

**AGENDA FOR THE MEETING OF THE GOVERNING BOARD OF
THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

July 10, 2018

Immediately following the 6:00 pm meeting of the Sierra County Board of Education
Sierra County Office of Education, 109 Beckwith Rd, Rm 4, Loyalton CA 96118

Videoconferencing will be available at Downieville School, 130 School St., Downieville CA 95936

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 this meeting will be recorded.

B. ROLL CALL

C. APPROVAL OF AGENDA

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Summer Maintenance Projects
- b. Back to School In-Service Day Information
- c. Update on LES 4th Grade Class Size and Resource Allocation
- d. Inter-District Variance Requests (see table below)

New/Renewal	School Year	Grade Entering	District of Residence	Receiving District	Reason Given by Requestor	Backup Documentation Received?
New	2018-19	1	Fort Sage	SPJUSD	Lives closer to Loyalton	N/A
New	2018-19	1	Fort Sage	SPJUSD	Lives closer to Loyalton	N/A
New	2018-19	2	Fort Sage	SPJUSD	Lives closer to Loyalton	N/A
New	2018-19	K	SPJUSD	Tahoe/Truckee	Parents work in Truckee	Yes

2. Business Report

- a. Account Object Summary-Balance from 07/01/2017 to 06/30/2018**
- b. Tenth Month Enrollments for the 2017-2018 School Year**

3. Staff Reports (5 minutes)

4. Board Member Reports (5 minutes)

5. 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

E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held June 12, 2018**
2. Approval of minutes for the Special Meeting held June 21, 2018**
3. Approval of Board Report-Checks Dated 06/01/2018 through 06/30/2018**
4. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 06/30/2018. 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 6/30/2018
No complaints during the entire 2017-2018 school year.
5. Authorization for Out of State Travel Request to Indianapolis, Illinois, for Cali Griffin for FFA Convention in October, LHS**
6. Approval of assignment of 2018-2019 Extra Duty Athletic Coaches**
7. Approval of assignment of 2018-2019 Extra Duty Non-Athletic positions**
8. Job description for .49 FTE District Music Teacher**
9. Approval of Agricultural Career Technical Incentive Grant**

F. ACTION ITEMS

1. New Business
 - a. Adoption of Resolution No. 19-001D, Ordering Election, Requesting County Elections to Conduct the Election, Requesting Consolidation of the Election, and Specifications of the Election Order**
ROLL CALL VOTE
 - b. Adoption of Resolution No. 19-002D, Fund Transfers for 2018-2019 Fiscal Year**
ROLL CALL VOTE
 - c. Authorization for Superintendent to enter into Memorandum of Understanding with CalPASS for 2018-2019 school year**
 - d. Discussion and Possible Approval of restoring 3 hours of custodial time in Downieville not to exceed 200 days**
 - e. Approval of assignment of Ron Jacobson, 1.0 FTE Physical Education Teacher, Loyalton High, effective August 27, 2018


BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- f. Board Policy 3514.1, Hazardous Substances, *new^^*
- g. DELETE Board Policy 6161.3, Toxic Art Supplies (*incorporated into BP 3514.1, Hazardous Substances*)
- h. Board Policy AND Administrative Regulation 3516, Emergencies and Disaster Preparedness Plan, *revisions^^*
- i. Administrative Regulation 3541, Transportation Routes and Services, *new^^*
- j. Board Policy AND Administrative Regulation 4158, Employee Security, *revisions^^*
- k. Administrative Regulation 4161.8/4261.8/4361.8, Family Care and Medical Leave, *revisions^^*
- l. Board Policy AND Administrative Regulation 6145, Extracurricular and Cocurricular Activities, *annual review—no changes per T. Jones (available on GAMUT)*

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on August 14, 2018 at Downieville School, 130 School St., Downieville, CA 95936 beginning with Closed Session, as needed, at 5:00pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00pm.
2. Suggested Agenda Items
 - a. _____
 - b. _____

H. ADJOURN



Dr. Merrill M. Grant, Superintendent

- ** enclosed
- * handout
- ^^ County agenda backup

Balances through June						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,580,899.00	1,644,316.00		1,600,609.42	43,706.58
1105	Per Diem - Same Day Travel				42.00	42.00-
1115	Extra Duty Hourly	5,000.00	5,000.00		9,465.00	4,465.00-
1120	Certificated Substitutes	23,161.00	34,994.00		49,175.00	14,181.00-
1300	Certificated Superv/Admin Sala	220,570.00	223,558.00		220,626.54	2,931.46
1310	Teacher In Charge/Head Teacher	16,000.00	16,000.00		2,000.00	14,000.00
1900	Other Certificated Salaries	39,850.00	39,850.00		39,849.60	.40
	Total for Object 1000	1,885,480.00	1,963,718.00	.00	1,921,767.56	41,950.44
2100	Instructional Aides Salaries	165,947.00	233,502.00		190,618.64	42,883.36
2115	Inst. Aide Extra Duty		177.00		531.12	354.12-
2120	Instructional Aides Substitute		4,517.00		6,943.00	2,426.00-
2200	Classified Support Salaries	289,253.00	313,164.00		304,178.53	8,985.47
2201	Bus Driver	61,795.00	52,418.00		48,497.01	3,920.99
2205	Per Diem - Same Day Travel		33.00		33.00	.00
2215	Classified Extra Duty		2,881.00		8,028.17	5,147.17-
2220	Classified Support Substitute	5,405.00	35,000.00		39,374.26	4,374.26-
2300	Classified Sup/Admin Salaries	88,827.00	88,357.00		89,832.00	1,475.00-
2400	Clerical & Office Salaries	142,336.00	147,141.00		142,823.41	4,317.59
2420	Clerical & Office Sub Salaries		3,000.00		5,991.07	2,991.07-
2900	Other Classified Salaries	22,526.00	9,425.00		8,423.03	1,001.97
	Total for Object 2000	776,089.00	889,615.00	.00	845,273.24	44,341.76
3101	State Teachers Retirement Syst	397,392.00	402,521.00		260,661.20	141,859.80
3102	State Teachers Retirement Syst	10,328.00	8,072.00			8,072.00
3201	Public Employees Retirement Sy		85.00		495.43	410.43-
3202	Public Employees Retirement Sy	105,737.00	105,926.00		103,244.47	2,681.53
3212	Pers Pickup-Classified Employe	5,785.00				.00
3302					279.99-	279.99
3311	OASDI-Certificated Positions	16,843.00-	4,653.00		1,560.50	3,092.50
3312	OASDI-Classified Positions	49,896.00	54,760.00		51,201.32	3,558.68
3321	Medicare-Certificated Position	24,300.00	25,965.00		25,401.06	563.94
3322	Medicare-Classified Positions	11,918.00	12,830.00		12,016.33	813.67
3401	Health & Welfare -Certificated	381,226.00	449,917.00		449,915.96	1.04
3402	Health & Welfare-Classified Po	154,119.00	215,156.00		214,168.19	987.81
3501	State Unemployment Insurance-C	940.00	1,004.00		983.03	20.97
3502	State Unemployment Insurance-	420.00	451.00		462.59	11.59-
3601	Workers' Compensation Insuranc	68,598.00	64,616.00		61,499.58	3,116.42

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2018, Period = 12, Unposted JEs? = N, Assets and Liabilities? = N, Restricted Accts? = Y, Object = 1-7, SACS Fund? = N, Fund Page Break? = N, Obj Lvl = 4, Obj Digits = 1, Page Break? = N)

ESCAPE ONLINE

Balances through June						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
3602	Workers' Compensation Insuranc	31,954.00	30,373.00		28,187.90	2,185.10
3901	Other Benefits, Certificated P	48,000.00	45,224.00		45,223.08	.92
3902	Other Benefits, Classified Pos	18,516.00	17,537.00		13,300.00	4,237.00
	Total for Object 3000	1,292,286.00	1,439,090.00	.00	1,268,040.65	171,049.35
4100	Textbooks	63,634.00	68,000.00		8,784.61	59,215.39
4200	Books Other Than Textbooks		5,500.00		5,087.55	412.45
4300	Class Mat'l and Supplies	32,064.00	47,436.00		24,865.85	22,570.15
4301	Class Consumable Mat'l	5,000.00	5,000.00		10,506.34	5,506.34-
4302	Class Paper/Toner	9,500.00	9,500.00		12,799.37	3,299.37-
4305	Other Student M&S	19,525.00	23,415.00		20,536.62	2,878.38
4320	Custodial Grounds Supplies	42,495.00	42,495.00		38,457.14	4,037.86
4330	Office Supplies	17,231.00	16,119.00		12,125.21	3,993.79
4350	Vehicle Maint. M&S	25,900.00	26,373.00		9,534.16	16,838.84
4351	Vehicle FUEL	25,525.00	25,525.00		25,947.29	422.29-
4399	M&S Misc -undesignated		40,000.00		1,000.00	39,000.00
4400	Non-Capital Equipment (Up to \$	33,741.00	88,327.00		98,156.97	9,829.97-
	Total for Object 4000	274,615.00	397,690.00	.00	267,801.11	129,888.89
5100	Subagreement for Services	176,461.00	176,461.00		159,000.00	17,461.00
5200	Travel & Conferences	58,381.00	66,861.00		50,067.44	16,793.56
5300	Dues & Membership	9,026.00	9,063.00		9,632.60	569.60-
5400	Insurance-Fire, liability, etc	55,080.00	55,080.00		58,693.15	3,613.15-
5510	Power	90,183.00	91,652.00		87,572.64	4,079.36
5520	Garbage	12,813.00	12,813.00		5,231.68	7,581.32
5530	Water	64,350.00	64,350.00		50,584.08	13,765.92
5540	Propane	65,000.00	65,000.00		45,235.25	19,764.75
5590	Miscellaneous Utilities	15,500.00	15,500.00		10,356.52	5,143.48
5600	Rentals, Leases & Repairs	106,450.00	106,558.00		136,631.92	30,073.92-
5800	Services & Operating Expense	4,300.00	4,300.00		3,048.60	1,251.40
5810	Legal Expenses	7,078.00	7,078.00		416.00	6,662.00
5812	Board Election Expense	2,500.00	2,500.00			2,500.00
5840	Audit Expense	17,000.00	17,000.00		17,300.00	300.00-
5860	Solid Waste Tax	12,161.00	12,161.00		8,948.80	3,212.20
5890	Contracts/Servic	445,552.00	534,316.00	32,000.00	370,232.29	132,083.71
5899	SCOE Interagency Reimburse				16,812.92	16,812.92-
5900	Communications	3,875.00	3,875.00		2,663.25	1,211.75
5910	Telephone-Monthly Service	17,252.00	17,252.00		7,360.98	9,891.02

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Balances through June						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
5920	T Lines	4,800.00	4,800.00			4,800.00
5990	Other Communications	225.00	225.00		225.22	.22-
	Total for Object 5000	1,167,987.00	1,266,845.00	32,000.00	1,040,013.34	194,831.66
6200	Building & Improvements	114,545.00	28,394.00			28,394.00
6400	Equipment	135,655.00	124,175.00		31,677.55	92,497.45
6500	Equipment Replacement	109,875.00	90,438.00		50,448.78	39,989.22
	Total for Object 6000	360,075.00	243,007.00	.00	82,126.33	160,880.67
7110	Out-of-State Tuition	104,450.00	104,450.00		104,449.74	.26
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	68,067.00	72,747.00		50,455.00	22,292.00
7619	Other Interfund Transfers Out	275,000.00	230,000.00		230,000.00	.00
	Total for Object 7000	447,517.00	407,197.00	.00	384,904.74	22,292.26
	Total for Fund 01 and Expense accounts	6,204,049.00	6,607,162.00	32,000.00	5,809,926.97	765,235.03
Fund 13 - Cafeteria						
2200	Classified Support Salaries	70,721.00	73,892.00		77,888.88	3,996.88-
2215	Classified Extra Duty		500.00		352.10	147.90
2220	Classified Support Substitute		1,000.00		1,056.50	56.50-
	Total for Object 2000	70,721.00	75,392.00	.00	79,297.48	3,905.48-
3202	Public Employees Retirement Sy	8,372.00	8,925.00		8,900.92	24.08
3312	OASDI-Classified Positions	4,224.00	4,515.00		4,756.81	241.81-
3322	Medicare-Classified Positions	987.00	1,056.00		1,112.48	56.48-
3402	Health & Welfare-Classified Po	17,537.00	17,458.00		17,457.46	.54
3502	State Unemployment Insurance-	36.00	38.00		39.60	1.60-
3602	Workers' Compensation Insuranc	2,648.00	2,499.00		2,633.86	134.86-
	Total for Object 3000	33,804.00	34,491.00	.00	34,901.13	410.13-
4340	Food Service	9,011.00	9,011.00		2,851.33	6,159.67
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	45,758.00	54,580.00		51,453.58	3,126.42
	Total for Object 4000	59,769.00	68,591.00	.00	54,304.91	14,286.09
5200	Travel & Conferences	710.00	710.00			710.00
5600	Rentals, Leases & Repairs	2,800.00	2,800.00		4,250.26	1,450.26-
5800	Services & Operating Expense	1,256.00	1,256.00			1,256.00
5890	Contracts/Servic	800.00	800.00		264.00	536.00
5900	Communications	421.00	421.00			421.00

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Balances through June						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 13 - Cafeteria (continued)						
Total for Object 5000		5,987.00	5,987.00	.00	4,514.26	1,472.74
Total for Fund 13 and Expense accounts		170,281.00	184,461.00	.00	173,017.78	11,443.22
Fund 40 - Dist Build						
6200	Building & Improvements	75,000.00	75,000.00		15,294.80	59,705.20
6500	Equipment Replacement	200,000.00	430,000.00		165,353.40	264,646.60
Total for Fund 40, Expense accounts and Object 6000		275,000.00	505,000.00	.00	180,648.20	324,351.80
Fund 73 - Bechen						
5800	Services & Operating Expense	6,000.00	6,000.00		6,000.00	.00
Total for Fund 73, Expense accounts and Object 5000		6,000.00	6,000.00	.00	6,000.00	.00
Total for Org 006 - Sierra-Plumas Joint Unified School District		6,655,330.00	7,302,623.00	32,000.00	6,169,592.95	1,101,030.05

ENROLLMENT BY SCHOOL MONTH 2017-2018

	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP/SDC	TOTAL
Ending 2016-2017	179	60	97	25	23	1	included in site #	385
1st Day 2017-2018	203	51	107	27	22	1	included in site #	411
2017 CALPADS	199	52	105	27	21	3	included in site #	407

	Month	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP/SDC	TOTAL
September	1	204	52	105	27	22	2	included in site #	412
October	2	204	52	105	28	22	2	included in site #	413
November	3	202	52	104	28	21	2	included in site #	409
December	4	203	52	104	29	21	3	included in site #	412
January	5	200	52	104	29	21	2	included in site #	408
February	6	200	52	103	27	21	2	included in site #	405
March	7	196	52	100	29	21	2	included in site #	400
April	8	195	52	103	30	22	2	included in site #	404
May	9	199	51	104	32	22	2	included in site #	410
June	10	197	52	103	32	22	3	included in site #	409

2016-17	S-PJUSD	SCOE	Washoe
P2 ADA	361.33	1.7	15
2017-18	S-PJUSD	SCOE	Washoe
P1 ADA	387.09	2.65	16.31
P2 ADA	382.83	2.93	12.16

Enrollment difference from June 9, 2017, to

June 8, 2018: +24

Long Term ISP:
LES 9
LHS 4

MINUTES FOR THE REGULAR MEETING OF THE GOVERNING BOARD OF THE
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

June 12, 2018

Downieville School, 130 School St, Downieville CA 95936

Teleconferenced to Sierra County Office of Education, 109 Beckwith Rd, Loyalton CA 96118

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 7:07pm.

B. ROLL CALL

PRESENT: Mike Moore, President
Sharon Dryden, Vice President
Jenny Gant, Clerk
Allen Wright, Member
Patty Hall, Member

ABSENT: None

C. APPROVAL OF AGENDA

HALL/WRIGHT

5/0

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Graduation Activities Recap—4 DVL graduates, 20 LHS graduates
- b. Sierra Schools Foundation pledging \$15K to .5 FTE Music Teacher 2018-19
- c. Carpet replacement for multi-purpose room and one classroom at LES—during summer, after paving project
- d. ALICE Training—Tom and Annie there the past two days; active threat training for school safety and security
- e. Inter-District Variance Requests

2. Business Report

- a. Account Object Summary-Balance from 07/01/2017 to 05/31/2018
- b. Ninth Month Enrollments for the 2017-2018 School Year
- c. Certification Letter for Fiscal Year 2016-2017 Audit

3. Staff Reports (5 minutes)

- a. Loyalton Elementary School – none
- b. Loyalton High School – none
- c. Downieville Schools – GRANT: Boiler project underway
- d. Curriculum – MESCHERY

4. Board Members' Report (5 minutes)

- a. WRIGHT: Attended DVL graduation
- b. DRYDEN: Attended LHS graduation; Working on map of Boundary lines within County for each Board Member's area. Elected to another Board which will vacate this position at the end of November.
- c. GANT: Attended continuation school graduation

- d. HALL: Thank you to Darcy for all of her help during DVL graduation
- e. MOORE: Handed out diplomas at LHS graduation with Dr. Grant

5. Public Comment

- a. Current location – no comment
- b. Videoconference location – no comment

E. CONSENT CALENDAR

- 1. Approval of minutes for the Regular Board Meeting held May 8, 2018
- 2. Approval of Board Report-Checks Dated 05/01/2018 through 05/31/2018
- 3. Authorization for Business Manager to enter into Agreement with School Services of California for 7/1/2018-6/30/2019—2019-03D
- 4. Approval of Steve Fillo, Katie Campbell, Brad Campbell and Thomas Jones as additional California Interscholastic Federation representatives for 2018-2019 School Year
- 5. Approval of Consolidated Application for 2018-2019
- 6. Accept letter of resignation from Michelle Jacobsen, Instructional Aide, Loyaltan Elementary, effective June 8, 2018
- 7. Authorization to fill .5 FTE Instructional Aide position, Loyaltan Elementary
HALL/WRIGHT
5/0

F. ACTION ITEMS

1. New Business

- a. Authorization to Submit Request for Federal Waiver for Carl D. Perkins Career and Technical Education Improvement Act
WRIGHT/HALL
5/0
- b. Award Bid on Surplus Yellow Truck in Downieville
DRYDEN motioned to award highest bidder—Roy Belli at \$335. Second by HALL.
5/0
- c. Division of State Architect Inspector Contract for Downieville Boiler Project—
Contract# 2018-17D
HALL/WRIGHT
5/0
- d. Authorization to enter into an Agreement with Dr. Merrill M. Grant, Superintendent, for 7/1/2018-6/30/2021—Agreement# 2019-02D
WRIGHT/HALL
4/1
DRYDEN: Voting no because of Budget and increase in staff and shifting responsibilities
- e. Adoption of the 2018-2019 Budget and the Criteria & Standards Report
HALL/WRIGHT
HALL: Approve with understanding that any changes may be made to the County Budget that will affect the District Budget
5/0
- f. Approve Certificated Substitute Pay rate effective July 1, 2018
HALL/WRIGHT
5/0

- g. Authorization to fill .5 FTE District-Wide Music Teacher Position
 DRYDEN/GANT
 JENNA (SSF): Music Teacher will be funded by Sierra Schools Foundation – large donation received; \$15K per year for the next three years to see how the program does—additional \$5K for equipment/instruments and startup costs for program during 1st year.
 GRANT: District contributes about \$30K because of benefits.
 DRYDEN: District contributes about \$30K because of benefits for a .5 FTE? That’s approximately \$45K for a half-time position...should be attractive.
 GRANT: Music will actually be at LHS & LES—DVL intends to create/grow its own music program/position.
 DRYDEN: Does this position qualify to include full benefits?
 GRIESERT will look into this.
 DRYDEN changed motion to table this item until the Special Meeting on June 21st, 2018 for further information and discussion. Second by HALL.
 5/0
- h. Authorization to fill .67 FTE Instructional Aide, Loyalton Elementary
 HALL/GANT
 This position does not include health benefits.
 5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

HALL moved to approve a-f as approved during County meeting. Second by GANT.

5/0

- a. Board Policy 0410, Nondiscrimination in District Programs and Activities, revision
- b. Board Policy AND Administrative Regulation 3514, Environmental Safety, revision
- c. Board Policy 4111/4211/4311, Recruitment and Selection, revision
- d. Board Policy AND Administrative Regulation 4119.11/4219.11/4319.11, Sexual Harassment, revision
- e. Administrative Regulation 4161.1/4361.1, Personal Illness/Injury Leave, revision
- f. Administrative Regulation 4261.1, Personal Illness/Injury Leave, revision

G. ADVANCED PLANNING

- 1. Special Meeting will be held on June 21st, 2018 at 10:00am at Sierra County Office of Education, 109 Beckwith Rd, Loyalton, CA 96118.
- 2. Next Regular Board Meeting will be held on July 10, 2018 at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118 beginning with Closed Session, as needed, at 5:00pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00pm.
- 3. Suggested Agenda Items
 - a. WRIGHT: DVL maintenance employee also does custodial work. Would like to restore 3-4 hours per day of custodial time in DVL.
 - b. ALICE Training Presentation

H. ADJOURN at 7:51pm
HALL/WRIGHT
5/0

Jenny Gant, Clerk

Dr. Merrill M. Grant, Superintendent

MINUTES FOR THE SPECIAL MEETING OF THE GOVERNING BOARD OF THE
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
FOR THE PURPOSE OF:
Discussion and Possible Approval of .5 Sierra-Plumas Joint Unified School District Music Position
June 21, 2018
Sierra County Office of Education, 109 Beckwith Rd, Rm 4, Loyalton CA 96118
Videoconferenced to Downieville School, 130 School St., Downieville, CA 95936
10:00am Special Meeting Session (*followed County meeting*)

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 10:06am.

B. ROLL CALL

PRESENT: Mike Moore, President
Sharon Dryden, Vice President
Jenny Gant, Clerk
Allen Wright, Member
Patty Hall, Member

ABSENT: None

C. APPROVAL OF AGENDA

HALL/GANT

5/0

D. Recess back to County meeting at 10:07am (*admin error in listing both meetings at 10:00am*)

Break (5 minutes)

E. Reconvene at 11:32am

F. PUBLIC COMMENT

Opened for public comment at 11:32am and closed without comment.

G. ACTION ITEMS

1. Old Business

a. District Music Teacher Position

1. Review all benefits to be included and offered for this position as .5 FTE
2. Authorization to fill .5 FTE District Music Teacher Position
GANT motioned to change to .49 FTE Music Teacher Position. Second
by DRYDEN.

5/0

H. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on July 10, 2018 at Sierra County Office of Education, 109 Beckwith Rd, Loyalton, CA 96118 beginning with Closed Session, as needed, at 5:00pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00pm.
2. Suggested Agenda Items
None

I. ADJOURN at 11:52am
HALL/WRIGHT
5/0

Jenny Gant, Clerk

Dr. Merrill M. Grant, Superintendent

Checks Dated 06/01/2018 through 06/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082488	06/12/2018	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		109.53
00082489	06/12/2018	AMERIGAS	01-5540	PROPANE	808.96	
			01-5899	PROPANE	203.38	1,012.34
00082490	06/12/2018	AMS.NET C/O FREMONT BANK	01-5899	CISCO SWITCHES DVL/SP ED	117.60	
			01-6500	CISCO SWITCHES DVL/SP ED	117.60	235.20
00082491	06/12/2018	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINTENANCE SUPPLIES		101.50
00082492	06/12/2018	CALIFORNIA ASSOC. FFA ANGIE MILES, FINANCIAL SERVICE	01-5200	STATE CONFERENCE		240.00
00082493	06/12/2018	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,372.99	
			01-5899	WATER AND SEWER - LOYALTON SITES	209.57	3,582.56
00082494	06/12/2018	AP EXAMS THE COLLEGE BOARD	01-5890	AP Exams		3,575.00
00082495	06/12/2018	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		273.00
00082496	06/12/2018	MERRILL GRANT	01-5200	MILEAGE/PER DIEM/HOTEL		1,121.14
00082497	06/12/2018	JOSTENS	01-4305	DIPLOMAS/COVER		134.09
00082498	06/12/2018	JOSTENS	01-4305	Caps & Tassles		477.66
00082499	06/12/2018	MARIAN LAVEZZOLA	01-5600	TECH COTTAGE RENTAL		200.00
00082500	06/12/2018	LES SCHWAB TIRE CENTER	01-4320	TRACTOR TIRE	97.88	
			01-4350	TIRES	891.16	989.04
00082501	06/12/2018	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	4,294.91	
			01-5899	ELECTRIC - LOYALTON SITES	139.84	4,434.75
00082502	06/12/2018	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		175.10
00082503	06/12/2018	MIKE MOORE	76-9576	H/W REIMBURSEMENT		753.47
00082504	06/12/2018	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS	142.50	
				PAVEMENT/CONCRETE BIDS	622.50	765.00
00082505	06/12/2018	NORTHAM DISTRIBUTING, INC.	13-4700	CAFE FOOD/SUPPLIES		510.33
00082506	06/12/2018	NWN CORPORATION	01-5890	FILTERING SUBSCRIPTION		1,788.00
00082507	06/12/2018	OFFICE DEPOT	01-4302	TONER	310.80	
			01-4330	Office Supplies	104.49	415.29
00082508	06/12/2018	LAURIE PETTERSON	01-5200	PROFESSIONAL DEVELOPMENT		247.00
00082509	06/12/2018	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		54.83
00082510	06/12/2018	PROMEVO, LLC	01-4400	CHROMEBOOKS		2,133.51
00082511	06/12/2018	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		90.48
00082512	06/12/2018	SIERRA COUNTY PUBLIC WORKS	01-4320	CONCRETE		23.38
00082513	06/12/2018	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00082514	06/12/2018	SIERRA HARDWARE	01-4320	Misc items for school maintenance		180.63

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

Checks Dated 06/01/2018 through 06/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082515	06/12/2018	SIERRA VALLEY HOME CENTER	01-4300	MISC AG SUPPLIES	105.39	
			01-4320	CUSTODIAL & MAINT. SUPPLIES	222.33	
				MAINT. SUPPLIES	296.01	
			01-4330	Maintenance supplies	43.06	
			01-4400	MOWER	427.93	
00082516	06/12/2018	SIERRA-PLUMAS JOINT UNIFIED	01-5600	SHED PROJECT	228.67	1,323.39
			01-5890	BANK SERVICE FEES		30.00
00082517	06/12/2018	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	13,249.94	
00082518	06/12/2018	STAPLES ADVANTAGE	01-5890	TRANSPORTATION	2,083.32	15,333.26
			01-4300	Storage supplies	102.90	
			01-4330	Office supplies	161.25	
00082519	06/12/2018	TRI COUNTY SCHOOLS INS. GR.	01-5899	OFFICE SUPPLIES	33.76	297.91
			01-3902	JUNE 2018 HEALTH INSURANCE	1,330.00	
			01-9535	JUNE 2018 HEALTH INSURANCE	11,392.00	
			76-9576	JUNE 2018 HEALTH INSURANCE	72,521.26	85,243.26
00082520	06/12/2018	U.S. BANK	01-4300	Adobe Creative Cloud	79.97	
				CEILING FANS & EARMUFFS	82.96	
				Class Supplies	108.95	
				Classroom supplies	85.11	
				PE Supplies	22.48	
			01-4301	Classroom supplies	71.81	
			01-4302	CLASSROOM SUPPLIES	153.94	
			01-4305	PA SYSTEM	322.09	
			01-4320	CEILING FANS & EARMUFFS	489.76	
				SWITCH FOR BOILER	109.80	
			01-4330	ADJUSTABLE DESK	72.38	
				ADOBE PRO SUBSCRIPTION	11.25	
				OFFICE SUPPLIES	101.21	
			01-4351	Fuel for Maintenance	125.87	
			01-5200	REGISTRATION	1,190.00	
01-5899	ADJUSTABLE DESK	24.12				
	ADOBE PRO SUBSCRIPTION	3.74				
	OFFICE SUPPLIES	33.74				
	13-4340	KITCHEN MAINT. SUPPLIES	47.91			
	13-4700	ITEMS FOR STUDENT W/ALLERGY	44.02			
		Unpaid Sales Tax	31.93-	3,149.18		
00082521	06/12/2018	US FOODSERVICE, INC.	13-4700	CAFETERIA - FOOD AND SUPPLIES		1,311.29

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

Checks Dated 06/01/2018 through 06/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082522	06/12/2018	VOYAGER FLEET SYSTEMS INC.	01-4305	FUEL FOR ATHLETIC TRIPS	1,380.80	
			01-4351	BUS FUEL	2,633.57	
				FUEL FOR MAINTENANCE	422.54	
			01-5200	Fuel for Ag	413.86	
				FUEL FOR MAINTENANCE	93.76	
			01-5899	Fuel for Maintenance	7.01	4,951.54
00082523	06/12/2018	ALLEN WRIGHT	01-5200	MILEAGE		20.44
00082524	06/29/2018	JASON ADAMS	01-4300	PRO SUBSCRIPTION LESSON PLANNER		55.92
00082525	06/29/2018	AT&T	01-5890	PHONE SERVICES	37.22	
			01-5899	PHONE SERVICES	18.33	
			01-5910	PHONE SERVICES	459.42	514.97
00082526	06/29/2018	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINTENANCE SUPPLIES		35.18
00082527	06/29/2018	SUSAN BAKER	01-5200	TRAVEL EXPENSES	317.88	
			01-5899	TRAVEL EXPENSES	280.72	598.60
00082528	06/29/2018	BRADY INDUSTRIES	01-4320	Solenoid		145.50
00082529	06/29/2018	COMFORT INN & SUITES	01-5200	HOTEL ACCOMODATIONS		396.64
00082530	06/29/2018	AMY FILIPPINI	01-5200	TRAVEL EXPENSES	146.92	
			01-5899	TRAVEL EXPENSES	322.91	469.83
00082531	06/29/2018	JENNIFER GANT	01-5200	MILEAGE		97.28
00082532	06/29/2018	CAROLINE GRIFFIN	01-5200	Reim. for Hotel	249.84	
				Rooms	313.50	563.34
00082533	06/29/2018	JOSTENS	01-4305	DIPLOMAS/COVER		234.59
00082534	06/29/2018	K 12 MANAGEMENT DBA FUELED	01-5890	ONLINE/ISP COURSES		787.50
00082535	06/29/2018	KP LLC - 8311	01-4330	Health Folders		153.87
00082536	06/29/2018	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	4,186.53	
			01-5899	ELECTRIC - LOYALTON SITES	140.56	4,327.09
00082537	06/29/2018	MEGAN A. MESCHERY	01-5200	HOTEL ACCOMODATIONS		1,030.16
00082538	06/29/2018	MIKE MOORE	01-5200	MILEAGE		27.25
00082539	06/29/2018	NASCO	01-4301	Supplies		526.61
00082540	06/29/2018	OPEN CONTROL SYSTEMS	01-5600	BOILER CONVERSION		15,000.00
00082541	06/29/2018	PACIFIC GAS & ELECTRIC COMPANY	01-5510	ELECTRIC		2,572.84
00082542	06/29/2018	PEPPERMILL RESORT SPA CASINO	01-5200	HOTEL ACCOMODATIONS		145.25
00082543	06/29/2018	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	123.26	
				COPIER MAINT. LHS/LES	461.51	584.77
00082544	06/29/2018	SCHOOL SPECIALTY	01-4301	Classroom supplies	88.90	
			01-4400	Classroom furniture	1,083.39	1,172.29
00082545	06/29/2018	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00

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.

ESCAPE ONLINE

Checks Dated 06/01/2018 through 06/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082546	06/29/2018	SIERRA COUNTY PUBLIC WORKS	01-4320	FRIDGE DISPOSAL		42.00
00082547	06/29/2018	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	364.10	
			01-5899	GARBAGE SERVICE	9.90	374.00
00082548	06/29/2018	SIERRA-PLUMAS JOINT UNIFIED	01-5200	HOTEL ACCOMODATIONS	491.44	
			01-5890	BANK SERVICE FEES	160.12	651.56
00082549	06/29/2018	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		64.00
00082550	06/29/2018	STN MEDIA GROUP ATTN: SYLVIA ARROYO	01-5200	REGISTRATION		551.95
00082551	06/29/2018	U.S. BANK	01-4300	Adobe Creative Cloud	79.97	
				CEILING FANS & EARMUFFS	14.05	
				Classroom supplies	37.71	
			01-4305	Chairs for Graduation	660.00	
				U-HAUL FOR GRAD CHAIRS	242.50	
			01-4320	CEILING FANS & EARMUFFS	82.96	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	1,132.18
00082552	06/29/2018	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		171.25
00082553	06/29/2018	VOYAGER FLEET SYSTEMS INC.	01-4305	FUEL FOR ATHLETIC TRIPS	103.73	
				Fuel for Field Trips	943.02	
			01-4351	BUS FUEL	1,927.68	
				Fuel for Maintenance	416.72	
			01-5200	ADMIN MEETINGS	223.06	
				FUEL FOR AG	159.99	
			01-5899	Fuel for Maintenance	26.00	3,800.20
00082554	06/29/2018	ANDREA WHITE	01-5200	PER DIEM		99.00
00082555	06/29/2018	ALLEN WRIGHT	01-5200	MILEAGE		27.25
Total Number of Checks					68	172,075.47

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	63	96,689.19
13	Cafeteria Fund	5	2,143.48
76	Warrant/Pass Though (payroll)	2	73,274.73

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

Checks Dated 06/01/2018 through 06/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	68		172,107.40	
		Less Unpaid Sales Tax Liability			31.93	
		Net (Check Amount)			172,075.47	

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

SIERRA – PLUMAS JOINT UNIFIED SCHOOL DISTRICT

109 Beckwith Road, P.O. Box 955, Loyalton, CA 96118
Tel: (530) 993-1660 Fax: (530) 993-0828

REQUEST FOR FIELD TRIP

(Not required for regularly scheduled athletic trips)

***** PURCHASE ORDER and LIST OF STUDENTS REQUIRED FOR EACH TRIP REQUEST *****

Prepayment Required?	<input checked="" type="checkbox"/> Yes	Date Due: June 30 2018
	<input type="checkbox"/> No	To: CA FFA

(Itemize on Page 2)

School: LHS

Date of Trip: Oct 24 - 28 2008

K-6	7-12	Total # of Students
		4?

Time of Departure	Time of Return
TBA	TBA

Description of Trip (include specific information on establishments you plan to visit and their educational value):
National FFA Convention, 2 American Degree recipients, 1 Beef Placement, 1 National Delegate

Destination (Address, City & State)
<u>Indianapolis, IL</u>

Out of State Waiver Distributed to Parents

Yes No

Chaperone List

1/10 students (K-8)	1/20 students (9-12)
Mrs. Griffin	

Total Cost of Trip: \$? 970 Per student 1970 (from Page 2) 5050- Andrew Sam, Bowdy Pay on own

Other source of funding: Student Body Amount: \$ _____ (Attach list of student expenses paid/to be paid)

Other source(s): Andrew Kielak, Samantha Guidotti, Bowdy Griffin, Brock Griffin

Approval

Authorizing Agent	Signature	Date
Administrator:		
Superintendent:		

Note: Signature on waiver of all claims required for all students and pupils taking out-of-state field trips or excursions (Ed. Code Section 355330).
Please submit to the District Business office for approval at least three weeks in advance of the date of the scheduled trip.

REQUEST FOR FIELD TRIP – Page 2

*** Did you attach your list of students and all relevant backup documents? This request **will be returned without a list of students attached**. If any of the trip is to be funded by the District a Purchase Order Request **must** be submitted. ***

Substitute(s)	
Number of Substitute Days/Hours needed:	3
Substitute Job Classification:	teacher

Transportation	
School Bus <input type="checkbox"/>	Personal Vehicle <input type="checkbox"/> Walking <input type="checkbox"/> Other <input checked="" type="checkbox"/>
<small>*Insurance information must be on file</small>	
Funding Source:	<input type="checkbox"/> District Office <input type="checkbox"/> Student Body Funds <input type="checkbox"/> GCPC <input type="checkbox"/> SSF <input checked="" type="checkbox"/> Other
<small>*District Office will charge the funding program for the use of a School Bus (see chart below)</small>	
Vendor Name/Address: <small>(Where to send invoice for the bus)</small>	CA FFA

Registration	
Cost of Registration: (Attach copy of entire flyer)	\$
Vendor Name:	
Vendor Address/Phone:	
Funding Source:	<input type="checkbox"/> District Office <input type="checkbox"/> Student Body Funds <input type="checkbox"/> Other

Entrance Tickets/Lodging/Meals		
Cost of Entrance Tickets:	\$	
<i>Vendor Name(s)</i>	<i>Vendor Address(es)</i>	<i>Vendor Phone(s)</i>
Funding Source:	<input type="checkbox"/> District Office <input type="checkbox"/> Student Body Funds <input type="checkbox"/> Other	
Cost of Meals:	\$	
<i>Vendor Name(s)</i>	<i>Vendor Address(es)</i>	<i>Vendor Phone(s)</i>
Funding Source:	<input type="checkbox"/> District Office <input type="checkbox"/> Student Body Funds <input type="checkbox"/> Other	
Cost of Lodging:	\$	
<i>Vendor Name(s)</i>	<i>Vendor Address(es)</i>	<i>Vendor Phone(s)</i>
Funding Source:	<input type="checkbox"/> District Office <input type="checkbox"/> Student Body Funds <input type="checkbox"/> Other	

Extra Duty Sessions (Certificated Staff Only)	
Total Number of Extra Duty Sessions Anticipated:	3
Funding Program:	AIG

Field Trip Bus & Driver Charge		
Miles	Rate Per Mile	Not to Exceed
0-200	\$ 4.00	800
201-400	\$ 3.50	1400
401-600	\$ 3.00	1800
601-800	\$ 2.75	2200
801-up	\$ 2.25	

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Caroline "Cali" Griffin



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	FFA Membership
	Post Graduate Data
	Event Registration
	Livestock Insurance












National FFA Convention - Wednesday Trip - Sacramento SMF Airport (Oct. 24-28, 2018)

Once submitted online, your chapter is financially responsible for the entire cost of registration. There are NO CANCELLATIONS.

Registration is not complete until payment, delegate only rule/medical forms and the chapter worksheet is received. Postmark deadline is August 1, 2018.

All blanks must be filled in. Please use N/A for anyone with no middle name.

NAME	CURRENT PRICE	OPENINGS	QUANTITY	SUB TOTAL	
Students	\$970.00	16	4	\$3,880.00	Edit
Students - 9th Graders Only	\$970.00	5	0	\$0.00	Edit
Students + DC	\$1,700.00	22	0	\$0.00	Edit

-  [Registration Information](#)
-  [Registration Instructions](#)
-  [Application Center](#)
-  [FAQ's](#)
-  [Registration Worksheet](#)
-  [Registration Worksheet](#)
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Students + DC - 9th Graders Only	\$1,700.00	3	0	\$0.00	Edit
Advisors	\$1,170.00	11	1	\$1,170.00	Edit
Advisors + DC	\$1,900.00	5	0	\$0.00	Edit
Guests	\$1,170.00	3	0	\$0.00	Edit
Guests + DC	\$1,900.00	4	0	\$0.00	Edit
TOTAL				\$5,050.00	

[Submit Registration](#)

Registration is not complete unless it has been submitted and a time stamp is listed.

Registration Includes: Transportation and Lodging.

Convention Registration will need to be made by the chapter directly through National FFA at www.ffa.org/events/convention/planning
- Convention early bird registration opens in September 2018

Please use event invoice for payment processing. **Once a reservation is submitted online, the chapter is financially responsible for the entire cost of the trip. NO CANCELLATIONS.**

All materials, including payment, must be postmarked to the California FFA Center, PO Box 460, Galt, CA 95632 by August 1, 2018. The chapter worksheet and medical/rules forms for delegates only can be submitted online. In order to submit a document on CalAgEd.org, log on to your profile, click on "my dashboard," and visit the specific event registration page. Above the event document links, is an option to "upload documents." Registration is not complete until the chapter worksheet and delegate only medical/rules forms are accepted.

Name Changes must be requested in writing. If done prior to August 1, 2018 no charge will be applied. Any name changes after August 1, 2018 will require a \$100 fee; after September 1, 2018 a \$200 fee will apply.

Event Documents

[Chapter Worksheet](#)

[Delegate Only Rule/Medical Form](#)



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SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

2018-2019 Extra Duty Assignments - Athletic Coaches

2018-2019 EXTRA DUTY ASSIGNMENTS Athletics					
Position	Stipend	Personnel	Personnel	Personnel	Personnel
		<i>Downieville</i>	<i>LHS</i>	<i>LMS 7th/8th</i>	<i>LES K-6th</i>
<u>Coaching Assignments</u>					
Athletic Director - Loyalton High/\$2,500 per season x3/\$7,500 cap	\$7,500 cap		Katie Campbell		
Athletic Director – Downieville/\$500 per team or \$2,000 cap	\$2,000 cap	Steve Fillo			
Athletic Director - Loyalton Gr. 6,7,8	\$1,000			Sheri Roen	
Varsity Football LHS	\$2,000		Brad Campbell		
Assistant Varsity Football LHS	\$1,500				
Varsity Basketball - Boys	\$2,000		Tim Lysen		
J.V. Basketball - Boys	\$2,000		Augustine Corcoran		
Varsity Basketball - Girls	\$2,000	Steve Fillo	Ben Davis		
J.V Basketball – Girls	\$2,000		Stacey Hood		
7 th Grade Basketball – Boys	\$ 500			Stephanie Shelby	
8 th Grade Basketball – Boys	\$ 500			Joel Armstrong	
7 th Grade Basketball - Girls	\$ 500			Andy Genasci	
8 th Grade Basketball – Girls	\$ 500			Matt Hubbs	
7 th /8 th Gr COED Basketball	\$1,500	Steve Fillo			
Boys Baseball	\$2,000		Bryan Griffin		
Girls Softball	\$2,000		Andrea Ceresola		
Varsity Volleyball - Girls	\$2,000		Laraine Sei		
JV Volleyball Girls	\$1,500		Anne Fassbender		
Track	\$2,000		Jason Adams		
Tennis	\$1,500				
Cheerleading Advisor-Season	\$2,000		Bre Whitley		
Physical Fitness Coordinator District-wide	\$ 500		← District wide →		
Cross Country Coach	\$ 500				
Golf Coach	\$1,500		Greg Marr		
Soccer	\$2,000		Stephanie Shelby		

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

2018-2019 Extra Duty Assignments – Certificated

Position	Stipend	LES	LHS	DVL
WASC LEAD				
Loyalton High Maintenance Year	\$500			
Downieville High Maintenance Year	\$500			M. McDermid
Site Technology Coordinator				
Loyalton Elementary	\$1,500			
Loyalton Junior/Senior High 7-12			B. Jaquez	
Downieville K-12				M. McDermid
Teacher-In-Charge per semester				
Loyalton Elementary	\$1,000			
Loyalton High 7-12		Laurie Petterson		
Downieville K-12			B. Jaquez	
Lead Teacher Downieville School per month				
	\$1,000			Josh Boli
Response to Intervention				
Loyalton Junior High 7-8	\$500			
Loyalton Senior High 9-12	\$500			
Downieville K-12	\$500			R. Bolle
Loyalton Elementary	\$1,000	E. Folchi		
Friday Night Live Program Advisor				
Friday Night Live (9-12), Club Live (7-8), Friday Night Live Kids (K-6)				
Loyalton Elementary, Loyalton High (7-8) (9-12)	\$2,000	E. Folchi (K-6)		
Downieville Elem, Downieville High (7-8) (9-12)	\$1,000			

MUSIC TEACHER

DEFINITION:

Under the general or direct supervision of the Site Administrator or designee, the Music Teacher shall provide a full range of music instruction at the elementary and middle/high school grade levels to foster a positive environment of learning and growth that is motivational for beginning and advanced music students.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree
- California Teaching Credential in music or equivalent or be enrolled in a credentialing program
- Successful experience as classroom teacher and/or music teacher
- Experience in implementing a school music program and directing musical performance
- Proficiency in at least one area of music performance—instrumental, vocal, etc.
- English Language Learner authorization

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

- Promote a District-wide comprehensive, integrated and multicultural music program
- Prepare and deliver grade-level appropriate standards-based lessons for direct instruction in music
- Prepare and implement lesson plans that align to the California Visual and Performing Arts Standards in Music
- Collaborate with teachers to integrate lessons with classroom curricular content areas
- Participate in coaching, collaborative meetings, and professional development opportunities to improve music program and instruction
- Regularly assess student progress to refine and differentiate instruction
- Develop and execute culminating experiences for students such as performances and recitals
- Communicate frequently with students, students' families, colleagues and other stakeholders
- Work closely with children and their families to promote personal growth and success
- Maintain accurate student records and data
- Assume related duties

KNOWLEDGE AND ABILITIES:

- Knowledge of vocal and instrumental music as required for the assigned curriculum
- Understanding of characteristics and indicators of a quality arts program
- Integrate and utilize appropriate technology to enhance musical programs and/or performances
- Willingness to work as a strong team member and have an abiding interest in helping young people experience success in school.
- Implement and engage appropriate classroom management

- Proficient in use of computer and computer programs/software
- Ability to communicate effectively
- Ability to work effectively with diverse groups
- Creative and resourceful with limited funding
- Apply effective time management skills

PHYSICAL ABILITIES:

Physical abilities include standing and walking for extended periods of time, sitting/working at desk, lifting/carrying, reaching/handling, bending/twisting, talking/hearing, near and far visual acuity/depth perception, manual dexterity to operate computer and musical instruments. Ability to lift supplies and materials up to fifteen pounds.

First Reading: July 10, 2018

Adopted:

(Rewrite of No. 207.7 dated 8/02/1978)

California Department of Education
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
2018-19 APPLICATION FOR FUNDING
(Due Date: To be received in Regional Supervisor's Office by June 30, 2018)

Loyalton High School

Sierra-Plumas Joint Unified School Distr

School Site

District

Please include the following items with your application:

- Eligibility Determination Sheet
- Variance Request Form (if applicable)
- Quality Criterion 12 Form (if applicable)
- Award Estimator and Budget Sheet
- List of Agriculture Teachers

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance


Signature of Authorized Agent

Business Manager
Authorized Agent Title


Signature of Agriculture Teacher
Responsible for the Program


Signature of Principal

Contact Phone Number: 530-993-4454

Date of Local Agency Board Approval: July 10, 2018

Eligibility Determination Sheet

IN ORDER TO APPLY FOR FUNDING, YOU MUST MEET **ALL** THE QUALITY CRITERIA LISTED BELOW.

Please check each Quality Criteria you meet:

- 1. Curriculum and Instruction
- 2. Leadership and Citizenship Development
- 3. Practical Application of Occupational Skills
- 4. Qualified and Competent Personnel
- 5. Facilities, Equipment, and Materials
- 6. Community, Business, and Industry Involvement
- 7. Career Guidance
- 8. Program Promotion
- 9. Program Accountability and Planning

IF YOU CHECKED **ALL** THE REQUIRED QUALITY CRITERIA, PLEASE CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

If you **do not** meet one or more of the criteria listed above, you may submit a Variance Request Form for each unmet criterion.

A variance is a proposed plan to bring your program into compliance with all the quality criteria listed above, prior to the following year's application.

All variances must be approved with this application in order to be eligible for funding. Non-compliance with the terms of the approved variance will result in a loss of funds.

Will you be including a formal Variance Request Form for each unmet criterion?

Yes No

IF YOU ARE REQUESTING ONE OR MORE VARIANCES, PLEASE COMPLETE A **VARIANCE REQUEST FORM** FOR EACH AND CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

IF YOU DO NOT MEET **ALL** REQUIRED QUALITY CRITERIA LISTED ABOVE, **AND** YOU ARE **NOT** SUBMITTING A VARIANCE REQUEST FORM

STOP

YOU ARE NOT ELIGIBLE TO APPLY FOR FUNDING THROUGH THE AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT.

California Department of Education
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
2018–19 APPLICATION FOR FUNDING
(Due Date: To be received in Regional Supervisor's Office by June 30, 2018)

Award Estimator

DATES OF PROJECT DURATION: JULY 1, 2018 TO JUNE 30, 2019

Applicant Information (please fill in the underlined fields)

Number of Different Agriculture Teachers at Site
(Please attach a separate list of Agriculture teachers' names): _____

Total Number of Students from the prior fiscal year R-2 Report: _____

Number of teachers meeting Criterion 10 (see instructions for more information): _____

Number of teachers meeting Criterion 11a (see instructions for more information): _____

Number of teachers meeting Criterion 11b (see instructions for more information): _____

Do you meet all criteria on the attached Quality Criterion 12 Form (Y/N)? _____

Award Calculations

Part 1: Based on your number of agriculture teachers at the site:
(Please attach a separate list of Agriculture teachers' names): _____

Part 2: Based on \$8.00 per member listed on the R-2 Report: _____

Part 3a: Based on number of teachers meeting Criterion 10: _____

Part 3b: Based on number of teachers meeting Criterion 11a: _____

Part 3c: Based on number of teachers meeting Criterion 11b: _____

Part 4: Based on meeting all criteria on the Quality Criterion 12 Form: _____

Total Estimated Award: _____

California Department of Education
 AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
 2018–19 APPLICATION FOR FUNDING
 (Due Date: To be received in Regional Supervisor's Office by June 30, 2018)

Budget Sheet

Incentive grant awards must be matched for each Account Number below (4000, 5000, and 6000). Account Number 4000 requires only the subtotal be matched, but Account Numbers 5000 and 6000 must be matched by line item. A waiver of matching must be approved for any instances where matching funds do not meet or exceed Incentive Grant funds.

Amount left to Allocate: _____

4000: Books & Supplies

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.			
Subtotal for 4000			

5000 Services and Operating Expenses, including services of consultants, staff travel, conferences, rentals, leases, repairs, and bus transportation

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal for 5000			

6000 Capital Outlay, including sites, buildings, improvement of buildings, and equipment

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.			
2.			
3.			
4.			
5.			
Subtotal for 6000			

Total Allocated Funds: _____

VARIANCE REQUEST FORM

PLEASE NOTE: EACH CRITERION FOR WHICH A VARIANCE IS REQUESTED MUST BE COMPLETED ON A SEPARATE FORM

Variance Request for Funding Year:

School Site

District

1. Standard and criterion for which variance is requested:
Standard Number:
Criterion Number:
2. Reasons why the criterion is not being met at this time (use additional pages if needed):

3. Steps to be taken in order to meet this criterion (use additional pages if needed):

Name of Agriculture Teacher
Responsible for the Program

Signature of Agriculture
Teacher Responsible for the Program

Name of Principal

Signature of Principal

Name of Regional Supervisor

Signature of Regional Supervisor

QUALITY CRITERION 12 FORM

Agricultural programs meeting all of the required Quality Criteria (Criteria 1 – 9) may qualify for an additional \$7,500 by also meeting Criterion 12.

Please check each qualifying condition you meet, below.

This form, along with the appropriate verification, must be submitted with the Agricultural Career Technical Education Incentive Grant Application by the application deadline.

Number of Students on Previous Year's R-2 Report: _____

12A: Leadership and Citizenship Development

Number of activities on the approved FFA Activity list in which the local chapter participated (Must participate in at least 80 percent of the activities)

12B: Practical Application of Occupational Skills

Number of students who received the State FFA Degree (Must be at least 5 percent of the R2 number)

12C: Qualified and Professional Activities

Number of teachers who attended a minimum of five professional in-service activities (Must attach approved In-service Activities Verification Page)

12D: Community, Business, and Industry Involvement

Number of meetings held by the local Agriculture Advisory Committee (Must be at least three, with minutes attached)

Name of Agriculture Advisory Committee Chair: _____

Phone Number of Agriculture Advisory Committee Chair: _____

12E: Retention

Number of students from the 2014 freshman cohort who completed 3 or 4 years of Agriculture Education courses must be at least 30% of the 2014 freshman cohort

12F: Graduate Follow-Up

Number of program completers graduating last year

Number of those who graduated who are employed in agriculture, in the military, or continuing their education (must be at least 75 percent of the program completers). Attach graduate follow-up report

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Resolution No. 19-001D

**RESOLUTION ORDERING ELECTION,
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,
REQUESTING CONSOLIDATION OF THE ELECTION, AND
SPECIFICATIONS OF THE ELECTION ORDER**

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 6, 2018;

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 6, 2018 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 6, 2018;

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 OFFICES on the November 6, 2018 ballot:

<u>SEATS OPEN</u>	<u>OFFICE TERM</u>
Trustee Area #2 (Sierraville, Sierra City, Sattley)	4 years
Trustee Area #3 (Calpine, Vinton, Chilcoot)	2 years
Trustee Area #4 (NW & NE of Loyalton {Sierra Brooks})	4 years
Trustee Area #5 (City of Loyalton)	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: March 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 6, 2018 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 6, 2018 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 10th day of July, 2018, by the following vote:

AYES: MOORE, DRYDEN, GANT, WRIGHT, HALL

NOES: NONE

ABSTENTIONS: NONE

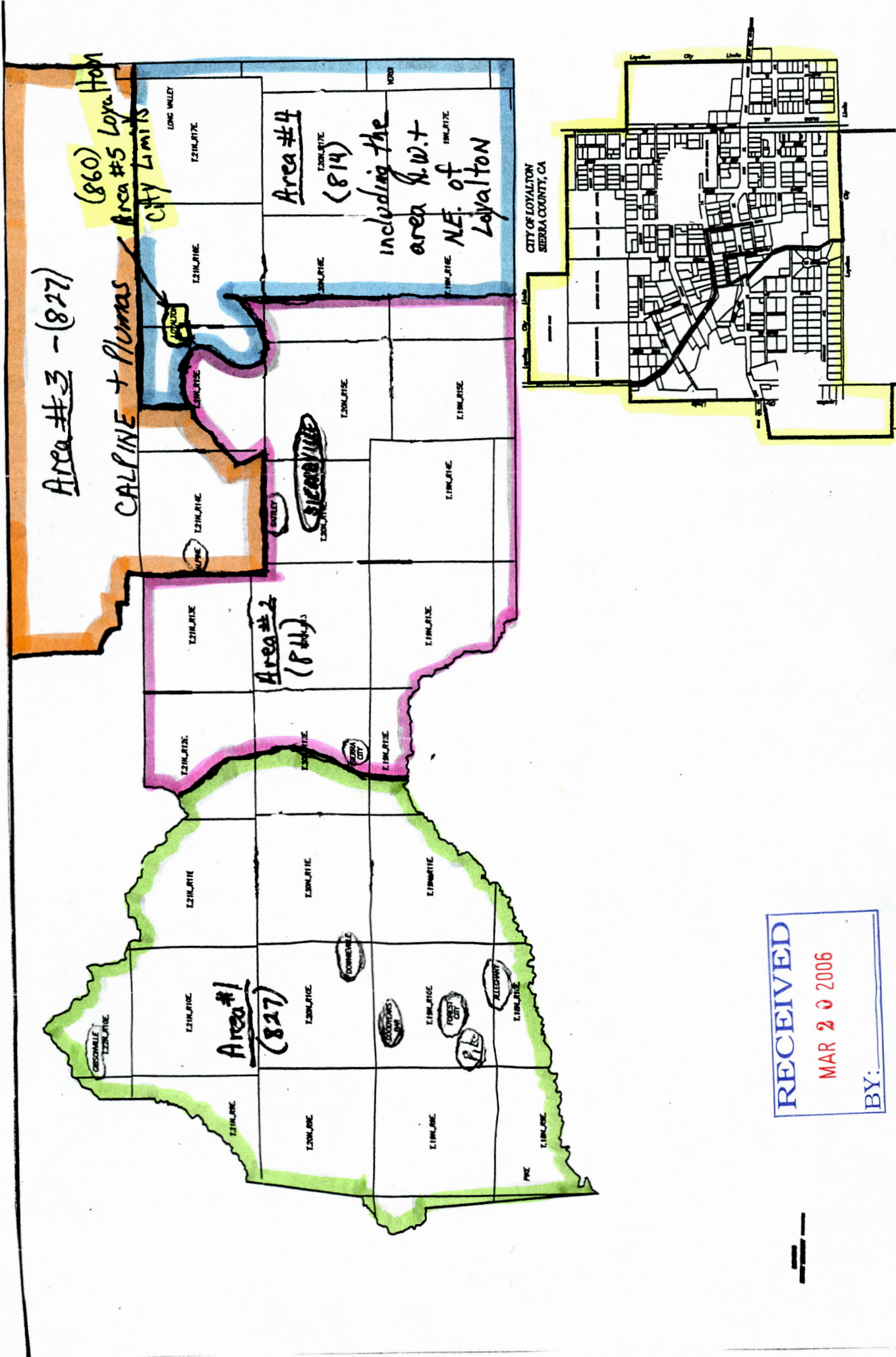
ABSENT: NONE

Mike Moore,
President and Chairperson of the
SPJUSD Governing Board

Attested: _____

Jenny Gant,
Clerk of the SPJUSD Governing Board

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA PLUMAS JOINT UNIFIED SCHOOL DISTRICT



RECEIVED
MAR 20 2006
BY:

**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CALIFORNIA**

RESOLUTION NO. 19-002D

FUND TRANSFERS for 2018-2019 FISCAL YEAR

The Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT hereby authorizes the Superintendent and Business Manager to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the District incurred during the 2018-2019 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT on the 10th day of July 2018, by the following vote:

AYES: MOORE, DRYDEN, GANT, WRIGHT, HALL

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Jenny Gant, Clerk of the Governing Board

CALIFORNIA PARTNERSHIP FOR ACHIEVING STUDENT SUCCESS

MEMBER INSTITUTION MEMORANDUM OF UNDERSTANDING

In signing this Memorandum of Understanding ("**MOU**"), **Sierra-Plumas Joint Unified School District** ("**Institution**") agrees become a member institution of the California Partnership for Achieving Student Success ("**Cal-PASS Plus**") and to be bound by all terms and conditions of this MOU.

RECITAL

A. Cal-PASS Plus is a program conducted by Education Results Partnership, Inc., a California nonprofit public benefit corporation ("**ERP**") together with San Joaquin Delta College ("**SJDC**") and the California Community Colleges Chancellor's Office ("**CCCCO**"). Cal-PASS Plus collects, analyzes, and shares student data with educational institutions who have agreed to become part of Cal-PASS Plus by entering into a memorandum of understanding ("**Cal-PASS Plus Members**"). Cal-PASS Plus collects, analyzes and shares student data among Cal-PASS Plus Members in order to track performance and improve student outcomes from pre-K through 12th grade, and through college and the workplace. Cal-PASS Plus services are provided without fees or cost to Cal-PASS Plus Members. Data sharing also assist educational institutions to meet compliance reporting requirements and to assist organizations with the research necessary to increase knowledge and collaboration among educational institutions. To that end, Cal-PASS Plus will coordinate the process of Cal-PASS Plus Members sharing academic performance data concerning students who have attended or who are attending their institutions by facilitating the transfer of data between Cal-PASS Plus Members in a manner consistent with FERPA, other applicable federal and California state laws and regulations, local regulations, and best practices and guidelines.

B. Cal-PASS Plus is designed to improve transitions and success across educational segments. Cal-PASS Plus Members may use data provided by Cal-PASS Plus to develop, implement, and assess interventions to improve instruction, and also to identify higher performing institutions and programs to support collaboration and peer-to-peer sharing of best practices. Institution-based, multi-segmental work groups (also known as Regional Learning Councils, or RLC's) are the preferred venues for Cal-PASS Plus participation.

C. In entering into this MOU, Institution accepts and agrees to abide by all MOU terms and conditions, elects to become a Cal-PASS Plus Member, and to actively engage in data sharing with Cal-PASS Plus and the other Cal-PASS Plus Members.

THEREFORE, the Institution agrees to the following terms of this MOU:

ARTICLE 1. DEFINITIONS

As used in this Agreement, the following terms have the meanings as specified below:

"**Cal-PASS Plus Parties**" shall have the meaning assigned to such term in Section 2.

"**Cal-PASS Plus**" shall have the meaning assigned to such term in the first paragraph of this MOU.

"**Cal-PASS Plus Data**" means the data elements that are defined in the Data Element Dictionary as may be amended by Cal-PASS Plus from time to time and which data elements have been provided to Cal-PASS Plus.

"**Cal-PASS Plus Members**" shall have the meaning assigned to such term in Recital A.

"**CCCCO**" shall have the meaning assigned to such term in Recital A.

"**ERP**" shall have the meaning assigned to such term in Recital A.

"**FERPA**" shall mean the Family Education Rights and Privacy Act of 1974.

"**Institution**" shall have the meaning assigned to such term in the first paragraph of this MOU.

"**MOU**" shall have the meaning assigned to such term in the first paragraph of this MOU.

"**MOU Addenda**" shall have the meaning assigned to such term in Section 2.

"**Partner Organizations**" shall mean ERP, SJDC and CCCCCO.

"**SJDC**" shall have the meaning assigned to such term in Recital A.

"**Termination Event**" shall mean (a) a material breach of this MOU by Institution; (b) any act by Institution exposing the Cal-PASS Plus, any Partner Organization or any other Cal-PASS Plus Party to liability for personal injury or property damage; or (c) Institution confirms its insolvency or is adjudged a bankrupt, or assumes negative fiscal status; Institution makes a general assignment for the benefit of creditors, or a receiver is appointed on account of Institution's insolvency.

ARTICLE 2. PURPOSE OF CAL-PASS PLUS AND MOU

It is the role of Cal-PASS Plus to create the mechanisms and procedures by which CAL-PASS Plus Members, ERP, SJDC and CCCCCO (collectively, "**Cal-PASS Plus**") share, store, compare, analyse and disseminate academic performance data and research obtained through the analysis of such data, concerning students who have attended or who are attending Cal-PASS Plus Member institutions by facilitating the transfer of data between Cal-PASS Plus Parties in a manner consistent with all federal, state and local laws and regulations including, without limitation, FERPA, and best practices and guidelines within this industry.

The purpose of this MOU is to provide the terms and conditions by which Cal-PASS Plus Parties agree to share and use such data. The Cal-PASS Plus Parties may enter into one or more addenda or amendment outlining additional terms, conditions, roles or obligations with respect to the operation of Cal-PASS Plus ("**MOU Addenda**"). Each MOU Addenda shall be binding on the Cal-PASS Plus Member upon its execution of the MOU Addenda and shall, upon such execution, form a part of this Agreement and its terms shall be fully incorporated herein as though fully set forth in this Agreement.

Institution acknowledges that performance of its obligations under this MOU may require frequent and timely exchanges of information between one or more of the Cal-PASS Plus Parties. Cal-PASS Plus' ability to

execute the Cal-PASS Plus program is conditioned upon timely receipt of necessary information from Institution, provided that Cal-PASS Plus provides Institution with reasonable advance notice of the need for such information and the date by which such information is required.

ARTICLE 3. DATA SHARING

Institution shall provide to Cal-PASS Plus the Cal-PASS Plus Data as required of Institution by the Cal-PASS Plus administrator. Said Cal-PASS Plus Data shall be provided in the manner and form as specified by the administrators of Cal-PASS Plus. Cal-PASS Plus Data shall be used by Cal-PASS Plus Parties consistent with the terms and conditions of this MOU.

Occasionally, requests may be made from researchers or research institutions for data aggregated in a particular manner. Cal-PASS Plus may, from time to time at its discretion, provide aggregated and anonymous data based on the data received from Cal-PASS Plus Parties to researchers or research institutions for analysis and research concerning the improvement of academic instruction and student outcomes. Cal-PASS Plus agrees to share the data in a manner consistent with the FERPA guidelines, ensuring the confidentiality of records.

Institution understands that, in order to conduct the Cal-PASS Plus Program, it may be necessary for Cal-PASS Plus and/or its Partner Organizations to share Cal-PASS Plus Data with such third parties as it deems necessary or appropriate to conduct Cal-PASS Plus provided, however, that the third party has agreed in writing to maintain the confidentiality obligations, including compliance with FERPA, as each of the Cal-PASS Plus Parties are required to do under this MOU.

In addition, Cal-PASS Plus shall have the ability to display summary-level reports of Cal-PASS Plus Data on the publicly accessible Cal-PASS website.

A. Confidentiality and Security of Data

All Cal-PASS Plus Parties shall maintain the confidentiality of any and all student data exchanged by each as a part of this MOU and Cal-PASS Plus. In accepting, maintaining and sharing Cal-PASS Plus Data, all Cal-PASS Plus Parties shall comply with all federal, state and local laws and regulations including, without limitation, FERPA. The requirements under this paragraph shall survive the termination or expiration of this MOU or any subsequent agreement intended to supersede this MOU.

To ensure the continued confidentiality and security of the student data processed, stored, or transmitted under this MOU, each Cal-PASS Plus Party shall establish a system of safeguards that will, in all respects, comply with federal, state and local laws and regulations including, without limitation, FERPA and other privacy protection laws and regulations. Specifically:

1. Institution, to the extent it is an education institution collecting educational records of its students, understands that it may not disclose educational records without written consent from the parent or eligible student, except to the following parties under the following conditions: school officials with legitimate educational interest; other schools to which a student is transferring; specified officials for audit or evaluation purposes; appropriate parties in connection with financial aid to a student; organizations conducting research or studies for or on behalf of the school; accrediting organizations; to comply with a judicial order or lawfully issued subpoena; appropriate officials in cases of health and safety emergencies; and state and local authorities, within a juvenile justice system, pursuant to

specific State law.

2. For the purposes of this MOU, Institution acknowledges and agrees that Cal-PASS Plus is considered an organization conducting research and other services on behalf of Institution.

3. Institution will not use Cal-PASS Plus Data received through Cal-PASS Plus for any purpose other than that specifically allowed under the terms of this MOU.

4. This MOU does not allow Institution (or its subcontractors) to disclose Cal-PASS Plus Data to any other third parties except as set forth under this MOU or in limited circumstances permitted under FERPA.

5. To ensure the continued confidentiality and security of the Cal-PASS Plus Data, stored, or transmitted under this MOU, Institution shall assume responsibility of data received and will employ industry best practices, both technically and procedurally, to protect data from unauthorized physical and electronic access.

6. To ensure the continued confidentiality and security of the student data processed, stored, or transmitted under this MOU, Institution shall establish, implement, and maintain policies, procedures, and systems that ensure all Cal-PASS Plus Data is kept in secured facilities and access to such records is limited to personnel who are authorized to have access to said data.

7. All staff of Institution involved in the handling, transmittal, and/or processing of Cal-PASS Plus Data provided under this MOU will be required to execute a confidentiality agreement requiring said personnel to maintain the confidentiality of all student related personally identifiable information.

8. To ensure the continued confidentiality and security of Cal-PASS Plus Data, stored, or transmitted under this MOU, Institution shall establish, implement, and maintain policies, procedures, and systems shall require the use of appropriate safeguards, including secure passwords to access databases used to process, store, or transmit provided under this MOU.

9. Institution will establish, implement, and maintain internal procedures, systems, and safeguards: to maintain the integrity of their systems and secure databases used to process, store, or transmit Cal-PASS Plus Data provided under this MOU, and to maintain the Cal-PASS Plus Data in a secure manner that prevents the interception, diversion, or other unauthorized access to said data

10. Institution shall ensure that any and all disclosures of comply with all provisions of FERPA and other applicable federal and California state laws and regulations relating to the privacy rights of students, such as but not limited to, the Information Practices Act and the California Public Records Act.

11. Institution shall immediately notify Cal-PASS Plus in the event the security, confidentiality, or integrity of the Cal-PASS Plus Data >exchanged is, or is reasonably believed to have been, compromised. Notification will take place within 24 hours of discovery.

12. Exchange of data between Cal-PASS Plus Parties and/or third party contractors is subject to the requirements outlined in this MOU. Cal-PASS Plus Parties may subcontract to assist in performing the Roles and Responsibilities hereunder.

B. Method of Transfer

Cal-PASS Plus will employ industry best practices, both technically and procedurally to protect the data from unauthorized physical and electronic access during transfer. Typical secure methods of transfer include Secure File Transfer Protocol (SFTP), Secure HTTPS transfer or via encrypted physical media. Any other transfer methods employed and the procedures utilized by Institution to protect the data provided under this agreement are the responsibility of the Institution but are subject to review and approval by the administrators of Cal-PASS Plus.

C. Disposition of Data

Any Cal-PASS Plus Data received pursuant to this Agreement shall be one way encrypted, stripped of personally identifiable information and the primary source data will be archived securely, detached from all Internet connected devices, and only accessible to the administrators of Cal-PASS Plus authorized staff.

ARTICLE 4. INDEMNIFICATION

Institution shall defend, indemnify, and hold harmless each of the other Cal-PASS Plus Parties and their affiliates, respective officers, directors, shareholders, members, employees, agents, attorneys, representatives and their respective successors and permitted assigns from and against all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs or expenses of whatever kind (including reasonable attorneys' fees and costs) arising out of or resulting from: (a) any misrepresentations made or factually incorrect information provided willfully or negligently by Institution to another Cal-PASS Plus Party; (b) Institutions' noncompliance with any federal, state or local law, statute, rule, or regulation; (c) Institution's breach of any term or condition of this MOU; or (d) the negligent or intentional acts or omissions of Institution.

ARTICLE 5. ENTIRE AGREEMENT

This MOU states the entire agreement between the Cal-PASS Plus Parties with respect to its subject matter and supersedes any previous and contemporaneous or oral representations, statements, negotiations, or agreements.

ARTICLE 6. REPRESENTATIONS AND WARRANTIES

Institution represents and warrants that:

- 1) The person signing this MOU on behalf of Institution represents and warrants that he or she has authority to sign on behalf and to bind such party.
- 2) Institution represents that it has the right and power to authorize participation in Cal-PASS Plus and to undertake its obligations as set forth in this Agreement.
- 3) The execution of this MOU by its representative whose signature is set forth at the end hereof has been duly authorized by all necessary actions.
- 4) In performing its obligations under this MOU, Institution will comply with all applicable federal, state and local, laws, rules and regulations.

5) Institution shall not knowingly provide to Cal-PASS Plus, Cal-PASS Plus Data that is false or inaccurate.

ARTICLE 7. ASSIGNMENT

Institution may not assign their rights, duties, or obligations under this MOU, either in whole or in part, without the prior written consent of Cal-PASS Plus.

ARTICLE 8. SEVERABILITY

Each term or provision of this MOU shall be valid and enforced as written to the full extent permitted by law. If any provision of this MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of this MOU, such provision shall be fully severable. This MOU shall remain in full force and effect, unaffected by such severance, provided that the severed provision(s) are not material to the overall purpose and operation of this MOU.

ARTICLE 9. WAIVER

Waiver by any signatory to this MOU of any breach of any provision of this MOU or warranty of representation set forth herein shall not be construed as a waiver of any subsequent breach of the same or any other provision. The failure to exercise any right under this MOU shall not operate as a waiver of such right. All rights and remedies provided for in this MOU are cumulative.

ARTICLE 10. MODIFICATION AND AMENDMENTS

Except for the Data Element Dictionary, this MOU may only be amended, modified or supplemented by an agreement in writing signed by authorized representatives of the Institution. The Data Element Dictionary may be amended by Cal-PASS Program from time to time by providing Institution with thirty (30) days prior written notice of any such amendment.

ARTICLE 11. TERM

This MOU shall be in effect with respect to Institution upon its execution of this MOU and will remain in effect until terminated in accordance with Article 12.

ARTICLE 12. TERMINATION

Institution, may terminate this MOU and, as a result, its participation in Cal-PASS Plus, by providing Cal-PASS Plus thirty (30) days' written notice. Notice shall be deemed given upon Cal-PASS Plus' actual receipt of the written notice. However, termination of Institution will have no force or effect on the rights and responsibilities as to the remaining Cal-PASS Plus Parties.

A Partner Organization will notify in writing each Cal-PASS Plus Party in the event it decides to terminate its participation in Cal-PASS Plus. This MOU shall also immediately terminate in the event of the termination or cancellation of Cal-PASS Plus as a program.

The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to Cal-PASS Plus at law or equity. Written notice by Cal-PASS Plus shall be deemed given when received by Institution.

ARTICLE 13. JOINDER OF OTHER CAL-PASS PLUS PARTIES

Cal-PASS Plus Parties agree that any school district, county office of education, community college district, WASC accredited public or private four-year college or university located in California or other educational organization whose purpose is to improve student success, may become a party to this MOU by executing a counterpart of this MOU in form substantially similar hereto.

ARTICLE 14. EXECUTION AND DELIVERY OF MOU

A signed copy of this MOU delivered by facsimile, e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this MOU. In executing and returning a signed copy of this MOU, the "Authorized Officer" represents and warrants that he or she has all requisite power and authority to execute and deliver this MOU, all necessary approvals for the execution and delivery of this MOU on behalf of the Institution has been obtained.

Authorized Officer Signature: _____

Date: _____

Institution Name: Sierra-Plumas Joint Unified School District

Print Name: Merrill Grant

Title: Superintendent

Phone: (530)993-1660 x110 **Email:** Mgrant@spjUSD.org

MOU Submission

This MOU may be signed and returned through Cal-PASS Plus' secure web portal [<https://www.calpassplus.org/CalPASS/Join/NewMou.aspx>], by e-mail to [ken@edresults.org] or by US Mail addressed as follows:

Ken Sorey
Educational Results Partnership
Cal-PASS Plus Project Director
2300 N Street, Suite 3
Sacramento, CA 95816

If you choose to limit the institutions with which you share data, contact Cal-PASS Plus for assistance.

Designation of Contacts for Cal-PASS Plus

Name of Institution/District: Sierra-Plumas Joint Unified School District

Primary Contact: This person is responsible for coordinating the Cal-PASS Plus process at your institution. This is also the person who will receive a primary User ID and Password, which are required to access data and performance reports on the web site. The primary contact will be notified when a new user from your institution has been given login credentials. If login credentials are to be revoked, it is the responsibility of the primary Contact to notify Cal-PASS Plus in writing. It is the responsibility of the Institution to notify Cal-PASS Plus, in writing, when the Primary Contact role moves to another employee.

Name: Thomas Jones

Title: Principal

Phone Number: (530)993-4454

Email Address: tjones@spjUSD.org

Data Submission Contact: This person is responsible for generating and submitting the data files. It is the responsibility of the Institution to notify Cal-PASS Plus, in writing, when the Data Submission Contact role moves to another employee.

Name: Blaine Donnelly

Title: Technology Director

Phone Number: (530)993-1660 x101

Email Address: bdonnelly@spjUSD.org

Sierra-Plumas Joint USD
Position w/proposed salary and benefits

Position: Custodian
FT/PT .38 FTE Part Time 3 hrs/day
Contract days: 200
Hourly rate: \$14.16

Annual Salary:		\$8,496.00
PERS	N/A	
OASDI	\$526.75	
M/Care	\$123.19	
SUI	\$5.95	
W/C	\$339.84	
Total Benefits:	<u>\$995.73</u>	
Total Salary & Benefits		\$9,491.73