

AGENDA FOR THE MEETING OF THE GOVERNING BOARD OF  
THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
August 12, 2014

**Goal Setting Session: 4 pm-6 pm**

Reconvene immediately following the 6:00 pm meeting of the  
Sierra County Board of Education  
Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118

**This meeting will NOT be available for videoconferencing.**

*Any individual who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.*

*Public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting, will be made available at Sierra-Plumas Joint Unified School District, 109 Beckwith Road, Room 3, Loyalton, CA, 96118, and posted with the online agenda at <http://www.sierracountyofficeofeducation.org> (Government Code 54957.5)*

A. CALL TO ORDER

(Please be advised that this meeting will be recorded.)

B. ROLL CALL

C. APPROVAL OF AGENDA

D. DISCUSSION:

1. Goals for 2014-15 School Year

6 PM - ADJOURN TO SIERRA COUNTY OFFICE OF EDUCATION MEETING

E. RECONVENE

F. INFORMATION/DISCUSSION ITEMS

1. Correspondence
2. Superintendent's Report
  - a. Facilities Report
  - b. Distance Learning
  - c. Start of School Update
  - d. Inter-District Attendance Agreements as follows: (under separate cover)\*\*

New/Renewal	School Year:	Grade Entering	District of Residence	Receiving District
New	2014-15	6	Sierra	Tahoe Truckee

3. Business Report
  - a. Board Report-Expenditures by Object 07/01/13 to 6/30/14\*\*
  - b. Board Report-Expenditures by Object 7/1/14 to 7/31/14\*\*
4. Staff Reports (5 minutes)
5. SPTA Report (5 minutes)

6. Board Members' Report (5 minutes)
7. Public Comment –This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)
  - a. Current location
  - b. Videoconference location

G. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held June 18, 2014\*\*
2. Approval of the minutes of the Special Board meeting held July 10, 2014\*\*
3. Approval of the bill warrants for the month of June 2014\*\*
4. Approval of the bill warrants for the month of July 2014\*\*
5. Authorization to Submit Ag Career Tech Education Incentive Grant
6. Approval of assignment of Augustine Corcoran to 2014-2015 Varsity Girls Volleyball Coach, Downieville School
7. Approval of assignment of Augustine Corcoran to 2014-2015 Varsity Boys Basketball Coach, Downieville School
8. Approval of assignment to teach core subjects outside of credential area for 2014-2015 school year:

Teacher	Site	Subject/Grade	Sections	EC § Section
Meschery, M	LHS	English 9,10	4	44263
Griffin, C	LHS	PE, 9-12	2	44865
Nunes, J	LHS	Social Science, 9-12	4	44865
Nunes, J	LHS	Social Science, 7-8	2	44258.3
Fisher, M	LHS	Earth Science, 9-10	1	44865
Fisher, M	LHS	PE, 7-8	2	44258.3
Corcoran, A	DVL	Spanish 9-12	1	44865
Corcoran, A	DVL	PE, 9-12	1	44865
Tassone, S	DVL	Biology, 9-12	1	44865
Tassone, S	DVL	Math, 9-12	1	44865
Tassone, S	DVL	Math, 7-12	1	44258.3

H. ACTION ITEMS

1. Unfinished Business and General Orders

- 1415-01 Approval of Revision to Lead Teacher Job Description\*\* (Grant)
- 1415-02 Approval of Board Policy and/or Administrative Regulation 1312.3, Uniform Complaint Procedures, revision\*

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- 1415-03 Approval of Board Policy and/or Administrative Regulation 1312.4, Williams Uniform Complaint Procedures, revision\*
- 1415-04 Approval of Board Policy and/or Administrative Regulation 5131.2, Bullying, revision\*
- 1415-05 Approval of Board Policy and/or Administrative Regulation 5145.7, Sexual Harassment, revision\*
- 2. New Business
- 1415-06 Adoption of Resolution No. 14-002, Fiscal Year End 2013-2014 Budget Revision\*\* (Asquith)
- 1415-07 Approval of Resolution No. 14-003, Resolution Amending Resolution No. 13-012 Ordering Election, Requesting County Elections To Conduct The Election, Requesting Consolidation Of The Election, And Specifications Of The Election Order\*\*(Grant)
- 1415-08 Adoption of Resolution No. 14-004, Local Reserves Cap\*\* (Asquith)
- 1415-09 Adoption of Resolution No. 14-005, Authorization to Set Up Online Access and Direct Deposit Dividends for the C Bechen III Memorial Scholarship Fund (Asquith)
- 1415-010 Adoption of Resolution No. 14-006, Home-to-School Transportation\*\*
- 1415-011 Receive and Open Bids for the Sale of Surplus School District Property Located at 605 School Street, Loyalton California, APN017-082-04 (Asquith)
- 1415-012 Authorization to fill Classroom Teacher Position, Grades 4-6, 1.0 FTE, Downieville Elementary School (Grant)
- 1415-013 Authorization to hire Classroom Teacher, Grades 4-6, 1.0 FTE, Downieville Elementary School, as of August 21, 2014
- 1415-014 Authorization to hire Classroom Teacher, Sierra Pass Continuation School, 1.0 FTE, as of August 21, 2014
- 1415-015 Accept letter of resignation from Amber Baca-Sainsbury, Library Aide, 2 hours daily (.33 FTE) and Hall/Playground Supervisor 1.5 hours daily (.25 FTE), Downieville School, effective June 30, 2014(\*\*under separate cover) (Grant)
- 1415-016 Authorization to fill Library Aide position, .33 FTE, Downieville Elementary School (Grant)
- 1415-017 Authorization to fill Hall/Playground Supervisor position, .25 FTE, Downieville Elementary School (Grant)

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- 1415-018 Accept letter of resignation from Loral Colberg, Instructional Aide position, 2.25 hours daily (.375 FTE) and Instructional Aide position, 3.0 hours daily (.50 FTE) Loyalton High School, effective June 30, 2014(\*\*under separate cover) (Grant)
- 1415-019 Authorization to fill Instructional Aide position, .375 FTE, Loyalton High School serving grades 7-8, funded by Title 1 (Grant)
- 1415-020 Authorization to fill Instructional Aide position, .50 FTE, Loyalton High School serving grades 7-12, funded by ELL (Grant)
- 1415-021 Accept letter of resignation from Rachel Guffin, Instructional Aide position, 1.75 hours daily (.291 FTE) and Instructional Aide position, 1.5 hours daily, Downieville School, effective July 16, 2014(\*\*under separate cover) (Grant)
- 1415-022 Authorization to fill Instructional Aide position, .291 FTE, Downieville Elementary School, serving K-6 grades, funded by Title 1 (Grant)
- 1415-023 Authorization to fill Instructional Aide position, .25 FTE, Downieville Elementary School, serving grades 7-12, funded by ELL (Grant)
- 1415-024 Approval of 2014-2015 Certificated Substitute List\*\* (Grant)
- 1415-025 Approval of Alternative Education Teacher job description No. 207.91\*\* (Grant)
- 1415-026 Approval of Declaration of Need for Fully Qualified Educators for the 2014-2015 school year\*\* (Grant)
- 1415-027 Approval of 2014-15 Professional Development Days, up to 3 Staff Development Activities, Certificated Staff, per Certificated Collective Bargaining Unit (Grant)
- 1415-028 Determination per P.C.C. 22050 that an Emergency No Longer Exists Regarding the July 10, 2014 Agenda Item 1314-260, Emergency Item, LHS Paving Change Orders (Grant)
- 1415-029 Authorization for Superintendent to Enter into an Agreement with Washoe County Schools for Out of State Tuition Agreement\*\* (Asquith)
- 1415-030 Authorization for Superintendent to enter into an agreement with County of Sierra to provide parking base for school buses at Loyalton High School\*\* (Grant)
- 1415-031 Authorization for Superintendent to enter into an agreement with Richard Griffin Construction to install electrical hookups for school buses at Loyalton High School\*\* (Grant)
- 1415-032 Authorization for Superintendent to enter into an agreement with Current Electric to install walkway snow mats at Loyalton Elementary School\*\*
- 1415-033 Authorization for Superintendent to Enter into an Agreement with Osburn's Paving & Snow Removal to repair Loyalton Elementary School Playground Area\*\* (Grant)

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- 1415-034 Approval of Common Core State Standards Plan\*\*
- 1415-035 Authorization for Superintendent to Enter into an Agreement with Capitol Advisor's Group, LLC\*\* (Grant)
- 1415-036 Authorization for Superintendent to Enter into an Agreement with Forest View Screening for the purpose of Drug/Alcohol Testing Services\*\* (Grant)
- 1415-037 Authorization for Superintendent to Enter into an Agreement with James Marta & Company, LLP\*\* (Grant)

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- 1415-038 Approval of Board Policy 6141.5 Advanced Placement, revision^^
- 1415-039 Approval to *Delete* Administrative Regulation , 6141.5 Advanced Placement^^
- 1415-040 Approval of Board Policy 6142.92, Mathematics Instruction, revision^^
- 1415-041 Approval of Board Policy 6151, Class Size, revision^^
- 1415-042 Approval to *Delete* Administrative Regulation 6151, Class Size^^
- 1415-043 Approval of Board Policy 6162.5, Student Assessment, revision^^
- 1415-044 Approval of Board Policy 6162.54, Test Integrity/Test Preparation, revision^^
- 1415-045 Approval of Board Policy 6163.1, Library Media Centers, revision^^
- 1415-046 Approval of Board Policy and Administrative Regulation 6184, Continuation Education, revision^^

I. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on September 9, 2014, at Downieville School, Downieville, CA, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm.
- 2. Suggested Agenda items
  - a.

J. ADJOURNMENT



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Dr. Merrill M. Grant, Superintendent

\*\*enclosed

\*handout

^^County agenda backup

Balances through June						Fiscal Year 2013/14
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	1,387,062.00	1,399,221.00		1,403,510.56	4,289.56-
1120	Certificated Substitutes	41,028.00	44,190.00		35,010.00	9,180.00
1300	Certificated Superv/Admin Sala	232,629.00	238,706.00		243,334.22	4,628.22-
1310	Teacher In Charge/Head Teacher	16,000.00	16,000.00		14,000.00	2,000.00
1900	Other Certificated Salaries	13,323.00	10,633.00		10,881.99	248.99-
	<b>Total for Object 1000</b>	<b>1,690,042.00</b>	<b>1,708,750.00</b>	<b>.00</b>	<b>1,706,736.77</b>	<b>2,013.23</b>
2100	Instructional Aides Salaries	164,218.00	127,148.00		133,957.06	6,809.06-
2200	Classified Support Salaries	224,875.00	255,930.00		254,685.48	1,244.52
2220	Classified Support Substitute	13,810.00	15,331.00		14,241.19	1,089.81
2300	Classified Sup/Admin Salaries	2,160.00	3,150.00		1,485.00	1,665.00
2400	Clerical & Office Salaries	231,727.00	241,984.00		238,522.29	3,461.71
2900	Other Classified Salaries	22,884.00	22,850.00		23,498.40	648.40-
	<b>Total for Object 2000</b>	<b>659,674.00</b>	<b>666,393.00</b>	<b>.00</b>	<b>666,389.42</b>	<b>3.58</b>
3101	State Teachers Retirement Syst	133,345.00	133,066.00		132,957.03	108.97
3102	State Teachers Retirement Syst	825.00	184.00		178.84	5.16
3201	Public Employees Retirement Sy	6,248.00	6,025.00		6,339.21	314.21-
3202	Public Employees Retirement Sy	68,286.00	62,069.00		62,132.71	63.71-
3212	Pers Pickup-Classified Employe	9,156.00	8,483.00		8,254.46	228.54
3311	OASDI-Certificated Positions	3,240.00	3,514.00		3,951.18	437.18-
3312	OASDI-Classified Positions	39,565.00	39,967.00		40,356.87	389.87-
3321	Medicare-Certificated Position	24,434.00	22,220.00		22,948.21	728.21-
3322	Medicare-Classified Positions	9,416.00	9,400.00		9,491.22	91.22-
3401	Health & Welfare -Certificated	406,791.00	381,637.00		381,637.64	.64-
3402	Health & Welfare-Classified Po	148,031.00	159,044.00		158,540.18	503.82
3501	State Unemployment Insurance-C	906.00	2,834.00		1,779.70	1,054.30
3502	State Unemployment Insurance-	328.00	1,930.00		1,868.41	61.59
3601	Workers' Compensation Insuranc	99,121.00	90,688.00		93,401.26	2,713.26-
3602	Workers' Compensation Insuranc	36,748.00	36,702.00		37,048.79	346.79-
3701	Retiree Benefits Cert.	121,500.00			49,047.01	49,047.01-
3702	Retiree Benefits Class				22,909.39	22,909.39-
3901	Other Benefits, Certificated P	419.00	116,888.00		13,401.62	103,486.38
3902	Other Benefits, Classified Pos				27,323.92	27,323.92-
	<b>Total for Object 3000</b>	<b>1,108,359.00</b>	<b>1,074,651.00</b>	<b>.00</b>	<b>1,073,567.65</b>	<b>1,083.35</b>
4100	Textbooks	13,579.00	106,024.00		44,272.02	61,751.98
4200	Books Other Than Textbooks				2,630.96	2,630.96-

Balances through June						Fiscal Year 2013/14
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
4300	Materials and Supplies	93,128.00	113,749.00		110,055.63	3,693.37
4350	Vehicle Maint. M&S	9,766.00	9,766.00		3,578.98	6,187.02
4400	Non-Capital Equipment (Up to \$		13,360.00		11,071.72	2,288.28
	<b>Total for Object 4000</b>	<b>116,473.00</b>	<b>242,899.00</b>	<b>.00</b>	<b>171,609.31</b>	<b>71,289.69</b>
5100	Subagreement for Services	601,532.00	601,532.00		601,949.57	417.57-
5200	Travel & Conferences	42,563.00	53,972.00		38,699.92	15,272.08
5300	Dues & Membership	5,447.00	8,828.00		8,683.14	144.86
5400	Insurance-Fire, liability, etc	52,000.00	52,000.00		47,105.88	4,894.12
5510	Power	84,845.00	80,088.00		80,571.54	483.54-
5520	Garbage	13,563.00	12,813.00		6,434.71	6,378.29
5530	Water	52,850.00	52,850.00		60,506.09	7,656.09-
5540	Propane	67,375.00	66,500.00		48,425.77	18,074.23
5590	Miscellaneous Utilities	15,500.00	15,500.00		11,804.65	3,695.35
5600	Rentals, Leases & Repairs	28,650.00	33,300.00		33,123.81	176.19
5710	Direct Costs for Transfer of S					.00
5800	Services & Operating Expense	5,000.00	5,000.00		1,820.00	3,180.00
5810	Legal Expenses	10,000.00	10,000.00		1,018.00	8,982.00
5812	Board Election Expense	1,239.00	1,239.00			1,239.00
5840	Audit Expense	13,500.00	13,500.00		18,000.00	4,500.00-
5860	Solid Waste Tax	14,561.00	13,761.00		7,314.61	6,446.39
5870	Property Tax - Pliocene Mobil	328.00				.00
5890	Miscellaneous Contracts/Servic	404,476.00	347,217.00		356,232.49	9,015.49-
5899	SCOE Interagency Reimburse				1,716.36	1,716.36-
5900	Communications	3,250.00	3,250.00		3,239.80	10.20
5910	Telephone-Monthly Service	16,991.00	16,502.00		5,794.90	10,707.10
5920	T Lines	4,800.00	4,800.00		221.77-	5,021.77
5990	Other Communications	225.00	225.00		213.23	11.77
	<b>Total for Object 5000</b>	<b>1,438,695.00</b>	<b>1,392,877.00</b>	<b>.00</b>	<b>1,332,432.70</b>	<b>60,444.30</b>
6200	BUILDING & IMPROVEMENT OF BUIL	100,000.00	130,450.00		38,753.02	91,696.98
6400	Equipment	21,000.00	21,000.00			21,000.00
6500	Equipment Replacement		25,200.00		11,009.69	14,190.31
	<b>Total for Object 6000</b>	<b>121,000.00</b>	<b>176,650.00</b>	<b>.00</b>	<b>49,762.71</b>	<b>126,887.29</b>
7142	Other Tuition, Excess Cost, an	27,125.00	600.00		587.96	12.04
7310	Direct Support/Indirect Costs					.00
7613	Transfer to State Sch Bldg Fun	376,834.00				.00

Balances through June						Fiscal Year 2013/14
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
7616	Trans fr Gen Fund to Cafeteria	76,474.00	82,273.00		60,851.06	21,421.94
7619	Other Interfund Transfers Out		87,600.00		87,600.00	.00
	<b>Total for Object 7000</b>	<b>480,433.00</b>	<b>170,473.00</b>	<b>.00</b>	<b>149,039.02</b>	<b>21,433.98</b>
	<b>Total for Expense accounts</b>	<b>5,614,676.00</b>	<b>5,432,693.00</b>	<b>.00</b>	<b>5,149,537.58</b>	<b>283,155.42</b>
	<b>Total for Org 006, Fund 01 and Expense accounts</b>	<b>5,614,676.00</b>	<b>5,432,693.00</b>	<b>.00</b>	<b>5,149,537.58</b>	<b>283,155.42</b>



Balances through July						Fiscal Year 2014/15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	1,466,064.00	1,466,064.00	1,333,585.70	3,944.86	128,533.44
1120	Certificated Substitutes	43,027.00	43,027.00			43,027.00
1300	Certificated Superv/Admin Sala	220,448.00	220,448.00	202,077.48	18,370.68	.16-
1310	Teacher In Charge/Head Teacher	35,997.00	35,997.00	10,000.00		25,997.00
	<b>Total for Object 1000</b>	<b>1,765,536.00</b>	<b>1,765,536.00</b>	<b>1,545,663.18</b>	<b>22,315.54</b>	<b>197,557.28</b>
2100	Instructional Aides Salaries	151,574.00	151,574.00	125,717.62	33.24	25,823.14
2200	Classified Support Salaries	300,625.00	300,625.00	217,713.77	18,191.04	64,720.19
2220	Classified Support Substitute	17,225.00	17,225.00		5,972.72	11,252.28
2300	Classified Sup/Admin Salaries	2,160.00	2,160.00		90.00	2,070.00
2400	Clerical & Office Salaries	203,224.00	203,224.00	193,032.85	10,192.17	1.02-
2900	Other Classified Salaries	26,579.00	26,579.00	22,169.32	18.92	4,390.76
	<b>Total for Object 2000</b>	<b>701,387.00</b>	<b>701,387.00</b>	<b>558,633.56</b>	<b>34,498.09</b>	<b>108,255.35</b>
3101	State Teachers Retirement Syst	160,844.00	160,844.00	130,841.72	1,892.83	28,109.45
3102	State Teachers Retirement Syst	3,101.00	3,101.00	499.60		2,601.40
3201	Public Employees Retirement Sy	6,170.00	6,170.00	6,170.90		.90-
3202	Public Employees Retirement Sy	65,239.00	65,239.00	55,672.07	3,342.09	6,224.84
3212	Pers Pickup-Classified Employe	5,375.00	5,375.00	5,115.55	259.56	.11-
3311	OASDI-Certificated Positions	6,004.00	6,004.00	2,963.50		3,040.50
3312	OASDI-Classified Positions	42,435.00	42,435.00	33,698.03	2,086.26	6,650.71
3321	Medicare-Certificated Position	25,137.00	25,137.00	20,378.39	300.49	4,458.12
3322	Medicare-Classified Positions	10,027.00	10,027.00	7,965.83	489.22	1,571.95
3401	Health & Welfare -Certificated	409,853.00	409,853.00	376,364.46	2,133.74	31,354.80
3402	Health & Welfare-Classified Po	147,363.00	147,363.00	137,390.33	9,973.59	.92-
3501	State Unemployment Insurance-C	936.00	936.00	772.99	11.16	151.85
3502	State Unemployment Insurance-	350.00	350.00	279.29	17.24	53.47
3601	Workers' Compensation Insuranc	102,049.00	102,049.00	78,818.71	1,161.17	22,069.12
3602	Workers' Compensation Insuranc	39,117.00	39,117.00	29,364.37	1,803.46	7,949.17
3701	Retiree Benefits Cert.	13,884.00	13,884.00			13,884.00
3901	Other Benefits, Certificated P	108,954.00	108,954.00	1,219.88	1,219.88	106,514.24
3902	Other Benefits, Classified Pos			3,451.76	3,451.76	6,903.52-
	<b>Total for Object 3000</b>	<b>1,146,838.00</b>	<b>1,146,838.00</b>	<b>890,967.38</b>	<b>28,142.45</b>	<b>227,728.17</b>
4100	Textbooks	85,800.00	85,800.00	2,778.40		83,021.60
4300	Materials and Supplies	111,447.00	111,447.00	56,666.08	2,216.67	52,564.25
4350	Vehicle Maint. M&S	24,766.00	24,766.00	2,315.62		22,450.38
4400	Non-Capital Equipment (Up to \$	3,816.00	3,816.00	5,731.99		1,915.99-

Balances through July						Fiscal Year 2014/15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
<b>Total for Object 4000</b>		<b>225,829.00</b>	<b>225,829.00</b>	<b>67,492.09</b>	<b>2,216.67</b>	<b>156,120.24</b>
5100	Subagreement for Services	176,461.00	176,461.00	151,461.16		24,999.84
5200	Travel & Conferences	48,311.00	48,311.00	8,888.74	262.53	39,159.73
5300	Dues & Membership	9,838.00	9,838.00	3,003.00	2,772.50	4,062.50
5400	Insurance-Fire, liability, etc	55,080.00	55,080.00		46,188.20	8,891.80
5510	Power	88,519.00	88,519.00	81,720.43	1,178.57	5,620.00
5520	Garbage	12,813.00	12,813.00	7,020.00		5,793.00
5530	Water	64,350.00	64,350.00	60,000.00	129.40-	4,479.40
5540	Propane	66,500.00	66,500.00	51,678.85	321.15	14,500.00
5590	Miscellaneous Utilities	15,500.00	15,500.00	15,000.00		500.00
5600	Rentals, Leases & Repairs	74,400.00	74,400.00	60,950.74	1,881.84	11,567.42
5800	Services & Operating Expense	3,000.00	3,000.00	1,800.00		1,200.00
5810	Legal Expenses	10,000.00	10,000.00	1,000.00		9,000.00
5812	Board Election Expense	1,239.00	1,239.00			1,239.00
5840	Audit Expense	13,500.00	13,500.00	13,700.00		200.00-
5860	Solid Waste Tax	13,761.00	13,761.00	10,900.00		2,861.00
5890	Miscellaneous Contracts/Servic	272,057.00	272,057.00	241,708.69	4,706.00	25,642.31
5899	SCOE Interagency Reimburse			13,009.39	4,051.94	17,061.33-
5900	Communications	3,550.00	3,550.00	1,278.25		2,271.75
5910	Telephone-Monthly Service	16,502.00	16,502.00	7,397.08	227.92	8,877.00
5920	T Lines	4,800.00	4,800.00			4,800.00
5990	Other Communications	225.00	225.00	226.99		1.99-
<b>Total for Object 5000</b>		<b>950,406.00</b>	<b>950,406.00</b>	<b>730,743.32</b>	<b>61,461.25</b>	<b>158,201.43</b>
6200	BUILDING & IMPROVEMENT OF BUIL	91,450.00	91,450.00			91,450.00
6400	Equipment	57,053.00	57,053.00	30,883.08		26,169.92
6500	Equipment Replacement	119,450.00	119,450.00			119,450.00
<b>Total for Object 6000</b>		<b>267,953.00</b>	<b>267,953.00</b>	<b>30,883.08</b>	<b>.00</b>	<b>237,069.92</b>
7142	Other Tuition, Excess Cost, an	80,000.00	80,000.00			80,000.00
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	64,218.00	64,218.00			64,218.00
7619	Other Interfund Transfers Out	81,350.00	236,350.00			236,350.00
<b>Total for Object 7000</b>		<b>225,568.00</b>	<b>380,568.00</b>	<b>.00</b>	<b>.00</b>	<b>380,568.00</b>
<b>Total for Expense accounts</b>		<b>5,283,517.00</b>	<b>5,438,517.00</b>	<b>3,824,382.61</b>	<b>148,634.00</b>	<b>1,465,500.39</b>
<b>Total for Org 006, Fund 01 and Expense accounts</b>		<b>5,283,517.00</b>	<b>5,438,517.00</b>	<b>3,824,382.61</b>	<b>148,634.00</b>	<b>1,465,500.39</b>

MINUTES FOR THE REGULAR MEETING OF THE GOVERNING BOARD OF  
THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
June 18, 2014  
Downieville School, Downieville, California

A. CALL TO ORDER

President Mike Moore called the meeting to order at 5 pm for Closed Session.

B. ROLL CALL

PRESENT: Mr. Mike Moore, President  
Mr. Tim Driscoll, Vice President  
Ms. Sharon Dryden, Clerk  
Ms. Patty Hall, Member  
Mr. Allen Wright, Member

ABSENT: None

VACANT: None

C. APPROVAL OF THE AGENDA with the following changes:  
Removal of Items 1314-245, 246, 254 and 258; these items will be brought back in August 2014  
WRIGHT/DRYDEN  
5/0

D. PUBLIC COMMENT FOR CLOSED SESSION

At this time, the meeting opens for any public comments regarding the Closed Session items.

E. Adjourn to CLOSED SESSION

Motion: DRISCOLL motioned to move into Closed Session/HALL seconded.  
5/0

The Board of Trustees and Superintendent Dr. Merrill M. Grant moved into Closed Session to discuss the following item:

1. Government Code §54957.6, Conference with Labor Negotiators  
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent  
Employee Organization: Represented Employees-Certificated

F. RETURN TO OPEN SESSION at 5:58 pm.

ADJOURN FOR SIERRA COUNTY BOARD OF EDUCATION MEETING AT 6 P.M.

RECONVENE AFTER SIERRA COUNTY BOARD OF EDUCATION MEETING at 6:44 pm.

REPORT OUT – Discussed future negotiations; no action taken.

## G. INFORMATION / DISCUSSION ITEMS

### 1. SUPERINTENDENT'S REPORT

- a. Student Activities - Dr. Grant mentioned the impressive Senior Projects from our Seniors and Graduations that reflected the individuality of each school and student.
- b. Online Learning-Staff met to discuss online programs in alternative programs and core classes in Downieville.
- c. Home-to-School Transportation – four trainees are going through bus driver training.
- d. *Education Code* Section ~~35294.6~~ 32286(b) requires each school to report in July on the status of its school safety plan in the annual school accountability report card. Dr. Grant reported that the Safety Plan is updated and revised as necessary every March. Our SARC illustrates safety practices in place.
- e. Inter-District Attendance Agreements

### 2. BUSINESS REPORT

- a. Board Report-Expenditures by Object 7/1/13 to 5/30/14
- b. Ninth Month Enrollments for the 2013-2014 School Year
- c. Correspondence from California Department of Education regarding 2013-14 Second Interim Reports

### 3. STAFF REPORTS

No Staff Reports

Mr. Augustine Corcoran, Downieville Lead Teacher, has created a draft schedule for next year.

### 4. SPTA REPORTS

Mr. Pat Doyle, Loyalton Elementary School teacher, reported that SPTA has had some discussions on Items 1314-230 through 233 on this agenda. Also, they have discussed the cheerleader coach's position stipend.

### 5. BOARD MEMBERS' REPORTS

WRIGHT and HALL attended the Downieville High graduation.

DRYDEN attended the FFA Banquet, 6<sup>th</sup> Grade Promotion, Senior Projects, and Graduation and expressed gratitude to the district and especially teachers for the success of the students.

MOORE and Dr. Grant attended the LHS graduation and expressed their praise for the graduating class.

### 6. PUBLIC COMMENT

President Moore opened the meeting for public comment at 7:05 pm.

Pat Doyle expressed his thanks and appreciation for the Board Members and Staff.

President Moore closed the meeting for public comment at 7:07 pm.

## H. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held May 13, 2014
2. Approval of the bill warrants for the month of May 2014
3. Appointment of Gina Parker to Instructional Support and Intervention Teacher position, 1.0 FTE, Loyalton Elementary, effective July 1, 2014
4. Appointment of Cheri VanDaam, Cook Manager 1, 1.0 FTE, Loyalton Elementary, effective August 18, 2014
5. Appointment of Amber Baca-Sainsbury, Instructional Aide position, Grades K-3, .83 FTE, Downieville School, effective August 25, 2014
6. Authorization for Out of State Travel/Conference for Joanne Nunes to AP Summer Institute, U. S. History (Common Core), in Latham, New York. No travel charge to District
7. Approval of Katie Campbell and Stephen Fillo as designated 2014-2015 California Interscholastic Federation representatives
8. Authorization to submit the Consolidated Application for Funding, 2014-15
9. Approval of Quarterly Report on Williams Uniform Complaints for the quarter up to June 18, 2014. It is required per Education Code 35186 section (d) *that a school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. No complaints regarding textbooks and instructional materials, teacher vacancy or misassignment or conditions of facilities were filed with Sierra-Plumas Joint Unified School District for the quarter up to June 18, 2014. No complaints regarding textbooks and instructional materials, teacher vacancy or misassignment or conditions of facilities were filed with Sierra-Plumas Joint Unified School District during the 2013-2014 school year.*
10. Appointment of 2014-2015 Extra Duty assignments  
WRIGHT/HALL  
5/0

## I. ACTION ITEMS

### 1. NEW BUSINESS

- 1314-222 Adoption of Resolution No. 13-011, Loyalton Intermediate School Disposition of School Building, with revision  
DRYDEN/DRISCOLL  
ROLL CALL VOTE: DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0

Sierra-Plumas Joint Unified School District  
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- 1314-223 Adoption of Resolution No. 13-012, Resolution Ordering Election, Requesting County Elections To Conduct The Election, Requesting Consolidation Of The Election, And Specifications Of The Election Order  
DRISCOLL/WRIGHT  
ROLL CALL VOTE: DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0
- 1314-224 Acceptance of the letter of resignation from Clara Schumacher, effective June 30, 2014, contingent on receiving the Golden Handshake Superintendent recommended approval.  
WRIGHT/DRISCOLL  
5/0
- 1314-225 Authorization to fill 1.0 FTE teaching position, Sierra Pass Continuation School  
DRISCOLL/HALL  
5/0
- 1314-226 Authorization to fill 1.0 FTE teaching position, Downieville School, grades 4-6  
WRIGHT/DRISCOLL  
5/0
- 1314-227 Authorization for Superintendent to offer employment to Derek Cooper for 1.0 FTE teaching position, effective July 1, 2014  
MOORE explained that this would be a re-employment offer effective until June 30, 2014, and that the superintendent will offer a classroom teaching position for the 2014-15 school year per EC 44956. The Superintendent is further authorized to take any other actions necessary to consummate the intent of the Board. DRYDEN amended her initial motion to read as follows:  
Authorization for Superintendent to offer re-employment to Derek Cooper for 1.0 FTE teaching position, effective July 1, 2014, the offer being in effect through June 30, 2014, and to authorize the Superintendent to take any other actions necessary to consummate this offer.  
DRYDEN/HALL  
5/0
- 1314-228 Authorization to fill .5 FTE Instructional Aide position, Grades 4-6, Downieville School  
DRYDEN/WRIGHT  
5/0
- 1314-229 Authorization to fill .675 FTE (5.4 hours per day) custodian for Loyalton Elementary School/District Office complex  
HALL/DRISCOLL  
5/0

Sierra-Plumas Joint Unified School District  
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June 18, 2014

- 1314-230 Adoption of revision to Lead Teacher Job Description will be Tabled until the August 12, 2014, meeting.
- 1314-231 Authorization  
WRIGHT moved to fill 2014-2015 Lead Teacher Extra Duty position, Loyalton Elementary School, \$1,000 per month, ten month position/HALL seconded  
5/0
- 1314-232 Appointment of Andrea White to 2014-2015 Lead Teacher position at Loyalton Elementary School  
HALL/DRISCOLL  
5/0
- 1314-233 Approval of Athletic Director Stipend, Loyalton High School  
DRISCOLL/WRIGHT  
Discussion  
MOTION WITHDRAWN due to more information needed from SPTA.
- 1314-234 Approval of Downieville School WASC Report  
WRIGHT/HALL  
5/0
- 1314-235 Authorization to Submit Request for Federal Waiver for Carl D. Perkins Career and Technical Education Improvement Act  
WRIGHT/HALL  
5/0
- 1314-236 Authorization to Enter into an Agreement between Sierra-Plumas Joint Unified School District and Merrill M. Grant, Ed.D., from July 1, 2014 through June 30, 2017 showing that Health and Welfare benefits reflect 15/85%.  
WRIGHT/HALL  
5/0
- 1314-237 Approval of Vehicle Lease Agreement with Plumas Joint Unified School District for 2014-2015 school year  
DRYDEN/HALL  
5/0
- 1314-238 Award bid for the Downieville School Exterior Painting project to McCuen Construction, Inc.  
WRIGHT/HALL  
5/0
- 1314-239 Acceptance of 2000 shares in AT&T stock from Peter Bechen towards the Bechen Scholarship  
WRIGHT/DRISCOLL  
5/0

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1314-240 Authorization for Superintendent to Enter into an Agreement with School Services of California  
WRIGHT/DRISCOLL  
5/0

1314-124 Dr. Merrill Grant reviewed the Common Core State Standards Plan Handout. There were no questions.

1314-241 Adoption of the 2014-2015 Local Control and Accountability Plan  
DRISCOLL/HALL  
5/0

1314-242 Adoption of 2014-2015 Budget and the Criteria & Standards Reports  
WRIGHT/DRISCOLL  
5/0

1314-243 Discussion of Governing Board Goals for 2014-2015  
Dr. Grant asked the Board how they wanted to formulate next year's goals. The Board requested a process similar to last year's goals that reflected the input of the teachers. The Board wishes to meet at 3 pm on August 12, 2014, in order to allow enough for goal setting and any possible Closed Session. The meeting may commence later if there is no Closed Session scheduled.

#### BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

WRIGHT/ HALL motioned to approve Items 1314-247 through 1314-253 and 255 through 257 and 259

~~1314-244 Approval of Board Policy and/or Administrative Regulation 1312.3, Uniform Complaint Procedures, revision—This item was pulled from the agenda awaiting revision from California School Boards Association.~~

~~1314-245 Approval of Board Policy and/or Administrative Regulation 1312.4, Williams Uniform Complaint Procedures, revision—This item was pulled from the agenda awaiting revision from California School Boards Association.~~

1314-246 Approval of Board Policy 3280, Sale or Lease of District-Owned Real Property, revision

1314-247 Approval of Board Policy 3513.3, Tobacco-Free Schools, revision

1314-248 Approval of Board Policy 4112.42, 4212.42, 4312.42, Drug and Alcohol Testing for School Bus Drivers, revision

1314-249 Approval of Administrative Regulation 4112.42, 4212.42, 4312.42, Drug and Alcohol Testing for School Bus Drivers, NEW

1314-250 Approval of Exhibit 4112.9, 4212.9, 4312.9, Employee Notifications, revision

1314-251 Approval of Administrative Regulation 4117.14, 4317.14, Postretirement Employment, revision



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1314-252 Approval of Administrative Regulation 4117.7, 4317.7, Employment Status Reports, revision

~~1314-253 Approval of Board Policy and/or Administrative Regulation 5131.2, Bullying, revision~~ This item was pulled from the agenda awaiting revision from California School Boards Association.

1314-254 Approval of Board Policy 5131.62, Tobacco, revision

1314-255 Approval of Administrative Regulation and Board Policy 5144.1, Suspension and Expulsion/Due Process, revision

1314-256 Approval of Exhibit 5145.6, Parental Notifications, revision

~~1314-257 Approval of Board Policy and/or Administrative Regulation 5145.7, Sexual Harassment, revision~~ This item was pulled from the agenda awaiting revision from California School Boards Association.

1314-258 Approval of Board Bylaw 9324, Minutes and Recordings, revision

#### **J. ADVANCED PLANNING**

1. There is no regularly scheduled board meeting for the month of July. The next Regular Board Meeting will be held on August 12, 2014, at Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118, beginning with Goal Setting at 3 pm or later and Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm.
2. Suggested Agenda items:
  - a. CCSS Approval
  - b. Lead Teacher Job Description
  - c. Goal Setting (early)
  - d. Athletic Director Stipend
  - e. Policies and Regulations 1312.3, 1312.4, 5121.2 and 5145.7

#### **K. ADJOURNMENT**

WRIGHT/DRISCOLL

5/0

ADJOURNED at 8:06 pm.

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Sharon Dryden, Clerk

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Dr. Merrill M. Grant, Superintendent

MINUTES  
FOR THE SPECIAL MEETING OF THE  
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
FOR THE PURPOSE OF URGENT BUSINESS ITEMS

July 10, 2014

6:00 pm

Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118

The meeting was posted for audio at 120 Galloway, Downieville, CA

*No teleconferencing was available.*

A. CALL TO ORDER

President Mike Moore called the meeting to order at 6 pm.

B. ROLL CALL

PRESENT: Mr. Mike Moore, President  
Mr. Tim Driscoll, Vice President  
Ms. Sharon Dryden, Clerk  
Ms. Patty Hall, Member (120 Galloway, Downieville, CA, )  
Mr. Allen Wright, Member

ABSENT: None (Due to technical difficulties, HALL was disconnected from the meeting at 7:12 pm)

VACANT: None

C. FLAG SALUTE

D. APPROVAL OF THE AGENDA  
DRISCOLL/WRIGHT  
5/0

E. PUBLIC COMMENT

There was no public comment

F. ACTION ITEMS

1. New Business

1314-260 Adoption of Resolution 14-001, Declaring An Emergency Which Thereby Suspends the Normal Bid Requirements, Loyalton High School Paving Project  
WRIGHT/DRISCOLL

DISCUSSION:

Dr. Grant indicated that under normal circumstances a change order of this size would mandate going out to bid to perform the changes. He asked that the Board declare an emergency situation to enable the work to continue, thereby suspending the normal bid requirement. This request is based on the following substantial evidence which Dr. Grant described as follows:

1. Excavation revealed soft, unstable base soil resulting in additional change orders.

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2. Going out to bid would result in interference with the beginning of the school year.
3. The current contractor would be forced to abandon job progress and redirect his crew elsewhere. If they won the bid, the District would then need to wait until they were again available.
4. School begins in six weeks; staff returns in five weeks.
5. Unsafe conditions for students and staff would result as ingress and egress are hampered.
6. Emergency vehicle access would be jeopardized.

Based on the substantial evidence the emergency will not permit a delay resulting from calling for bids and this Board action is necessary to respond to the emergency.

Roll Call Vote:

DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0

- 1314-261 Approval of McCuen Construction, Inc., Change Order #1A, Loyalton High School Paving Project

Mr. Kevin Nolen explained the change order details.

WRIGHT/DRISCOLL

Roll Call Vote:

DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0

- 1314-262 Approval of McCuen Construction, Inc., Change Order #2, Loyalton High School Paving Project

Mr. Kevin Nolen explained the change order.

WRIGHT/DRISCOLL

Roll Call Vote:

DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0

- 1314-263 Approval of McCuen Construction, Inc., Change Order #3A or 3B, Loyalton High School Paving Project

WRIGHT/DRISCOLL

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Mr. Kevin Nolen explained the change order.

WRIGHT AMENDED his motion to approve Change Order #3A, specifically.  
WRIGHT/DRISCOLL

Roll Call Vote:

DRISCOLL: AYE  
DRYDEN: AYE  
HALL: AYE  
MOORE: AYE  
WRIGHT: AYE  
5/0

1314-264 Approval of Addendum to Agreement between Sierra County Office of Education and Sierra-Plumas Joint Unified School District, Contract No. 2013-04C  
WRIGHT/DRISCOLL  
5/0

1314-265 Approval of 2014-2015 Budget Amendment  
DRYDEN/DRISCOLL  
5/0

Patty Hall lost connection at 7:12 pm

1314-266 Adoption of Resolution 13-011, Loyalton Intermediate School Building Disposition, Second Revision  
WRIGHT/DRISCOLL  
Roll Call Vote:

DRISCOLL: AYE  
DRYDEN: AYE  
HALL: ABSENT  
MOORE: AYE  
WRIGHT: AYE

Motion Passed by a 4/5 vote. Four Aye; One Absent

1314-267 Approval of McCuen Construction, Inc., Change Order regarding Downieville School Exterior Painting Project  
WRIGHT/DRISCOLL  
Motion Passed by a 4/5 vote. Four Aye; One Absent

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on August 12, 2014, at Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118. Time to be announced based on the need for a Goal Setting Meeting and Closed Session Meeting.
2. Suggested Agenda Items
  - a. Review Paving Project

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- b. Review Distance Learning/Master Schedule
- c. Staffing Changes

H. ADJOURN  
DRISCOLL/WRIGHT  
Motion Passed by a 4/5 vote. Four Aye; One Absent  
Adjourned at 7:26 pm.

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Dr. Merrill M. Grant, Superintendent

## Checks Dated 06/01/2014 through 06/30/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079339	06/06/2014	A & A HEATING, INC.	01-5600		1,390.00
00079340	06/06/2014	AT&T	01-5890	29.77	
			01-5899	16.13	
			01-5910	348.89	394.79
00079341	06/06/2014	B & C TRUEVALUE HOME CENTER	01-4300		216.24
00079342	06/06/2014	PENNY BERRY	01-5890		810.00
00079343	06/06/2014	SAVANNAH BURR	01-5890		118.80
00079344	06/06/2014	CALIFORNIA ASSOC. FFA ANGIE MILES, FINANCIAL SERVICE	01-4300		8.50
00079345	06/06/2014	CDW GOVERNMENT, INC	01-4300		234.97
00079346	06/06/2014	CITY OF LOYALTON	01-5530	3,901.34	
			01-5899	209.58	4,110.92
00079347	06/06/2014	THE COLLEGE BOARD	01-5890		1,025.00
00079348	06/06/2014	DEREK COOPER	01-5200		609.28
00079349	06/06/2014	EASTERN PLUMAS HEALTH CLINIC	01-5890		132.00
00079350	06/06/2014	ANN FISHER	01-5200		248.00
00079351	06/06/2014	GIRARD & EDWARDS ATTORNEYS AT LAW	01-5810		104.00
00079352	06/06/2014	GOLD COUNTRY DISTRIBUTORS	13-4700		365.78
00079353	06/06/2014	MERRILL GRANT	01-5200		1,706.88
00079354	06/06/2014	KAREN GRESS	Reissued		232.00 *
	Reissued on 06/13/2014				
00079355	06/06/2014	BARBARA JAQUEZ	Reissued		117.00 *
	Reissued on 07/08/2014				
00079356	06/06/2014	JOSTENS	01-4300		107.72
00079357	06/06/2014	JOSTENS ATTN: ACCOUNTS RECEIVABLE	01-4300		27.24
00079358	06/06/2014	K 12 MANAGEMENT INC.	01-5890		1,136.00
00079359	06/06/2014	KATHLEEN A. O'HARA KELLY	01-5890		698.13
00079360	06/06/2014	MARIAN LAVEZZOLA	01-5600		200.00
00079361	06/06/2014	LIBERTY UTILITIES	01-5510	6,578.41	
			01-5899	177.14	6,755.55
00079362	06/06/2014	MCCUEN CONSTRUCTION, INC.	40-6200	7,499.92	
			40-9515	375.00-	7,124.92
00079363	06/06/2014	MODEL DAIRY, LLC	13-4700		692.93
00079364	06/06/2014	MIKE MOORE	76-9576		554.20
00079365	06/06/2014	MOTOR ELECTRIC SERVICE	13-5600		19.46
00079366	06/06/2014	CRM GROUP	40-5890		1,400.00
00079367	06/06/2014	PACIFIC GAS & ELECTRIC COMPANY	01-5510		22.50
00079368	06/06/2014	QUILL CORPORATION	01-4300		96.72
00079369	06/06/2014	ALICIA SCHOFIELD	01-5200		243.00
00079370	06/06/2014	SIERRA COUNTY HEALTH DEPARTMENT	01-5510		289.50
00079371	06/06/2014	SIERRA VALLEY HOME CENTER	01-4300		594.61
00079372	06/06/2014	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	17,670.28	
			01-5890	2,916.65	20,586.93
00079373	06/06/2014	STAPLES CREDIT PLAN	Reissued		83.14 *
	Reissued on 06/13/2014				

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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## Checks Dated 06/01/2014 through 06/30/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079374	06/06/2014	SUBURBAN PROPANE-1483	01-5540	345.85	
			01-5899	722.86	1,068.71
00079375	06/06/2014	TERMINIX PROCESSING CENTER	01-5890		106.00
00079376	06/06/2014	THE VENETIAN RESORT HOTEL	01-5200		1,459.20
00079377	06/06/2014	TIP INC.,PRINTING & GRAPHIX	01-4300		264.45
00079378	06/06/2014	TRI COUNTY SCHOOLS INS. GR.	01-3902	2,174.37	
			01-9535	12,511.63	
			76-9576	57,940.36	72,626.36
00079379	06/06/2014	U.S. BANK	01-4300	2,022.76	
			01-5200	465.84	
			01-5510	1,588.80	
			01-5890	72.98	4,150.38
00079380	06/06/2014	US FOODSERVICE, INC.	13-4300	118.35	
			13-4700	2,546.26	2,664.61
00079381	06/06/2014	VERIZON WIRELESS	01-5910		227.96
00079382	06/06/2014	VOYAGER FLEET SYSTEMS INC.	01-4300	562.62	
			01-9210	202.22	764.84
00079383	06/06/2014	ANDREA WHITE	01-5200		232.00
00079384	06/06/2014	ALLEN WRIGHT	01-5200		21.00
00079385	06/06/2014	KAREN GRESS	01-5200		232.00
00079386	06/06/2014	STAPLES CONTRACT & COMM.	01-4300		83.14
00079387	06/24/2014	AIRGAS, USA, LLC	01-5600		89.82
00079388	06/24/2014	APPLE INC.	01-4300		436.23
00079389	06/24/2014	AT&T	01-5890	29.75	
			01-5899	15.31	
			01-5910	332.99	378.05
00079390	06/24/2014	MARGARET DAIGLE	01-5890		750.00
00079391	06/24/2014	LINDA DILTZ	13-8634		37.05
00079392	06/24/2014	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530		250.00
00079393	06/24/2014	EASTERN PLUMAS HEALTH CLINIC	01-5890		81.00
00079394	06/24/2014	KATHY FISCHER	01-5890		750.00
00079395	06/24/2014	GIRARD & EDWARDS ATTORNEYS AT LAW	01-5810		206.25
00079396	06/24/2014	SHAWNA GRAVES	13-8634		10.25
00079397	06/24/2014	GUADALUPE CABRERA	13-8634		10.90
00079398	06/24/2014	JUDY GUIDOTTI	13-8634		19.75
00079399	06/24/2014	JOSTENS	01-4300		290.46
00079400	06/24/2014	JASON KELLY	13-8634		30.25
00079401	06/24/2014	CYNTHIA LARA	13-8634		28.05
00079402	06/24/2014	LARKSPUR LANDING	01-5200		681.75
00079403	06/24/2014	LEROY MILLER	13-8634		13.70
00079404	06/24/2014	MIKE MOORE	01-5200		23.00
00079405	06/24/2014	MOUNTAIN MESSENGER	01-5890	9.00	
			40-6200	382.50	391.50
00079406	06/24/2014	MUSIC THEATRE INTERNATIONAL	01-4300		65.00
00079407	06/24/2014	JOANNE NUNES	01-5200		725.00
00079408	06/24/2014	PACIFIC GAS & ELECTRIC COMPANY	01-5510		2,795.41

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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**Checks Dated 06/01/2014 through 06/30/2014**

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079409	06/24/2014	SACRAMENTO COUNTY OFFICE OF ED/ ATTN: FINANCIAL SERVICES	01-5200		550.00
00079410	06/24/2014	SCHOOL PATHWAYS LLC	01-5800		150.00
00079411	06/24/2014	STAFF DEVELOPMENT FOR EDUCATORS	01-5200		2,134.00
00079412	06/24/2014	SIERRA BOOSTER	01-5890		17.60
00079413	06/24/2014	INTERMOUNTAIN DISPOSAL, INC.	01-5520	450.00	
			01-5899	10.00	460.00
00079414	06/24/2014	SIERRA HARDWARE	01-4300		22.34
00079415	06/24/2014	SIERRA-PLUMAS JOINT UNIFIED	01-5890		275.82
00079416	06/24/2014	SIERRA MOTOR CO.,LLC	01-4350		978.54
00079417	06/24/2014	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	4,276.41	
			01-5890	625.24	4,901.65
00079418	06/24/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890		96.00
00079419	06/24/2014	SUBURBAN PROPANE-1483	01-5540		637.20
00079420	06/24/2014	U.S. BANK	01-4300	1,047.69	
			01-5890	37.99	
			01-5899	50.00	1,135.68
00079421	06/24/2014	VERIZON WIRELESS	01-5910		227.96
00079422	06/24/2014	REBECCA WOHNOUTKA	13-8634		25.00
00079423	06/24/2014	ALLEN WRIGHT	01-5200		6.72
<b>Total Number of Checks</b>				<b>85</b>	<b>156,039.29</b>

	Count	Amount
Reissue	3	432.14
Net Issue		155,607.15

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	67	84,287.44
13	Cafeteria Fund	12	3,917.73
40	Special Reserve for Capital Ou	3	8,907.42
76	Warrant/Pass Though (payroll)	2	58,494.56
Total Number of Checks		<b>82</b>	155,607.15
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>155,607.15</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



## Checks Dated 07/01/2014 through 07/31/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079424	07/08/2014	AVAYA, INC	01-5600		301.26
00079425	07/08/2014	CALIFORNIA SCHOOL BOARD ASSOCIC/O WESTAMERICA BANK	01-5300	2,213.50	
			01-5890	1,630.00	
			01-5899	3,843.50	7,687.00
00079426	07/08/2014	CITY OF LOYALTON	01-9510		4,190.47
00079427	07/08/2014	EASTERN PLUMAS HEALTH CLINIC	01-9510		95.00
00079428	07/08/2014	FOREST VIEW SCREENING	01-5890	222.00	
			01-9510	308.00	530.00
00079429	07/08/2014	MERRILL GRANT	01-9510		274.40
00079430	07/08/2014	JUDY GUIDOTTI	01-9510		215.44
00079431	07/08/2014	MIKE HALE	01-9510		135.80
00079432	07/08/2014	K 12 MANAGEMENT INC.	01-9510		754.00
00079433	07/08/2014	MARIAN LAVEZZOLA	01-5600		200.00
00079434	07/08/2014	LIBERTY UTILITIES	01-9510		5,564.40
00079435	07/08/2014	MCCUEN CONSTRUCTION, INC.	40-6200	3,982.30	
			40-9510	56,731.14	
			40-9515	3,035.69-	57,677.75
00079436	07/08/2014	MIKE MOORE	76-9576		554.20
00079437	07/08/2014	NEVADA POWER PRODUCTS, INC	01-9510		81.59
00079438	07/08/2014	CRM GROUP	40-6200	1,400.00	
			40-9510	1,750.00	3,150.00
00079439	07/08/2014	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571		30,735.00
00079440	07/08/2014	PACIFIC GAS & ELECTRIC COMPANY	01-9510		22.68
00079441	07/08/2014	SIERRA COUNTY HEALTH DEPARTMENT	01-5510		289.50
00079442	07/08/2014	SIERRA HARDWARE	01-9510		180.31
00079443	07/08/2014	SIERRA VALLEY HOME CENTER	01-9510		1,881.01
00079444	07/08/2014	SIERRA-PLUMAS JOINT UNIFIED	01-9510		42.00
00079445	07/08/2014	SIERRA MOTOR CO.,LLC	01-9510		120.00
00079446	07/08/2014	SINGLETON AUMAN PC	01-9510		4,500.00
00079447	07/08/2014	TRI COUNTY SCHOOLS INS. GR.	01-3901	1,219.88	
			01-3902	3,451.76	
			01-5400	46,188.20	
			01-9535	13,273.36	
			76-9576	59,089.66	123,222.86
00079448	07/08/2014	BARBARA JAQUEZ	01-5890		117.00
00079449	07/23/2014	AIRGAS, USA, LLC	01-9510		92.10
00079450	07/23/2014	AT&T	01-9510		107.44
00079451	07/23/2014	AVAYA, INC	01-9510		53.16
00079452	07/23/2014	CDW GOVERNMENT, INC	01-4300		1,392.24
00079453	07/23/2014	CENTRAL SANITARY SUPPLY	01-4300	48.00	
			01-9510	552.75	600.75
00079454	07/23/2014	CITY OF LOYALTON	40-9510		745.12
00079455	07/23/2014	CSU MARITIME ACADEMY OFFICE OF ADMISSIONS	01-5200		160.00
00079456	07/23/2014	DOWNIEVILLE PUBLIC UTILITY DIS	01-9510		465.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 07/31/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079457	07/23/2014	EASTERN PLUMAS HEALTH CLINIC	01-9510		190.00
00079458	07/23/2014	GIRARD & EDWARDS ATTORNEYS AT LAW	01-9510		78.00
00079459	07/23/2014	MIKE HALE	01-5200	58.24	
			01-5890	95.00	153.24
00079460	07/23/2014	RICHARD JAQUEZ	01-4300	507.25	
			01-9510	196.00	703.25
00079461	07/23/2014	NORTHERN CA SUPERINTENDENTS	01-5300		500.00
00079462	07/23/2014	PACIFIC GAS & ELECTRIC COMPANY	01-5510		889.07
00079463	07/23/2014	NCS PEARSON,INC. POWER SCHOOL, INC.	01-5890		2,650.00
00079464	07/23/2014	ALL AMERICAN SPORTS CORP. RIDDELL/ALL AMERICAN	01-5600		1,380.58
00079465	07/23/2014	SCHOOL PATHWAYS LLC	01-5200	140.00	
			01-9510	150.00	290.00
00079466	07/23/2014	SIERRA COUNTY HEALTH DEPARTMENT	13-5890		264.00
00079467	07/23/2014	INTERMOUNTAIN DISPOSAL, INC.	01-9510		460.00
00079468	07/23/2014	STAPLES CONTRACT & COMM.	01-4300	304.16	
			01-5899	101.39	405.55
00079469	07/23/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-9510		64.00
00079470	07/23/2014	SUBURBAN PROPANE-1483	01-5540	321.15	
			01-5899	107.05	428.20
00079471	07/23/2014	TERMINIX PROCESSING CENTER	01-5890		109.00
00079472	07/23/2014	VERIZON WIRELESS	01-5910		227.92
00079473	07/23/2014	VOYAGER FLEET SYSTEMS INC.	01-9510		469.68
00079474	07/23/2014	WHITE'S SIERRA STATION, INC	01-9510		170.88
00079475	07/23/2014	ALLEN WRIGHT	01-5200		21.00
<b>Total Number of Checks</b>				<b>52</b>	<b>255,591.85</b>

## Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	46	103,376.12
13	Cafeteria Fund	1	264.00
40	Special Reserve for Capital Ou	3	61,572.87
76	Warrant/Pass Though (payroll)	3	90,378.86
Total Number of Checks		<b>52</b>	255,591.85
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>255,591.85</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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LEAD TEACHER

**DEFINITION:** Acting in behalf of a Site Administrator, the certificated classroom teacher appointed to the Lead Teacher position shall assume leadership responsibilities as deemed appropriate working directly with the District Superintendent and Site Administrator.

**EXAMPLES OF DUTIES:**

- Provides support to classroom teachers
- Administers day-to-day student discipline, control, and related corrective actions
- Arranges for certificated and classified substitutes as necessary
- Responds to emergency school and/or community situations
- Acknowledges and responds to visitors
- Consults with the District Superintendent to declare a minimum day or school closures caused by inclement weather or other emergencies
- Has authorization to sign checks as approved by the Site Administrator
- Works collaboratively with district office personnel
- Assists site administrator in developing student schedules and school calendar
- Possesses the keys to the school facility buildings
- Supervises extra-curricular activities as assigned by the Site Administrator
- Enrolls students
- Participates in collaborative meetings with the District leadership team as deemed appropriate by the District Superintendent
- Works collaboratively with the Technology Director
- Other related duties as assigned

**QUALIFICATIONS:**

- Credentialed classroom teacher currently employed in the district with three (3) or more years teaching experience
- Evidence of success in leadership roles
- Proven ability to work effectively with staff members, students and parents
- Designee (certificated person) or lead teacher must be named in writing and shall be on file in the administrator's office

First Reading/Adoption: June 14, 2011, revision June 18, 2014

Z:\job descriptions\Lead Teacher 207.27\_rev

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 14-002**

**Fiscal Year End 2013-2014 Budget Revision**

**WHEREAS**, the 2013-2014 budget was adopted June 19, 2013, and

**WHEREAS**, unanticipated income and liabilities providing changes to the budget expenditures necessitate intrafund transfers,

**WHEREAS**, it is necessary from time to time during a fiscal year to amend the Budget in accordance with Section 42600 of the California Education Code, and

**WHEREAS**, it is necessary at the close of any school year to transfer between funds to permit payment of obligations at close of year in accordance with Section 42601 of the California Education Code, and

**WHEREAS**, it is necessary from time to time during a fiscal year to use unbudgeted fund in accordance with Section 42602 and make appropriation of excess funds in accordance with Section 42610 of the California Education Code, and

**NOW, THEREFORE, BE IT RESOLVED**, that a attached year end 2013-2014 Budget Revisions is made in accordance with California Education Code 42600, 42601, 42602, and 42610.

Passed and adopted at a regular meeting of the Sierra County Office of Education Governing Board, August 12, 2014 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

VACANT:

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Sharon Dryden, Clerk

**Resolution No. 14-003**

**RESOLUTION AMENDING RESOLUTION NO. 13-012 ORDERING ELECTION,  
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,  
REQUESTING CONSOLIDATION OF THE ELECTION, AND  
SPECIFICATIONS OF THE ELECTION ORDER**

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

WHEREAS, pursuant to Education Code Section 5322, whenever a school district election is ordered, the governing board of the district or the board or officer authorized to make such designations shall, concurrently with or after the order of election, but not less than 123 days prior to the date set for the election in the case of an election for governing board members, or at least 88 days prior to the date of the election in the case of an election on a measure, including a bond measure, by resolution delivered to the county superintendent of schools and the officer conducting the election specify the date of the election and the purpose of the election;

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election;

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, pursuant to Education Code Section 5342 and Elections Code Section 10400, such election for school districts may be either completely or partially consolidated;

WHEREAS, various district, county, and statewide and other political subdivision elections have been or may be called to be held on November 4, 2014;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Governing Board/Board of Trustees of the Sierra-Plumas Joint Unified School District hereby orders an election to be called and consolidated with any and all elections also called to be held on November 4, 2014 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the school district request to the Board of Supervisors of the County of Sierra and County of Plumas to order such consolidation under Elections Code Section 10400; and

BE IT FURTHER RESOLVED AND ORDERED that said School Board hereby requests the Board of Supervisors to permit the Sierra County and Plumas County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services pursuant to Elections Code §10520; and

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Education Code Section 5322, the authority for the specifications of the election order, the governing body of the Sierra-Plumas Joint Unified School District hereby orders an election to be held with the following specifications:

The election shall be held on Tuesday, November 4, 2014;

Check the following that apply:

BE IT FURTHER RESOLVED AND ORDERED that the Sierra County and Plumas County Elections Department conduct the election for the following OFFICE/S on the November 4, 2014 ballot:

<u>SEATS OPEN</u>	<u>OFFICE TERM</u>
Trustee Area #1	2 years
Trustee Area #2	4 years
Trustee Area #4	4 years
Trustee Area #5	4 years

No election will be held if there are an insufficient number of nominees.

The qualifications of a nominee of an elective officer of the school district are as follows (i.e. a registered voter in the district, trustee area, etc.)

The Candidate's Statement of Qualifications shall be limited to 200 words and will be paid for by the ( ) district OR (X) candidate.

Date of last map change: November 2006. A current map showing the boundaries within the County of the school district and the divisions of the school district, if any, is attached.

BE IT FURTHER RESOLVED AND ORDERED that the Sierra County and Plumas County Elections Department shall conduct the election for the following MEASURE(S) to be voted on at the November 4, 2014 election: (insert 75-word ballot question here or attach, if more than one)

BE IT FURTHER RESOLVED AND ORDERED that the Sierra County and Plumas County Elections Department is requested to: [Check one of the following]

Print the attached measure text exactly as filed in the Voter's Information Pamphlet section of the Sample Ballot for the November 4, 2014 election. Cost of printing and distribution of the measure text will be paid for by the district.

Not to print the measure text in the Voter's Information Pamphlet of the Sample Ballot but send a copy to voters upon request at the cost of said district.

BE IT FURTHER RESOLVED AND ORDERED that the Sierra County and Plumas County Elections Department is ordered that in the event of a tie vote, the candidate will be selected by:

Run-off election  
 By lot

PASSED AND ADOPTED by the Sierra Plums Joint Unified School District, County of Sierra, State of California, this 12th day of August 2014, by the following vote:

AYES: DRISCOLL, DRYDEN, HALL, MOORE, WRIGHT  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE  
VACANT: NONE

\_\_\_\_\_  
Michael Moore, President and  
Chairperson of said School District Governing Board

Attested: \_\_\_\_\_  
Clerk of the S-PJUSD Governing Board

# **SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

## **RESOLUTION NO. 14-004**

### **Resolution on Local Reserves Cap**

WHEREAS, School district governing boards have the obligation to provide a quality education that is essential for an informed citizenry, a competitive economy, a fulfilling life for all students, and the foundation of our democratic society; and

WHEREAS, School district governing boards are responsible for maintaining fiscal solvency of the school systems they govern; and

WHEREAS, The Local Control Funding Formula (LCFF), based on the principle of subsidiarity, provides governing boards, working with interested stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth; and

WHEREAS, Funds for crucial services for school operations, such as payroll, classroom materials, school construction projects, technology, home-to-school transportation, deferred maintenance, etc. often require successful ongoing cash-flow management and disciplined planning, including the creation and maintenance of prudent financial reserves; and

WHEREAS, School district reserve levels, as well as their fund balances, are determined by governing boards to meet local priorities and allow districts to save for potential future expected and unexpected expenditures and for eventual economic downturns; and

WHEREAS, community funded schools (Basic Aid Districts) receive funds only twice a year and must rely on adequate reserves to manage cash flow for normal daily operations and for future purchases and unforeseen events; and

WHEREAS, the statutory minimum for school district reserves for economic uncertainties ranges from 1 to 5 percent, depending on district enrollment, and covers between one to five weeks of payroll, or less than 20 days of total cash flow; and

WHEREAS, Prudent budgeting raises expectations for school districts to establish and maintain reserves above the statutory minimum; and

WHEREAS, the governing board of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT currently maintains a reserve of approximately 25% for purposes of planned expenses, purchases such as major textbook adoptions, planned projects such as deferred maintenance, capital projects, to meet cash flow needs to allow the district to make payroll etc. during the next economic downturn and when the revenues from Proposition 30 begin to sunset as well as the lost of Forest Reserve Revenue.

WHEREAS, On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), the so-called education budget trailer bill; and

WHEREAS, SB 858, Sec. 27, requires school districts to spend their assigned and unassigned account balances down to no more than two to-three times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the



State of California makes a payment of any amount to the Public School System Stabilization Account;  
and

WHEREAS, Under SB 858 a deposit by the State of California of even \$1 to the Public School System Stabilization Account would result in school districts throughout California having to spend down billions of dollars in their reserves and ending balances; and

WHEREAS, It could take many years for the State of California to build up an adequate Public School System Stabilization Account; yet, in one year, school districts would be forced to spend down their reserves and ending balances to levels that could jeopardize fiscal solvency; and

WHEREAS, The LCFF is not fully implemented, many school districts are still funded below their 2007-08 levels, and districts cannot survive another downturn without fiscally responsible reserves; now, therefore, be it

RESOLVED, That the Sierra County Board of Education calls upon the Legislature and the Governor to repeal or substantially change the language contained in Sec. 27 of SB 858 (Chapter 32, Statutes of 2014) immediately.

APPROVED, PASSED and ADOPTED at a regular meeting of the Sierra County Board of Education held on August 12, 2014, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

VACANT: NONE

\_\_\_\_\_  
Michael Moore, President

\_\_\_\_\_  
Tim Driscoll, Vice President

\_\_\_\_\_  
Sharon Dryden, Clerk

\_\_\_\_\_  
Allen Wright, Member

\_\_\_\_\_  
Patty Hall, Member

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 14-005

Authorization to Set Up Online Access and Direct Deposit Dividends  
for the C Bechen III Memorial Scholarship Fund

WHEREAS, February 1, 2011, Exelon appointed Wells Fargo Shareowner Services as its new Transfer Agent, Registrar, Dividend Disbursing Agent and Administrator of the Dividend Reinvestment Plan; and

WHEREAS, Sierra-Plumas Joint Unified School District Business Manager had access to view the Scholarship Fund online with BNY Mellow; and

WHEREAS, Sierra-Plumas Joint Unified School District authorizes Wells Fargo Shareowner services to allow the Superintendent and Business Manager to view the C. Bechen III Memorial Scholarship Fund online, to set up direct deposit for dividends received, to request periodic financial confirmation statements and to update contact information, including Post Office box address, phone number and email address; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Board authorizes Wells Fargo Shareowner Services, effective August 12, 2014, to set up "view only" online account access and direct deposit for the C. Bechen III Memorial Scholarship Fund; and

BE IT FURTHER RESOLVED that the Superintendent or his/her designee is hereby authorized to access the account online and to receive information by telephone, fax, email, or other means of communication.

PASSED and ADOPTED at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board meeting held on August 12, 2014, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

VACANT: NONE

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SHARON DRYDEN, CLERK

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
Resolution No. 14-006  
HOME-TO-SCHOOL TRANSPORTATION FEE**

**WHEREAS**, at the Sierra-Plumas Joint Unified School District (S-PJUSD) April 10, 2007, board meeting Policies BP 3250 and AR 3250, Transportation Fees, were adopted; and

**WHEREAS**, at the S-PJUSD March 9, 2010, board meeting the Governing Board approved a three-year agreement with Sierra Transportation Co., LLC to provide home to school transportation for Downieville School students. The Governing Board amended the agreement on May 14, 2013, to extend the terms to June 30, 2016 and apply a 7.05% increase for fiscal year 2013-2014 for a sum not to exceed \$176,461.16; and

**WHEREAS**, beginning with fiscal year 2014-2015 the S-PJUSD Governing Board authorized the Superintendent to administrate home-to-school transportation services and to enter into an agreement with Plumas Unified School District to lease buses, provide bus maintenance and train District's bus drivers.

**WHEREAS**, beginning with fiscal year 2013-2014 the Home-to-School State funded transportation program was eliminated and the \$488,250 entitlement was folded into the Local Control Funding Formula; and

**WHEREAS**, the State Superintendent of Public Instruction, in cooperation with the Department of Transportation, set the maximum amount of fees that parents or guardians may be charged pupil transportation (EC Section 39807.5). The maximum allowable cost for fiscal year 2014-2015 per passenger trip is \$4.79; and

**WHEREAS**, the S-PJUSD Governing Board hereby agrees to charge transportation for fiscal year 2014-2015, at the rate not to exceed \$4.79 per passenger trip; and

**WHEREAS**, the district anticipates in-house transportation expenditures will be approximately \$190,000 and the total estimated home-to-school transportation cost for 2014-2015 school year will be \$366,461; and

**NOW, THEREFORE, BE IT RESOLVED**, the Governing Board recognizes the need to charge for home-to-school transportation for fiscal year 2014-2015 at the rate of \$0.50 per passenger trip and a daily round trip of \$1.00, amounting to approximate income of \$6,000. Rates as follows:

<b>Fee Schedule</b>	<b>Annual Cost Per One Way Trip</b>	<b>Annual Cost Round Trip</b>
1 child in family	\$90 Per Passenger Trip	\$180 Round Trip
2 children in family	\$150 Per Passenger Trip	\$300 Round Trip
3 or more children in family	\$180 Per Passenger Trip	\$360 Round Trip
10 individual rides	\$5.00	
Eligible for free bus pass	No charge	
Eligible for reduced bus pass	50% of above rates	

Passed and adopted at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board, August 12, 2014, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:  
VACANT:           NONE

\_\_\_\_\_  
Sharon Dryden, Clerk

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
2014-2015 CERTIFICATED SUBSTITUTE LIST**

LAST NAME	FIRST NAME	PHONE	ADDRESS	CREDENTIAL	SERVES
BOLLE	ROBIN		Alleghany	EMERGENCY 30 DAY SUBSTITUTE	Downieville School
BRUNS	DIANNE		Loyalton	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
BURNS	APRIL		Loyalton	CLEAR MULTIPLE SUBJECT	Loyalton
DAVIS	PAMELA		North San Juan	MULTIPLE SUBJECT	Downieville, Loyalton
DAVIS	NANCI		Sierraville	EMERGENCY 30 DAY SUBSTITUTE	Loyalton, Downieville
DONNELLY	AMBER		Loyalton	CLEAR SINGLE SUBJ BUSINESS, SPANISH	Loyalton Schools
Mon, Tues, Friday (Wed-Thurs PM)		amberjdonnelly@yahoo.com			
DOUVILLE	BARBARA		Downieville	MULTI SUBJ/LEARNING HANDICAP	Downieville School
DOUVILLE	PAUL		Downieville	CLEAR MULTIPLE SUBJECT	Downieville School
FILLO	STEPHEN		Sierra City	STANDARD SECONDARY-Industrial Arts	Downieville School
GALAN	KAREN		Downieville	CLEAR MULTIPLE SUBJECT	Downieville School
GRESS	DAROLD		Loyalton	GENERAL SECONDARY	Loyalton, Downieville
JOHNSTON	JAMES		Downieville	ELEMENTARY ED/ADMIN	Downieville School
KELLY	JOAN		Loyalton	STANDARD ELEMENTARY	Loyalton, Downieville
KENDALL	SANDRA		Sattley	MULTIPLE SUBJECT W/SUPP PE	Loyalton Grades 3-9
LOVERIDGE	BILL		Loyalton	SING SUBJ AGRICULTURE	LHS, Agriculture only
OSTROM	SIGURD		Sierra City	SINGLE SUBJ ART, P.E. w/SUPP BIOLOGY	Downieville, Loyalton Gr 7-12
PETTERSON	LAURIE		Calpine	SINGLE SUBJECT SOCIAL SCIENCE	Loyalton Schools
ROBERTS	VIRGINIA		Loyalton	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
ROBERTI	BENJAMIN		Loyalton	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
TEAGUE	ERNEST		Loyalton	STANDARD SECONDARY/ELEM	D'ville, Loyalton Tue & Thur
THOMPSON	NANCY		Loyalton	STANDARD TEACHING CREDENTIAL	Loyalton Elementary K-4



**ALTERNATIVE EDUCATION TEACHER**

DEFINITION: Under the direction of a school administrator, the Alternative Education Teacher will provide group and individual instruction in academic subjects and other selected subjects to students enrolled in the continuation school program and the independent study program to prepare students for graduation requirements and to allow students to make optimum academic progress. The teacher is responsible for teaching prescribed curriculum to students in an alternative setting in kindergarten through grades twelve (12).

EXAMPLE OF DUTIES: Duties include, but are not limited to the following:

- Teach standard course work and other general elements of the course of study to a wide range of students in age, aptitude and level of educational achievement utilizing course of study adopted by the Board of Education and specified in state law and administrative regulations
- Students may be instructed via independent study assignments, prepared classroom instruction and on-line course curriculum
- Emphasize at a secondary school level, academic achievement and career awareness
- Utilize a variety of specialized methodology in teaching and instructing students, develop relevant sequential assignments that guide and challenge pupils
- Adapt the curriculum to the needs of the students; create learning experiences consistent with the level of development and the abilities of the pupils
- Integrate technology/on-line curriculum with required course work
- Establish and maintain a cooperative and collaborative working relationship with parents, staff and administrator
- Maintain accurate student records; indicate each student's progress by report cards, transcripts, and interim progress reports
- Participate in staff-faculty meetings as well as maintain professional competence through in-service educational activities provided and supported by the District and in other professional growth activities
- Perform related duties as assigned

**KNOWLEDGE AND MINIMUM REQUIREMENTS**

Ability to:

- Provide a safe, clean classroom climate and learning experience that will further the emotional, physical, social, and academic development of the student
- Effectively communicate verbally and in writing sufficient to express ideas, thoughts, lesson material and instructions clearly to students and staff
- Make effective daily and long range instructional plans
- Motivate at-risk students and demonstrate a sensitivity to student diversity when planning classroom activities

- 
- Maintain classroom discipline and suitable classroom control; employ a variety of behavior management strategies and techniques
  - Maintain accurate records and files, record attendance, evaluate transcripts and student work assignments; enter student information data and provide reports regarding student behavior and academic progress
  - Effectively communicate with parents and school administrator to discuss students' progress
  - Plan and coordinate the work of teacher aides, volunteers or student teachers
  - Evaluate student abilities and adjust instructional techniques accordingly; cooperate with other professional staff members in assessing and helping students remediate health, social, emotional and academic challenges
  - Select and requisition books and instructional supplies; maintain required inventory records
  - Utilize technology/computer skills in report writing, reporting attendance, recording transcript/report card data and to integrate coursework from various resources to enhance curriculum
  - Assist in the supervision of pupils in out-of-classroom activities during the assigned working day

**LICENSES AND OTHER REQUIREMENTS:**

Possession of, or ability to obtain prior to employment, a valid California preliminary or clear single subject or multiple subject teaching credential and appropriate certification for teaching English Language Learners. The teacher will be NCLB-compliant and demonstrate subject matter competency in each of four academic areas (science, mathematics, social science and English) as required by law.

**EDUCATION AND EXPERIENCE:**

Any combination of experience and training that would likely provide the required knowledge and skill to perform the duties as assigned. Must provide evidence of a Bachelor's degree from an accredited college or university and teacher certification.

**WORKING CONDITIONS:**

Self-contained classroom environment.

**PHYSICAL ABILITIES:**

- Require vision to read small print to read lessons, books, computer screen and other printed matter, with or without corrective lenses
- Hearing and speaking to exchange information and provide instruction at normal room levels

- 
- Sitting or standing for extended periods of time
  - Some lifting, carrying, pushing and/or pulling, some stooping, kneeling, crouching
  - Significant dexterity of hands and fingers to use writing tools and operate computer keyboard and equipment

First Reading: August 18, 2014  
Adoption:

z:job description/Alternative Education Teacher 207.9.1  
(revised 7/21/2014)





## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2014-2015  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: SIERRA-PLUMAS JOINT UNIFIED District CDS Code: 46 70177

Name of County: SIERRA County CDS Code: 46 10462

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 / 12 / 14 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► *Enclose a copy of the board agenda item*

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2015.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>MERRILL M. GRANT, Ed.D.</u>		<u>SUPERINTENDENT</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>530 993-0828</u>	<u>530 993-1660 ext *837</u>	<u>08/12/2014</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>P O BOX 955, LOYALTON, CA 96118</u>		
<small>Mailing Address</small>		
<u>mgrant@spjUSD.org</u>		
<small>E-Mail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► *Enclose a copy of the public announcement*

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subject(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	1
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input type="checkbox"/> Resource Specialist	
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	1
Special Education	
<b>TOTAL</b>	<b>2</b>

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. Small rural district; limited staff resources

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an intern program.

USC CHICO  
\_\_\_\_\_  
\_\_\_\_\_

If no, explain why you do not participate in an intern program.

\_\_\_\_\_  
\_\_\_\_\_



**Washoe County School District**

425 East Ninth Street \* P.O. Box 30425 \* Reno, NV 89520-3425  
Phone (775) 348-0200 \* (775) 348-0304 \* [www.washoecountyschools.org](http://www.washoecountyschools.org)

Board of Trustees: Barbara Clark, President \* Barbara McLaury, Vice President \* Lisa Ruggerio, Clerk  
Dave Aiazzi \* Estela Gutierrez \* John Mayer \* Howard Rosenberg \* Pedro Martinez, Superintendent

**TUITION AGREEMENT TO ATTEND WASHOE COUNTY SCHOOL DISTRICT**

THIS TUITION AGREEMENT (the "Agreement") by and between the WASHOE COUNTY SCHOOL DISTRICT (the "WCSD") and SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT (the "Adjoining District").

**RECITALS**

**WHEREAS**, Nevada Revised Statute 392.010 authorizes a school district to admit pupils living in an adjoining State upon agreement of the parties approved by the Superintendent of Public Instruction; and

**WHEREAS**, the WCSD is able to provide educational facilities and services to pupils residing in the Adjoining District; and

**WHEREAS**, the Adjoining District is unable to economically provide such educational facilities and services to said pupils' resident within its district. As indicated by a signed variance form already approved by both districts:

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

- SERVICES PROVIDED:** The WCSD shall provide its usual educational facilities and services, except transportation, to pupils residing in the Adjoining District, for whom it is more practical to attend schools in Washoe County, Nevada, than to attend school in their school district of residence.
- PAYMENT:** The Adjoining District shall pay to the WCSD the actual per pupil costs based on average daily enrollment (ADE) for each regular education student and for each special education student residing in the Adjoining District and enrolled in the WCSD. Said payment shall be made within 30 days of receipt of an invoice from the WCSD. If additional educational services are required for the Adjoining District students and are provided by the WCSD, the Adjoining District shall pay for them when invoiced by the WCSD.
- BILLING:** The WCSD shall notify the Adjoining District upon enrollment of student(s) of the amounts due under this Agreement. Payment is due within thirty (30) days of said notice.
- TRANSPORTATION:** The WCSD does not assume any responsibility or expense for the transportation of students to and from school as a result of granting an out of district variance. Transporting students to and from school shall be the sole responsibility of the parent and they are solely responsible for any related transportation costs.
- TERM:** This Agreement shall be for a period of one year commencing on July 1, 2014, and ending on June 30, 2015. This Agreement may be renewed on an annual basis.

6. **DEFAULT:** In the event either party breaches any provision of this Agreement, the other party may terminate this Agreement upon thirty (30) days' notice.

7. **INDEMNIFICATION:** The Adjoining District will defend, indemnify and save harmless the WCSD from and against any and all liabilities, damages, costs, expenses (including any and all attorney's fees), causes of action, suits, claims, demands or judgments of any nature whatsoever arising from (1) any negligence on the part of the Adjoining District or any of its agents, contractors, servants, employees, licensees or invitees and (2) any violations of this Agreement. The WCSD will defend, indemnify and save harmless the Adjoining District from and against any and all liabilities, damages, costs, expenses (including any and all attorney's fees), causes of action, suits, claims, demands or judgment of any nature whatsoever, up to the limits set forth in NRS, Chapter 41, arising from (1) any negligence on the part of the WCSD or any of its agents, contractors, servants, employees, licensees or invitees and (2) any violations of this Agreement.

8. **NOTICES:** All notices, demands, requests, consents, approvals or other communications (for the purposes of this Section collectively called "Notices") required or permitted to be given hereunder or which are given with respect to this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, postage prepaid, addressed as follows:

TO: WCSD

Washoe County School District  
P.O. Box 30425  
425 East Ninth Street  
Reno, NV 89512-3425  
Attn: Mr. Pedro Martinez, Superintendent

TO: Adjoining District

Sierra-Plumas Joint Unified School District  
P. O. Box 955  
Loyalton, CA 96118  
Attn: Dr. Merrill Grant

or to such other address as such party shall have specified most recently by like Notice. Notice mailed as provided herein shall be deemed given on the third business day following the date so mailed.

9. **GOVERNING LAW/VENUE:** This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of Nevada applicable to agreements made and to be performed wholly within the State of Nevada. Venue shall be in Washoe County, Nevada.

10. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings, if any, with respect hereto. This Agreement may not be modified, changed or supplemented, nor may any obligations hereunder be waived, except by written instrument signed by the party to be charged or by its agent duly authorized in writing or as otherwise expressly permitted herein. The parties do not intend to confer any benefit hereunder or any person or entity other than the parties hereto.

11. **RECITALS:** The Recitals referred to herein and attached hereto are an integral part of this Agreement and are incorporated herein by this reference.

9. herein. The parties do not intend to confer any benefit hereunder or any person or entity other than the parties hereto.
10. **RECITALS:** The Recitals referred to herein and attached hereto are an integral part of this Agreement and are incorporated herein by this reference.
11. **FURTHER ASSURANCES:** The WCSD and the Adjoining District agree to do such further acts and things and to execute and deliver such additional agreements and instruments as the other may reasonably require to consummate this Agreement or any other agreement contained herein in the manner contemplated hereby.
12. **SUCCESSORS AND ASSIGNS; ASSIGNMENT:** This Agreement shall be binding upon and shall inure to the benefit of each of the parties hereto and to their respective successors. Any attempt to transfer, convey or assign this Agreement shall be null and void, and shall result in termination of this Agreement.
13. **DATE OF AGREEMENT:** The effective date of this Agreement shall be the date of execution of the Superintendent of Public Instruction.

IN WITNESS WHEREOF, the WCSD and the Adjoining District have duly executed this Agreement as of the date and year indicated herein below.

WASHOE COUNTY SCHOOL DISTRICT

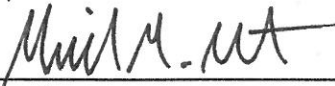
By   
Mr. Pedro Martinez, Superintendent

Date 7/31/14

ATTEST:

  
Witness Signature

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

By   
Dr. Merrill Grant, Superintendent

Date 6/5/2014

ATTEST:

  
Witness Signature

APPROVED:

NEVADA STATE DEPARTMENT OF EDUCATION

Date \_\_\_\_\_

By \_\_\_\_\_  
Mr. Dale Equiaga, Superintendent of  
Public Instruction



**Washoe County School District**

425 East Ninth Street \* P.O. Box 30425 \* Reno, NV 89520-3425  
Phone (775) 348-0200 \* (775) 348-0304 \* [www.washoecountyschools.org](http://www.washoecountyschools.org)

Board of Trustees: Barbara Clark, President \* Barbara McLaury, Vice President \* Lisa Ruggerio, Clerk  
Dave Aiazzi \* Estela Gutierrez \* John Mayer \* Howard Rosenberg \* Pedro Martinez, Superintendent

**TUITION AGREEMENT FOR WASHOE COUNTY SCHOOL DISTRICT STUDENTS TO  
ATTEND SCHOOL IN AN ADJOINING DISTRICT**

THIS TUITION AGREEMENT (the "Agreement") by and between the WASHOE COUNTY SCHOOL DISTRICT (the "WCSD") and SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT (the "Adjoining District").

**RECITALS**

**WHEREAS**, Nevada Revised Statute 392.010 authorizes a school district to admit pupils living in an adjoining State upon agreement of the parties approved by the Superintendent of Public Instruction; and

**WHEREAS**, Nevada Revised Statute 392.010 authorizes the school district pay tuition for pupils residing in the school district but who attend school in an adjoining school district within this state or in an adjoining state when the receiving district in the adjoining state adjoins the school district of Nevada residence.

**WHEREAS**, the Adjoining District is able to provide educational facilities and services to pupils resident in the WCSD as indicated by a signed variance form already approved by both districts. An approved variance form must be completed by the end of the second week of school, otherwise the WCSD will not pay tuition for students attending the Adjoining District; and

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

1. **SERVICES PROVIDED:** The Adjoining District shall provide its usual educational facilities and services, except transportation, to pupils resident in the WCSD, for whom it is more practical to attend schools in the Adjoining District than to attend school in their school district of residence.
2. **PAYMENT:** The WCSD shall pay to the Adjoining District the WCSD per pupil cost based on average daily enrollment (ADE) for each regular education student and for each special education student residing in the WCSD and enrolled in the Adjoining District. Said payment shall be made within 30 days of receipt of an invoice from the Adjoining District. If additional educational services are required for the WCSD students and are to be provided by the Adjoining District, the Adjoining District must notify the WCSD in writing at the time of approval of the variance and if agreed upon the WCSD shall pay for those services when invoiced by the Adjoining District. It should be noted that it is the responsibility of the Parent and the Adjoining District to apply for a variance on an annual basis. Failure to do so will result in non-payment.
3. **BILLING:** The WCSD shall notify the Adjoining District upon enrollment of student(s) of the amounts due under this Agreement. Payment is due within thirty (30) days of said notice.

4. **TRANSPORTATION:** The WCSD does not assume any responsibility or expense for the transportation of students to and from school as a result of granting an out of district variance. Transporting students to and from school shall be the sole responsibility of the parent and they are solely responsible for any related transportation costs.
5. **TERM:** This Agreement shall be for a period of one year commencing on July 1, 2014, and ending on June 30, 2015. This Agreement may be renewed on an annual basis.
6. **DEFAULT:** In the event either party breaches any provision of this Agreement, the other party may terminate this Agreement upon thirty (30) days' notice.
7. **INDEMNIFICATION:** The Adjoining District will defend, indemnify and hold harmless the WCSD from and against any and all liabilities, damages, costs, expenses (including any and all attorney's fees), causes of action, suits, claims, demands or judgments of any nature whatsoever arising from (1) any negligence on the part of the Adjoining District or any of its agents, contractors, servants, employees, licensees or invitees and (2) any violations of this Agreement. The WCSD will defend, indemnify and save harmless the Adjoining District from and against any and all liabilities, damages, costs, expenses (including any and all attorney's fees), causes of action, suits, claims, demands or judgment of any nature whatsoever, up to the limits set forth in NRS, Chapter 41, arising from (1) any negligence on the part of the WCSD or any of its agents, contractors, servants, employees, licensees or invitees and (2) any violations of this Agreement.
8. **NOTICES:** All notices, demands, requests, consents, approvals or other communications (for the purposes of this Section collectively called "Notices") required or permitted to be given hereunder or which are given with respect to this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, postage prepaid, addressed as follows:

TO: WCSD  
Washoe County School District  
P.O. Box 30425  
425 East Ninth Street  
Reno, NV 89512-3425  
Attn: Mr. Pedro Martinez, Superintendent

TO: Adjoining District  
Sierra-Plumas Joint Unified School District  
P.O. Box 955  
Loyalton, Ca 96118  
Attn: Dr. Merrill Grant, Superintendent

or to such other address as such party shall have specified most recently by like Notice. Notice mailed as provided herein shall be deemed given on the third business day following the date so mailed.

9. **GOVERNING LAW/VENUE:** This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of Nevada applicable to agreements made and to be performed wholly within the State of Nevada. Venue will be Washoe County, Nevada.

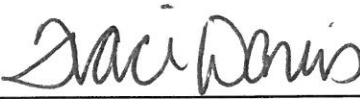
**ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings, if any, with respect hereto. This Agreement may not be modified, changed or supplemented, nor may any obligations hereunder be waived, except by written instrument signed by the party to be charged or by its agent duly authorized in writing or as otherwise expressly permitted



9. herein. The parties do not intend to confer any benefit hereunder or any person or entity other than the parties hereto.
10. **RECITALS:** The Recitals referred to herein and attached hereto are an integral part of this Agreement and are incorporated herein by this reference.
11. **FURTHER ASSURANCES:** The WCSD and the Adjoining District agree to do such further acts and things and to execute and deliver such additional agreements and instruments as the other may reasonably require to consummate this Agreement or any other agreement contained herein in the manner contemplated hereby.
12. **SUCCESSORS AND ASSIGNS; ASSIGNMENT:** This Agreement shall be binding upon and shall inure to the benefit of each of the parties hereto and to their respective successors. Any attempt to transfer, convey or assign this Agreement shall be null and void, and shall result in termination of this Agreement.
13. **DATE OF AGREEMENT:** The effective date of this Agreement shall be the date of execution of the Superintendent of Public Instruction.

IN WITNESS WHEREOF, the WCSD and the Adjoining District have duly executed this Agreement as of the date and year indicated herein below.

WASHOE COUNTY SCHOOL DISTRICT

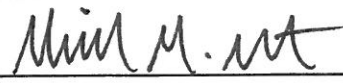
By   
Mr. Pedro Martinez, Superintendent

Date 7/31/14

ATTEST:

  
Witness Signature

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

By   
Dr. Merrill Grant, Superintendent

Date 6/5/2014

ATTEST:

  
Witness Signature

APPROVED:

NEVADA STATE DEPARTMENT OF EDUCATION

Date \_\_\_\_\_

By \_\_\_\_\_  
Mr. Dale Equiaga, Superintendent of Public Instruction

WORK ITEM	UNIT	QTY	PRICE	AMOUNT
<b>Sub Excavation Haul off</b>				\$ -
Backhoe Hours	HR	10	\$ 30.00	\$ 300.00
Dump Truck	HR	20	\$ 37.00	\$ 740.00
				\$ -
<b>Import 3/4 base rock</b>	CY	162	\$ 11.50	\$ 1,863.00
10 yard dump haul	HR	10	\$ 37.00	\$ 370.00
Backhoe to place	HR	4	\$ 30.00	\$ 120.00
				\$ -
Roller compaction and transport time	HR	6	\$ 14.00	\$ 84.00
Traffic boxes G-5	HR	2	\$ 200.00	\$ 400.00
Concrete	CY	1	\$ 200.00	\$ 200.00
				\$ -
Labor \$61.88 to \$78.55	HR	120	\$ 70.00	\$ 8,400.00
<b>Total</b>				<b>\$ 12,477.00</b>

1314-292

**RICHARD GRIFFIN CONSTRUCTION**

P.O. Box 580  
LOYATON, CALIFORNIA 96118  
(530) 993-4749

**PROPOSAL**

Page No. \_\_\_\_\_ of \_\_\_\_\_ Pages

DESCRIPTION OF JOB

PROPOSAL SUBMITTED TO:

S. P. J. V. S. D.  
P.O. Box 955 109 BEELWITH ROAD  
LOYALTON CA. 96118

ARCHITECT		DATE OF PLANS	
JOB <b>BUS ELECTRICAL</b>			
ADDRESS <b>HIGH SCHOOL</b>			
CITY <b>LOYALTON</b>	STATE <b>CA.</b>	ZIP <b>96118</b>	
PHONE		DATE <b>8-6-14</b>	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

LABOR AND MATERIAL ON ELECTRICAL FOR BUSES  
4-110 LINES FOR BLOCK HEATERS  
2-240 LINES FOR FILTERS  
2- EXTERIOR LIGHTS

We hereby propose to furnish material and labor, complete in accordance with above specifications, for the

sum of FOUR THOUSAND FIVE HUNDRED FIFTY-TWO DOLLARS AND 50/100 dollars (\$ 4552.50)

with payment to be made as follows: PAID UPON COMPLETION

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature Richard Griffin  
Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_



Ca. #815151 ACO#5867 Nv. #55844

8/4/14

Attn: Kevin Nolen

Re: Loylton Elementary Snow Melt

We are pleased to submit the following proposal:

1. Snow mat's installed at two walkways per diagram.
2. Thermal control box.
3. All wiring to complete project.
4. All nema 3r boxes and conduit needed to complete project.
5. 2- 20 amp bolt on GFCI breakers.
6. 1- Contactor with enclosure to run load.

Total price includes materials, tax and labor.

Total price is \$5,911.24

Phone: 530-832-0190 Cell: 530-249-1937

1314-032

# Proposal

## Osburn's Construction Osburn's Paving & Snow Removal

Patching/Seal Coat/Slurry Seal  
Ken Osburn

P.O. Box 127  
Truckee, CA 96160

(530) 993-4154  
CSL #690475

PROPOSAL SUBMITTED TO: <b>Sierra Plumas Joint Unified</b> <small>SCHOOL DISTRICT</small> <b>School District</b> CITY, STATE AND ZIP CODE	PHONE  DATE <b>7-1-14</b>	JOB NAME <b>Loyalton Elementary School</b> JOB LOCATION
--	------------------------------------	---

We hereby submit specifications and estimates for:

*Loyalton Elementary School; playground area:*

*Sawcut large cracks and patch with hot asphalt, from 2' to 3', some 5' to 20'*

*Crack fill with hot Flex Crack which will be used on the smaller cracks.*

*Slurry Seal entire playground area.*

*Re-stripe basketball courts and playground*

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

dollars (\$ **9,250.00** )

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, wind damage and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature: *Ken Osburn*

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

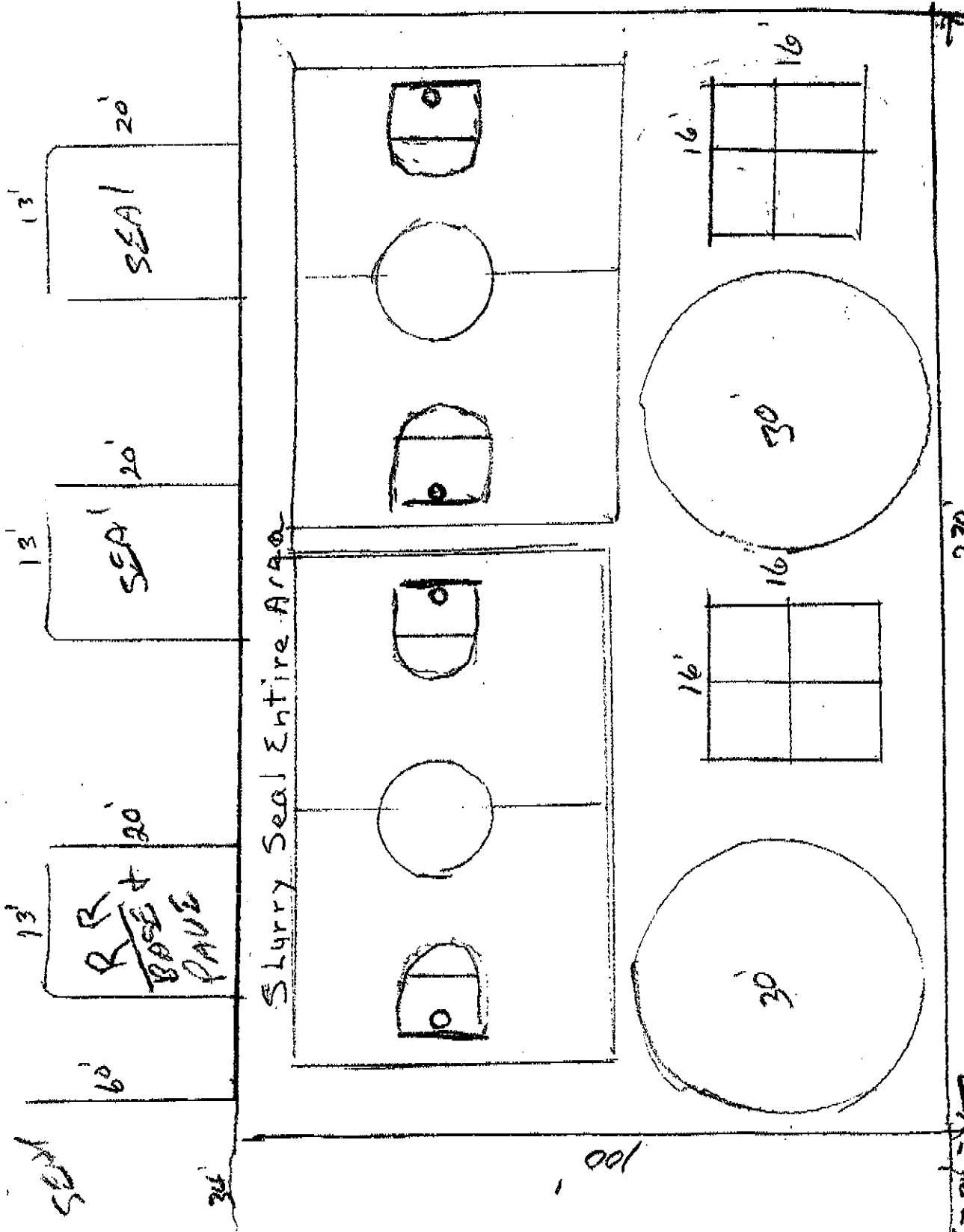
**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Osburn's Printing



LOYALTY ELEMENTARY SCHOOL

34-34

## Sierra-Plumas Joint Unified School District

### Common Core State Standards Plan

July 1, 2013 – June 30, 2015

Presented June 18, 2014

#### Requirements

As a requirement of receiving Common Core State Standards funds the school district must develop a plan. The plan is presented at a public meeting of the governing board before its adoption in a subsequent public meeting.

#### Common Core State Standards Plan

Funds will be used for the purchase of instructional materials aligned to the academic content standards adopted pursuant to EC sections 60605.8, 60605.85, 60605.11 and 60811.3, including, but not limited to, supplemental instructional materials as provided in sections 60605.86, 60605.87, and 60605.88. In addition, these funds will be used for the integration of academic content standards through technology-based instruction for purposes of improving the academic performance of pupils.

#### Award Amount

\$75,800

Public Meetings: Plan Presentation, June 18, 2014  
Adoption, August 12, 2014

## **AGREEMENT FOR SERVICES**

This agreement is made between **Capitol Advisors Group, LLC.**, hereinafter referred to as the Contractor, and the **Sierra-Plumas Joint Unified School District**, hereinafter referred to as the Client, commencing July 1, 2014.

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### **Scope of Work**

The Contractor agrees to:

1. Participate in planning and strategy sessions with the Client, design team and other consultants and governmental agencies, as necessary, to assist Client with its school construction program
2. Evaluate eligibility for new construction and modernization funding through the School Facilities Program
3. Evaluate opportunities to pursue facilities hardship funding to replace or rehabilitate facilities as appropriate
4. Advise and recommend on joint use funding opportunities
5. Advise and recommend on strategies for the sequencing and timing of applications for new construction, modernization and any other state funding program to maximize funding
6. Prepare documents for Client review in support of projects
7. Recommend a sequencing strategy for applications to the state for funding of projects to maximize funding
8. Report regularly on activities and progress of projects
9. Coordination as necessary, with other state agencies
10. Intervention on behalf of client with agency staff
11. Coordination with design team and other Client consultants as needed

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### **Compensation**

For the services delineated above, the Client shall pay to the Contractor fees for services charged on a time and materials basis. Services shall be billed in 15 minute increments at the rate of One Hundred Thirty Five (\$135) Dollars per Hour. Such payment is due and payable by the tenth of each month pursuant to invoicing by the Contractor. It is further understood that if the duties of the Contractor are increased or decreased in either scope or volume that the payment be increased or decreased by written addendum without requiring re-negotiation of this agreement.

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**Reimbursement** The Contractor shall be reimbursed for pre-approved out-of-pocket expenses, which include any pre-approved charges for outside services specifically requested by the Client, printing charges and other like expenditure. The Contractor shall submit an itemized statement of out-of-pocket expenses.

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**Not to Exceed Clause** The fees for service plus reimbursement are not to exceed Five Thousand (\$5,000) Dollars for this contract period. The Contractor shall contact the Client as costs approach this value. This amount may be exceeded with prior written authorization from the Client.

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**Contractor's Limitations** The Client and Contractor expressly understand and agree that the Contractor, while engaged in carrying out the provisions of this agreement, is an independent contractor and is not an officer or employee of the Client. Furthermore, the Contractor is without authority to obligate the Client for indebtedness or other commitments without the express approval of the Client.

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**Termination Clause** It is mutually agreed that this agreement shall continue until June 30, 2015 or unless terminated by either party upon thirty-day written notice.

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CAPITOL ADVISORS GROUP, LLC.

SIERRA-PLUMAS JT UNIFIED SCHOOL DISTRICT

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Authorized Signatory

  
\_\_\_\_\_  
Date

## AGREEMENT

### For Consortium & Drug/Alcohol Testing Services

This is an agreement between **Forest View Screening (FVS)** and **Sierra-Plumas Joint Unified School District (SPJUSD)**. FVS agrees to provide comprehensive Consortium & Drug & Alcohol Testing Services, as outlined below, to SPJUSD beginning **July 1, 2014** and continuing for one (1) year.

FVS is a Consortium that is a "Service Agent" as defined by 49 CFR Part 40. FVS provides and/or coordinates the provision of a variety of drug and alcohol testing services to employers. FVS is not considered an "employer" under this part and cannot act as the Designated Employer Representative for the employer.

1. Enrollment in the **Forest View Screening Consortium** includes random test selection, scheduling, monitoring and reporting of results, records maintenance, quarterly statistical reports, by-annual statistical reports from the laboratory, MIS report, Certificate of Enrollment reflecting enrollment dates, Drivers' Cards, and a quarterly newsletter.
2. The SPJUSD enrollment is covered by this agreement is **\$110.00 (One Hundred and Ten Dollars)** per year. Driver enrollment fee is **\$28.00 (Twenty-Eight Dollars)** per driver per year. Enrollment fees will be paid in full on or before **June 30, 2015**. Enrollment period in the Random Test Selection Pool, for purposes of this contract, will be **July 1, 2014 thru June 30, 2015**.
3. In the event that the enrolled drivers are selected for random drug and/or alcohol testing, SPJUSD will be billed at the rate of **\$67.00 (Sixty Seven Dollars and no/100)** per drug test when the test is done at an approved collection site or by a mobile collector. When testing is conducted "on-site" by a mobile collector, an additional charge of **\$0.56 (Fifty Six Cents)** per mile will apply. Alcohol tests will be billed at the rate of **\$40.00 (Forty Dollars and No/100)** each. Pre-Employment, Post-Accident, Reasonable Suspicion and other tests will be billed at the same rates indicated above. All newly enrolled drivers must have a pre-employment tests completed for FVS.
4. **STATISTICAL REPORTING** FVS will generate quarterly statistical reports and end-of-the-year MIS reports that reflect testing activity in the specified time periods. These reports indicate tests that were performed by FVS; tests performed at contracted collection sites and reported to FVS; test results reported to FVS by consortium member companies that were not performed by FVS or its contractors. FVS will endeavor to insure that all statistical reports are accurate based on the information received; however, FVS is not responsible for tests that are initiated by consortium member companies and not reported to FVS.
5. **COLLECTION SITES:** FVS will contract with various collection sites for the convenience of consortium members. The approved collection site, for the **Quincy, CA area is Forest View Screening (530) 283-9081**. An authorized representative of SPJUSD must contact FVS prior to the test so that an authorization form can be issued. The collection site will complete the paperwork and return it to FVS along with the copies of the Chain of Custody forms and their invoice for services. In the event that the collection site requires that they bill company directly, FVS will bill company the cost of the test less the collection site fees.
6. **AFTER-HOURS FEES FROM A COLLECTION SITE:** If the testing is done after hours, either through the choice of the employer or because the type of test requires it (i.e., post-accident and reasonable suspicion), and the collection site charges an "after-hours" fee, SPJUSD will be responsible for paying that charge. If FVS is billed for the "after-hours" fee from the collection site, FVS will invoice SPJUSD for that fee and will provide SPJUSD a copy of the invoice from the collection site that reflects the fee.
7. All enrolled drivers will be included in the "General" Random Test Pool. Test selection will be done each quarter. FVS will notify the Designated Employer Representative of the test selection and schedule the test immediately. FVS acts as an agent for SPJUSD and will receive test results directly from the Medical Review Officer (MRO) and report them to the Designated Employer Representative. FVS is authorized to contract with an approved collection site, laboratory and MRO on behalf of SPJUSD and in accordance with 49CFR Part 382 and 49CFR Part 40. Results may be distributed via mail, fax or email.
8. **COMPLIANCE WITH PROCEDURES:** SPJUSD remains ultimately responsible to insure that all aspects of their drug & alcohol-testing program comply with Department of Transportation Requirements. This includes submitting to the required testing when notified by FVS and following other procedures as outlined in 49 CFR Part 40 and 382. In the event that SPJUSD does not perform tests as requested, does not follow procedures as outlined in the





**James Marta & Company LLP**  
*Certified Public Accountants*

*Accounting, Auditing, Consulting, and Tax*

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June 13, 2014

Rose Asquith  
Business Manager  
Sierra-Plumas Joint Unified School District  
109 Beckwith Road, #3  
Loyalton, California 96118-0955

We are pleased to confirm our understanding of the services we are to provide for Sierra Plumas Joint Unified School District ("District") for the year ended June 30, 2014.

**I. SCOPE OF WORK**

We have been engaged by the District to perform the procedures described in Attachment A, which is incorporated as part of this Agreement. These procedures will be performed solely to assist the District in the calculation of its liability for retiree health benefits using the Alternative Measurement Method as provided in the Governmental Accounting Standards Board (GASB) Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, and to provide information necessary to comply with the requirements of said statement.

**II. DISTRICT'S RESPONSIBILITIES**

The District will provide to us in a timely manner and in the format requested information regarding employee and retiree census data, benefits it provides to its employees and retirees, its retiree premium subsidies, and such other information necessary to accurately produce the OPEB valuation described in Attachment A.

The District agrees that the information will be made available to us and will be complete and accurate and that the District will issue a representation letter from management concerning these matters and that we may rely upon such information, documents, and data with no duty to inquire or audit it. Because of the importance of management's representations as to the completeness and accuracy of the information, documents, and data which it provides to us, the District agrees to release us from any claims, liabilities, costs, and expenses relating to our services under this letter attributable to any misrepresentations in the representation letter referenced above.

The District further agrees to perform the following functions:

- make all management decisions and perform all management functions,
- designate a competent employee to oversee the services,
- evaluate the adequacy and results of the services performed,
- accept responsibility for the results of the services, and
- establish and maintain internal controls, including monitoring ongoing activities.

### **III. OUR RESPONSIBILITY**

This agreed-upon procedures engagement will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the District. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We will deliver a formal Report including an Executive Summary, tables or charts presenting the development of the results, a description of all primary actuarial assumptions and methods, and a summary of the Plan benefits. This report will also contain GASB 45 accounting information including the Annual Required Contribution (ARC), annual Other Post Employment Benefits (OPEB) Cost, and the Net OPEB Obligation (NOO).

Our services are not of a legal nature and we will in no event give, or be required to give a legal opinion or provide legal representation to the District.

### **IV. OTHER STIPULATIONS**

#### **Fees**

Our fee for this service will not exceed \$1,800. The amount is due and payable upon the delivery of the draft report. Additional studies or other services requested by District will be performed based on fixed fee quotes provided in advance.

If we are required by government regulation, subpoena, or other legal process to produce documents or any personnel as a witness with respect to the services provided to the District, the District will reimburse us for the costs of professional time and expenses incurred in responding to such requests.

### **Reports**

We will provide you with two bound copies of the report and an electronic (.pdf) copy. Our work is prepared solely for the internal business use of the District. Except as required by law including any applicable public disclosure regulations, our work may not be provided to third parties without our prior written consent subject to the following exception(s):

- The District may provide a copy of our work, in its entirety to their professional service advisors who are subject to a duty of confidentiality and who agree not to use our work for any purpose other than to benefit the District.
- The District may provide a copy of our work, in its entirety, to other governmental entities, as required by law.

### **Workpapers**

All processes, methodologies, procedures, tools, techniques, templates, programs, and workpapers we utilized in connection with the performance of this engagement will remain the our property and the District shall acquire no right or interests in such property.

We agree to retain our workpapers related to the engagement for a period of at least seven (7) years from the date of our report. The District should retain copies of all data, documents, reports, and determinations that it provides to us and that we provide to the District.

### **Termination**

For any reason and without penalty, either party may terminate this engagement upon written notice at least thirty (30) days in advance of the termination. The District shall be liable for properly incurred fees and expenses through the date of termination. We will reimburse for fees paid and not earned.

### **Mediation Provision**

Disputes arising under this agreement (including scope, nature, and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third party, acceptable to both parties shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any non-prevailing party found not to have participated in the mediation process in good faith.

If the foregoing is in accordance with your understanding, please indicate your agreement by signing the duplicate copy of this letter and returning it to us.

We appreciate the opportunity to serve you and look forward to working with you and your staff.

Sincerely,

*James Marta & Company LLP*

James Marta & Company LLP  
Certified Public Accountants

RESPONSE:

This letter correctly sets forth our understanding.

Approved by: *Marta*

Title: Superintendent

Date: June 17, 2014

## **ATTACHMENT A**

### **To be provide by the District**

1. Please complete the data collection form in excel format sent via e-mail to [rasquith@spiUSD.org](mailto:rasquith@spiUSD.org), which requests the following items:
2. A copy of the retiree health benefits plan offered to employees of the District as of July 1, 2013.
3. A list of employees and retirees as of July 1, 2013, which includes their employment status, gender, number of years employed, current age, marital status and spouses age.
4. A schedule of Medical, Dental, Vision, and Life Insurance premiums as applicable, as of July 1, 2013, for single and married employees both under and over the age of 65.
5. The minimum years of service required for employees to qualify for Retiree Health Benefits.
6. A copy of the June 30, 2013 audit report.

### **To be provide by James Marta & Company LLP**

7. The healthcare cost trend rate for 2012 - 2021 from the Department of Health and Human Services.
8. The expected long-term inflation rate from the United States Social Security Administration.
9. The estimated turnover rates from GASB Statement No. 45, paragraph 35b.
10. Life expectancy data from the National Center for Health Statistics.
11. Calculate the projected future benefit payments for all employees and retirees in accordance with GASB Statement No. 45.
12. Calculate the normal cost, actuarial accrued liability, and annual required contribution using the Entry Age Cost Method with Level Percentage of Payroll as provided in GASB Statement No. 45 for the Alternative Measurement Method.
13. Prepare the footnote disclosure information required by GASB Statement No. 45.