

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

July 09, 2019

5:30pm CLOSED Session

6:00pm Regular Session

Recess to the meeting of the Sierra County Board of Education after Board Organization (Item I)

Sierra County Office of Education, Room 4, 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. PUBLIC COMMENT FOR CLOSED SESSION

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

E. CLOSED SESSION

The Board of Trustees, Interim Superintendent Tom Jones and Business Manager Nona Griesert will move into Closed Session to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator for the Board: Tom Jones, Interim Superintendent

Employee Organizations:

Unrepresented Employees: Classified Employees

F. RETURN TO OPEN SESSION and ADJOURN FOR BREAK

G. REPORT OUT FROM CLOSED SESSION

H. 6:00PM – REGULAR SESSION OF THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING

I. BOARD ORGANIZATION

1. Board Trustee, Area 4, Provisional Appointment Candidate Interviews

a. Sarah Bracher

b. Nicole Stannard

2. Motion to Appoint Candidate

3. Sierra-Plumas Joint Unified School District Superintendent will give Oath of Office to Appointed Candidate

J. RECESS TO THE SIERRA COUNTY BOARD OF EDUCATION MEETING

K. RECONVENE THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING

L. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

a. 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?
Renewal	2019-20	5	SPJUSD	Washoe	Proximity to Schools	n/a
Renewal	2019-20	3	SPJUSD	Washoe	Proximity to Schools	n/a

2. Business Report

- a. Account Object Summary-Balance from 07/01/2018 to 06/30/2019**
- b. Tenth Month Enrollments for the 2018-2019 School Year**
- c. CDE approval of emergency days in 2018-2019**

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

M. CONSENT CALENDAR

- 1. Approval of minutes for the Regular Board Meeting held June 11, 2019**
- 2. Approval of minutes for the Special Board Meeting held June 18, 2019**
- 3. Approval of Board Report-Checks Dated 06/01/2019 through 06/30/2019**
- 4. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 06/30/2019. 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 06/30/2019. No complaints during the entire 2018-2019 school year.
- 5. Approval of Steve Fillo as Athletic Director for Downieville Schools, Extra Duty Assignment 2019-20
- 6. Approval of Steve Fillo as Girls Varsity Basketball Coach for Downieville, Extra Duty Assignment 2019-20
- 7. Rescind Christine Acuna as Girls Varsity Volleyball Coach for Downieville, Extra Duty Assignment 2019-20
- 8. Approval of Autumn Long-McGie as Girls Varsity Volleyball Coach for Downieville, Extra Duty Assignment 2019-20
- 9. Approval of Josh Boli as Lead Teacher for Downieville Schools, Extra Duty Assignment 2019-20
- 10. Approval of Agricultural Career Technical Incentive Grant**

N. ACTION ITEMS

1. Old Business
 - a. Approval of revisions to Technology Director Job Description**
2. New Business

PUBLIC HEARING – Collective Bargaining Disclosure Statement

- a. Public Hearing to receive public comment regarding Collective Bargaining Agreements (Item b)
- b. Presentation and Approval of the Tentative Collective Bargaining Agreement for Classified Employees, 2018-2019 Negotiations for salary and benefits^^
- c. Completion of Bargaining, Classified Employees, 2018-2019 Negotiations^^
- d. Adoption of Resolution 20-003D, Fund Transfers for 2019-2020 Fiscal Year**
ROLL CALL VOTE
- e. Discussion of Parent Requests to Add Bus Stop in Beckwourth
- f. Accept resignation for Veronica Vasquez, Noon Supervisor, Loyalton Elementary School, .33 FTE, effective June 30, 2019^^
- g. Authorization to fill Instructional Aide position at Loyalton Elementary School, .33 FTE
- h. Accept resignation for Ron Jacobson, Teacher, Loyalton High School, 1.0 FTE, effective June 30, 2019**
- i. Authorization to fill Teacher position at Loyalton High School, 1.0 FTE
- j. Approval of Assignment of Stephanie Shelby, 1st/2nd Teacher, Loyalton Elementary School, 1.0 FTE
- k. Approval of Assignment of Emma Shaffer, 5th Grade Teacher, Loyalton Elementary School, 1.0 FTE
- l. Accept resignation for Merrill M. Grant, Ed. D, Superintendent, Effective June 30, 2019^^
- m. Update on the Superintendent Search Process

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

- n. 3510—Green School Operations
 1. Board Policy, *NEW*^^
- o. 3511—Energy and Water Management
 1. Board Policy, *revisions*^^
 2. Administrative Regulation, *revisions*^^
- p. 3514—Environmental Safety
 1. Administrative Regulation, *revisions*^^
- q. 4119.22~4219.22~4319.22—Dress and Grooming
 1. Board Policy, *revisions*^^
- r. 5131.2—Bullying
 1. Board Policy, *revisions*^^
 2. Administrative Regulation, *NEW*^^
- s. 5132—Dress and Grooming
 1. Board Policy, *revisions*^^
 2. Administrative Regulation, *revisions*^^

O. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on August 13, 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. _____

P. ADJOURN



Tom Jones, Interim Superintendent

** enclosed

* handout

^^ County agenda backup

To the Sierra Plumas Joint Unified School District Board and Interim
Superintendent Jones,

My name is Sarah Bracher and I seek to fill the current board member opening for Trustee Area #4. I am a 16-year resident of Sierra Brooks and a parent of two children currently enrolled in the Loyalton schools. My eldest daughter will be entering 7th grade at Loyalton High School and my younger daughter will be entering 5th grade at Loyalton Elementary, both have attended LES since Kindergarten. I am a dental hygienist by trade and currently work for Dr. Lee Walker in Loyalton. For over 13 years, my husband has run a home building business in Loyalton. My family has strong roots in our area and I am passionate about serving our community.

For many years, I have been deeply involved in our schools. I dedicate every Friday to volunteering in my children's classrooms. I enjoy helping the teachers correct papers, assisting with extra activities such as cooking, art, and taking the students on hikes to Learning Landscapes. I also chaperone field trips, joining my daughters' classes on many trips to museums, parks, ranches and planetariums. Volunteering has strengthened my relationship with teachers and staff, which will undoubtedly benefit the communication between the board and teachers. I am confident that this firsthand experience into the daily activities in the school and classrooms affords me a unique and needed perspective as a board member.

Our community has been very vocal about wanting a representative and balanced board. Parents have called for more representation, and I seek to answer that call. As a someone who works in the healthcare field, I have exceptional communication skills, and a profound sense of understanding and

empathy. I firmly believe I will be able to serve as beneficial bridge between parents and the board.

The role of a board member is to represent the community and to make decisions based on the best of interest of the majority. Sometimes those decisions are easy, often they are very challenging. Conflict is bound to occur internally and externally. I believe I have the leadership skills necessary to overcome such challenges, as I rely on my honesty and integrity to make sound, rational decisions. I am objective and open and I take the time needed to thoughtfully consider all sides of an issue before making a decision.

I believe you will also find my sense of humor, creativity and energy as assets to the board. While I am friendly, approachable and communicate with clarity and compassion, I also deeply value personal accountability and responsibility.

Thank you for your time and consideration. I look forward to working with you to empower our schools to be the absolute best they can be for all children. Please feel free to contact me via email, rsIndogs@gmail.com or phone 530-277-4942.

Sincerely,



Sarah Bracher

RECEIVED

JUN 19 2019

**SCOE
SPJUSD**

July 1, 2019

To Whom It May Concern within the Sierra-Plumas Joint Unified School District,

I have been living in the Sierra Brooks community of Loyalton for the past 10 years where my husband and I have built our home. We have two young sons that are getting close to school age. Previously, and most recently, I have worked for the Nevada/Utah Dairy Council where my emphasis had been on the education and promotion of nutrition and a healthy lifestyle for elementary aged children through senior living. I have also worked within the Renown Hospital System, nutrition department, where procedures and protocols are well established and the execution of each step within them is necessary for the success of the hospital as a whole. These positions are directed by government guidelines. Because of this experience overseeing and adhering to such specific rules, I would be able to navigate issues that may arise within the Sierra-Plumas Joint Unified School District.

I am licensed as a Registered Dietetic Technician through the Academy of Nutrition and Dietetics and hold a Degree in Nutrition. I have served 3 years as Nominating Committee Chair on the Nevada Dietetics Association Board. This experience has given me insight on the importance and responsibility of holding an elective position. It has also given my clear understanding that dedication and priority is required when holding such a position.

My long-term goal, the reason I would like to be part of this board, is to be able to support our community and to utilize my knowledge to further the health and prosperity of our youth. I have come to the realization that each entity of our small county needs to be made strong and be promoted in order to continue to thrive. It absolutely takes the involvement of everyone within it to make this happen. Serving this board would be part of my contribution.

Please consider me a good fit to our Sierra Plumas School Board as I will always advocate for our children's health, wellbeing, and furtherment in an education system that continues to advance at an increasingly fast pace.

Nicole Stannard DTR
PO Box 634
15 Wrangler Drive
Loyalton, Ca. 96118
(H) 530.993.4901
(C) 530.386.4773
nicoleann142000@yahoo.com

RECEIVED

JUL 01 2019

**SOOE
SPJUSD**

Balances through June						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,671,079.00	1,703,685.00		1,703,572.55	112.45
1115	Extra Duty Hourly	5,000.00	5,000.00		7,750.00	2,750.00-
1120	Certificated Substitutes	26,394.00	51,347.00		78,571.21	27,224.21-
1300	Certificated Superv/Admin Sala	227,403.00	227,403.00		231,951.96	4,548.96-
1310	Teacher In Charge/Head Teacher	4,002.00	24,002.00		12,000.00	12,002.00
	Total for Object 1000	1,933,878.00	2,011,437.00	.00	2,033,845.72	22,408.72-
2100	Instructional Aides Salaries	208,195.00	194,294.00		184,392.45	9,901.55
2115	Inst. Aide Extra Duty		3,063.00		1,114.60	1,948.40
2120	Instructional Aides Substitute	7,000.00	4,807.00		9,663.29	4,856.29-
2200	Classified Support Salaries	313,324.00	328,502.00		305,983.24	22,518.76
2201	Bus Driver	63,695.00	55,022.00		47,811.55	7,210.45
2215	Classified Extra Duty	6,000.00	5,862.00		9,025.22	3,163.22-
2220	Classified Support Substitute	35,000.00	35,000.00		30,634.75	4,365.25
2300	Classified Sup/Admin Salaries	89,367.00	88,609.00		90,155.04	1,546.04-
2400	Clerical & Office Salaries	142,980.00	150,663.00		132,728.07	17,934.93
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00		5,183.73	183.73-
2900	Other Classified Salaries	10,597.00	10,147.00		10,169.37	22.37-
2915	Other Classified Extra Duty		500.00		38.23	461.77
2920	Other Classified Substitutes S		500.00		158.43	341.57
	Total for Object 2000	881,158.00	881,969.00	.00	827,057.97	54,911.03
3101	State Teachers Retirement Syst	439,596.00	449,288.00		304,417.35	144,870.65
3102	State Teachers Retirement Syst	8,784.00	8,784.00			8,784.00
3201	Public Employees Retirement Sy		291.00		2,018.74	1,727.74-
3202	Public Employees Retirement Sy	128,414.00	132,672.00		124,135.58	8,536.42
3311	OASDI-Certificated Positions	1,459.00	3,457.00		2,791.32	665.68
3312	OASDI-Classified Positions	53,909.00	52,773.00		49,368.34	3,404.66
3321	Medicare-Certificated Position	24,949.00	26,845.00		26,989.43	144.43-
3322	Medicare-Classified Positions	12,624.00	12,363.00		11,562.68	800.32
3401	Health & Welfare -Certificated	444,077.00	442,437.00		449,504.42	7,067.42-
3402	Health & Welfare-Classified Po	184,059.00	204,627.00		214,606.52	9,979.52-
3501	State Unemployment Insurance-C	970.00	1,024.00		1,033.94	9.94-
3502	State Unemployment Insurance-	450.00	440.00		473.98	33.98-
3601	Workers' Compensation Insuranc	61,927.00	58,406.00		59,109.30	703.30-
3602	Workers' Compensation Insuranc	29,892.00	26,195.00		24,503.40	1,691.60
3901	Other Benefits, Certificated P	31,582.00	31,383.00		31,382.58	.42
3902	Other Benefits, Classified Pos				2,660.00	2,660.00-

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2019, 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)

Balances through June						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
Total for Object 3000		1,422,692.00	1,450,985.00	.00	1,304,557.58	146,427.42
4100	Textbooks	68,375.00	52,000.00		18,976.09	33,023.91
4200	Books Other Than Textbooks	5,500.00	750.00			750.00
4300	Class Mat'l and Supplies	45,475.00	50,845.00	618.08	46,453.53	3,773.39
4301	Class Consumable Mat'l	5,000.00	10,925.00		10,080.09	844.91
4302	Class Paper/Toner	9,500.00	12,000.00		12,799.05	799.05-
4305	Other Student M&S	23,415.00	28,467.00	444.68	31,441.52	3,419.20-
4320	Custodial Grounds Supplies	42,495.00	43,250.00	32.10	31,831.63	11,386.27
4330	Office Supplies	16,119.00	24,990.00		14,849.81	10,140.19
4350	Vehicle Maint. M&S	26,373.00	26,379.00	273.54	8,098.63	18,006.83
4351	Vehicle FUEL	25,525.00	29,025.00	3,993.60	23,885.84	1,145.56
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	380.57	106,844.83	11,503.60
Total for Object 4000		364,577.00	417,360.00	5,742.57	305,261.02	106,356.41
5100	Subagreement for Services	176,461.00	180,000.00		159,000.00	21,000.00
5200	Travel & Conferences	63,256.00	66,305.00	4,449.69	59,115.14	2,740.17
5300	Dues & Membership	9,063.00	11,754.00	1.94	8,963.13	2,788.93
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		84,940.74	9,260.26
5520	Garbage	12,813.00	8,100.00	1,804.10	4,005.10	2,290.80
5530	Water	64,350.00	54,350.00	194.50	47,573.46	6,582.04
5540	Propane	65,000.00	59,125.00	5,301.13	55,387.25	1,563.38-
5590	Miscellaneous Utilities	15,500.00	14,000.00		11,934.16	2,065.84
5600	Rentals, Leases & Repairs	106,558.00	106,558.00	53,687.30	71,811.23	18,940.53-
5800	Services & Operating Expense	4,300.00	4,200.00		1,650.00	2,550.00
5810	Legal Expenses	7,078.00	20,000.00		14,492.50	5,507.50
5812	Board Election Expense	2,500.00	2,500.00		2,097.51	402.49
5840	Audit Expense	17,000.00	17,600.00		32,235.00	14,635.00-
5860	Solid Waste Tax	12,161.00	11,211.00		10,569.32	641.68
5890	Contracts/Service	638,277.00	690,058.00	3,749.44	455,855.62	230,452.94
5899	SCOE Interagency Reimburse			4,956.76	7,383.46	12,340.22-
5900	Communications	3,875.00	3,950.00		2,965.25	984.75
5910	Telephone-Monthly Service	17,252.00	12,152.00	566.17	8,803.70	2,782.13
5920	T Lines	4,800.00	2,100.00			2,100.00
5990	Other Communications	225.00	500.00		229.69	270.31
Total for Object 5000		1,367,201.00	1,418,664.00	74,711.03	1,097,416.31	246,536.66

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2019, 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 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
6400	Equipment	100,957.00	142,282.00	6,966.46	138,875.47	3,559.93-
6500	Equipment Replacement	66,625.00	118,832.00		103,832.00	15,000.00
	Total for Object 6000	167,582.00	261,114.00	6,966.46	242,707.47	11,440.07
7110	Out-of-State Tuition	104,450.00	104,450.00		91,562.58	12,887.42
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	78,590.00	78,590.00			78,590.00
	Total for Object 7000	183,040.00	183,040.00	.00	91,562.58	91,477.42
	Total for Fund 01 and Expense accounts	6,320,128.00	6,624,569.00	87,420.06	5,902,408.65	634,740.29
Fund 13 - Cafeteria						
2200	Classified Support Salaries	74,507.00	74,451.00		74,195.96	255.04
2215	Classified Extra Duty	500.00	696.00		931.50	235.50-
2220	Classified Support Substitute	1,250.00	1,172.00		1,320.62	148.62-
	Total for Object 2000	76,257.00	76,319.00	.00	76,448.08	129.08-
3202	Public Employees Retirement Sy	10,113.00	10,415.00		10,464.69	49.69-
3312	OASDI-Classified Positions	4,568.00	4,512.00		4,579.41	67.41-
3322	Medicare-Classified Positions	1,069.00	1,055.00		1,070.99	15.99-
3402	Health & Welfare-Classified Po	17,537.00	17,537.00		17,536.60	.40
3502	State Unemployment Insurance-	39.00	38.00		38.18	.18-
3602	Workers' Compensation Insuranc	2,529.00	2,236.00		2,269.50	33.50-
	Total for Object 3000	35,855.00	35,793.00	.00	35,959.37	166.37-
4340	Food Service	9,011.00	9,011.00		10,298.13	1,287.13-
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		49,212.39	5,367.61
	Total for Object 4000	68,591.00	68,591.00	.00	61,853.75	6,737.25
5200	Travel & Conferences	710.00	710.00			710.00
5600	Rentals, Leases & Repairs	4,000.00	4,000.00	3,186.31	4,666.09	3,852.40-
5800	Services & Operating Expense	1,256.00	1,256.00	208.26	96.23	951.51
5890	Contracts/Servic	800.00	800.00		334.00	466.00
5900	Communications	421.00	421.00			421.00
	Total for Object 5000	7,187.00	7,187.00	3,394.57	5,096.32	1,303.89-
	Total for Fund 13 and Expense accounts	187,890.00	187,890.00	3,394.57	179,357.52	5,137.91
Fund 40 - Dist Build						
6200	Building & Improvements		59,705.00			59,705.00

Balances through June						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 40 - Dist Build (continued)						
6500	Equipment Replacement		168,106.00		98,019.66	70,086.34
Total for Fund 40, Expense accounts and Object 6000		.00	227,811.00	.00	98,019.66	129,791.34
Fund 73 - Bechen						
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	7,046,270.00	90,814.63	6,173,785.83	781,669.54

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	203	58	110	30	28	1	included in site #	430
February	6	201	58	111	29	28	1	included in site #	428
March	7	201	58	111	29	28	1	included in site #	428
April	8	201	59	111	29	25	1	included in site #	426
May	9	201	60	111	29	24	1	included in site #	426
June	10	201	60	109	30	24	2	included in site #	426

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

June 14, 2019: +17

Long Term ISP: LES 9 LHS 11



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

June 18, 2019

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

Dear Superintendent Grant:

Subject: Request for Allowance of Attendance Due to Emergency Conditions
(Fiscal Year 2018–2019), Form J-13A

The California Department of Education has approved the request for emergency days for Sierra-Plumas Joint Unified School District, as detailed below.

School Site	Date(s) of School Closure	Days Approved
Loyalton Elementary	February 15, 2019	1
Loyalton High	February 15, 2019	1
Sierra Pass Continuation	February 15, 2019	1
Downieville Elementary	February 15 and 26, 2019	2
Downieville Junior-Senior High	February 15 and 26, 2019	2

These school closure days may be used to meet the instructional time requirements pursuant to California *Education Code* sections 46200, 46201, 46207, and/or 46208.

This letter and copy of the original Form J-13A should be used to substantiate compliance with statutory instructional time requirements. A copy of this letter and Form J-13A have been emailed to all contact persons listed on the form. Information on how to report average daily attendance as a result of this approval is available in the Reporting Approvals Section of the Form J-13A Frequently Asked Questions (FAQ) at <https://www.cde.ca.gov/fg/aa/pa/formj13afaq.asp>. Any additional questions not addressed in the FAQs should be emailed to attendanceaccounting@cde.ca.gov.

Sincerely,

Caryn Moore, Director
School Fiscal Services Division

CM:at

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

June 11, 2019

5:30pm Closed Session

Downieville School, 130 School St, Downieville CA 95936

~~Videoconferenced to Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118 – not available~~

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

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 5:30pm.

B. ROLL CALL

PRESENT: Mike Moore, President
Allen Wright, Vice President
Jenny Gant, Clerk
Andy Genasci, Member – *resigned and left meeting at 7:11pm*
Patty Hall, Member

ABSENT: None

C. APPROVAL OF AGENDA

HALL/WRIGHT
5/0

D. PUBLIC COMMENT FOR CLOSED SESSION

1. Current location – *none*
2. Videoconference location – *not available*

E. CLOSED SESSION

HALL/GANT
5/0

The Board of Trustees, Superintendent Dr. Merrill Grant and Business Manager Nona Griesert will moved into Closed Session at 5:32pm to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Employee Organizations:
Unrepresented Employees: Classified Employees

F. RETURN TO OPEN SESSION at 5:43pm and ADJOURN FOR BREAK

G. REPORT OUT FROM CLOSED SESSION

MOORE: *Discussed Classified Negotiations and gave direction to the Superintendent.*

H. 6:09PM – RECESS TO THE SIERRA COUNTY BOARD OF EDUCATION MEETING

I. RECONVENE THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING at 6:43pm

J. INFORMATION/DISCUSSION ITEMS

1. Correspondence
 - a. California Department of Education, Letter of Positive Certification of 2018-2019 Second Interim Reports

2. Superintendent's Report
 - a. State of Schools – revamp event to be held before school starts in August
GRANT: Looking to do a Welcome Back meeting/presentation instead and get more interest from parents to get involved with LCAP.
 - b. Letter to parents when new textbooks arrive at each site—for new Social Science/History curriculum recently adopted.
 - c. Safety Task Force Report
GRANT: There's a sheriff's deputy going around to the sites for site visits, observations and discussions with Administrators.
 - d. Soccer Field Update
GRANT: Looking at maintenance, watering infrastructure. Will see what we can do before soccer starts up for 19-20, but looking to be more problematic than originally anticipated.
 - e. Most Recent Inter-District Variance Requests
3. Business Report
 - a. Account Object Summary-Balance from 07/01/2018 to 05/31/2019
 - b. Ninth Month Enrollments for the 2018-2019 School Year
4. Staff Reports

Technical issues – videoconferencing not available

 - a. *GRANT:*
 SP—graduation Thursday 6/13/19
 LHS—graduation Friday 6/14/19
 DHS—graduation Saturday 6/15/19
5. Board Members' Report
 - a. *WRIGHT: Was not able to attend Science Fair, but would like to see pictures.*
 - b. *HALL: Helped with judging at Science Fair. It was a great time.*
 - c. *MOORE: Handing out diplomas at LHS graduation and attending SP graduation.*
6. Public Comment
 - a. Current location –
 DOWNIEVILLE STAFF: How is the transition being handled with change in Superintendent as this leaves the Principal/Administrator position vacant in Downieville?
 GRANT: Tom Jones will be named Interim Superintendent over the summer and until new Superintendent is hired—hopefully as planned by mid-August. Interim or New Superintendent will have to work through that piece depending on how the hiring process goes.
 LYNN FILLO: Immediate need for a part-time principal in Downieville. The morale of parents and staff is being effected with the announcement of having an Interim Superintendent who is a current Administrator at a different site. We have a great Lead Teacher, but they cannot perform certain duties that are needed from an Administrator.
 - b. Videoconference location – ***not available***

K. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held May 14, 2019
2. Approval of Board Report-Checks Dated 05/01/2019 through 05/31/2019
3. Approval of Consolidated Application for 2019-2020
4. Approval of Katie Campbell, Brad Campbell, Tom Jones and Steve Fillo as additional California Interscholastic Federation representatives for the 2019-2020 School Year
5. Approval of Pat Doyle Transferred to Sierra Pass Alternative Education Programs Teacher, effective August 26, 2019, 1.0 FTE
6. Approval of Laurie Petterson Transferred to Loyalton Elementary School Grade 6 Teacher, effective August 26, 2019, 1.0 FTE
7. Approval of April Burns Transferred to Loyalton Elementary School TK Teacher, effective August 26, 2019, 1.0 FTE
8. Approval of Staci Armstrong Transferred to Loyalton Elementary School Instructional Support and Intervention Teacher, effective August 26, 2019, 1.0 FTE
9. Authorization for Superintendent to enter into agreement with School Services of California for the 2019-2020 Fiscal Year, Agreement 2020-03D
10. Authorization for Superintendent to enter into agreement with Janet Hamilton and Pamela Brandon to renew Commercial Lease for 22 Maiden Lane (Tech Shack) in Downieville, July 1, 2019-June 30, 2022, Agreement 2020-04D
11. Approval of assignment of 2019-2020 Extra Duty Athletic Coaches
Remove John Smith as Athletic Director in Downieville – re-slate for July
12. Approval of assignment of 2019-2020 Extra Duty Non-Athletic positions
13. Authorization for Out of State Travel Request to Cornelius, OR for Responsive Classroom Workshop—Karen Gress, LES 1st Grade Teacher
14. Authorization for Out of State Travel Request to Washington DC for National FFA Leadership Conference—Cali Griffin, LHS FFA Coordinator

*HALL moved to approve as modified in County meeting. Second by WRIGHT.
5/0*

L. ACTION ITEMS

1. Old Business
 - a. Approval of revisions to Technology Director Job Description
 1. Presentation of Expenditures related to AMS Technology Services
GENASCI: Need legal opinion regarding nature of this appearing as a Serial Contract.
~Table until further details gathered and direction received from legal counsel~
2. New Business
 - a. Adoption of the 2019-2020 Budget and the Criteria & Standards Report
*WRIGHT/HALL
5/0*
 - b. Approval of Resolution 20-002D, Request for Leave of Absence, Megan Meschery
*HALL/GANT
ROLL CALL VOTE
MOORE – Aye
HALL – Aye
WRIGHT – Aye
GANT – Aye
GENASCI – Aye
5/0*

- c. Approval of Amber Williams Assigned to Loyalton High School Math Teacher, effective August 26, 2019, 1.0 FTE
HALL/WRIGHT
5/0
- d. Approval of Anna Thorell Assigned to Loyalton High School Spanish Teacher, effective August 26, 2019, 1.0 FTE
HALL/GENASCI
5/0
- e. Approval of Katherine Genasci Assigned to Loyalton High School Art Teacher, effective August 26, 2019, 1.0 FTE
HALL/GANT
4/0
I ABSTENTION – ANDY GENASCI STEPPED OUT FOR VOTE
GENASCI: I need to step down as a Board member now with my wife as a new hire in the District.
**Genasci handed out resignation letter and exited meeting at 7:11pm*
- f. Approval of Niecea Freeman Assigned to Downieville Elementary School Grades 4-6 Teacher, effective August 26, 2019, 1.0 FTE
HALL/GANT
4/0
- g. Approval of Patrick Williams Assigned to Downieville Elementary School TK/K-1 Teacher, effective August 26, 2019, 1.0 FTE
HALL/WRIGHT
4/0
- h. Authorization to fill two Loyalton Elementary School Teacher positions, 1.0 FTE each
GANT/HALL
GRANT: This is due to the transfer of Pat Doyle to Sierra Pass and Staci Armstrong moving to Intervention Teacher.
4/0
- i. Accept resignation for Alyssa McCollum, Instructional Aide, Loyalton High School, .88 FTE, effective June 30, 2019
HALL/WRIGHT
4/0
- j. Authorization to fill Instructional Aide position at Loyalton High School, .88 FTE
WRIGHT/GANT
4/0
- k. Accept resignation for Margaret Daigle, Library Aide, Downieville School, .33 FTE, effective June 30, 2019
HALL/GANT
4/0
- l. Authorization to fill Library Aide position at Downieville School, .33 FTE
HALL/WRIGHT
4/0
- m. Accept resignation for Stephanie Shelby, Instructional Aide, Loyalton Elementary School, .88 FTE, effective June 30, 2019
HALL/WRIGHT
4/0

- n. Authorization to fill Instructional Aide position at Loyalton Elementary School, .88 FTE
WRIGHT/HALL
 4/0
- o. Authorization for Superintendent to enter into agreement with Sierra Transportation Company for the 2019-2020 Fiscal Year, Agreement 2020-05D
HALL/WRIGHT
GRANT: Nona and I have been working with Doug from Sierra Transportation on this extension of current agreement. Alleghany route is potentially going away, but we will have more on that come August.
 4/0
- p. Discussion and possible appointment of Thomas Jones as Interim Superintendent at current daily rate through Superintendent search process
HALL/WRIGHT
GRANT: Tom will have full authority as Interim Superintendent to carry the District through the Superintendent search process. He will not be a candidate for the Superintendent position, so he will go back to working as the LHS Administrator at the end of August. The Board will have to discuss options at that time if a new Superintendent has not yet been named and seated.
 4/0
- q. Discussion and possible action on Superintendent search contract with McPherson & Jacobson LLC
WRIGHT/HALL
MOORE: We did an in-house search and hiring process when Dr. Grant was hired six years ago. Lots of personal time was spent on this process by multiple Board members. Looking to hire the same consultant that worked with us during the Board retreat last month, Bob Ferguson, to conduct the search and application process so as not to disrupt District operations to hire a new Superintendent. This consultant and his firm, McPherson and Jacobson, are highly recommended by CSBA. Hoping to schedule a Special Meeting June 18th or 19th at 11am to meet with Bob and get input from the community on both sides—Loyalton and Downieville. Will get a timeline set up and go over criteria and expectations for candidates.
GRANT: I would emphasize that it's important for community members to attend the meetings for community input to address the concerns being brought up tonight to give Bob an understanding of what the communities need on both sides of the county/district.
MOORE: The consulting firm will get us through the whole process including developing interview questions and setting up interviews, doing reference checks, etc. However, the Board makes the final decision as to who is hired—not the consultant or the firm.
GRANT: There have been calls from interested candidates already.
GANT: Would like to verify that there's a legitimate paper trail on this firm being referred by CSBA? Also, was there a bid process?
MOORE: Yes, we have a paper trail. There was an informal bid process used to look into the list of recommendations. Based on availability, need and price, McPherson and Jacobson was the best option.
 4/0

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

- r. 0420.4—Charter School Authorization
 - 1. Board Policy, *revisions or DELETE*
 - 2. Administrative Regulation, *revisions or DELETE*
- s. 7160—Charter School Facilities
 - 1. Administrative Regulation, *DELETE*
- t. 1312.1—Complaints Concerning District Employees
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*
- u. 3250—Transportation Fees
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*
- v. 3540—Transportation
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*
- w. 6142.1—Sexual Health and HIV/AIDS Prevention Instruction
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*
- x. 6142.6—Visual and Performing Arts Education
 - 1. Board Policy, *NEW*
- y. 6146.1—High School Graduation Requirements
 - 1. Board Policy, *revisions*
- z. 6145—Extracurricular and Cocurricular Activities
 - 1. Board Policy, *annual review – no changes per Administrators*
 - 2. Administrative Regulation, *annual review – no changes per Administrators*
- aa. 5116.1—Intradistrict Open Enrollment
 - 1. Board Policy, *annual review – no changes per Administrators*
 - 2. Administrative Regulation, *annual review – no changes per Administrators*
 - 3. Exhibit, *annual review – no changes per Administrators*

HALL moved to approve all policies/regulations as was done in County meeting.

Second by GANT.

4/0

M. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on July 09, 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.

Special Meeting to be held June 18, 2019 at 11am at Sierra County Office of Education.

- 2. Suggested Agenda Items

None

N. ADJOURN at 7:37pm

HALL/GANT

4/0

Jenny Gant, Clerk

Tom Jones, Interim Superintendent

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT—SPJUSD
CLOSED SESSION REPORTING FORM**

DATE: June 11, 2019

CLOSED SESSION BEGAN AT: 5:32 P.M.

BOARD MEMBERS PRESENT:

Patty Hall Allen Wright Andy Genasci Mike Moore Jenny Gant

OTHERS PRESENT:

- Dr. Merrill M. Grant, Superintendent
- Ms. Nona Griesert, Business Manager
- _____
- _____

I. SESSION TOPIC(S):

<p>Item #1—Government Code 54957.6 CONFERENCE WITH LABOR NEGOTIATORS Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent Employee Organizations: Unrepresented Employees: Classified Employees</p> <p>Negotiations—RESULT:</p> <p><input checked="" type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT</p> <p><input checked="" type="checkbox"/> THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN: HALL _____ WRIGHT _____ GENASCI _____ MOORE _____ GANT _____</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION: HALL _____ WRIGHT _____ GENASCI _____ MOORE _____ GANT _____</p> <hr/> <p>Item #2—Government Code</p> <p>—RESULT:</p> <p><input type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT</p> <p><input type="checkbox"/> THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN: HALL _____ WRIGHT _____ GENASCI _____ MOORE _____ GANT _____</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION: HALL _____ WRIGHT _____ GENASCI _____ MOORE _____ GANT _____</p>

II. MOTION TO ADJOURN CLOSED SESSION AT 5:43 P.M. AND RETURN TO OPEN SESSION

BY: Gant (NAME) SECONDED: Genasci (NAME)

MOTION PASSED / FAILED

PRESIDED BY: Mike Moore
Mike Moore, PRESIDENT

RECORDED BY: Jenny Gant
Jenny Gant, CLERK

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

June 18, 2019

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

Videoconferenced to Downieville School, 130 School St., Downieville, CA 95936

Immediately followed the 11:00am special meeting of the Sierra County Board of Education

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at *11:15am*.

B. ROLL CALL

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

ABSENT: None

VACANT: Area 4, NW & NE Loyalton

C. FLAG SALUTE

D. APPROVAL OF AGENDA

HALL/WRIGHT

4/0

E. PUBLIC COMMENT

1. Current location –

JENNA HOLLAND—Sierra Schools Foundation and parent. Thank you for your service Dr. Grant. Looking to see that a local candidate be hired for the next Superintendent. Concerned about hiring a firm to do the search before searching locally using in-house personnel and resources due to the current deficit spending pattern. Would like to know each Board member's position on hiring locally.

KATRINA BOSWORTH—Teacher in Downieville. Want to emphasize that we need someone that is able to work well within a small community. When is the Superintendent position going to be flown on Edjoin? Concerned about timeline.

STACI ARMSTRONG—LES Teacher and parent. Would also like to emphasize seeing someone hired locally or someone that will commit to making their family part of this County/Community. We want Sierra County to be advertised as a destination, not a stepping stone.

RICHARD JAQUEZ—Employed with District for 30 years. Want to see someone hired locally or someone who has experience with a similar community to ours. Don't want our District to be a stepping stone.

APRIL BURNS—LES Teacher and parent. Echoing the desire for hiring someone that fits with our community. Glad to hear community members may be part of the interview process.

2. Videoconference location –

AMBER BACA-SAINSBURY—Downieville Teacher and parent. Would like to have a committee created with community members and staff members to show that our district and community is strong, bright and capable of making an important decision like this for our district.

F. ACTION ITEMS

1. New Business

a. Superintendent Search

The Board of Education will meet with the Superintendent Search Consultant to develop timelines and establish general criteria for the position of Superintendent.

BOB FERGUSON, Search Consultant from McPherson & Jacobson, led the Board of Education through developing a timeline and criteria and characteristic statements to begin the Superintendent Search process.

--Break for Lunch at 12:35pm--

--Reconvene at 1:02pm--

Tentative timeline and criteria and characteristic statements attached

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on July 09, 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. *Transportation – discussion about adding bus stops*

b. *Board position on hiring Superintendent locally and not using internal staff*

H. ADJOURN at 1:57pm

HALL/WRIGHT

4/0

Jenny Gant, Clerk

Tom Jones, Interim Superintendent

Tentative Timeline for Superintendent Search as of 6/18/2019:

June 20, 2019 – Open job application

July 08, 2019 – Community meetings

July 09, 2019 – Prep interview questions with Board, 3:30pm (prior to 5pm Closed Session)

July 23, 2019 – Close applications

July 29-31, 2019 – Applications available for Board members to review at their discretion

July 31, 2019 – Closed Session 1-3pm to pick candidates to interview

August 6-7, 2019 – Informal & Formal Interviews Scheduled (encourage candidates to
visit/spend some time in the area)

August 13, 2019 – Announce finalist for Superintendent at Board meeting

Criteria/Characteristics:

- Move to/live in Sierra County
 - o Not a stepping stone
- Keep search in CA
- Inspires excellence
- Administrative experience, budget experience, teaching experience...
- Viewed as partner in leading County/District
- Delegate respectfully and professionally
- Understanding of rural environment as well as small community
- Empathetic, understanding, good listener
- Fiscally responsible
- Good communicator and visible
- Able to build trust from staff and community
- High expectations for all students, staff, operations, sites...
- It's about the kids!!
- Value rural environment/community
- Continuous learner
- Supports professional development

Criteria/Characteristic Statements:

1. The superintendent will need to reside and participate in Sierra County as the County Superintendent and value our rural environment and small communities.
2. A visionary leader who inspires excellence and is committed to student achievement for all students in our district.
3. An effective collaborator and communicator who has high expectations for this position, high expectations for staff, and the ability to hold staff accountable.
4. A person who has teaching experience, is a continual learner, supports professional development for all staff, is empathetic, understanding, and a good listener.
5. The superintendent is viewed as a partner in providing leadership to our district, is fiscally responsible with budget experience, is able to delegate responsibilities professionally, and has proven administrative experience.
6. A person who has passion for public education, wants to become part of this community, and realizes that the focus needs to be on student learning and a positive learning environment. A person who leads by example, who models high ethical standards for themselves and staff. A person who has had success in building teams and strong relationships through their ability to coach, mentor, and teach others.
7. The ability to manage multiple issues that are part of providing leadership to two different organizations, and the ability to navigate the political realities of the superintendent position.

Checks Dated 06/01/2019 through 06/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083344	06/03/2019	NEXVORTEX, INC	01-5899	PHONE SERVICES	25.24	
			01-5910	PHONE SERVICES	378.54	403.78
00083345	06/11/2019	AMS.NET C/O FREMONT BANK	01-5890	TECH SUPPORT		4,600.00
00083346	06/11/2019	STACI ARMSTRONG	01-4305	FIELD TRIP SUPPLIES		468.10
00083347	06/11/2019	AT&T	01-5890	PHONE SERVICES	37.77	
			01-5899	PHONE SERVICES	22.84	
			01-5910	PHONE SERVICES	642.23	702.84
00083348	06/11/2019	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINTENANCE SUPPLIES		198.74
00083349	06/11/2019	BIO CORPORATION	01-4301	Supplies for Biology		284.94
00083350	06/11/2019	KATRINA BOSWORTH	01-4300	SUPPLIES		49.05
00083351	06/11/2019	BRADY INDUSTRIES	01-4320	custodial supplies	275.91	
				paper supplies	116.64	392.55
00083352	06/11/2019	KATIE CAMPBELL	01-4350	WIPER BLADES		21.43
00083353	06/11/2019	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,899.14	
			01-5899	WATER AND SEWER - LOYALTON SITES	198.22	4,097.36
00083354	06/11/2019	AP EXAMS	01-5890	AP Exams		4,840.00
00083355	06/11/2019	AP EXAMS THE COLLEGE BOARD	01-5890	AP Exams		106.00
00083356	06/11/2019	CPM EDUCATIONAL PROGRAM	01-5890	PILOT PROGRAM		500.00
00083357	06/11/2019	CRAIG JOHNSON PLUMBING	01-5600	LEAK IN PARKING LOT		756.50
00083358	06/11/2019	CURRENT ELECTRIC & ALARM, INC.	01-5600	ALARM MONITORING	573.75	
			01-5899	ALARM MONITORING	26.25	600.00
00083359	06/11/2019	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		234.00
00083360	06/11/2019	GIRAFFE, INC	01-5890	Graduation Decor		1,000.00
00083361	06/11/2019	MERRILL GRANT	01-5200	TRAVEL EXPENSES		207.76
00083362	06/11/2019	HUNT & SONS, INC.	01-5590	Heating oil		646.23
00083363	06/11/2019	INLAND SUPPLY	01-4320	Cleaning supplies		1,272.88
00083364	06/11/2019	JEFFERSON SUPPLY COMPANY	01-4300	Valve		118.62
00083365	06/11/2019	THOMAS JONES	01-4305	Drycleaning Graduation Gowns		330.00
00083366	06/11/2019	JOSTENS	01-4305	Diplomas & Covers		294.67
00083367	06/11/2019	JOSTENS	01-4300	CAP & GOWNS		54.27
00083368	06/11/2019	K 12 MANAGEMENT DBA FUELED	01-5890	ONLINE COURSES		175.00
00083369	06/11/2019	KP LLC - 8311	01-4330	Cumulative files		79.10
00083370	06/11/2019	MARIAN LAVEZZOLA	01-5600	TECH COTTAGE RENTAL		200.00
00083371	06/11/2019	LES SCHWAB	01-4350	VEHICLE MAINTENANCE		60.00
00083372	06/11/2019	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	3,721.40	
			01-5899	ELECTRIC - LOYALTON SITES	169.22	3,890.62
00083373	06/11/2019	MADDEN PLUMBING & HEATING,INC.	01-5600	DIAGNOSE HEATING/AC		487.50

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

ESCAPE ONLINE

Page 1 of 5

Checks Dated 06/01/2019 through 06/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083374	06/11/2019	SHAWN MAPLE	01-5890	TB TEST		33.50
00083375	06/11/2019	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		420.41
00083376	06/11/2019	MIKE MOORE	76-9576	H/W REIMBURSEMENT		821.87
00083377	06/11/2019	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		25.00
00083378	06/11/2019	NEXVORTEX, INC	01-5899	PHONE SERVICES	25.51	
			01-5910	PHONE SERVICES	382.64	408.15
00083379	06/11/2019	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	4,854.12	
			13-4700	CAFE FOOD/SUPPLIES	3,207.01-	1,647.11
00083380	06/11/2019	OFFICE DEPOT	01-4301	Supplies	221.88	
			01-4302	color printer toner	1,441.41	
				Supplies	56.58	
			01-4330	OFFICE SUPPLIES	143.98	
				Supplies	75.33	
			01-5899	OFFICE SUPPLIES	47.99	1,987.17
00083381	06/11/2019	PACIFIC GAS & ELECTRIC COMPANY	01-5510	ELECTRIC		2,267.71
00083382	06/11/2019	PLAZA TIRE & AUTO SERVICE	01-4350	VEHICLE MAINTENANCE		239.85
00083383	06/11/2019	PLUMAS UNIFIED SCHOOL DISTRICT	01-5200	REGISTRATION		200.00
00083384	06/11/2019	THOMAS POTTER	01-4320	MAINT SUPPLIES		200.66
00083385	06/11/2019	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		226.51
00083386	06/11/2019	QUILL CORPORATION	01-4300	Classroom supplies		33.76
00083387	06/11/2019	SHERRILL RAHE	01-4300	GARDEN SUPPLIES		149.55
00083388	06/11/2019	REED'S LOCKSMITHING, INC.	01-4320	KEYS		16.82
00083389	06/11/2019	SCHOOL SPECIALTY	01-4300	pencil sharpener	19.29	
			01-4302	copy paper	70.63	89.92
00083390	06/11/2019	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00083391	06/11/2019	LARAIN SEI	01-5200	PASSCO MTG		190.28
00083392	06/11/2019	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		25.30
00083393	06/11/2019	SIERRA COUNTY PUBLIC WORKS	01-5890	DISPOSAL FEE		5.00
00083394	06/11/2019	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00083395	06/11/2019	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	364.10	
			01-5899	GARBAGE SERVICE	9.90	374.00
00083396	06/11/2019	SIERRA HARDWARE	01-4320	MAINTENANCE SUPPLIES		47.76
00083397	06/11/2019	SIERRA VALLEY HOME CENTER	01-4300	MISC AG SUPPLIES	271.55	
			01-4320	Brushcutter	428.99	
				MAINT SUPPLIES	46.26	

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 06/01/2019 through 06/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083397	06/11/2019	SIERRA VALLEY HOME CENTER	01-4320	MAINT. SUPPLIES	169.33	
				SPRINKLER BOX	460.10	
			01-4350	MISC. BUS SUPPLIES	43.38	1,419.61
00083398	06/11/2019	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		176.61
00083399	06/11/2019	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	13,249.94	
			01-5890	TRANSPORTATION	2,083.32	15,333.26
00083400	06/11/2019	STAPLES ADVANTAGE	01-4300	classroom supplies	261.21	
			01-4301	Classroom supplies	20.75	
			01-4302	copy room supplies	314.65	
			01-4330	copy room supplies	135.12	
				OFFICE SUPPLIES	95.90	
			01-5899	OFFICE SUPPLIES	31.97	859.60
00083401	06/11/2019	TEACHER SYNERGY, LLC	01-4300	classroom supplies		45.00
00083402	06/11/2019	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		242.00
00083403	06/11/2019	TRI COUNTY SCHOOLS INS. GR.	01-9535	JUN 19 HEALTH INSURANCE	9,174.00	
			76-9576	JUN 19 HEALTH INSURANCE	68,680.74	77,854.74
00083404	06/11/2019	U.S. BANK	01-4301	BOOKS	192.06	
				Classroom supplies	20.81	
				Rocket supplies	41.90	
			01-4302	Classroom supplies	69.37	
			01-4320	FUEL	46.56	
			01-4330	ADOBE PRO SUBSCRIPTION	11.25	
				TECH SUPPLIES	449.31	
			01-4400	TECH SUPPLIES	2,134.32	
				Testing Chairs	770.74	
			01-5899	ADOBE PRO SUBSCRIPTION	3.74	
			13-4340	SANITIZER	253.92	3,993.98
00083405	06/11/2019	US FOODSERVICE, INC.	13-4340	CAFETERIA - FOOD AND SUPPLIES	173.33	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	2,095.47	2,268.80
00083406	06/11/2019	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		171.22
00083407	06/11/2019	VOYAGER FLEET SYSTEMS INC.	01-4305	FUEL FOR ATHLETIC TRIPS	2,128.58	
			01-4351	BUS FUEL	2,662.24	
				Fuel for Maintenance	346.91	
			01-5200	FUEL	53.36	
				FUEL FOR FFA	447.16	
			01-5899	FUEL	99.67	
				Fuel for Maintenance	33.51	5,771.43

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ESCAPE ONLINE

Checks Dated 06/01/2019 through 06/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083408	06/11/2019	ALLEN WRIGHT	01-5200	MILEAGE		21.75
00083409	06/28/2019	JASON ADAMS	01-5200	Peace Roar Rewards		272.80
00083410	06/28/2019	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		117.96
00083411	06/28/2019	AMERIGAS	01-5540	PROPANE	3,189.22	
			01-5899	PROPANE	35.60	3,224.82
00083412	06/28/2019	B & C TRUEVALUE HOME CENTER	01-4320	MAINT. SUPPLIES		19.84
00083413	06/28/2019	JOSHUA BOLI	01-4300	GIFT CARDS		175.00
00083414	06/28/2019	BRADY INDUSTRIES	01-4320	Supplies		65.95
00083415	06/28/2019	DEMCO, INC.	01-4305	Library Supplies		59.86
00083416	06/28/2019	BLAINE DONNELLY	01-5200	MILEAGE		226.20
00083417	06/28/2019	DOWNIEVILLE GROCERY	13-4700	FOOD		77.07
00083418	06/28/2019	JENNIFER GANT	01-5200	MILEAGE		92.80
00083419	06/28/2019	ADRIENNE GARZA	01-4330	REIMBURSE CASH BOX	6.10	
			01-4350	REIMBURSE CASH BOX	16.00	
			01-5890	REIMBURSE CASH BOX	27.63	49.73
00083420	06/28/2019	GIRARD, EDWARDS, STEVENS & TUCKER LLP	01-5810	LEGAL FEES		1,622.50
00083421	06/28/2019	MERRILL GRANT	01-5200	TRAVEL EXPENSES		250.55
00083422	06/28/2019	JOANNA HAUG	01-4305	FIELD TRIP SUPPLIES		311.06
00083423	06/28/2019	JOSTENS	01-4300	DIPLOMAS/CAP & GOWNS		19.54
00083424	06/28/2019	LOYALTON BOOSTER CLUB	01-4305	FUEL REIMBURSEMENT		115.74
00083425	06/28/2019	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		667.08
00083426	06/28/2019	MIKE MOORE	01-5200	MILEAGE		29.00
00083427	06/28/2019	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		27.50
00083428	06/28/2019	NEVADA POWER PRODUCTS, INC	01-4320	THROTTLE CABLE		41.38
00083429	06/28/2019	NORTHAM DISTRIBUTING, INC.	13-4700	CAFE FOOD/SUPPLIES		175.20
00083430	06/28/2019	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		63.39
00083431	06/28/2019	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	146.03	
				COPIER MAINT.	69.24	
				COPIER MAINT. LHS/LES	642.27	
			01-5899	COPIER MAINT.	23.08	880.62
00083432	06/28/2019	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00083433	06/28/2019	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	364.10	
			01-5899	GARBAGE SERVICE	9.90	374.00
00083434	06/28/2019	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		32.00
00083435	06/28/2019	U.S. BANK	01-4300	AP Calculus study guide	55.40	
				Classroom supplies	349.00	
				supplies	491.38	

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ESCAPE ONLINE

Checks Dated 06/01/2019 through 06/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083435	06/28/2019	U.S. BANK	01-4300	TABLET STAGE	434.33	
			01-4301	Classroom supplies	125.91	
				classroom supplies	93.28	
			01-4320	FUEL/MAINT SUPPLIES	314.64	
				Ignitor	69.68	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
				medicine cabinet	173.22	
				office supplies	253.02	
				TECH/CLASSROOM SUPPLIES	1,039.72	
			01-4400	Chargers	155.52	
				TECH/CLASSROOM SUPPLIES	399.50	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	3,969.59
00083436	06/28/2019	US FOODSERVICE, INC.	13-4700	CAFETERIA - FOOD AND SUPPLIES		621.35
00083437	06/28/2019	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		171.22
00083438	06/28/2019	WHITE'S SIERRA STATION, INC	01-5200	BRD MTG LUNCH		92.53
00083439	06/28/2019	ALLEN WRIGHT	01-5200	MILEAGE		29.00
Total Number of Checks					96	159,105.05

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	86	83,181.60
13	Cafeteria Fund	10	6,420.84
76	Warrant/Pass Though (payroll)	2	69,502.61
Total Number of Checks		96	159,105.05
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			159,105.05

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

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019–20 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

Loyalton High School

School Site

Sierra Plumas Joint Unified School

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.



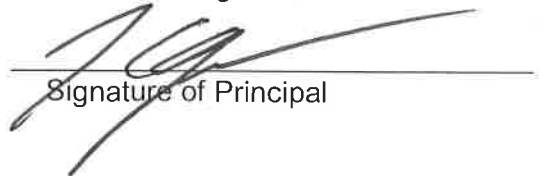
Signature of Authorized Agent

Business Manager

Authorized Agent Title



Signature of Agriculture Teacher
Responsible for the Program



Signature of Principal

Contact Phone Number: 530-993-1660

Date of Local Agency Board Approval: July 2019

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019–20 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

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.

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019-20 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

AWARD ESTIMATOR

DATES OF PROJECT DURATION: JULY 1, 2019 TO JUNE 30, 2020

Applicant Information (please fill in the underlined fields)

Number of Different Agriculture Teachers at Site
(Please attach a separate list of Agriculture teachers' names): 1

Total Number of Students from the prior fiscal year R-2 Report: 49

Number of teachers meeting Criterion 10 (see instructions for more information): 1

Number of teachers meeting Criterion 11a (see instructions for more information): 1

Number of teachers meeting Criterion 11b (see instructions for more information): 1

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

Award Calculations

Part 1: Based on your number of agriculture teachers at the site:
(Please attach a separate list of Agriculture teachers' names): 4000

Part 2: Based on \$8.00 per member listed on the R-2 Report: 392

Part 3a: Based on number of teachers meeting Criterion 10: 2000

Part 3b: Based on number of teachers meeting Criterion 11a: 2000

Part 3c: Based on number of teachers meeting Criterion 11b: 2000

Part 4: Based on meeting all criteria on the Quality Criterion 12 Form: 7500

Total Estimated Award: 17892

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019–20 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

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:

0

4000: Books & Supplies

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Supplies	5000	5000
Subtotal	N/A	0	0

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.	Travel & Conferences	6500	6500
2.	Power/Propane	1500	1500
3.	Equipment/Supplies	2000	2000
4.	Contracted Services	500	500
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal	N/A	0	0

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.	Equipment	2392	2392
2.			
3.			
4.			
5.			
Subtotal	N/A	0	0

Total Allocated Funds:

0

0

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019–20 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

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:

Loyalton High School

Sierra Plumas Joint Unified School

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

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2019–20 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2019)

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: 49

12A: Leadership and Citizenship Development

27 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

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

12C: Qualified and Professional Activities

1 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

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

Name of Agriculture Advisory Committee Chair: Bill Loveridge

Phone Number of Agriculture Advisory Committee Chair: 530-249-2990

12E: Retention

11 Number of students from the 2015 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

11 Number of program completers graduating last year

9 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.

**CALIFORNIA DEPARTMENT OF EDUCATION
AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT
QUALITY CRITERIA 12**

Agricultural programs meeting all of the required Quality Criteria (Criteria 1–9) and Criterion 12 may qualify for an additional \$7,500. This form along with the appropriate verification must be attached to the Agricultural Career Technical Education Incentive Grant Application.

49 Number of Students on Last Year's R-2 Form

12A. Leadership and Citizenship Development

27 Number of activities on the approved FFA activity list which the local chapter participated in (must participate in at least 80% of the activities).

12B. Practical Application of Occupational Skills

9 Number of students who received the State FFA Degree (must be at least 5% of the R-2 number)

12C. Qualified and Professional Activities

1 Number of teachers who attended a minimum of 5 professional inservice activities (must attach approved Inservice Activities Verification Page)

12D Community, Business and Industry Involvement

3 Number of meetings held by the local Agriculture Advisory Committee (must meet at least 3 times with minutes attached)

Name of Agriculture Advisory Committee Chair

Bill Loveridge

Phone Number of Ag. Advisory Committee Chair

540-249-2990

12E Retention

11 Number of students from the **2013** Freshman cohort who completed 3 or 4 years of Agriculture Education courses. Must be at least **30%** of the **2013** Freshman cohort

12F Graduate Follow-Up

11 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% of the program completers) Attach graduate follow-up report.

9

INCENTIVE GRANT CHECKLIST

1. CURRICULUM & INSTRUCTION

Yes No

X		1A. The curriculum includes the components required under Section 52454 of the Education Code: organized classes in the study of agriculture science and technology; student supervised agricultural experience; and a program of leadership, organization and personal development.
x		1B. A minimum of three sequential pathway courses consistent with the Career Technical Education Model Curriculum Standards of the Agriculture and Natural Resources Industry sector. Curriculum addresses both "Pathway and Anchor" standards.
X		1C. Career pathways in agriculture have been identified and can be found on a chart or diagram in the Program Plan.
X		1D. The school master schedule allows students to follow the recommended sequence of agriculture courses to complete the selected career pathway.
X		1E. Agriculture Career Awareness information is included in every course.
X X		1F. Recordkeeping is taught in all agriculture classes. Every student maintains and completes (closes out) either an actual SAE Project or Mock Problem.
X		1G. Agriculture courses have been submitted to meet high school graduation requirements and/or University of California a-g credit.
X		1H. Instruction includes guest speakers and/or field trips.

2. LEADERSHIP & CITIZENSHIP DEVELOPMENT

Yes No

X		2A. An FFA Chapter has been chartered by the State Association or has been applied for.
X		2B. A Chapter Program of Activities is developed annually and a copy is made available to the Regional Supervisor by November 15th.
X		2C. Every student is given a grade based upon participation in leadership activities. (per Ed Code Section 52454)
X		2D. The program has a clearly stated department policy that identifies the criteria for a student to earn full credit for leadership development.
X		2E. All students enrolled in agriculture classes are affiliated with the State FFA Association.
X		2F. Based on previous year's records, the department participated in a minimum of 12 activities as listed on the FFA Activities Check Sheet. (Attached)
X		2G. A minimum of 80% of the students participate in at least three leadership development activities annually as verified by department records.

3. PRACTICAL APPLICATION OF AGRICULTURAL SKILLS

Yes No

X		3A. Student participation in Supervised Agricultural Experience (SAE) is part of the grading criteria for every agriculture student in the program. (per Ed Code Section 52454)
X		3B. The program has a clearly stated department policy that identifies the criteria for a student to earn full credit for their SAE.
X		3C. First year students have either been engaged in a SAE project(s) or have a plan in place for a SAE, as verified by the Student's AET Experience Manager

		6C. The Agricultural Advisory Committee has assisted in the development or revision of the following components of the Comprehensive Program Plan, as evidenced in the Ag. Advisory Committee minutes * Job Market Description * Targeted Occupations * Total Program Goals & Objectives * Program Description - Courses, SAE, FFA * Course Subject Matter Outlines * Program Completion Standards * 5 Year Facility & Equipment Acquisition * Current Year Budget * Graduate Follow Up * List of Active placement Sites
		6D. The Agricultural Advisory committee minutes clearly reflect programmatic recommendations made by the committee.
		6E. The Agricultural Advisory Committee minutes are shared with the principal, superintendent, school board and Regional Supervisor.

7. CAREER GUIDANCE

Yes No

X		7A. Evidence is provided that students are counseled regarding career opportunities in agriculture, agribusiness, and agriculture education.
X		7B. All students have a completed career plan on their AET Student Profile and it is updated annually.
X		7C. Progress has been made in developing Student Certification based on industry standards.

8. PROGRAM PROMOTION

Yes No

X		8A. The Agriculture Education program has materials that can be used to promote the program to the community and/or future students.
X		8B. Students have alternative means of overcoming financial barriers to participate in program activities. (Includes FFA, SAE, Leadership Activities.)
X		8C. The Agriculture Department conducts recruitment activities with local feeder schools.

9. PROGRAM ACCOUNTABILITY & PLANNING

Yes No

		9A. A Comprehensive Program Plan has been provided electronically to the Regional Supervisor and is available for onsite review.
X		9B. Updates of the Program Plan are forwarded to the Regional Supervisor by November 15th. These updates must include: (1) Five Year Equipment Acquisition Schedule; (2) Chart of Staff Responsibilities; (3) FFA Program of Activities; (4) Advisory Committee Roster; and (5) Advisory Committee Minutes.
X		9D. The Graduate Follow Up is posted on the state data base as required <i>by October 15th</i> .
X		9E. The Agriculture Education Program provides evidence that student retention and graduate follow up data is reviewed and used in for program evaluation and improvement.
X		9F. The FFA Roster and the Program and Teacher Profiles were updated on calaged.org and the AIG Expenditure Report was received; all by no later than October 15.

QUALITY CRITERIA 10, 11 and 12 MUST BE SCORED DURING THE REVIEW PROCESS. HOWEVER, SCORES WILL ONLY COUNT IF THESE CRITERIA HAVE BEEN APPLIED FOR VIA THE AGRICULTURE INCENTIVE GRANT APPLICATION.

Not
Met Met

X		10A. Shop and laboratory-based classes have no more than 22 students enrolled. Classroom based classes have no more than 28 students enrolled. For a teacher to qualify for funding of Criteria 10 they must meet the requirement for each period. (Enter the number of teachers appropriate for each column.)
---	--	--

11. FULL YEAR EMPLOYMENT

Not
Met Met

X		11A. Indicate for each teacher if they are provided an extended contract and are paid at least \$2,000. (Enter the number of teachers appropriate for each column.)
X		11B. Indicate for each teacher if they are provided a Project Supervision Period. To qualify, the project supervision period must be in addition to the preparation period assigned to all teachers in the school. (Enter the number of teachers appropriate for each column.)

12. PROGRAM ACHIEVEMENT

Yes No

		12A. The Agriculture Program meets the requirements of Program Achievement (attach checklist)
--	--	---

INCENTIVE GRANT IN-SERVICE ACTIVITIES DOCUMENTATION

CRITERIA 4.B

School Year 18-19

School Loyalton High School

Based on the previous year's record, every agriculture teacher, teaching at least ½ time agriculture, attends a minimum of four of the following professional development activities:

Qualified and Competent Personnel

ACTIVITIES	TEACHERS NAMES				
Fall Region Meeting	griffin				
Region In-service Day	griffin				
Spring Region Meeting	griffin				
Section In-service*	griffin				
Section In-service*	Griffin				
Section In-service*					
Section In-service*					
Summer Conference	griffin				
University AgEd Skills Week	griffin				
Professional Development **	griffin				

* Four Section In-service Meetings equals one Professional Development Activity

** Can utilize a maximum of two other "Agriculturally Related" Professional Development activities than those listed above. Explain the Professional Development:

- 1 WLC
- 2 _____
- 3 _____
- 4 _____
- 5 _____

**CALIFORNIA DEPARTMENT OF EDUCATION
AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT
QUALITY CRITERIA 12**

Agricultural programs meeting all of the required Quality Criteria (Criteria 1–9) and Criterion 12 may qualify for an additional \$7,500. This form along with the appropriate verification must be attached to the Agricultural Career Technical Education Incentive Grant Application.

49 Number of Students on Last Year's R-2 Form

12A. Leadership and Citizenship Development

27 Number of activities on the approved FFA activity list which the local chapter participated in (must participate in at least 80% of the activities).

12B. Practical Application of Occupational Skills

9 Number of students who received the State FFA Degree (must be at least 5% of the R-2 number)

12C. Qualified and Professional Activities

1 Number of teachers who attended a minimum of 5 professional inservice activities (must attach approved Inservice Activities Verification Page)

12D Community, Business and Industry Involvement

3 Number of meetings held by the local Agriculture Advisory Committee (must meet at least 3 times with minutes attached)

Name of Agriculture Advisory Committee Chair Bill Loveridge

Phone Number of Ag. Advisory Committee Chair 540-249-2990

12E Retention

11 Number of students from the 2013 Freshman cohort who completed 3 or 4 years of Agriculture Education courses. Must be at least 30% of the 2013 Freshman cohort

12F Graduate Follow-Up

11 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% of the program completers) Attach graduate follow-up report.

9

ANNUAL FFA CHAPTER ACTIVITIES CHECK SHEET

Year 2019 School Loyalton

Must meet at least 12 areas

ACTIVITY	NUMBER OF PARTICIPANTS
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Attended the following:

Greenhand Conference	6
Made For Excellence Conference	5
Advanced Leadership Academy	2
Chapter Officer Leadership Conference	6
Spring Region Meeting	16
State Leadership Conference	9
National Convention	2

Submitted the following:

State Degree Application	9
American Degree Application	2
Proficiency Award Application - Section	2
Chapter Award Application - State	1
Scholarship Application - State	1

Participated in the following:

Opening and Closing Contest - Section	21
Best Informed Greenhand Contest - Section	5
Co-Op Marketing Quiz - Section	3
Creed Recitation - Section	3
Extemporaneous Speaking - Section	1
Job Interview - Section	3
Impromptu Speaking - Section	3
Prepared Speaking - Section	0
Parliamentary Procedure - Section	0
County/District Fair/Show	22
Career Development Teams (other than those identified above)	
1 Light Horse	5
2 Farm Power	3
3 Small Engines	6
Other Activity Above the Chapter Level (Leadership Events/Additional CDE Teams)	
1 Shasta College Day	20
2 Lassen College Field Day	7
3 Chico State Field Day	12
4 Arbuckle Field Day	12
5	

TOTAL AREAS MET 27

Loyalton High School

Save Changes

NAME	FFA ID	GRAD YEAR	YEARS IN AG	GRAD STATUS
<u>Brooks, Rhiannon</u>	602432619	2019	4	Two Year College - Non-Ag Major select
<u>Colberg, Alannah</u>	602430784	2019	4	Four Year College - Non-Ag Major select
<u>Del Barba, Vincent</u>	602430786	2019	4	Two Year College - Ag Major select
<u>Edwards, Micah</u>	602430787	2019	4	Two Year College - Ag Major select
<u>Graves, Matthew</u>	602430824	2019	4	Four Year College - Non-Ag Major select
<u>Huberty, Sean</u>	602430834	2019	4	Employed - Fulltime - Ag Job select
<u>Lysen, Anton</u>	602431576	2019	4	Two Year College - Ag Major select
<u>Martinez, Bernardo</u>	602430835	2019	4	Employed - Parttime - Non-Ag Job select
<u>Richard, Joseph</u>	602430858	2019	4	Two Year College - Ag Major select
<u>Sheridan, Bret</u>	602430863	2019	4	Two Year College - Ag Major select
<u>Wohnoutka, Luke</u>	602430864	2019	4	Employed - Parttime - Non-Ag Job select

TECHNOLOGY DIRECTOR

DEFINITION:

Under the general direction of the Superintendent, the Technology Director assumes primary managerial responsibilities for the technology services in the District and will promote the effective use of technology towards the educational and administrative objectives of the District and Sierra County Office of Education; shall provide planning, implementation and management support of information services and provide efficient delivery of information systems services and technology resources for users District and schools countywide; performs other essential job related work as required. The primary objectives of this position are to: 1) ensure that computers and technology efforts are consistent with the overriding objective of effective delivery of quality educational services for the students and staff; 2) provide direct technology services to administrative offices and schools in an efficient and equitable manner.

QUALIFICATIONS:

- Minimum five years progressively responsible experience in information technology, including two years developing and implementing network systems.
- Administrative experience with student information system software
- Knowledge of standard business software packages including word processing, database management, electronic mail, web browsers, diagnostic and maintenance utilities
- Knowledge of a variety of education software resources for Apple and PC
- Strong organizational skills with ability to coordinate and prioritize multiple and complex projects
- Understanding and working with wide area networks, infrastructure communication equipment including switches, routers, DNS, e-mail and Web servers
- Possess a thorough knowledge of electronic technology suitable for educational applications and the ability to apply information management techniques in a school environment
- Must have knowledge of computer systems and software programs and the ability to apply them in the educational and school business setting
- Must possess a valid California Driver's license and be willing to travel

REPORTS TO:

Sierra-Plumas Joint Unified School District Superintendent

PERFORMANCE/RESPONSIBILITIES:

In conformance with the philosophy, goals, and objectives of the Sierra-Plumas Joint Unified School District, the Technology Director will be responsible for the following duties:

- Direct and train site technology staff in configuring computer systems, email and network accounts, including the installation of software and integration into the network
- Monitor county website, as directed
- Track network use with monitoring software

- ~~Develop and Maintain/~~monitor network security (i.e. Firewall) and virus protection for all computers
- Ensure compliance with software licensing and copyright agreements
- Install and configure computers systems, servers, printers and software
- Maintain inventory of computer hardware, software, supplies and licensing agreements, including confidential passwords, access codes, etc.
- Review and recommend school/office site technology requests
- Deliver high quality & timely service to District staff and business office staff
- ~~Manage technology labs in coordination with each school site administrator and their services to staff and students~~
- Develop procedures for retention, confidentiality, and disposal of technology records/data
- ~~Instruct students in the use of audio-visual and computer equipment as needed~~
- Develop and implement programs, goals, objectives, policies and procedures for the acquisition and application of technology
- Coordinate with the Superintendent and Business Manager a process for the systematic review and selection of technology hardware and software products; serve as a resource person in the identification of technology for educational use
- Develop and maintain a written approved Technology Plan
- Chair the Technology Committee, participate as a member of the District Leadership Team; frequently consult with the Superintendent and Site Administrators regarding technology
- Provide leadership, direction and coordination to the sites in conjunction with the Technology Plan
- ~~Responsible for maintaining inventory of computer hardware, software and supplies~~
- Provide technical advice to the Business Manager in requesting bid proposals for acquisition of appropriate technologies and licensing agreements
- Coordinate technology resource development prioritizing needs and future trends for information services, including budget; make appropriate recommendations to the Superintendent to improve the security, performance, and functionality of the District computing environment.
- Advise appropriate information systems policies and procedures, and determine acceptable use policies and monitor for compliance
- Provide and monitor internet connectivity of all schools and administrative offices, oversee the assessment and design of area networks, the installation, systems administration, network administration, expansion and maintenance of all systems
- ~~Design and maintain the local and wide area networks, maintain firewalls to ensure protection of all network data~~
- Ensure back-up and archive of network data
- Determine nature and level of training for personnel; provide ongoing technology training to staff
- Monitor and comply with applicable County, State, local, and Federal rules, regulations, and laws regarding technology services
- Serve as lead resource and train all appropriate personnel on the student attendance software program
- ~~Assist with the implementation and maintenance of distance learning networking~~
- ~~Maintain and monitor dial-up telephone system~~
- ~~Create, delete and monitor user accounts on network~~

- Maintain a log of all updates and changes made to network equipment, including servers
- Oversee vendor contacts of both acquisition of products and technical services; act as liaison between all technology outside vendors
- ~~Attend and participate in CTAP quarterly meetings, annual trainings, and user groups~~
- Maintain ~~and operate~~ the video conferencing equipment (Polycom)
- Assist in the development and implementation of curriculum related technology
- Maintain student, staff and schedule data information on the system to insure current information is accurate and accessible to all necessary parties.
- Complete and submit mandated reports to the State as required, including responsible for all ~~CSIS and~~ CALPADS submissions
- Travel to schools on an assigned schedule (typically assigned, but flexible)
- Train staff as appropriate to maintain network in the technology director's absence including working with contacts from outside technology vendors
- Other duties as assigned

ABILITY TO:

- Establish and maintain cooperative working relationships with those contacted during the course of work
- Communicate effectively orally and in writing with computer users in non-technical and clear terms
- Communicate effectively, interpret and express ideas on difficult complex technical terms clearly in written and oral presentations
- Maintain professional and technical knowledge by attending workshops, reviewing publications and establishing personal networks
- Learn new software packages applications and new hardware to adapt to changes in technology; i.e. school and business office systems
- Perform a variety of system design, installation, modification, and maintenance tasks at individual school sites and School District office; ability to troubleshoot hardware & software malfunctions and coordinate repair
- Make independent judgments without direct supervision, as needed
- Analyze problems and recommend effective solutions
- Work with a variety of individuals and groups
- Speak in an understandable voice
- Physical abilities include sitting/squatting, lifting/carrying, reaching/handling, bending/twisting, talking/hearing, near and far visual acuity/depth perception
- Dexterity of arms, hands and fingers to operate equipment and computer
- Lift and move computer and related technology equipment
- Read printed materials and video display screens
- Work under sometimes stressful conditions with numerous interruptions
- Work a flexible schedule and work overtime in an emergency

First Reading and Adoption: May 08, 2012

Revision: November 10, 2015

Revision: July 09, 2019

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

RESOLUTION 20-003D

FUND TRANSFERS for 2019-2020 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 2019-2020 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 9th day of July 2019, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Jenny Gant, Clerk of the Governing Board

Ron Jacobson
39754 Peanuts Lane
Peck Id. 83545
530-258-6220

June 10, 2019

Mr. Jones,

It is with a heavy heart that I inform you that I will not be returning to Loyaltan High School as a Physical Education/Social Studies teacher for the 2019-20 school year.

This decision is based upon circumstances beyond my control, and has nothing to do with this great school leadership, staff and students.

The past year has been one of the best teaching experiences I have had thus far in 16 years as a teacher and administrator.

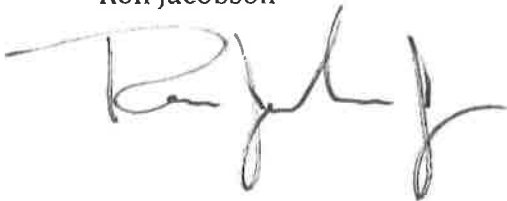
I applaud your skills as a leader, and will miss the support and encouragement you have provided throughout this year.

I will truly miss this school and it's people, from the superintendent down! I wish I could finish my career teaching and coaching at LHS, but there is another plan for me in Idaho.

Thank you for all that you do for our kids and community, again I will miss it all!

Sincerely,

Ron Jacobson

A handwritten signature in black ink, appearing to read 'Ron Jacobson', written in a cursive style.

RECEIVED

JUN 10 2019

**SCOE
SPJUSD**