



# SCHOOL & COLLEGE LEGAL SERVICES OF CALIFORNIA

*A Joint Powers Authority  
serving school and college  
districts throughout the  
state.*

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## MEMORANDUM

**To:** All Clients

**From:** Carl D. Corbin, General Counsel *CDC*

**Date:** March 12, 2021

**Re:** Ellie Austin, Kelly Maul, 2021-2022 Hourly Rates, Workshops, 2021-2022 Workshop List, Annual Parent Notice, End of the School Year Survey, and SCLS Website

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As we approach the last three months of the 2020-2021 school year, I want to thank you for allowing School and College Legal Services (“SCLS”) to assist you in addressing your legal needs especially during these interesting times!

The purpose of this memorandum is to re-introduce attorney Ellie Austin, welcome Legal Receptionist Kelly Maul, discuss the 2021-2022 hourly rates, reference the workshops for this remaining school year, discuss the 2021-2022 schedule of SCLS workshops, reference the 2021-2022 annual parent notice, let you know to be expecting an email with information on the “end of the school year” survey for SCLS, and highlight our website.

Attorney Ellie Austin

As I mentioned in my May 20, 2020, All Client Memorandum, I was pleased to announce that Ms. Austin re-joined our office in an “Of Counsel” position for the 2020-2021 school year. I am even more pleased to announce that Ms. Austin will be re-joining our office as a .50 FTE employee effective April 1, 2021. Ms. Austin has extensive knowledge regarding personnel matters and collective bargaining issues in addition to other areas of the law. Ms. Austin will continue to be available to assist clients with their legal needs.

Legal Receptionist Kelly Maul

I am pleased to announce that Kelly Maul will be joining our office as our Legal Receptionist on March 29, 2021. Ms. Maul has most recently worked at Cotati-Rohnert Park Unified School District in the Student Services Department so she has extensive practical experience regarding student matters. Please be sure to welcome Ms. Maul when you next interact with her!



### 2021-2022 Hourly Rates

Thank you to our existing “retainer” clients for purchasing retainer hours for the 2020-2021 school year. Following a meeting of our Joint Powers of Authority Board on March 11, 2021, the Board directed a \$10 per hour increase in our hourly rates. This means for the 2021-2022 school year our hourly retainer rate will be \$270. Similarly, our non-retainer “billable” rate will be increasing from \$280 per hour to \$290 per hour. We continue to believe that our office of skilled attorneys provides highly effective legal services with an efficient cost structure.

You will be receiving in the next couple of weeks via U.S. mail an agreement for services from SCLS for the 2021-2022 school year. For retainer clients, you are asked to select the number of hours you would like to purchase for the 2021-2022 school year. I know this can be a complicated issue. Please contact me if you would like to discuss this matter in more depth in order for you to make the best informed decision for your educational institution.

For our “billable” clients, you will also be receiving via U.S. mail an agreement for services from SCLS for the 2021-2022 school year. Please contact me if you have any questions.

### Remaining Workshops for the 2020-2021 School Years

We have the following workshops (presented via Zoom) scheduled for the remainder of this school year:

1. March 12, 2021 4:00 p.m. – Brown Act, Ethics, and Conflicts of Interest (K-12/CCD)
2. March 16, 2021 9:00 a.m. – Public Contracting (K-12/CCD)
3. March 30, 2021 9:00 a.m. – Collective Bargaining: Everything District Negotiators Need to Know for the 2020-2021 School Year (K-12/CCD)
4. April 6, 2021 9:00 a.m. – Student Discipline Including Special Education (K-12)
5. April 7, 2021 9:00 a.m. – Legally Defensible Assessments (K-12)
6. April 14, 2021 9:00 a.m. – Employee Health Leave Rights and Employer Responsibilities (K-12/CCD)
7. April 28, 2021 9:00 a.m. – Special Education for New Site Administrators (K-12)
8. May 5, 2021 9:00 a.m. – Sexual Harassment and Abusive Conduct Prevention Training (K-12/CCD)
9. May 12, 2021 10:00 a.m. – Confidentiality and Record Retention/Destruction 101 (K-12/CCD)
10. May 19, 2021 9:00 a.m. – Special Education Hot Topics (K-12)

You can register for any of these workshops by calling our office or by going to our website (<https://sclscal.org/>).

### Workshops

The mission of SCLS is not only to assist our clients in resolving legal issues that arise, but to also assist our clients in avoiding legal issues entirely. SCLS has a strong preventative law focus which we address through various methods to include our workshops. Our multi-client workshop rates are very cost effective with a two-hour workshop at \$30 per participant and a three-hour workshop at \$45 per participant for workshops located in Santa Rosa. Our rates are only slightly increased for any workshops we offer in-person in Eureka to account for travel



costs. All workshops include extensive reference materials. I believe the quality and cost of SCLS workshops are unmatched in the area of preventative law.

We are in the process of developing our multi-client workshop schedule for the 2021-2022 school year and plan to have the schedule provided to you by the end of April/beginning of May 2021 to assist with your professional development planning for the next school year. At this time, we are planning to offer our workshops via Zoom for at least the initial workshops and we are exploring having workshops presented later during the school year via a hybrid model (in-person and Zoom) depending on the conditions next school year related to COVID-19 issues.

Please contact me if you have any suggestions regarding potential workshop topics.

#### 2021-2022 Annual Parent Notice

Please be on the lookout for our forthcoming Legal Update with an updated Annual Parent Notice. We anticipate this Legal Update will be issued by April 15, 2021, with an English and Spanish version.

#### End of the School Year Survey

Also, please be on the lookout for an email at the beginning of May 2021 to a link to complete our annual “end of the school year” SCLS survey. This short online survey is designed to obtain your thoughts and ideas on how our office can best address your legal needs.

#### Website

In reviewing the previous “end of the school year” SCLS survey, many of our clients are not regularly accessing our website. When you have the chance, I encourage you to visit our website. Changes to the website should allow clients to quickly search for and obtain previously published Legal Updates from the last four years. (Copies of legal updates older than four years can be obtained by contacting our office.) Please register at <https://sclscal.org/register/> to obtain a user name and password to access and search our library of Legal Updates. Our workshop list is also updated and maintained on the website. Clients can also register for workshops through our website.

On behalf of all of the attorneys at SCLS we thank you for your continued support of our joint powers authority public law organization!