is anticipated to affect nearly 800,000 customers in 34 California counties is impacting schools, transportation and other services.

Here are a list of schools and other public services taking action as the power outages affect the Bay Area. Closures may extend beyond the next day or two; PG&E has said it could take up to seven days to restart power.

CLICK HERE if you are having a problem viewing the video on a mobile device

SCHOOLS

Alum Rock Union School District: All 19 district schools and the district office will be closed on Thursday.

"Even though some schools may have power, the District Office will not have power and therefore cannot provide emergency support and services," Superintendent Hilaria Bauer said in a statement.

The district plans to update families by 4 p.m. Thursday whether closures will be necessary on Friday, as well.

Berkeley Unified School District: Cragmont, John Muir, Oxford, Thousand Oaks, Martin Luther King, Hopkins and Emerson fall within the areas that might be affected, but the district posted on its website Wednesday afternoon that all schools are expected to be open on Thursday.

California School for the Deaf: A spokesperson said they are anticipating the shutoff could affect their campus in Fremont around noon Wednesday. They are having a planning meeting in the morning Wednesday to figure out how to best address the issue for the roughly 225 students who live on campus. Others who live locally will be bused home or picked up by family members. The school has been communicating with families of students in preparation for the shutoffs.

Castro Valley Unified School District: Jensen Ranch, Palomares, and Proctor Elementary Schools and Canyon Middle School were closed on Wednesday, but the district said all schools would be back in session Thursday. It did say the situation was fluid and things could change depending on weather conditions.

Fremont Unified School District: With the shutoff pushed back to at least 8 p.m. in the the Fremont area, the district said it will make announcements about closures as PG&E provides it more information.

Napa Valley Unified School District: All schools in the district will be closed on Thursday.

"The district faces complex operational issues when many campuses and facilities are without power. Additionally, we want to give families ample time to make alternate arrangements, recognizing that many families will also be impacted at their homes," Superintendent Rosanna Mucetti said in a statement.

New Haven Unified School District: James Logan High School will be closed Wednesday, as it is in the anticipated shutoff zone. All other district schools are expected to be open and unaffected Wednesday, according to spokesman John Mattos. The district office may also lose power, but it shouldn't affect operations overall, he said.

Oakland Unified School District: Fruitvale, Grass Valley, Howard, Montclair, Sequoia, Elmhurst United, Rudsdale Continuation, Skyline and Sojourner Truth will be closed on Thursday. All others will be open.

The district plans to have all of its schools open on Friday. Official messages will be sent via robocall, the district's website (www.ousd.org), and Twitter, according to district spokesman John Sasaki.

Portola Valley School District: The two-school K-8 district nestled in the foothills behind Stanford University will be closed on Thursday, district officials announced.

San Leandro Unified School District: All schools will be back in session Thursday after being closed on closed on Wednesday.

West Contra Costa Unified School District: All schools remain open Thursday except for Pinole Valley High School and Kensington, Ellerhorst, Kensington, Madera and Olinda elementary schools, according to a district news release.

COLLEGES & UNIVERSITIES

CSU East Bay: Spokeswoman Kimberly Hawkins said officials are meeting about the shutoffs, as it's possible the Hayward and Concord campuses could be affected by the shutoff, but nothing is certain yet. She said they'll put the safety of students, staff, and faculty first. People looking for information from the university should check their social media channels, or the college homepage.

"We're trying to plan as much as we can given the circumstances, but since the circumstances are constantly changing, we are changing with them," Hawkins said.

Evergreen Valley College: The campus closed at noon Wednesday and will remain closed until further notice, the college announced.

Holy Names University: The Oakland college has canceled classes for Thursday.

Mills College: Classes have been canceled on Thursday.

West Valley-Mission Community College District: Saratoga and West Valley College would close down for most likely 48 hours if PG&E cuts off power between midnight and noon on Thursday. The district asks students to monitor its website (wvm.edu) for updates.

Santa Rosa Junior College: All classes, including online, have been canceled on Thursday.

UC Berkeley: All classes on Wednesday were canceled, but the campus remained opened with limited services. Just before 12:40 a.m. Thursday, the university's Office of Emergency Management tweeted that classes would also be cancelled Thursday, urging employees to contact managers and pointing to its website (news.berkeley.edu) for updates.

TRANSPORTATION

BART: Service will still be running through the areas that are expected to lose power, and agency officials said the shutoffs should not cause any disruptions to service. BART's system can pull power from areas that still have electricity to blacked-out regions, the agency says.

BART has brought in portable generators at six stations expected to lose power — Rockridge, Orinda, Lafayette, Castro Valley, West Dublin and Dublin — to run services such as fare gates, elevators and ticket machines, though officials warned that escalators may be out of service at those stations.

Caldecott Tunnel: Caltrans expects the Caldecott Tunnel to remain open. Spokesman Tony Tavares said crews were putting the finishing touches on installing emergency generators that would power the fans that keep vehicle exhaust from accumulating. The tunnel is a major thoroughfare that allows commuters to pass between between Contra Costa and Alameda counties.

Spokesman Bart Ney said the state transit agency was already in the process of ordering permanent generators for the future. "We've always known we would need backup generators," he said.

The tunnel has previously been immune from power outages because, Ney explained, it draws power from both ends, from two different counties on different parts of the electricity grid. He said this was the first time Caltrans faced the possibility of losing power from both ends.

Caltrain: Train service is not expected to be affected. Caltrain will communicate any issues through Twitter.

Santa Clara Valley Transportation Authority: The service warned riders that its buses could be delayed if traffic signals go down and cause gridlock. The agency also said in a blog post that it does not anticipate the outages will affect its light rail system, but warned, "We cannot rule that out yet."

Tom Lantos Tunnels: The major thoroughfare on Highway 1 in San Mateo County — known as the Devil's Slide Tunnels — is expected to remain open, according to Caltrans. Crews worked through the night to provide power to the tunnels.

OTHERS

Berkeley Lab: Power will be shut off after midnight and the lab will be closed Wednesday, according to its Twitter account.

East Bay MUD: The utility district has topped off reservoirs and is ensuring backup equipment is ready.

Marine Mammal Center: The ocean conservation center in Sausalito is closed until further notice. It has back-up power to keep its filters, pumps and food refrigerators running, but doesn't have the ability to accept guests.

Oakland Zoo: According to a statement: "Unfortunately, we are closed today, Wednesday October 9, due to the mandated power shut offs by PG&E. While we have generators on-hand for the needs and care of our animals, the Zoo is closed today to the public."

This article will be updated.

Tags: **California Fires**, **Wildfires**



Maggie Angst Maggie Angst covers government on the Peninsula for The Mercury News. She's a Chicago native and previously covered breaking news for the Milwaukee Journal Sentinel and education for the Island Packet in Hilton Head, S.C.

Follow Maggie Angst **@MaggieAngst**



Joseph Geha Joseph Geha is a multimedia journalist covering Fremont, Milpitas, Union City, and Newark for the Bay Area News Group. His prior work has been seen in multiple Bay Area outlets, including SF Weekly, as well as on KQED and KLIV radio. He is a graduate of California State University, East Bay (Hayward), a Fremont native and a lifelong Oakland Athletics fan.

Follow Joseph Geha **josephgeha16** Follow Joseph Geha **@josephgeha16**

Cicero Estrella Cicero Estrella is the Bay Area News Group's Entertainment and Lifestyles producer. He has worked previously as a sports, features and news reporter.

Follow Cicero Estrella **@CiceroEstrella**

SUBSCRIBE TODAY!

ALL ACCESS DIGITAL OFFER FOR JUST 99 CENTS!