

AGENDA FOR THE MEETING OF THE GOVERNING BOARD OF
THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Wednesday, November 12, 2014
5:00 PM CLOSED SESSION

Regular Session will immediately follow the 6:00 pm meeting of the Sierra County Board of
Education
Downieville School, 130 School Street, Downieville, California

This meeting will be available for videoconferencing at Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118

In the case of a technological difficulty at either school site, videoconferencing will not be available.

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 the Open Session meeting will be recorded.)
- B. ROLL CALL
- C. APPROVAL OF AGENDA
- D. PUBLIC COMMENT FOR CLOSED SESSION

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

- E. CLOSED SESSION

The Board of Trustees, Superintendent Dr. Merrill M. Grant and Rose Asquith, Business Manager will move into Closed Session to discuss the following items:

1. Government Code §54957.6, Conference with Labor Negotiators
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Unrepresented Employees: Sierra Plumas Teachers' Association
2. Government Code §54956.8, Conference with Real Property Negotiator, Review of Counter Offer for Loyalton Middle School, 605 School Street, Loyalton CA
Real Property Negotiator for the District: Dr. Merrill M. Grant

- F. RETURN TO OPEN SESSION

ADJOURN FOR BREAK TO SIERRA COUNTY BOARD OF EDUCATION MEETING

RECONVENE

REPORT OUT

G. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. Technology/Chromebook Use Agreement**
 - b. Evaluation Update (Certificated)
 - c. Negotiations Update
 - d. Sierra County Child Protection Stakeholder Meeting
 - e. Possible visit from Superintendent Tom Torlakson, December 3, 2014
2. Business Report
 - a. Board Report-Expenditures by Object 7/1/14 to 9/30/14**
 - b. Second Month Enrollments for the 2014-2015 School Year**
 - c. *Bright Schools* Update**
 - d. October cafeteria count is up with a total of 2,409. This is +214 from prior year.
3. Staff Reports (5 minutes)
4. SPTA Report (5 minutes)
5. Board Members' Report (5 minutes)
6. 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

H. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held October 14, 2014**
2. Approval of the bill warrants for the month of October 2014**
3. Approval of Assignment of Darcy White, Hall/Playground Supervisor, Downieville School, 1.5 hours daily, effective October 13, 2014
4. Approval of Assignment, Loyalton Basketball Coaches, grades 7th and 8th
 - Tim Lysen, Grade 8th Boys Basketball Coach
 - Joel Armstrong, Grade 7th Boys Basketball Coach
 - Randi Durney, Grade 8th Girls Basketball Coach
5. Authorization for Superintendent to Enter into an Agreement with McCuen Construction, Inc., for Loyalton Elementary School Walkway**

I. ACTION ITEMS

1. Unfinished Business and General Orders

1415-078 Approval of Board Policy 4115, Evaluation/Supervision^^

1415-079 Approval of Administrative Regulation 4115, Evaluation/Supervision^^

2. New Business

- 1415-080 Action on Real Property located at 605 School Street, Loyalton, CA, APN #017-082-004
- 1415-081 Approval of Job Description No 213.3, Custodian, revision**
- 1415-082 Approval of Job Description No. 213.1, Plant Maintenance Worker, revision**
- 1415-083 Nomination of Sierra-Plumas Joint Unified School District representatives for the Student Attendance Review Board as follows:

Dr. Merrill M. Grant, Chairman
Mrs. Marla Stock, Loyalton High School Administrator
Mrs. Marlene Mongolo, Sierra Pass Continuation School Administrator

(Education Code § 48321(a)(1)(3) The school district representatives on the county school attendance review board shall be nominated by the governing boards of school districts and shall be appointed by the county superintendent of schools. All other persons and group representatives shall be appointed by the county board of education.)

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- 1415-084 Approval of Administrative Regulation 3543, Transportation Safety and Emergencies^^

J. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on December 9, 2014, at Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm.
- 2. Suggested Agenda items

a. _____

K. ADJOURNMENT



Dr. Merrill M. Grant, Superintendent

**enclosed

*handout

^^County agenda backup

Student/Parent Chromebook Use Agreement 2014-2015
Sierra-Plumas Joint Unified School District

CHROMEBOOK USE AGREEMENT

Students enrolled in 9th and 10th grades will be issued a Chromebook computer for instructional usage. In order for the student to take the Chromebook off campus, it is critically important for your support and your signature. The following are the requirements that accompany school-issued Chromebooks:

A. Terms of Chromebook Use Agreement

In order for your student to take the Chromebook home and before a Chromebook can be issued to your child, please return this document signed and understand that students will be responsible for fees associated with damaged, lost, or stolen Chromebooks.

It is important for you and your child to comply at all times with the Sierra-Plumas Joint Unified School District's (S-PJUSD) Technology Use Policy, incorporated herein by reference and made a part hereof for all purposes, as well as the guidelines for acceptable use of technology resources established in Board Policy, Administrative Regulation and the Code of Conduct. Any failure to comply may terminate your rights of possession effective immediately, and Loyalton High School may repossess the Chromebook.

B. Title

Sierra-Plumas Joint Unified School District has and shall at all times under this agreement maintain legal title to the Chromebook. Your right of possession and use is limited to and conditioned upon your full and complete agreement with the terms of this Chromebook Use Agreement.

C. Loss or Damage

If your assigned Chromebook is damaged, lost, or stolen, you are responsible for the reasonable cost of repair or for its fair market value on the date of loss.

Age of Chromebook	Fair Market Value
1 year or less	\$300
1-2 years	\$200
2-3 years	\$100

* Original cost of a Chromebook to S-PJUSD and installation of the Management System is currently \$319.

Loss or theft of your Chromebook must be reported immediately to administration or your teacher, and in no event later than the next school day after the occurrence.

D. Term of Agreement

Your right to use and possess the Chromebook terminates not later than the last day of the school year, unless earlier terminated by S-PJUSD or upon withdrawal from the School District.

E. Appropriation

Your failure to timely return the Chromebook and the continued use of it for non-school purposes without the consent of S-PJUSD may be considered unlawful appropriation of S-PJUSD property.

F. Repossession

If you do not timely and fully comply with all terms of this Chromebook Use Agreement, including the timely return of the Chromebook, S-PJUSD shall be entitled to declare you in default and come to your place of residence or other location of the device to take possession of the Chromebook.

G. General Chromebook Rules

Inappropriate Content

- Inappropriate content will not be allowed on Chromebooks
- Presence of weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols, or pictures will result in disciplinary action.
- You will be charged for replacement parts if plastic parts are damaged beyond repair.

Deleting Files

- Do not delete any folders or files that you did not create or that you do not recognize. Deletion of certain files will result in computer failure, will interfere with your ability to complete class work and may affect your grades.

No Loaning or Borrowing Chromebooks

- Do not loan Chromebooks to other students.
- Do not borrow a Chromebook from another student.
- Do NOT share passwords or user names.

Music, Video Games, or Programs

- Music, videos, and games may not be downloaded or streamed over the Internet. This may be a violation of copyright laws.
- Illegal downloading and distribution of copyrighted works are serious offenses that carry with them the risk of substantial monetary damages and, in some cases, criminal prosecution.
- Copyright infringement also violates the S-PJUSD Internet agreement, and could lead to limitation or suspension of your Internet use and services.
- Your Chromebook will be confiscated if you are found with illegally downloaded or distributed files on your device. Your device will be re-imaged, and you will be charged a \$15 re-imaging fee.

Unauthorized Access

- Access to another person's account or Chromebook without their consent or knowledge is considered hacking and is unacceptable.

Transporting Chromebooks

- To prevent damage, Chromebooks should be in a protective sleeve and inside backpacks between classes.

Charging Chromebooks

- Students are expected to charge the Chromebook every night.

Balances through October						Fiscal Year 2014/15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,466,064.00	1,466,064.00	1,099,785.36	290,479.24	75,799.40
1120	Certificated Substitutes	43,027.00	43,027.00		7,270.00	35,757.00
1300	Certificated Superv/Admin Sala	220,448.00	220,448.00	146,965.44	73,482.72	.16-
1310	Teacher In Charge/Head Teacher	35,997.00	35,997.00	16,000.00	5,000.00	14,997.00
	Total for Object 1000	1,765,536.00	1,765,536.00	1,262,750.80	376,231.96	126,553.24
2100	Instructional Aides Salaries	151,574.00	151,574.00	122,272.42	28,376.51	925.07
2200	Classified Support Salaries	300,625.00	300,625.00	173,623.39	83,704.16	43,297.45
2220	Classified Support Substitute	17,225.00	17,225.00		15,754.98	1,470.02
2300	Classified Sup/Admin Salaries	2,160.00	2,160.00		360.00	1,800.00
2400	Clerical & Office Salaries	203,224.00	203,224.00	141,970.78	62,610.31	1,357.09-
2900	Other Classified Salaries	26,579.00	26,579.00	18,042.74	4,621.26	3,915.00
	Total for Object 2000	701,387.00	701,387.00	455,909.33	195,427.22	50,050.45
3101	State Teachers Retirement Syst	160,844.00	160,844.00	107,001.76	31,506.63	22,335.61
3102	State Teachers Retirement Syst	3,101.00	3,101.00	399.68	102.22	2,599.10
3201	Public Employees Retirement Sy	6,170.00	6,170.00	4,936.72	1,377.78	144.50-
3202	Public Employees Retirement Sy	65,239.00	65,239.00	46,621.92	19,027.10	410.02-
3212	Pers Pickup-Classified Employe	5,375.00	5,375.00	3,720.40	1,654.71	.11-
3311	OASDI-Certificated Positions	6,004.00	6,004.00	2,370.80	894.02	2,739.18
3312	OASDI-Classified Positions	42,435.00	42,435.00	27,555.67	11,825.77	3,053.56
3321	Medicare-Certificated Position	25,137.00	25,137.00	16,616.88	5,000.40	3,519.72
3322	Medicare-Classified Positions	10,027.00	10,027.00	6,513.03	2,787.63	726.34
3401	Health & Welfare -Certificated	409,853.00	409,853.00	316,966.24	83,509.04	9,377.72
3402	Health & Welfare-Classified Po	147,363.00	147,363.00	99,920.24	47,443.68	.92-
3501	State Unemployment Insurance-C	936.00	936.00	631.52	791.98	487.50-
3502	State Unemployment Insurance-	350.00	350.00	227.86	512.00	389.86-
3601	Workers' Compensation Insuranc	102,049.00	102,049.00	64,213.12	19,226.22	18,609.66
3602	Workers' Compensation Insuranc	39,117.00	39,117.00	24,008.68	10,276.15	4,832.17
3701	Retiree Benefits Cert.	13,884.00	13,884.00			13,884.00
3901	Other Benefits, Certificated P	108,954.00	108,954.00		4,879.52	104,074.48
3902	Other Benefits, Classified Pos				13,807.04	13,807.04-
	Total for Object 3000	1,146,838.00	1,146,838.00	721,704.52	254,621.89	170,511.59
4100	Textbooks	85,800.00	85,800.00	215.00	2,927.71	82,657.29
4200	Books Other Than Textbooks				1,111.23	1,111.23-
4300	Materials and Supplies	111,447.00	111,447.00	47,200.33	49,188.17	15,058.50
4350	Vehicle Maint. M&S	24,766.00	24,766.00	3,374.71	829.87	20,561.42

Balances through October						Fiscal Year 2014/15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4400	Non-Capital Equipment (Up to \$	3,816.00	3,816.00	12,313.11	11,936.69	20,433.80-
	Total for Object 4000	225,829.00	225,829.00	63,103.15	65,993.67	96,732.18
5100	Subagreement for Services	176,461.00	176,461.00	129,583.66	21,877.50	24,999.84
5200	Travel & Conferences	48,311.00	48,311.00	8,217.39	12,037.89	28,055.72
5300	Dues & Membership	9,838.00	9,838.00	663.00	5,495.23	3,679.77
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	69,180.59	13,718.41	5,620.00
5520	Garbage	12,813.00	12,813.00	5,878.00	1,142.00	5,793.00
5530	Water	64,350.00	64,350.00	48,453.55	11,417.05	4,479.40
5540	Propane	66,500.00	66,500.00	50,381.36	1,618.64	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	53,601.12	14,757.33	6,041.55
5800	Services & Operating Expense	3,000.00	3,000.00	1,350.00	300.00	1,350.00
5810	Legal Expenses	10,000.00	10,000.00	10.00	675.00	9,315.00
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	279,686.94	55,399.47	63,029.41-
5899	SCOE Interagency Reimburse			17,912.83	5,687.77	23,600.60-
5900	Communications	3,550.00	3,550.00	750.00	1,028.25	1,771.75
5910	Telephone-Monthly Service	16,502.00	16,502.00	6,634.62	885.59	8,981.79
5920	T Lines	4,800.00	4,800.00			4,800.00
5990	Other Communications	225.00	225.00		226.99	1.99-
	Total for Object 5000	950,406.00	950,406.00	711,903.06	192,455.32	46,047.62
6200	BUILDING & IMPROVEMENT OF BUIL	91,450.00	91,450.00			91,450.00
6400	Equipment	57,053.00	57,053.00	25,320.25	43,646.76	11,914.01-
6500	Equipment Replacement	119,450.00	119,450.00		500.00	118,950.00
	Total for Object 6000	267,953.00	267,953.00	25,320.25	44,146.76	198,485.99
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		88,191.99	148,158.01
	Total for Object 7000	225,568.00	380,568.00	.00	88,191.99	292,376.01
	Total for Fund 01 and Expense accounts	5,283,517.00	5,438,517.00	3,240,691.11	1,217,068.81	980,757.08

Balances through October						Fiscal Year 2014/15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 13 - Cafeteria						
2200	Classified Support Salaries	65,186.00	65,186.00	52,844.46	13,088.14	746.60-
3202	Public Employees Retirement Sy	5,897.00	5,897.00	4,729.60	1,189.47	22.07-
3312	OASDI-Classified Positions	4,041.00	4,041.00	3,276.32	811.46	46.78-
3322	Medicare-Classified Positions	945.00	945.00	766.17	189.76	10.93-
3402	Health & Welfare-Classified Po	13,840.00	13,840.00	11,072.32	2,768.08	.40-
3502	State Unemployment Insurance-	32.00	32.00	26.45	6.54	.99-
3602	Workers' Compensation Insuranc	3,689.00	3,689.00	2,824.68	699.60	164.72
	Total for Object 3000	28,444.00	28,444.00	22,695.54	5,664.91	83.55
4300	Materials and Supplies	8,500.00	8,500.00	4,748.78	1,124.22	2,627.00
4400	Non-Capital Equipment (Up to \$				1,415.01	1,415.01-
4700	Food	45,270.00	45,270.00	35,088.53	7,340.50	2,840.97
	Total for Object 4000	53,770.00	53,770.00	39,837.31	9,879.73	4,052.96
5300	Dues & Membership	261.00	261.00			261.00
5600	Rentals, Leases & Repairs	2,979.00	2,979.00	539.25		2,439.75
5800	Services & Operating Expense	956.00	956.00	198.91	258.87	498.22
5890	Miscellaneous Contracts/Servic				1,996.52	1,996.52-
5900	Communications	121.00	121.00			121.00
	Total for Object 5000	4,317.00	4,317.00	738.16	2,255.39	1,323.45
	Total for Fund 13 and Expense accounts	151,717.00	151,717.00	116,115.47	30,888.17	4,713.36
Fund 35 - State Facility						
5890	Miscellaneous Contracts/Servic				757.07	757.07-
7619	Other Interfund Transfers Out				269,468.06	269,468.06-
	Total for Fund 35 and Expense accounts	.00	.00	.00	270,225.13	270,225.13-
Fund 40 - Dist Build						
5890	Miscellaneous Contracts/Servic	3,850.00	3,850.00			3,850.00
6200	BUILDING & IMPROVEMENT OF BUIL	173,500.00	328,500.00		328,112.31	387.69
	Total for Fund 40 and Expense accounts	177,350.00	332,350.00	.00	328,112.31	4,237.69
Fund 73 - Bechen						
5800	Services & Operating Expense	3,000.00	3,000.00			3,000.00
	Total for Fund 73, Expense accounts and Object 5000	3,000.00	3,000.00	.00	.00	3,000.00
	Total for Org 006 - Sierra-Plumas Joint Unified School District	5,615,584.00	5,925,584.00	3,356,806.58	1,846,294.42	722,483.00

ENROLLMENT BY SCHOOL MONTH 2014-2015

	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP	TOTAL
Ending 2013-2014	178	42	98	32	21	11	included in site #	382
1st Day 2014-2015	168	50	92	31	18	5	included in site #	364
2014 CALPADS	176	counted w/LHS	143	30	18	5	included in site #	372

	Month	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP	TOTAL
September	1	177	51	93	30	18	6	included in site #	375
October	2	179	52	94	29	18	5	included in site #	377
November	3								
December	4								
January	5								
February	6								
March	7								
April	8								
May	9								
June	10								

2013-2014	<u>S-PJUSD</u>	<u>SDC</u>	<u>Washoe Cnty</u>
P-1 ADA	351.97	0	13.23
P-2 ADA	351.05	0	13.34
Annual ADA	353.91	0	13.37

Enrollment difference from June 6, 2014 to
October 24, 2014: -5

Long Term ISP:
LES - 7
LHS - 7

Rose Asquith

To: Smith, Marcia@Energy
Subject: RE: Bright Schools Program Update

From: Smith, Marcia@Energy [mailto:Marcia.Smith@energy.ca.gov]
Sent: Friday, October 31, 2014 12:20 PM
To: Rose Asquith;
Subject: Bright Schools Program Update

Bright Schools Program Update

October 31, 2014

Technical Assistance work to be assigned under the Digital Energy contract.

As noted in the last Bright Schools Program update, the Energy Commission (Commission) completed a solicitation process for a new contractor to serve the technical assistance needs of LEAs and Community College Districts. A Notice of Proposed Award was posted October 9, 2014 proposing Digital Energy, Inc. (Digital) as the new Bright Schools – Clean Energy Jobs Act – Technical Assistance Program contractor. Staff presented this contract for approval at the October 29, 2014, Energy Commission Business Meeting. The Commission will promptly coordinate strategic scheduling of technical assistance to address LEAs' specific energy audit and assistance needs.

Your LEA has applied for technical assistance through the Commission. The authorized work for your LEA will be assigned to the Digital contract. The Commission has already met with Digital and we are working to organize and prioritize work based on a number of criteria, including, but not limited to, application date, similar geographic locations and type of assistance requested. We will provide a schedule specific to your LEA as soon as possible. LEAs that have received this email should contact their Commission Project Managers with any questions.

Thank you for your continued partnership and support in pursuing the goals and objectives of the California Clean Energy Jobs Act (Proposition 39).

Marcia Smith, Manager
California Energy Commission
Local Assistance & Financing Office
(916) 651-3754
Marcia.Smith@energy.ca.gov

MINUTES FOR THE MEETING OF THE GOVERNING BOARD OF
THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
5:00 PM CLOSED SESSION

October 14, 2014

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 was available for videoconferencing at Downieville School, 130 School Street, Downieville, CA

A. CALL TO ORDER

President Mike Moore called the meeting to order at 5:00 pm.

B. ROLL CALL

PRESENT: Mr. Mike Moore, President
Mr. Tim Driscoll, Vice President-arrived at 5:06 pm.
Ms. Sharon Dryden, Clerk
Ms. Patty Hall, Member
Mr. Allen Wright, Member

ABSENT: None

VACANT: None

C. APPROVAL OF AGENDA

MOORE motioned for approval of the agenda with the following changes:
Minutes as corrected, Item #1314-064 is pulled.
HALL seconded.
5/0

D. PUBLIC COMMENT FOR CLOSED SESSION 5:03 pm.

WRIGHT/HALL
5/0

At this time, the meeting opened for any public comments regarding the Closed Session items.
There were no public comments.

E. CLOSED SESSION

The Board of Trustees, Superintendent Dr. Merrill M. Grant and Rose Asquith, Business Manager moved into Closed Session to discuss the following items:

1. Government Code §54957.6, Conference with Labor Negotiators
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Represented Employees: Sierra Plumas Teachers Association
2. Government Code §54956.8, Conference with Real Property Negotiator, Review of Counter Offer for Loyalton Middle School, 605 School Street, Loyalton CA
Real Property Negotiator for the District: Dr. Merrill M. Grant

F. RETURN TO OPEN SESSION at 6:02 pm.

DRISCOLL/HALL

5/0

ADJOURNED TO BREAK FOR SCOE MEETING

RECONVENED AT 6:51 pm.

REPORT OUT

MOORE reported that the Board reviewed the Sierra-Plumas Classified Employees Collective Bargaining Agreement 2014-2019 and it will be voted on in Open Session, Item 1415-060. The Board also gave direction to the Superintendent to put another offer before the City regarding the real property negotiation (Item 1415-062).

G. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Pat Doyle, Loyalton Elementary School Teacher, Presentation: Yuba River Outdoor Classroom. This presentation was unavailable due to technical difficulty.
- b. Tech Task Force—Drafting a policy to enable Chromebooks to go home with students.
- c. Farm to Table Garden - LES K-6 classes are using the garden and greenhouse; Dr. Grant, Cali Griffin, Amy Filippini and Cheri VanDaam will be attending F.E.A.S.T. in Sloat, CA, on Friday.
- d. Golf Tournament – Gran Fondo and Golf Tournament were successful
- e. County/District Community meetings: At the beginning of 2015, community meetings will be organized and community attendance will be essential.
- f. Downieville fundraising for Headlands provided full funding for each student.

2. Business Report

- a. Board Report-Expenditures by Object 7/1/14 to 9/30/14
- b. First Month Enrollments for the 2014-2015 School Year
- c. Fundraiser Report

3. Staff Reports (5 minutes)

Marla Stock, Loyalton High School Administrator reported on a continued good start of the year.

Cali Griffin, Loyalton High School Ag Teacher reported on aquatics (Truckee), volleyball, FFA activities and ag classes (Floriculture)

Dr. Merrill Grant reported for Downieville on Back to School Night, Headlands fund raising and online learning. Also, a facility maintenance priority is the HVAC system.

4. SPTA Report (5 minutes)

DOYLE announced that he will be stepping down from the SPTA presidency.

5. Board Members' Report (5 minutes)

DRYDEN expressed a Thank you to Sierra Schools Foundation for their continued support.

6. Public Comment

- a. Current location – A parent raised concerns about home-to-school transportation fees.
- b. Videoconference location – There was no comment.

H. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held September 9, 2014
2. Approval of the bill warrants for the month of September 2014
3. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending September 30, 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 during the quarter ending September 30, 2014.
4. Rescind appointment of 2014-15 Loyalton High JV Volleyball Coach, Sharon Hastings (due to insufficient number of students to field a team)
5. Review of AR & BP 6145 per Ed Code 35160.5
6. Approval of Dr. Merrill M. Grant to sign Certificate of Authority regarding increase of credit limit for Voyager account, commercial fleet costs
7. Authorization for Superintendent to endorse First Amendment to Vehicle Lease Agreement between Plumas Unified School District and Sierra-Plumas Joint Unified School District**
8. Authorization for Superintendent to enter into an agreement with Document Tracking Services
WRIGHT/DRISCOLL
DRYDEN requested clarification on Item #6.
5/0

I. ACTION ITEMS

1. Unfinished Business and General Orders

- 1415-056 Approval of Modified Athletic Director Stipend
DRISCOLL motioned to approve the Athletic Director Stipend for \$2500 PER season for three seasons per year, for a maximum of \$7500, retroactive to July 1, 2014
HALL seconded.
5/0

2. New Business

- 1415-057 The Public Hearing to allow comments on the sufficiency of textbooks and instructional materials for kindergarten through 12th grade in each subject and to assure that they are aligned with the state standards adopted pursuant to Ed. Code §60605 or 60605.8 and also meet the reporting and sufficiency

requirements contained in Ed. Code §60119 opened at 7:26 pm. There was no comment.

1415-058 Adoption of Resolution No. 14-008, Sufficiency of Textbooks or Instructional Materials DRYDEN/HALL

ROLL CALL VOTE DRYDEN: AYE
 DRISCOLL: AYE
 HALL: AYE
 MOORE: AYE
 WRIGHT: AYE
 5/0

1415-059 The Public Hearing for the purpose of reviewing and assessing ROC/P program per Education Code §52304.1 opened at 6:28 pm. Marla Stock, Loyalton High School Administrator explained the program. The district applies for Carl Perkins vocational funding which contains the application and two follow-up reports on student participation. Included in the report are Capstone Courses taken closest to graduation. Data reports consist of: (1) Enrollment from last year and (2) a follow up study on last year's seniors who participated.

The core indicators (7) include those students that are enrolled in ROP, or Capstone Course, who completed a sequence (i.e., metals class in Downieville; ag science, animal science, horticulture reported as "Ag Science Capstone Course" in Loyalton).

The follow up includes a Data Report and Graduation Rate. Last year 28 students enrolled and completed capstone courses (14 female/14 male).

The states looks for twelfth graders that completed a Capstone Course with C or higher and also those who scored proficient or above on the CASHEE. Our students scored above state average in reading/language arts, 100% proficient in math 100% in the "C" or higher category.

In observation, Stock commented that these classes make a difference in students' overall performance. Forty-five students are enrolled in ag classes. Mrs. Stock affirmed that combining the 7th and 8th grade with the high school has increased participation.

There was no other comment. The hearing closed at 6:34 pm.

1415-060 Adoption of Sierra-Plumas Classified Employees Collective Bargaining Agreement 2014-2019

WRIGHT/DRISCOLL
5/0

1415-061 Discussion on Home to School Transportation for 2015-16

Dr. Grant explained that our transportation system is currently a fee based service. Whether this continues for next year will be based on a financial evaluation completed after the year's end.

WRIGHT: Commented that a discussion on transportation fees should be part of a community forum.

DRISCOLL: Reported that he has received concerns from parents about the fees.

1415-062 Acceptance of Counter Offer for 605 School Street, Loyalton, California, 96118
DRISCOLL motioned to deny counter offer and instruct Superintendent to make a final counter offer/Hall seconded.
5/0

1415-063 Authorization for Superintendent to go out to bid for propane provider
DRYDEN motioned to authorize superintendent to go out to bid to seek the most beneficial agreement for the district/HALL seconded.
5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS (President)
WRIGHT motioned that the Board approve Items 1415-0064, 0066, 067, 069 through 077. DRISCOLL seconded.
5/0

1415-064 Approval of Administrative Regulation and Exhibit 1312.4, Williams Uniform Complaint Procedures

1415-065 ~~Approval of Board Policy 1330, Use of Facilities~~ – PULLED

1415-066 Approval of Board Policy and Administrative Regulation 4112.2, Certification

1415-067 Approval of Board Policy and Administrative Regulation 4112.21, Interns

1415-068 Approval of Board Policy and Administrative Regulation 4115, Evaluation/
Supervision
DRYDEN motioned to table this item until the November meeting to research the uniform evaluation process and 5 year clause/MOORE seconded. 5/0

1415-069 Approval of Board Policy 4315, Evaluation/Supervision

1415-070 Approval of Board Policy 4117.3, Personnel Reduction

1415-071 Approval of Board Policy and Administrative Regulation 4131.1, Teacher Support and Guidance

1415-072 Approval of Exhibit 4319.21 Professional Standards

1415-073 Approval of Minor Revisions to Select Policies (AR 3542; AR 3554;
AR4112.42/4212.42/4312.42; BP 6142.94; AR 6159.4; BB 9223; BB 9230)

TO DELETE:

1415-074 Approval to Delete Board Policy 4131.1, Beginning Teacher Support/Induction

1415-075 Approval to Delete Board Policy and Administrative Regulation 4138, Mentor Teachers

Sierra-Plumas Joint Unified School District
Governing Board Minutes
October 14, 2014

1415-076 Approval to Delete Board Policy and Administrative Regulation 4139, Peer Assistance and Review

1415-077 Approval to Delete Board Policy 4315.1, Staff Evaluating Teachers

J. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on Wednesday, November 12, 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. BP and AR 4115

K. ADJOURNED at 7:48 pm.
DRISCOLL/HALL
5/0

Sharon Dryden, Clerk

Dr. Merrill M. Grant, Superintendent

Checks Dated 10/01/2014 through 10/31/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079626	10/10/2014	A & A HEATING, INC.	01-5600		850.00
00079627	10/10/2014	ACCREDITING COMM. FOR SCHOOLS	01-5300		1,640.00
00079628	10/10/2014	ADVANCED ASPHALT	40-6200		750.00
00079629	10/10/2014	AIRGAS, USA, LLC	01-5600		92.10
00079630	10/10/2014	AT&T	01-5890	30.38	
			01-5899	15.74	
			01-5910	300.83	346.95
00079631	10/10/2014	AVAYA, INC	01-5600		354.42
00079632	10/10/2014	DAKOTAH BRANDOW	73-9510		1,000.00
00079633	10/10/2014	BROWN-MILBERY INC.	13-5890		43.02
00079634	10/10/2014	BSN SPORTS	01-4300		324.79
00079635	10/10/2014	CALIF COACHES ASSOC. ROB GRIALOU	01-5300		100.00
00079636	10/10/2014	CALIFORNIA ASSOC. FFA ANGIE MILES, FINANCIAL SERVICE	01-5200		695.00
00079637	10/10/2014	CENTRAL SANITARY SUPPLY	01-4300		28.23
00079638	10/10/2014	NORTHERN SECTION, CIF	01-5200	40.00	
			01-5300	424.73	464.73
00079639	10/10/2014	CITY OF LOYALTON	01-5530	4,093.46	
			01-5899	209.57	4,303.03
00079640	10/10/2014	SCHOOL SPECIALTY	01-4300		321.74
00079641	10/10/2014	CSU, SACRAMENTO LASSEN HALL RM 1003	01-5200		745.00
00079642	10/10/2014	CSADA	01-5300		45.00
00079643	10/10/2014	DIGITAL RIVER, INC. ATTN: ACCOUNTS RECEIVABLE	01-4300		1,247.04
00079644	10/10/2014	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530		396.40
00079645	10/10/2014	AMY FILIPPINI	01-5200		11.00
00079646	10/10/2014	LYNN W. FILLO	01-5200		260.60
00079647	10/10/2014	STEPHEN FILLO	01-5200		76.00
00079648	10/10/2014	GOLD COUNTRY DISTRIBUTORS	13-4700		320.56
00079649	10/10/2014	GOPHER SPORTS NW 5634	01-4300		764.58
00079650	10/10/2014	MERRILL GRANT	01-5200		691.04
00079651	10/10/2014	SUSAN GRESSEL	01-5200		32.00
00079652	10/10/2014	DANICA GRESSEL	73-9510		1,000.00
00079653	10/10/2014	CAROLINE GRIFFIN	01-5200	90.72	
			01-9510	53.70	144.42
00079654	10/10/2014	SHARON HASTINGS	01-5200	1,068.04	
			01-5890	147.00	1,215.04
00079655	10/10/2014	INLAND SUPPLY	01-4300		2,288.94
00079656	10/10/2014	K 12 MANAGEMENT INC.	01-5890		4,250.00
00079657	10/10/2014	LES SCHAWB TIRE CENTER	01-4300		260.54
00079658	10/10/2014	LIBERTY UTILITIES	01-5510	3,747.96	
			01-5899	134.62	3,882.58
00079659	10/10/2014	JODI MCBRIDE	01-5200	22.00	
			01-5890	476.00	498.00
00079660	10/10/2014	RICHARD MCCOLLUM	01-5890		20.00
00079661	10/10/2014	MCCUEN CONSTRUCTION, INC.	40-9515		3,402.75

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

Page 1 of 3

Checks Dated 10/01/2014 through 10/31/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079662	10/10/2014	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-4300		395.88
00079663	10/10/2014	JANET MCHENRY	01-5200		84.00
00079664	10/10/2014	MCRUFFY PRESS, LLC	01-4200	1,111.23	
			Unpaid Sales Tax	73.21-	1,038.02
00079665	10/10/2014	MODEL DAIRY, LLC	13-4700		679.14
00079666	10/10/2014	MOUNTAIN MESSENGER	01-5890		15.00
00079667	10/10/2014	PACIFIC GAS & ELECTRIC COMPANY	01-5510		1,650.38
00079668	10/10/2014	PLATT	01-4300		342.62
00079669	10/10/2014	PLUMAS UNIFIED SCHOOL DISTRICT	01-5600		224.40
00079670	10/10/2014	PROMEVO, LLC	01-6400		13,089.11
00079671	10/10/2014	QUILL CORPORATION	01-4300		339.02
00079672	10/10/2014	RAY MORGAN COMPANY	01-5600	4,665.91	
			01-5899	89.87	4,755.78
00079673	10/10/2014	REALLY GOOD STUFF, INC.	01-4300	62.68	
			Unpaid Sales Tax	3.75-	58.93
00079674	10/10/2014	RENAISSANCE LEARNING, INC.	01-5890		1,770.00
00079675	10/10/2014	SCHOOL HEALTH CORPORATION	01-4300		232.74
00079676	10/10/2014	SCHOOL SPECIALTY	01-4300	1,934.10	
			13-4300	57.31	1,991.41
00079677	10/10/2014	SCHOOL PATHWAYS LLC	01-5800		150.00
00079678	10/10/2014	SIERRA HARDWARE	01-4300		74.42
00079679	10/10/2014	SIERRA VALLEY HOME CENTER	01-4300	1,650.59	
			13-4300	41.17	1,691.76
00079680	10/10/2014	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	17,670.29	
			01-5890	2,916.64	20,586.93
00079681	10/10/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890		177.00
00079682	10/10/2014	STONE HOUSE DRILLING & CONST	01-6500		25,707.20
00079683	10/10/2014	SUBURBAN PROPANE-1483	01-5540		296.56
00079684	10/10/2014	TIMBERLINE AUTO PARTS & POWER EQUIPMENT	01-4350		75.20
00079685	10/10/2014	TRI COUNTY SCHOOLS INS. GR.	01-3901	1,219.88	
			01-3902	3,451.76	
			01-9535	13,139.36	
			76-9576	62,371.46	80,182.46
00079686	10/10/2014	TRUCKEE DONNER RECREATION & PARK DISTRICT	01-5890		240.00
00079687	10/10/2014	U.S. BANK	01-4100	155.93	
			01-4300	1,112.76	
			01-5890	12.99	
			01-5899	95.90	
			13-4300	32.29	
			13-4400	1,415.01	
			Unpaid Sales Tax	13.27-	2,811.61
00079688	10/10/2014	US FOODSERVICE, INC.	13-4300	45.34	
			13-4700	2,045.66	2,091.00

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ESCAPE ONLINE

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Checks Dated 10/01/2014 through 10/31/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
00079689	10/10/2014	VERIZON WIRELESS	01-5910		113.60
00079690	10/10/2014	VOYAGER FLEET SYSTEMS INC.	01-4300	1,318.24	
			01-5200	375.27	
			01-9210	261.21	1,954.72
00079691	10/10/2014	WHITE'S SIERRA STATION, INC	01-4350		551.46
			Total Number of Checks	66	196,235.85

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	58	123,122.37
13	Cafeteria Fund	7	4,679.50
40	Special Reserve for Capital Ou	2	4,152.75
73	Foundation Trust (Bechen)	2	2,000.00
76	Warrant/Pass Though (payroll)	1	62,371.46
Total Number of Checks		66	196,326.08
Less Unpaid Sales Tax Liability			90.23-
Net (Check Amount)			196,235.85

CUSTODIAN

DEFINITION: Under the direct supervision of the plant maintenance personnel and under the general supervision of the school administrator, the person in this position performs routine custodial tasks to maintain the district's facilities in a clean, orderly and safe condition.

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

- Sweep, and/or vacuum classrooms, offices, and assigned areas
- Scrub/mop, strip/wax/burnish floors; shampoo and spot clean all floors, carpets, and rugs as needed
- Dust, clean and polish furniture and woodwork
- Empty and clean wastebaskets; haul to garbage receptacle
- Clean, deodorize and disinfect restroom facilities including sinks, toilets and urinals; fill dispensers with towels, soap, toilet paper and other items; clean mirrors, fixtures and windows
- Clean and disinfect drinking fountains and shower areas
- Keep building and grounds neat and clean at all times; pick up paper and other debris from school grounds and walkways
- Clean whiteboards, chalkboards, trays and erasers; empty pencil sharpeners
- Move furniture and/or equipment as required for various activities
- Responsible for general building security including lock and unlock doors, windows, and gates as appropriate; set alarms and turn lights off and on as required to maintain security of building(s)
- Monitor, store and inventory custodial supplies; assist with ordering and receiving supplies
- Report safety, sanitary, minor repairs, damage to school property and fire hazards to appropriate personnel; respond to emergency custodial requests
- Assists with necessary and/or emergency minor repairs; may include painting interior and exterior walls, doors, trim, etc
- Participate in the thorough cleaning and restoration of campus facilities during seasonal/holiday non-school days
- Keep custodial cart and custodial closet neat, clean, and organized
- May assist with removing snow, ice and debris from walkways
- May perform limited grounds maintenance work
- *May include driving a school bus, per job description #217, School Bus Driver*

ORGANIZATION, JOB DESCRIPTION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

NO. 213.3

MINIMUM QUALIFICATIONS:

- Knowledge of proper methods, techniques, materials, tools and equipment used in custodial work
- Knowledge of modern cleaning methods including basic methods of cleaning floors, carpets, furniture, walls and fixtures
- Knowledge of standards and practices of work safety and observe safety rules
- Knowledge of simple record keeping techniques; make simple arithmetic calculations
- Knowledge of basic first aid
- Ability to perform routine custodial duties at a designated school site
- Ability to use common cleaning material and equipment with skill and efficiency
- Ability to operate a variety of custodial equipment
- Ability to organize and keep custodial cart and custodial closet neat, and clean,
- Ability to read and follow an assigned work schedule; meet schedules and time lines
- Ability to work constructively and effectively with minimum supervision
- Ability to read documents and to apply common sense understanding to carry out instructions furnished in written, oral or diagram form
- Ability to observe and report safety hazards for maintenance and/or repair
- Ability to work late afternoon and night shifts
- Ability to establish and maintain effective working relationships with students, staff and personnel
- Ability to effectively communicate with supervisors, students, teachers and support staff
- *Appropriate California licensure for driving a school bus (if applicable)*

WORKING CONDITIONS:

- Indoor and outdoor environment; may be exposed to hot, cold, wet or windy conditions caused by weather
- Regular exposure to fumes, dust and odors
- Work near or with moving mechanical equipment

**ORGANIZATION, JOB DESCRIPTION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

NO. 213.3

- Exposure to cleaning agents and chemicals such as degreasers, petroleum products, sprays
- Moderate noise level work environment
- Late afternoon and/or night shift
- Occasionally work on ladders

PHYSICAL ABILITIES:

- Physical abilities include standing and walking for extended periods of time; sitting/squatting, lifting/carrying, reaching overhead, handling, bending/twisting at waist, talking/hearing, near and far visual acuity/depth perception
- Moderate to strenuous physical work
- Possess dexterity of hands and fingers to operate equipment and hand tools
- Move, push and/or lift heavy objects; ability to lift 75 pounds
- Ability to climb and work from a ladder
- Physical tolerance to odors

EDUCATION AND EXPERIENCE:

Possess a high school diploma or education equivalent to graduation from high school. One year experience working in housekeeping, or in building maintenance work, or combination of training, education and experience which demonstrates individual's ability to perform custodial tasks as assigned. Must have an excellent employment history demonstrating reliability, responsibility, and superior work habits. Tuberculin test, physical fitness clearance and fingerprint scan required. *Appropriate California licensure for driving a school bus (if applicable).*

First Reading and Adoption: August 10, 2010

Revision: November 12, 2014

PLANT MAINTENANCE WORKER

DEFINITION

Under general supervision, participates in or directs skilled and semi-skilled and diversified maintenance work on school buildings, grounds, and installed and motorized mechanical equipment; plans and schedules specific maintenance projects; and does related work as required.

EXAMPLES OF DUTIES

(Any one position may not include all of the duties listed nor do the listed examples include all of the tasks which may be found in positions of this class.)

1. Does carpentry, plumbing, painting, electrical work in the general maintenance, modification, and repair of buildings and other structures including fences, playground apparatus, and athletic installations
2. Brazes and performs arc and acetylene welding on metals, pipes, and conduits
3. ~~Makes~~ Frequent operational checks of heating, ventilating, and air conditioning systems, detecting malfunctions and making appropriate repairs
4. Patches and repairs roofs and gutters
5. Removes and replaces asphalt, ceramic, and acoustical tile
6. Performs maintenance service work on mowers, tractors, and service trucks.
7. Inspects, cleans, and repairs gas and oil fired burners
8. Mixes and pours concrete
9. Removes and installs electrical conduit and wiring
10. Repairs refrigerator and freezer units
11. Plans maintenance projects
12. Submits plans and time and material cost estimates and specifications
13. Removes broken glass and installs new windows
14. Rewires electrical panels for installation of appliances and equipment
15. Performs interior and exterior painting
16. Establishes and maintains a system of preventative maintenance and periodic inspections of buildings and equipment
17. Identifies, evaluates and corrects hazardous conditions or materials
18. Removes snow and ice from steps and walkways
19. Moves furniture and equipment
20. Waters and trims lawns, shrubs, and trees; rakes leaves and picks up litter on school grounds.

The following duties, when deemed necessary, are at the discretion of the site administrator:

21. Sweeps, mops, and waxes floors; strips and refinishes floors
22. Dusts and polishes furniture, woodwork, and metalwork; scrubs, sands, and refinishes furniture
23. Washes walls, ceilings, and windows
24. Hauls and empties trash and garbage receptacles
25. Cleans Venetian blinds

**ORGANIZATION, JOB DESCRIPTION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

NO. 213.1

- 26. Cleans and deodorizes toilet bowls, urinals, washbasins, drinking fountains, and shower areas
- 27. Repairs locks and hinges
- 28. Vacuums and steam clean rugs
- 29. Orders custodial and maintenance supplies
- 30. Other duties as assigned by administrator or superintendent
- 31. *May include driving a school bus, per job description No. 217, School Bus Driver*

MINIMUM QUALIFICATIONS

- Knowledge of: All phases of building construction, electrical and plumbing systems; building codes and safety regulations and practices; a wide variety of maintenance skills including roofing, flooring, building hardware installation, painting; automotive repair and engine tune-up; operation of gas and oil fired burners. The use of materials, methods and equipment used in performing custodial work; standards and practices of work safety.
- Ability to: Plan and schedule work; read and understand construction and installation blueprints and diagrams; prepare specifications and reports pertaining to maintenance work requirements; work effectively with minimum supervision and cooperatively with others; use a variety of hand and powered tools used in all phases of general maintenance work; perform heavy manual work. Follow verbal and written instructions; recognize, correct, or report hazardous conditions of buildings or grounds. Must be able to read and understand product labels and have the ability to inventory and order maintenance/custodial supplies.
- Physical Requirements: Stands and walks approximately 100% of the time; must be able to lift up to 75 pounds and be able to bend, reach overhead, kneel and climb stairs. Must be able to lift and climb a ladder.
- Experience: Five years in general building maintenance/custodial work requiring broad knowledge of a variety of craft skills.
- Education: Equivalent to graduation from high school. Must be able to read English at 10th grade level and read and understand directions and warning labels.
- Special Qualification: Possession of a valid California driver's license.
Appropriate California licensure for driving a school bus (if applicable)

Date Adopted: 08-02-78

Date Revised: 11-30-78, 03-17-81, 12-03-91, 11/12/2014