

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

January 08, 2019

Immediately following the 6:00 pm meeting of the Sierra County Board of Education

Sierra County Office of Education, 109 Beckwith Rd, 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. Correspondence

- a. Letter of Compliment from Samantha Ingle\*\*

2. Superintendent's Report

- a. Governor's 2019-2020 Budget Update
- b. ALICE Training—next phase\*\*
- c. Update on LHS Math Teacher vacancy
- d. Leave of Absence Letter from Michelle Jacobsen, Classroom Specialist\*\*
- e. Leave of Absence Letter for Pat Doyle, 6<sup>th</sup> Grade Teacher (\*\*under separate cover)
- f. Leave of Absence Letter from Joani Fillman, Transportation Clerk/Bus Driver (\*\*under separate cover)
- g. Most Recent 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	11	SPJUSD	Washoe	Continuing school through WCSD online	n/a

3. Business Report

- a. Account Object Summary-Balance from 07/01/2018 to 12/31/2018\*\*
- b. Fourth Month Enrollments for the 2018-2019 School Year\*\*

4. Staff Reports (5 minutes)

5. Board Member Reports (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

#### E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held December 11, 2018\*\*
2. Approval of Board Report-Checks Dated 12/01/2018 through 12/31/2018\*\*
3. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 12/31/2018. 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 County Office of Education during the quarter ending 12/31/2018.
4. Approval of Pesticide Use Reporting for 2018 (DO, LES, LHS)\*\*
5. Approval of the Integrated Pest Management Plan for 2019\*\*

#### F. ACTION ITEMS

1. New Business
  - a. Outlay of IT Infrastructure
  - b. Presentation of California Accountability Dashboard
  - c. Acceptance of Fiscal Year 2017-2018 Audited Actuals\*
  - d. Update on Electric Buses and Charging Stations
  - e. Accept letter of resignation from Laraine Sei, School Secretary, 1.0 FTE Loyalton Elementary, effective December 17, 2018\*\*
  - f. Accept letter of resignation from Miranda Jacobsen, Noon Supervisor, Loyalton Elementary, .33 FTE, effective December 21, 2018^^
  - g. Authorization to fill School Secretary position, Loyalton Elementary, 1.0 FTE
  - h. Authorization to fill Instructional Aide position, Loyalton Elementary, .5 FTE
  - i. Mid-Year Update: Superintendent Goals\*\*

#### BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

- j. Board Policy 0420—School Plans/Site Councils, *revisions^^*
- k. Administrative Regulation 0420—School Plans/Site Councils, *revisions^^*
- l. Board Policy 0450—Comprehensive Safety Plan, *Choose Option 1 or 2^^*
- m. Administrative Regulation 0450—Comprehensive Safety Plan, *revisions^^*
- n. Board Policy 0460—Local Control Accountability Plan, *revisions^^*
- o. Administrative Regulation 0460—Local Control Accountability Plan, *revisions^^*
- p. Administrative Regulation 1220—Citizen Advisory Committees, *revisions^^*
- q. Administrative Regulation 4200—Classified Personnel, *Choose Option 1 or 2^^*
- r. Board Bylaw 9322—Agenda/Meeting Materials, *revisions^^*
- s. Board Bylaw 9324—Minutes and Recordings, *revisions^^*
- t. Exhibit 4119.23/4219.23/4319.23 —Unauthorized Release of Confidential/Privileged Information, *revisions^^*

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on February 12, 2019 at Downieville School, 130 School St, Downieville CA 95936, beginning with Closed Session as needed at 5:00pm and the Regular Board Meeting at 6:00pm.
2. Suggested Agenda Items
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

H. ADJOURN



Dr. Merrill M. Grant, Superintendent

\*\* enclosed

\* handout

^^ County agenda backup

**RECEIVED**

**DEC 20 2018**

**SCCE  
S-PJUSD**

December 20, 2018

Attn: Superintendent Merrill M. Grant, Ed.D

Members of the Board: Jenny Gant, Sharon Dryden, Mike Moore, Allen Wright and Patty Hall

Dear Superintendent Merrill M. Grant, Ed.D and Members of the Board:

All too often people are quick to complain but not to give compliments. This letter is to serve as recognition for several staff members at Loyalton Elementary School.

Janice Hardeman is a thoughtful caring nurse who is great at her job. I first met Janice when I registered my daughter for 5<sup>th</sup> grade last year. My daughter has severe food allergies. She not only took the time to meet with me personally to discuss my daughters' medical issues but also met with her new teacher Juli Lane for the upcoming school year to update Juli as to my daughters needs. Janice also communicated with office staff so that everyone was on the same page. A job well done.

Juli Lane was a wonderful introduction for me to the teaching staff at Loyalton Elementary. With her open door policy for the parents I always felt confident that my daughter was in excellent hands. Due to her open door policy I was also able to observe and participate in classroom studies and activities and she is nothing short of an excellent teacher.

Michelle Clemo is an excellent role model also. She goes the extra step to make sure the kids on the bus are safe. With the mountain lion problem Sierra Brooks faces she always sounds off the horn to ensure safety at pick up's and drop off's. Another example of a great job.

Laraine Sei school secretary is definitely the go to person that will always point you in the right direction and give you the information you need. She is the first point of contact for the school and does a tremendous job for the staff, parents and students. A job well done.

Principal Andrea Ceresola is the most approachable administrator I think I have ever met. She is very professional at her job and uses just the right amount of personal touch when dealing with parents and students. She too is another example of a job well done.

Last but not least, Pat Doyle is an amazing teacher. I had the opportunity to sit in on a math lesson. He taught the complex lesson in a manner that was incredibly understandable and took the overwhelming complicated content out of the lesson so that it was easy to learn. As someone who is terrible at math I even understood it and greatly appreciate his teaching style and my daughter is even getting an A in math this year with a more complicated study. He too is an excellent teacher.

Please share my letter with the different staff members as I would like to give praise where praise is due. I also would like your staff to know that people do appreciate and recognize their hard work. Loyalton Elementary School does have wonderful talent and should be commended for a job well done.

Sincerely,

A handwritten signature in blue ink that reads "Samantha Ingle". The signature is written in a cursive style with a large initial "S".

Samantha Ingle

**ALICE TRAINING INSTITUTE - ORDER FORM**

**Customer:** Sierra-Plumas Joint Unified School District Proposal No: **Q-02696**  
 Tom Jones Proposal Expires: 12/21/2018  
 tjones@spjUSD.org Proposal By: Michelle Schramm  
 Email: mschramm@alicetraining.com  
 Opp Number: 118917

**Term:** The 36 month term for subscription Services begins on **1/15/2019** and ends on **1/13/2022**.

**Payment:** Invoiced Annually - Net 30

**SUBSCRIPTION SERVICES**

Item	Description	Quantity	Price
4000	The ALICE Organizational Certification program helps mitigate legal and financial risk by ensuring your violent intruder response plan complies with Federal and State guidelines. A comprehensive document set includes customizable policy templates, implementation best practices, and program roll-out plans.	1	\$0.00
1000	Elearning Users (K12)	60	\$1,349.40
1200	Elearning Support & Maintenance	1	\$175.00

Annual Subscription Price: \$1,524.40

**TOTAL SUBSCRIPTION PRICE OVER TERM:** \$4,573.20

**Accurate Sales Tax will be added when applicable.**

*Ok to process for first year -  
 Min/Max 12/13/18*

### Terms and Conditions

By accepting this Order Form, you agree to the ALICE terms and conditions, <https://www.alicetraining.com/alice-terms-and-conditions/>

IN WITNESS WHEREOF, the parties have caused their respective duly authorized representatives to execute this Agreement in consideration of the promises and mutual covenants contained herein.

#### ATI SIGNATORY

Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

#### CUSTOMER BILLING INFORMATION

A/P Contact Name: Adrienne Garza  
A/P Phone: 530-993-1660 x150  
A/P Email: aball@spjUSD.org  
A/P Address: PO Box 955  
Loyalton, CA 96118

#### CUSTOMER SIGNATORY

Name: Merrill M. Grant  
Title: Superintendent  
Date: 12-18-2018  
Signature: Merrill M. Grant

Federal Tax ID: 94-6003301  
Purchase Order: \_\_\_\_\_  
Sales Tax Exempt No. N/A

**Sales Tax Exemption Certificate must be attached.**

December 18, 2018

To Whom it May Concern:

I am asking for a leave of absence from January 7th to April 1st of 2019, from my position as art teacher at the elementary school. I am leaving for that time to take care of my husband for medical reasons.

I have a sub in place and have gone over sub plans with the sub so my art time is covered for this period of time I am gone.

Sincerely,



Michelle Jacobsen

**RECEIVED**

**DEC 19 2018**

**SCOE  
S-PJUSD**



Balances through December						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	1,671,079.00	1,682,596.00	936,364.74	639,699.96	106,531.30
1115	Extra Duty Hourly	5,000.00	5,000.00		3,050.00	1,950.00
1120	Certificated Substitutes	26,394.00	29,783.00		36,056.48	6,273.48
1300	Certificated Superv/Admin Sala	227,403.00	227,403.00	113,702.04	113,702.04	1.08
1310	Teacher In Charge/Head Teacher	4,002.00	14,002.00	6,000.00	4,000.00	4,002.00
	<b>Total for Object 1000</b>	<b>1,933,878.00</b>	<b>1,958,784.00</b>	<b>1,056,066.78</b>	<b>796,508.48</b>	<b>106,208.74</b>
2100	Instructional Aides Salaries	208,195.00	198,267.00	102,947.80	71,597.08	23,722.12
2115	Inst. Aide Extra Duty		3,063.00		1,025.16	2,037.84
2120	Instructional Aides Substitute	7,000.00	7,000.00		1,392.93	5,607.07
2200	Classified Support Salaries	313,324.00	331,278.00	143,915.95	144,935.45	42,426.60
2201	Bus Driver	63,695.00	59,244.00	29,314.05	18,438.78	11,491.17
2215	Classified Extra Duty	6,000.00	6,000.00		5,235.82	764.18
2220	Classified Support Substitute	35,000.00	35,000.00		15,371.36	19,628.64
2300	Classified Sup/Admin Salaries	89,367.00	89,251.00	43,333.50	44,143.50	1,774.00
2400	Clerical & Office Salaries	142,980.00	142,600.00	54,848.31	61,801.65	25,950.04
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00		2,482.00	2,518.00
2900	Other Classified Salaries	10,597.00	10,658.00	3,741.79	4,172.73	2,743.48
2915	Other Classified Extra Duty		500.00		38.23	461.77
	<b>Total for Object 2000</b>	<b>881,158.00</b>	<b>887,861.00</b>	<b>378,101.40</b>	<b>370,634.69</b>	<b>139,124.91</b>
3101	State Teachers Retirement Syst	439,596.00	443,629.00	164,725.38	119,467.30	159,436.32
3102	State Teachers Retirement Syst	8,784.00	8,784.00			8,784.00
3201	Public Employees Retirement Sy		193.00		278.14	85.14
3202	Public Employees Retirement Sy	128,414.00	130,944.00	59,183.48	58,512.24	13,248.28
3311	OASDI-Certificated Positions	1,459.00	2,586.00		1,227.07	1,358.93
3312	OASDI-Classified Positions	53,909.00	53,037.00	22,534.08	22,084.29	8,418.63
3321	Medicare-Certificated Position	24,949.00	25,806.00	13,634.70	10,634.94	1,536.36
3322	Medicare-Classified Positions	12,624.00	12,459.00	5,270.01	5,172.63	2,016.36
3401	Health & Welfare -Certificated	444,077.00	448,712.00	263,971.62	187,662.70	2,922.32
3402	Health & Welfare-Classified Po	184,059.00	198,393.00	102,354.90	104,133.63	8,095.53
3501	State Unemployment Insurance-C	970.00	990.00	528.12	406.54	55.34
3502	State Unemployment Insurance-	450.00	444.00	188.90	184.80	70.30
3601	Workers' Compensation Insuranc	61,927.00	56,731.00	30,359.22	23,114.37	3,257.41
3602	Workers' Compensation Insuranc	29,892.00	26,409.00	11,168.18	10,961.79	4,279.03
3901	Other Benefits, Certificated P	31,582.00	14,398.00		14,398.08	.08
3902	Other Benefits, Classified Pos				2,660.00	2,660.00
	<b>Total for Object 3000</b>	<b>1,422,692.00</b>	<b>1,423,515.00</b>	<b>673,918.59</b>	<b>560,898.52</b>	<b>188,697.89</b>

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2019, Period = 6, 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 December						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
4100	Textbooks	68,375.00	52,000.00		15,448.92	36,551.08
4200	Books Other Than Textbooks	5,500.00	750.00	104.86		645.14
4300	Class Mat'l and Supplies	45,475.00	48,431.00	3,308.88	27,098.78	18,023.34
4301	Class Consumable Mat'l	5,000.00	6,250.00	703.06	5,899.31	352.37-
4302	Class Paper/Toner	9,500.00	10,250.00	1,717.42	8,196.10	336.48
4305	Other Student M&S	23,415.00	28,467.00	3,947.78	16,164.15	8,355.07
4320	Custodial Grounds Supplies	42,495.00	43,250.00	5,145.09	20,092.71	18,012.20
4330	Office Supplies	16,119.00	24,990.00	1,223.68	6,020.88	17,745.44
4350	Vehicle Maint. M&S	26,373.00	26,379.00	2,125.01	7,091.11	17,162.88
4351	Vehicle FUEL	25,525.00	29,025.00	18,704.28	8,830.80	1,489.92
4399	M&S Misc -undesignated	40,000.00	20,000.00			20,000.00
4400	Non-Capital Equipment (Up to \$	56,800.00	118,729.00	14,449.81	49,520.81	54,758.38
	<b>Total for Object 4000</b>	<b>364,577.00</b>	<b>408,521.00</b>	<b>51,429.87</b>	<b>164,363.57</b>	<b>192,727.56</b>
5100	Subagreement for Services	176,461.00	180,000.00	79,499.96	79,500.04	21,000.00
5200	Travel & Conferences	63,256.00	58,927.00	2,577.53	32,726.60	23,622.87
5300	Dues & Membership	9,063.00	11,754.00	1,210.08	7,495.24	3,048.68
5400	Insurance-Fire, liability, etc	55,080.00	60,000.00		58,404.05	1,595.95
5510	Power	91,652.00	94,201.00	62,670.93	27,286.07	4,244.00
5520	Garbage	12,813.00	8,100.00	3,988.70	1,820.50	2,290.80
5530	Water	64,350.00	54,350.00	30,968.03	20,031.96	3,350.01
5540	Propane	65,000.00	59,125.00	43,393.00	6,857.00	8,875.00
5590	Miscellaneous Utilities	15,500.00	14,000.00	9,088.71	2,911.29	2,000.00
5600	Rentals, Leases & Repairs	106,558.00	106,558.00	65,105.09	26,317.72	15,135.19
5800	Services & Operating Expense	4,300.00	4,200.00	1,200.00	450.00	2,550.00
5810	Legal Expenses	7,078.00	7,078.00		1,127.50	5,950.50
5812	Board Election Expense	2,500.00	2,500.00		1,000.00	1,500.00
5840	Audit Expense	17,000.00	17,600.00	12,600.00	5,000.00	.00
5860	Solid Waste Tax	12,161.00	11,211.00		10,569.32	641.68
5890	Contracts/Service	638,277.00	646,625.00	333,032.67	247,251.32	66,341.01
5899	SCOE Interagency Reimburse			11,115.10	2,072.46	13,187.56-
5900	Communications	3,875.00	3,950.00		2,965.25	984.75
5910	Telephone-Monthly Service	17,252.00	12,152.00	5,017.00	2,923.00	4,212.00
5920	T Lines	4,800.00	2,100.00			2,100.00
5990	Other Communications	225.00	500.00		229.69	270.31
	<b>Total for Object 5000</b>	<b>1,367,201.00</b>	<b>1,354,931.00</b>	<b>661,466.80</b>	<b>536,939.01</b>	<b>156,525.19</b>
6400	Equipment	100,957.00	142,282.00		119,076.94	23,205.06

Balances through December							Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance	
<b>Fund 01 - General FD (continued)</b>							
6500	Equipment Replacement	66,625.00	118,832.00			118,832.00	
	<b>Total for Object 6000</b>	<b>167,582.00</b>	<b>261,114.00</b>	<b>.00</b>	<b>119,076.94</b>	<b>142,037.06</b>	
7110	Out-of-State Tuition	104,450.00	104,450.00		17,884.42-	122,334.42	
7310	Direct Support/Indirect Costs					.00	
7616	Trans fr Gen Fund to Cafeteria	78,590.00	78,590.00			78,590.00	
	<b>Total for Object 7000</b>	<b>183,040.00</b>	<b>183,040.00</b>	<b>.00</b>	<b>17,884.42-</b>	<b>200,924.42</b>	
	<b>Total for Fund 01 and Expense accounts</b>	<b>6,320,128.00</b>	<b>6,477,766.00</b>	<b>2,820,983.44</b>	<b>2,530,536.79</b>	<b>1,126,245.77</b>	
<b>Fund 13 - Cafeteria</b>							
2200	Classified Support Salaries	74,507.00	74,501.00	46,261.11	28,239.64	.25	
2215	Classified Extra Duty	500.00	607.00		604.88	2.12	
2220	Classified Support Substitute	1,250.00	1,250.00		218.96	1,031.04	
	<b>Total for Object 2000</b>	<b>76,257.00</b>	<b>76,358.00</b>	<b>46,261.11</b>	<b>29,063.48</b>	<b>1,033.41</b>	
3202	Public Employees Retirement Sy	10,113.00	10,399.00	6,191.40	4,215.81	8.21-	
3312	OASDI-Classified Positions	4,568.00	4,499.00	2,771.92	1,737.78	10.70-	
3322	Medicare-Classified Positions	1,069.00	1,052.00	648.28	406.41	2.69-	
3402	Health & Welfare-Classified Po	17,537.00	17,537.00	10,521.96	7,014.64	.40	
3502	State Unemployment Insurance-	39.00	38.00	23.14	14.50	.36	
3602	Workers' Compensation Insuranc	2,529.00	2,229.00	1,373.78	861.22	6.00-	
	<b>Total for Object 3000</b>	<b>35,855.00</b>	<b>35,754.00</b>	<b>21,530.48</b>	<b>14,250.36</b>	<b>26.84-</b>	
4340	Food Service	9,011.00	9,011.00	3,389.23	1,657.46	3,964.31	
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00		2,343.23	2,656.77	
4700	Food	54,580.00	54,580.00	26,671.80	24,049.34	3,858.86	
	<b>Total for Object 4000</b>	<b>68,591.00</b>	<b>68,591.00</b>	<b>30,061.03</b>	<b>28,050.03</b>	<b>10,479.94</b>	
5200	Travel & Conferences	710.00	710.00			710.00	
5600	Rentals, Leases & Repairs	4,000.00	4,000.00		2,500.00	1,500.00	
5800	Services & Operating Expense	1,256.00	1,256.00	400.00		856.00	
5890	Contracts/Servic	800.00	800.00		334.00	466.00	
5900	Communications	421.00	421.00			421.00	
	<b>Total for Object 5000</b>	<b>7,187.00</b>	<b>7,187.00</b>	<b>400.00</b>	<b>2,834.00</b>	<b>3,953.00</b>	
	<b>Total for Fund 13 and Expense accounts</b>	<b>187,890.00</b>	<b>187,890.00</b>	<b>98,252.62</b>	<b>74,197.87</b>	<b>15,439.51</b>	
<b>Fund 40 - Dist Build</b>							
6200	Building & Improvements		59,705.00			59,705.00	
6500	Equipment Replacement		168,106.00	11,824.07	196,897.37	40,615.44-	
Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2019, Period = 6, 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)							

Balances through December						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Total for Fund 40, Expense accounts and Object 6000		.00	227,811.00	11,824.07	196,897.37	19,089.56
<b>Fund 73 - Bechen</b>						
5800	Services & Operating Expense	6,000.00	6,000.00		6,000.00-	12,000.00
Total for Fund 73, Expense accounts and Object 5000		6,000.00	6,000.00	.00	6,000.00-	12,000.00
Total for Org 006 - Sierra-Plumas Joint Unified School District		6,514,018.00	6,899,467.00	2,931,060.13	2,795,632.03	1,172,774.84

## ENROLLMENT BY SCHOOL MONTH 2018-2019

	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP/SDC	TOTAL
Ending 2017-2018	197	52	103	32	22	3	included in site #	409
1st Day 2018-2019	201	59	106	23	21	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	197	60	106	26	21	2	included in site #	412
October	2	198	58	107	27	22	1	included in site #	413
November	3	199	58	107	28	23	2	included in site #	417
December	4	200	58	107	28	24	1	included in site #	418
January	5							included in site #	0
February	6							included in site #	0
March	7							included in site #	0
April	8							included in site #	0
May	9							included in site #	0
June	10							included in site #	0

2017-18	S-PJUSD	SCOE	Washoe
P1 ADA	387.09	2.65	16.31
P2 ADA	382.83	2.93	12.16
Annual	382.44	2.54	12.68

Enrollment difference from June 8, 2018, to

December 14, 2018: +9

Long Term ISP:  
LES 6  
LHS 4

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

December 11, 2018

Downieville School, 130 School St, Downieville CA 95936

Videoconferenced to Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118  
The District meeting was scheduled to open at approximately 6:05pm to give the Oath of Office to the new Trustee and incumbents. Remainder of the District meeting immediately followed the regular meeting of the Sierra County Board of Education.

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A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 6:08pm.

B. ROLL CALL

PRESENT: Mike Moore, President  
\_\_\_\_\_, Vice President  
Jenny Gant, Clerk  
Allen Wright, Member  
Patty Hall, Member  
Andy Genasci, Newly Elected Member

ABSENT: None

C. APPROVAL OF AGENDA

HALL/GANT

5/0

~~D.A. RECOGNITION OF SHARON DRYDEN FOR 20 YEARS OF SERVICE TO SIERRA COUNTY SCHOOLS~~

~~E.D. OATH OF OFFICE~~

The Superintendent shall give the Oath of Office to the following Trustees:

1. Allen Wright, Trustee Area 2, Appointment
2. Jennifer Gant, Trustee Area 3, Appointment
3. Andy Genasci, Trustee Area 4, Elected
4. Michael Moore, Trustee Area 5, Appointment

~~4.E. RECOGNITION OF SHARON DRYDEN FOR 20 YEARS OF SERVICE TO SIERRA COUNTY SCHOOLS~~

F. RECESS TO THE SIERRA COUNTY BOARD OF EDUCATION MEETING

G. RECONVENE at 6:58pm

H. ANNUAL ORGANIZATIONAL MEETING—BOARD ORGANIZATION

1. Election of Officers for 2019

The District Superintendent will call for the election of the President. After the election is completed, the Superintendent will turn the meeting over to the newly elected President. The President will then call for the election of the Vice President and the Clerk of the Board.

a. President

HALL moved to nominate Mike Moore to remain President. Second by GENASCI.  
5/0

b. Vice President

MOORE moved to nominate Allen Wright as Vice President. Second by GANT.  
5/0

- c. Clerk  
*MOORE nominated Jenny Gant to remain Clerk. Second by HALL.*  
5/0
- 2. The President will appoint Board Representatives to the Following Committees:
  - a. Nominate and Appoint Two Board Members to Facility Committee  
Currently: HALL/\_\_\_\_\_  
*Nominated and Appointed: WRIGHT/GENASCI*
  - b. Nominate and Appoint Two Board Members to Negotiations Committee  
Currently: HALL/MOORE  
*Nominated and Appointed: HALL/MOORE*
  - c. Nominate and Appoint Two Board Members to Transportation Committee-  
West Side  
Currently: HALL/WRIGHT  
*Nominated and Appointed: HALL/WRIGHT*
  - d. Nominate and Appoint Two Board Members to Transportation Committee-  
East Side  
Currently: \_\_\_\_\_/MOORE  
*Nominated and Appointed: GANT/MOORE*
- 3. Approval of Sierra-Plumas Joint Unified School District Governing Board Meeting  
Calendar for 2019  
*HALL/GENASCI*  
5/0

#### I. INFORMATION/DISCUSSION ITEMS

- 1. Superintendent's Report
  - a. Update on California Dashboard and Accountability—Presentation to come in January; no differentiated assistance, which is a good thing, on both county and district side.
  - b. Debrief on Board Workshop—All five board members attended Small School District Association's workshop this past Saturday, December 8<sup>th</sup>; great for new member training as well as refresher for veteran board members.
  - c. Update on Governor's 2019-20 Budget Proposal—Expect to see impact on 0-3 year-old education. Budget scheduled to be released January 10, 2019.
- 2. Business Report
  - a. Account Object Summary-Balance from 07/01/2018 to 11/30/2018
  - b. Third Month Enrollments for the 2018-2019 School Year
  - c. The Sierra-Plumas Joint Unified School District Office will be closed to the public for winter break from December 24, 2018 through January 4, 2019 (returning January 7)
- 3. Staff Reports
  - a. LES—CERESOLA: Next week is Christmas program 12/19/18 at 6pm. Staff observing other classrooms in different districts which is motivating continued development and improvements. Basketball in full swing for 3<sup>rd</sup>-8<sup>th</sup> grades. Annual tournament in January for 5<sup>th</sup>-8<sup>th</sup> graders.
  - b. LHS—JONES: Large refocus on professional development. Site Council meeting last week—developed new priority list for maintenance. Basketball in full swing. Leadership class is sponsoring a Christmas tree decorating contest.
  - c. DVL—GRANT: Basketball game tonight here. Current character trait is "Loyal" for the "L" in GOLDEN. Boiler system working well.

- d. SELPA—GRANT: Marlene Mongolo is coming back to help with Special Ed case load.

4. Board Members' Report

- a. WRIGHT: Would like to acknowledge Christmas on Main Street in DVL—student body was part of that. Board Workshop—over 70% of districts in CA considered small school districts, yet laws and regulations are geared more towards the larger districts and cost small school districts time and money unnecessarily.

MOORE: Voters are encouraged to ask legislature how any changes around education will affect small schools.

- b. HALL: Thank you Dr. Grant and Kristie for coordinating Board Workshop—great opportunity for members to bond and learn. Thank you Darcy for contribution to concessions tonight. Mountain Bike Club is still in planning stages, but students are working on plans.

5. Public Comment

- a. Current location – none
- b. Videoconference location –

STEPHANIE SHELBY: Concerned parent about the Math program with a 7<sup>th</sup> & 9<sup>th</sup> grader currently at LHS—have not yet recruited/hired a new math teacher to fill the current vacancy. Important for college-bound students to get a high quality math and science education.

MOORE: Looking all over multiple states and making it a high priority.

Many states and districts are having a hard time finding math teachers.

JENNA HOLLAND: What about reaching out to Paradise?

MOORE: Yes, have done that as well.

HOLLAND: What is greatest challenge?

MOORE/GRANT: Main challenges lie in interest in math education as well as interest in living in Sierra County. Shortage in graduates with math training that are also credentialed to teach. Also competing with tech, science and research sectors that can offer up to 3x the salary that school districts can offer teachers.

HOLLAND: Encourage more creative strategies for recruitment.

MESCHERY, Curriculum: Exploring and looking for new recruitment ideas—reaching out to neighboring districts/counties. Will attend upcoming career fairs.

J. CONSENT CALENDAR

- 1. Approval of minutes for the Regular Board Meeting held November 13, 2018
- 2. Approval of Board Report-Checks Dated 11/01/2018 through 11/30/2018

*HALL/WRIGHT*

*5/0*

K. ACTION ITEMS

1. New Business

- a. Adoption of 2018-2019 First Interim Actuals and Criteria & Standards Report as of October 31, 2018

*WRIGHT/HALL*

*5/0*



- b. Approval of proposed increase on Classified Salary Schedule per California Minimum Wage Law, Effective January 1, 2019  
*WRIGHT/GANT*  
5/0
- c. Approval of Request to Waive Fees for Downieville Fire Protection District to use space at Downieville School for EMT Course 1/3/19 through 4/27/19  
*HALL/GENASCI*  
5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- d. Board Policy 6142.3—Civic Education, *revisions*
- e. Board Policy 6152.1—Placement in Mathematics Courses, *revisions*
- f. NEW Administrative Regulation 6152.1—Placement in Mathematics Courses
- g. Board Policy 6170.1—Transitional Kindergarten, *revisions*
- h. Board Policy 6178—Career Technical Education, *revisions*
- i. Administrative Regulation 6178—Career Technical Education, *revisions*
- j. Board Policy 6190—Evaluation of the Instructional Program, *revisions*  
*HALL moved to approve all policies and regulations as they were approved in the County meeting. Second by GENASCI.*  
5/0

L. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on January 8, 2019 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 at 6:00pm.
- 2. Suggested Agenda Items
  - a. Outlay of IT Infrastructure (*Grant will invite Blaine to next meeting*)

M. ADJOURN at 7:35pm  
*HALL/GANT*  
5/0

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Jenny Gant, Clerk

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Dr. Merrill M. Grant, Superintendent

Checks Dated 12/01/2018 through 12/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082905	12/10/2018	AMERIGAS	01-5540	PROPANE		3,327.28
00082906	12/10/2018	AT&T	01-5890	PHONE SERVICES	38.41	
			01-5899	PHONE SERVICES	20.48	
			01-5910	PHONE SERVICES	300.50	359.39
00082907	12/10/2018	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINTENANCE SUPPLIES		6.80
00082908	12/10/2018	KATRINA BOSWORTH	01-5200	PER DIEM/PARKING		16.00
00082909	12/10/2018	BRACHER WOODWORKS CONSTRUCTION	01-5890	LMS GYM REPAIRS		7,691.35
00082910	12/10/2018	BRADY INDUSTRIES	01-4320	CUSTODIAL SUPPLIES		70.73
00082911	12/10/2018	CDW GOVERNMENT, INC	01-4330	OFFICE CHAIR		210.46
00082912	12/10/2018	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
00082913	12/10/2018	CMC-NORTH	01-5200	REGISTRATION		235.00
00082914	12/10/2018	COLLEGE ESSAY GUY LLC	01-5200	ONLINE COURSES		500.00
00082915	12/10/2018	CURRENT ELECTRIC & ALARM, INC.	01-5600	FIRE ALARM REPAIR		1,697.89
00082916	12/10/2018	ADRIENNE GARZA	01-9210	REIMBURSEMENT		75.00
00082917	12/10/2018	GIRARD, EDWARDS, STEVENS & TUCKER LLP	01-5810	LEGAL FEES		1,127.50
00082918	12/10/2018	SUSAN GRESSEL	01-5200	HOTEL/PER DIEM		476.90
00082919	12/10/2018	JOANNA HAUG	01-4301	TRIFOLD BUNDLE		45.00
00082920	12/10/2018	HUNT & SONS, INC.	01-5590	Heating oil		2,089.93
00082921	12/10/2018	INLAND SUPPLY	01-4320	supplies		726.77
00082922	12/10/2018	K 12 MANAGEMENT DBA FUELED	01-5890	ONLINE COURSES		350.00
00082923	12/10/2018	MARIAN LAVEZZOLA	01-5600	TECH COTTAGE RENTAL		200.00
00082924	12/10/2018	LES SCHWAB TIRE CENTER	01-4350	VEHICLE MAINTENANCE	260.90	
				Yukon snow tires	1,692.41	1,953.31
00082925	12/10/2018	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	4,954.82	
			01-5899	ELECTRIC - LOYALTON SITES	263.91	5,218.73
00082926	12/10/2018	LOYALTON BOOSTER CLUB	01-4305	FUEL REIMBURSEMENT		51.62
00082927	12/10/2018	MEGAN A. MESCHERY	01-5200	ONLINE COURSES		500.00
00082928	12/10/2018	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		725.53
00082929	12/10/2018	MIKE MOORE	76-9576	H/W REIMBURSEMENT		753.47
00082930	12/10/2018	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		420.00
00082931	12/10/2018	NEVADA POWER PRODUCTS, INC	01-4320	MAINT SUPPLIES		24.32
00082932	12/10/2018	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	39.15	
			13-4700	CAFE FOOD/SUPPLIES	1,081.05	1,120.20
00082933	12/10/2018	OFFICE DEPOT	01-4301	Classroom supplies		55.70
00082934	12/10/2018	PACIFIC GAS & ELECTRIC COMPANY	01-5510	ELECTRIC		24.04
00082935	12/10/2018	PLAZA TIRE & AUTO SERVICE	01-4350	VEHICLE MAINTENANCE	79.95	

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 12/01/2018 through 12/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082935	12/10/2018	PLAZA TIRE & AUTO SERVICE	01-4350	YUKON SNOW TIRES	939.25	1,019.20
00082936	12/10/2018	POWERSCHOOL GROUP LLC	01-5200	REGISTRATION		5,700.00
00082937	12/10/2018	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		172.55
00082938	12/10/2018	QUILL CORPORATION	01-4300	staff room	46.40	
			01-4302	staff room	269.89	
			01-4330	OFFICE SUPPLIES	39.23	355.52
00082939	12/10/2018	GENELL RADLEY	01-5890	WEBSITE COMPLIANCE SERVICES		157.50
00082940	12/10/2018	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	143.94	
				COPIER MAINT. LHS/LES	715.88	
				COPIERS	51.44	
			01-5899	COPIERS	17.15	928.41
00082941	12/10/2018	REALLY GOOD STUFF, LLC	01-4300	pocket stand		92.98
00082942	12/10/2018	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		61.05
00082943	12/10/2018	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00082944	12/10/2018	SIERRA VALLEY HOME CENTER	01-4300	MISC AG SUPPLIES	59.95	
			01-4320	CUSTODIAL & MAINT. SUPPLIES	112.23	
				MAINT. SUPPLIES	309.10	481.28
00082945	12/10/2018	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		150.27
00082946	12/10/2018	SIERRA-PLUMAS JOINT UNIFIED FFA ACCOUNT	01-5200	ADVISOR FEE		60.00
00082947	12/10/2018	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	13,250.01	
			01-5890	TRANSPORTATION	2,083.33	15,333.34
00082948	12/10/2018	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		128.00
00082949	12/10/2018	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		121.00
00082950	12/10/2018	TRI COUNTY SCHOOLS INS. GR.	01-9535	DEC 2018 HEALTH INSURANCE	11,392.00	
			76-9576	DEC 2018 HEALTH INSURANCE	70,658.36	82,050.36
00082951	12/10/2018	US FOODSERVICE, INC.	13-4340	CAFETERIA - FOOD AND SUPPLIES	268.87	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	1,729.40	1,998.27
00082952	12/10/2018	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		171.34
00082953	12/10/2018	VOYAGER FLEET SYSTEMS INC.	01-4305	FIELD TRIP FUEL	53.04	
				FUEL FOR ATHLETIC TRIPS	288.31	
			01-4351	BUS FUEL	2,118.17	
				Fuel for Maintenance	216.34	
			01-5200	FIELD TRIP FUEL	42.85	
				FUEL FOR FFA	347.60	
			01-5899	FIELD TRIP FUEL	28.70	3,095.01
00082954	12/10/2018	WASHOE COUNTY SCHOOL DISTRICT	01-9510	17-18 TUITION		91,562.58

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ESCAPE ONLINE

Checks Dated 12/01/2018 through 12/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082955	12/10/2018	WHITE CAP	01-4320	Concrete & Delivery	738.87	
			01-5890	Concrete & Delivery	206.00	944.87
00082956	12/10/2018	WHITE'S SIERRA STATION, INC	01-4350	TRUCK SERVICE		226.46
00082957	12/10/2018	ALLEN WRIGHT	01-5200	MILEAGE		20.44
00082958	12/21/2018	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		114.70
00082959	12/21/2018	AT&T	01-5890	PHONE SERVICES	38.17	
			01-5899	PHONE SERVICES	18.81	
			01-5910	PHONE SERVICES	477.37	534.35
00082960	12/21/2018	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINTENANCE SUPPLIES		113.45
00082961	12/21/2018	BISSELL COMMERCIAL	01-4320	REPLACEMENT SWITCH		35.69
00082962	12/21/2018	ROBIN BOLLE	01-5200	PER DIEM/MILEAGE		377.01
00082963	12/21/2018	KATRINA BOSWORTH	01-5200	FUEL REIMBURSEMENT		50.00
00082964	12/21/2018	BSN SPORTS	01-4300	PE/RECESS SUPPLIES		249.17
00082965	12/21/2018	CCSESA	01-5200	REGISTRATION	206.25	
			01-5899	REGISTRATION	68.75	275.00
00082966	12/21/2018	CROWNE PLAZA SAN FRANCISCO AIRPORT	01-5200	HOTEL ACCOMODATIONS		349.80
00082967	12/21/2018	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		106.50
00082968	12/21/2018	STEPHEN FILLO	01-4305	FUEL FOR SPORTS		87.34
00082969	12/21/2018	MERRILL GRANT	01-5200	TRAVEL EXPENSES		591.51
00082970	12/21/2018	GRAY ELECTRIC CO.	01-5890	TROUBLESHOOT/REPAIR		506.37
00082971	12/21/2018	SUSAN GRESSEL	01-4301	MATH PROJECT		98.96
00082972	12/21/2018	CALVARY CHAPEL SIERRA VALLEY C/O JUDITH HALL	01-9512	REFUND SECURITY DEPOSIT		200.00
00082973	12/21/2018	HUNT & SONS, INC.	01-5590	Heating oil		821.36
00082974	12/21/2018	LEARNING WITHOUT TEARS	01-4300	Classroom supplies		89.11
00082975	12/21/2018	MERIDIAN	01-4300	Planners		836.94
00082976	12/21/2018	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		472.51
00082977	12/21/2018	NATIONAL SCIENCE TEACHERS ASSOCIATION, CONFERENCE DEPT.	01-5200	REGISTRATION		110.00
00082978	12/21/2018	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	145.92	
			13-4700	CAFE FOOD/SUPPLIES	360.28	506.20
00082979	12/21/2018	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMP		21,635.50
00082980	12/21/2018	PEARSON EDUCATION	01-4300	Supplemental Books		135.52
00082981	12/21/2018	LAURIE PETTERSON	01-5200	PROFESSIONAL DEVELOPMENT		260.00
00082982	12/21/2018	PLAZA TIRE & AUTO SERVICE	01-4350	GMC SAFARI SNOW TIRES	601.07	
				VEHICLE MAINTENANCE	79.95	681.02
00082983	12/21/2018	PLUMAS COUNTY GLASS	01-4320	GLASS		69.67
00082984	12/21/2018	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		36.53
00082985	12/21/2018	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	127.64	

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ESCAPE ONLINE

Checks Dated 12/01/2018 through 12/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082985	12/21/2018	RAY MORGAN COMPANY	01-5600	COPIER MAINT. LHS/LES	559.31	
				COPIERS	62.42	
			01-5899	COPIERS	20.80	770.17
00082986	12/21/2018	SCHOOL SPECIALTY	01-4300	INSTRUCTIONAL SUPPLIES	425.00	
			01-4330	Battery for Glucose reader	7.38	432.38
00082987	12/21/2018	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00082988	12/21/2018	SIERRA BOOSTER	01-5300	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		32.00
00082989	12/21/2018	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	728.20	
			01-5899	GARBAGE SERVICE	19.80	748.00
00082990	12/21/2018	SIERRA HARDWARE	01-4320	MAINTENANCE SUPPLIES		205.55
00082991	12/21/2018	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		138.95
00082992	12/21/2018	SIERRA SCHOOLS FOUNDATION	01-4305	ART PROGRAM CONTRIBUTION		5,000.00
00082993	12/21/2018	JOHN SMITH	01-4305	FUEL FOR SPORTS		60.00
00082994	12/21/2018	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		64.00
00082995	12/21/2018	U.S. BANK	01-4300	CLASSROOM FIRST AID KITS	328.10	
			01-4305	FIELD TRIP FUEL	110.97	
				MAGAZINES FOR LIBRARY	50.00	
			01-4320	FUEL/MAINT SUPPLIES	205.87	
				LED Wall Pack	89.99	
				MAINT. SUPPLIES	21.09	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
				GRADING SOFTWARE	99.90	
			01-4400	CAMERA RECEIVER/RECORDER	879.99	
			01-5890	LOG ME IN SUBSCRIPTION	1,306.95	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	
				FUEL/MAINT SUPPLIES	31.46	
			01-9210	CLOCK	73.97	
				FUEL/MAINT SUPPLIES	120.21	3,333.49
00082996	12/21/2018	US FOODSERVICE, INC.	01-5899	CAFETERIA - FOOD AND SUPPLIES	33.62	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	627.16	660.78
00082997	12/21/2018	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		171.34
<b>Total Number of Checks</b>					<b>93</b>	<b>279,866.28</b>

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

ESCAPE ONLINE

Checks Dated 12/01/2018 through 12/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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**Fund Summary**

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	84	181,160.00
13	Cafeteria Fund	8	5,658.95
76	Warrant/Pass Though (payroll)	3	93,047.33
Total Number of Checks		<b>93</b>	279,866.28
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>279,866.28</b>

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

ESCAPE ONLINE

# PESTICIDE USE REPORTING FOR SCHOOL AND CHILD DAY CARE CENTER EMPLOYEES

APPLICATION YEAR	SCHOOL DESIGNEE (IPM COORDINATOR)	DISTRICT / CENTER NAME			LICENSE / CERTIFICATE NUMBER (OPTIONAL)		
2018	Dr. Merrill M. Grant	Sierra-Plumas Joint Unified					
REPORT PREPARED BY:		E-MAIL ADDRESS			CITY	PHONE NUMBER	
Kristie Jacobsen/Richard Jaquez		mgrant@spjUSD.org			Loyalton	530-993-1660	
School CDS #/Child Day Care Facility # OR Name & Address AND Specify if School or Child Day Care Facility	County Code	Date & Time Application Completed	Location (# from list on back)	Manufacturer & Name of Product Applied	EPA REG. Number on Label or CA Reg. Number for adjuvants  (include alpha code, if listed)	Amount of Pesticide Product Used  (check for write in unit from label)	Pest Control Code  (from list on back)
DO <input type="checkbox"/> School  <input type="checkbox"/> Day Care		7/5/18	2/8	Monsanto / Round-Up	71995-29	<input style="width: 50px; height: 20px;" type="text" value="30"/> (vol.) <input checked="" type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	30
<input type="checkbox"/> School  <input type="checkbox"/> Day Care						<input style="width: 50px; height: 20px;" type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	
<input type="checkbox"/> School  <input type="checkbox"/> Day Care						<input style="width: 50px; height: 20px;" type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	
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School Pesticide Use Reporting, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015

**INSTRUCTIONS:**

1. Each line is an individual pesticide application. Report only one schoolsite, date/time, and pesticide per line. Multiple pages will be needed if you need to report more than 5 pesticide applications.
2. A name and address is required for each schoolsite. A cover sheet with all schoolsite names/addresses can be included with your report to prevent repetitive writing/typing.
3. Applicators: If you are mixing a concentrate with a liquid, report the amount of concentrate applied. For products that don't require dilution, report the amount of finished product applied.

**PEST CONTROL CODES:**

Code 10 - Structural Pest Control ..... includes pest control work performed within or on buildings or other structures

Code 30 - Landscape Maintenance Pest Control... includes pest control work performed on landscape plantings around buildings

Code 80 - Vertebrate Pest Control ..... includes pest control work performed by public agencies or work under the supervision of the State or county agricultural commissioner

**LOCATION CODES:**

1 Administration Bldg	5 Cafeteria/Kitchen	9 Landscape (indoor)	13 Multipurpose Room	17 Vehicle
2 Athletic Field	6 Classroom	10 Landscape (outdoor)	14 Playground	18 Multiple Locations
3 Auditorium	7 Gymnasium	11 Library	15 Pool	19 Other (Please indicate)
4 Bldg, Exterior	8 Hardscape (parking lot, sidewalk, etc.)	12 Locker Room	16 Restroom	_____

Reason for application is not required for reporting. This form, when filled out completely, can be used as the pesticide use record required under HSA.  
 Reasons for application (required for Healthy Schools Act recordkeeping).

Application 1:

Application 2:

Application 3:

Application 4:

Application 5:



# PESTICIDE USE REPORTING FOR SCHOOL AND CHILD DAY CARE CENTER EMPLOYEES

APPLICATION YEAR	SCHOOL DESIGNEE (IPM COORDINATOR)	DISTRICT / CENTER NAME			LICENSE / CERTIFICATE NUMBER (OPTIONAL)		
2018	Dr. Merrill M. Grant	Sierra-Plumas Joint Unified					
REPORT PREPARED BY:		E-MAIL ADDRESS			CITY	PHONE NUMBER	
Kristie Jacobsen/Richard Jaquez		mgrant@spjUSD.org			Loyalton	530-993-1660	
School CDS #/Child Day Care Facility # OR Name & Address AND Specify if School or Child Day Care Facility	County Code	Date & Time Application Completed	Location (# from list on back)	Manufacturer & Name of Product Applied	EPA REG. Number on Label or CA Reg. Number for adjuvants  (include alpha code, if listed)	Amount of Pesticide Product Used  (check for write in unit from label)	Pest Control Code  (from list on back)
LES <input checked="" type="checkbox"/> School  <input type="checkbox"/> Day Care		4/13/18	8/10	Monsanto / Round-Up	71995-29	24  (vol.) <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> OZ ML PT (wt.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GR OZ LB	30
LES <input checked="" type="checkbox"/> School  <input type="checkbox"/> Day Care		5/15/18	8/10	Monsanto / Round-Up	71995-29	6  (vol.) <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> OZ ML PT (wt.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GR OZ LB	30
LES <input checked="" type="checkbox"/> School  <input type="checkbox"/> Day Care		6/12/18	2	Monsanto / Round-Up	71995-29	32  (vol.) <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> OZ ML PT (wt.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GR OZ LB	30
<input type="checkbox"/> School  <input type="checkbox"/> Day Care						  (vol.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> OZ ML PT (wt.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GR OZ LB	
<input type="checkbox"/> School  <input type="checkbox"/> Day Care						  (vol.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> OZ ML PT (wt.) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GR OZ LB	

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REPORT PREPARED BY:		E-MAIL ADDRESS	CITY	PHONE NUMBER			
Kristie Jacobsen/Filimon Martinez		mgrant@spjUSD.org	Loyalton	530-993-1660			
School CDS #/Child Day Care Facility # OR Name & Address AND Specify if School or Child Day Care Facility	County Code	Date & Time Application Completed	Location (# from list on back)	Manufacturer & Name of Product Applied	EPA REG. Number on Label or CA Reg. Number for adjuvants  (include alpha code, if listed)	Amount of Pesticide Product Used  (check for write in unit from label)	Pest Control Code  (from list on back)
LHS <input checked="" type="checkbox"/> School  <input type="checkbox"/> Day Care		4/4/18	2/8/10	Monsanto / Round-Up	71995-29	32  (vol.) <input checked="" type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	30
LHS <input checked="" type="checkbox"/> School  <input type="checkbox"/> Day Care		6/28/18	2/8/10	Monsanto / Round-Up	71995-29	32  (vol.) <input checked="" type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	30
<input type="checkbox"/> School  <input type="checkbox"/> Day Care						  (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT (wt.) <input type="checkbox"/> GR <input type="checkbox"/> OZ <input type="checkbox"/> LB	
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# School District Integrated Pest Management Plan

When completed, this template meets the Healthy Schools Act requirement for an integrated pest management (IPM) plan. An IPM plan is required if a school district uses pesticides<sup>1</sup>.

## Contacts

School District Name	Address	
Sierra-Plumas Joint Unified School District	109 Beckwith Rd, Loyalton CA 96118	
District IPM Coordinator	IPM Coordinator's Phone Number	Email
Dr. Merrill M. Grant	530-993-1660 x110	<a href="mailto:mgrant@spjUSD.org">mgrant@spjUSD.org</a>
Kristie Jacobsen (Admin Assist)	530-993-1660 x100	<a href="mailto:kjacobsen@spjUSD.org">kjacobson@spjUSD.org</a>

## IPM statement

It is the goal of Sierra-Plumas Joint Unified School District to implement IPM by focusing on long-term prevention or suppression of pests through accurate pest identification, by frequent monitoring for pest presence, by applying appropriate action levels, and by making the habitat less conducive to pests using sanitation and mechanical and physical controls. Pesticides that are effective will be used in a manner that minimizes risks to people, property, and the environment, and only after other options have been shown ineffective.

Our pest management objectives are to: *(Example: Focus on long-term pest prevention)*

To use the least toxic and most effective methods possible for long term pest prevention while maintaining a healthy school environment.

## IPM team

In addition to the IPM Coordinator, other individuals who are involved in purchasing, making IPM decisions, applying pesticides, and complying with the Healthy Schools Act requirements, include:

Name and/or Title	Role in IPM program
Superintendent	Pest management decision making
Maintenance Team, All School Sites	Pest management decision making, purchasing pesticides and management tools, pesticide application
Custodians	Antimicrobials decision making, purchasing antimicrobials and management tools and application

## Pest management contracting

Pest management services are contracted to a licensed pest control business.

Pest Control Business name(s): TERMINIX for services at Loyalton Elementary School and Loyalton High School.

Prior to entering into a contract, the school district has confirmed that the pest control business understands the training requirement and other requirements of the Healthy Schools Act.

## Pest identification, monitoring and inspection

Pest Identification is done by: maintenance staff and pest control business (LES and LHS only)

*(Example: College/University staff, Pest Control Business, etc.)*

Monitoring and inspecting for pests and conditions that lead to pest problems are done regularly by maintenance and other staff and results are communicated to the IPM Coordinator. Kitchen staff observe traps daily and report any pests to maintenance staff. Our school sites are small and therefore enable staff to keep an eye on their areas and communicate to maintenance staff. This is an ongoing practice.

### Pests and non-chemical management practices

This school district has identified the following pests and routinely uses the following non-chemical practices to prevent pests from reaching the action level:

Pest	Remove food	Fix leaks	Seal cracks	Install barriers	Physical removal	Traps	Manage irrigation	Other
Large Rodents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Yellow Jackets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Chemical pest management practices

If non-chemical methods are ineffective, the school district will consider pesticides only after careful monitoring indicates that they are needed according to pre-established action levels and will use pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property and the environment.

This school district expects the following pesticides (pesticide products and active ingredients) to be applied during the year. (This list includes pesticides that will be applied by school district staff or licensed pest control businesses.):

Ortho Weed B Gon	Mecoprop-p Dimethylamine salt 0.22% 2,4-Dimethylamine salt 0.12% Dicamba, Dimethylamine Salt 0.05%
Round Up	Glyphosate Isopropylamine salt 7.2%
RAID	Eugenol 0.5% 2-Phenethyl propionate
RAID Wasp & Hornet (Terminix)	Tetramethrin .20% Permethrin .20%
Gopher Getter Type 1	Strychnine Alkaloid .5%
Tarro Ant Killer Spray	Pyrethrins 0.1%, Piperonyl butoxide 0.5% Permethrin 0.20%, Petroleum distillate >5.0% Tetramethrin .20%
Sweeney's Poison Peanuts	Zinc Phosphide 2%

### Healthy Schools Act

- This school district complies with the notification, posting, recordkeeping, and all other requirements of the Healthy Schools Act. (Education Code Sections 17608 - 17613, 48980.3; Food & Agricultural Code Sections 13180 - 13188)

### Training

Every year school district employees who make pesticide applications receive the following training prior to pesticide use:

- Pesticide specific safety training (Title 3 California Code of Regulations 6724)
- School IPM training course approved by the Department of Pesticide Regulation (Education Code Section 16714; Food & Agricultural Code Section 13186.5).

### Submittal of pesticide use reports

- Reports of all pesticides applied by school district staff during the calendar year, except pesticides exempt<sup>1</sup> from HSA recordkeeping, are submitted to the Department of Pesticide Regulation at least annually, by January 30 of the following year, using the form provided at [www.cdpr.ca.gov/schoolipm](http://www.cdpr.ca.gov/schoolipm). (Education Code Section 16711)

**Notification**

This school district has made this IPM plan publicly available by the following methods (check at least one):

This IPM plan can be found online at the following web address: www.sierracountyofficeofeducation.org

This IPM plan is sent out to all parents, guardians and staff annually.

**Review**

This IPM plan will be reviewed (and revised, if needed) at least annually to ensure that the information provided is still true and correct. Date of next review: January 2020

*I acknowledge that I have reviewed this school district's IPM Plan and it is true and correct.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> These pesticides are exempt from all Healthy Schools Act requirements, except the training requirement: 1) products used in self-contained baits or traps, 2) gels or pastes used as crack and crevice treatments, 3) antimicrobials, and 4) pesticides exempt from U.S. EPA registration. (Education Code Section 17610.5)

Laraine Sei  
PO Box 993  
Loyalton, Ca 96118  
12/14/2018

SPJUSD  
Sue Roberts  
Personnel  
Loyalton, Ca 96118

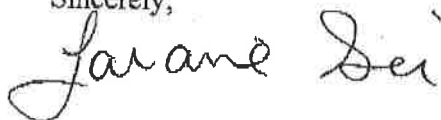
To Whom It May Concern:

Please accept this as official notice of my resignation. As you know, I have accepted a job in the District Office and need to resign from the Secretary position at the Elementary School.

I have loved working in the Elementary Office and have enjoyed the experience and the opportunity that I had working in the Secretary Position.

My last day at the Loyalton Elementary School will be Monday December 17, 2018.

Sincerely,



Laraine Sei



**Sierra County Office of Education  
Sierra-Plumas Joint Unified School District**

*Goals and Areas of Emphasis for 2018/2019 School Year*

**District, School, and Staff Culture**

- In year six, continue to establish a professional, supportive environment for all staff and the Board of Education with superintendent that permeates all interaction in order to deliver an outstanding education for all Sierra County students. Motto for the year = “Quality Systems Throughout”.

**Management of Operations and Fiscal Services**

- Live within budgetary means with balance of fiscal integrity, program quality enhancement, and professional development. Stabilize overall budget and monitor possible flattening out of revenue statewide.
- Continue to improve internal and external site communication.
- Develop a three-year deferred maintenance project schedule. Engage Board and staff with plan and allocated fiscal resources.
- Enhance negotiations process with cleaner communication (new CTA rep).
- Work with the Board to enculturate new Board members with enhanced professional development opportunities and whole Board workshops.
- Safety enhancements throughout—law enforcement and school sites.

**Personal:**

1. Engage more communication with support personnel—all district staff.
2. Work through negotiations/relationship building in positive manner.
3. Ensure Board that Leadership in many areas, incorporating many situational styles, is being conducted day-to-day throughout the year.

**Educational Program**

- Explore multiple opportunities for our schools to invite parents and other supporters of our students to partner in embellishing the student experience. Enhance the School Site Councils to directly contribute to the LCAP, local site improvement, and other mandated documents.
- Interface with the Sierra Schools Foundation/Boosters as they continue to grow with new leadership to support new programs and opportunities for students throughout the County.
- Monitor the relevance/subject matter and become intimately involved in the Early Release Wednesday professional development sessions.

- Develop Downieville School deeper with Lead Teacher/systems/and pending impact of key retirement.
- Implement the overall professional development plan to address and prepare for testing, statewide standards, new textbooks/curriculum, and the teaching methodologies needed to reach our students with these new components. Work closely with new enhanced Curriculum Coordinator.
- SELPA excellence to be attained with new Director. Oversee progress.
- Continue to deepen relationships with other County agencies and be an active participant in County affairs both informal and formal.
- Provide more public relations materials directly to local media.
- Explore opportunities to promote District to attract increased enrollment.

**Personal:**

1. Elected president of Loyalton Rotary 2018-19.
2. Ensure employees feel supported by superintendent
3. Respond to Identifiers from the Account ability Dashboard