

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

September 13, 2016

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

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

**This meeting will be available for videoconferencing at Downieville School, 130 School Street, Downieville CA 95936**

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

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

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

**A. CALL TO ORDER**

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

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. INFORMATION/DISCUSSION ITEMS**

**1. Superintendent's Report**

- a. 2016 California Assessment of Student Performance and Progress (CAASPP) Results\*\* - Presentation (Grant)
- b. Back to School
- c. Inter-District Attendance Agreement (Variance) Report\*
- d. Inter-District Attendance Agreements (Variances) as follows:

<b>New/Renewal</b>	<b>School Year</b>	<b>Grade Entering</b>	<b>District of Residence</b>	<b>Receiving District</b>
New	2016-17	K	Sierra	Tahoe/Truckee
New	2016-17	4	Sierra	Tahoe/Truckee
New	2016-17	8	Sierra	Tahoe/Truckee
New	2016-17	9	Plumas	Sierra
New	2016-17	K	Sierra	Plumas
New	2016-17	K	Sierra	TTUSD
New	2016-17	K	Sierra (Verdi)	Washoe
Reversed	2016-17	10	Sierra	Sierra

**2. Business Report**

- a. Account Object Summary-Balance 07/01/16 to 8/31/16\*\*
- b. First Day Enrollments for the 2016-2017 School Year\*\*

**3. Staff Reports (5 minutes)**

**4. SPTA Report (5 minutes)**

**5. Board Members' Report (5 minutes)**

**6. Public Comment** –This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is

Sierra-Plumas Joint Unified School District  
Governing Board Agenda  
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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 the minutes of the Regular Board meeting held August 9, 2016\*\*
2. Approval of Board Report - Checks Dated 08/01/2016 through 08/31/2016\*\*

F. ACTION ITEMS

1. Unfinished Business and General Orders

- 1617-31 Approval of Employment Agreement with Dr. Merrill M. Grant, Superintendent\*\*  
(President)

2. New Business

- 1617-32 Approval of assignment of Laurie Petterson, .034 FTE Instructional Aide, Loyalton Elementary, effective 8/29/2016 (Grant)
- 1617-33 Approval of Assignment of Sheri Roen to 2016-17 Athletic Director, Grades 6-8, Loyalton schools, \$1,000 stipend per semester (Grant)
- 1617-34 Approval of Assignment of Barbara Jaquez to 2016-17 Teacher-in-Charge Loyalton High School, \$1,000 stipend per semester (Grant)
- 1617-35 Approval of Assignment of Maire McDermid to 2016-2017 WASC Lead Teacher position (self-study visitation year) \$2,000 stipend (Grant)
- 1617-36 Approval of Assignment of Karen Galan to Downieville Grade K-2 Teaching Position (Grant)
- 1617-37 Accept letter of resignation^^, with regret, from Sandra Anderson, Instructional Aide and Noon Supervisor, effective 8/29/2016 (Grant)
- 1617-38 Authorization to fill Instructional Aide position, .575 FTE (3.75 hours daily) Loyalton Elementary School (Grant)
- 1617-39 Adoption of Resolution No. 16-002, Adopting the Gann Limit\*\* (Asquith)
- 1617-40 Adoption of Unaudited Actuals for Fiscal Year End June 30, 2016\*\* (Asquith)
- 1617-41 Adoption of Resolution No. 16-003, Conflict of Interest\* (Grant)
- 1617-42 Approval of Vehicle Purchase: 2014 GMC Yukon, 4D, VIN 1GKS2AE03ER100893\*\* (Specify with or without warranty) (Grant)

- 1617-43 Nomination of Sierra-Plumas Joint Unified School District representatives for the Student Attendance Review Board as follows:
- Dr. Merrill M. Grant, Chairman  
Mr. Thomas Jones, Loyalton High School Administrator  
Ms. Andrea Ceresola (White), Loyalton Elementary School Administrator
- 1617-44 Discussion and Possible Approval for Hiring Incentives Regarding Employee Recruitment (Dryden/Grant)
- 1617-45 Approval of Amendment for MOU with National University\*\* (Grant)
- 1617-46 Approval for Services Agreement with The OMNI Financial Group, Inc.^ (Asquith)
- 1617-47 Approval of Five Year Facility Plan, SmartWatt, Inc.\*\* (Grant)


BOARD POLICIES AND ADMINISTRATIVE REGULATIONS (President)

- 1617-48 Approval of Board Policy 5116.1, minor revision as follows:  
~~Any student enrolled in a district school receiving Title I funds that has been identified for program improvement (PI), corrective action, or restructuring. (20 USC 6316)~~
- 1617-49 Approval of Administrative Regulation 5116.1, Intradistrict Open Enrollment, minor revision, as follows:  
Any student who, prior to the 2016-17 school year, was granted a transfer out of a Title I school that had been identified for program improvement shall be allowed to remain in the school of enrollment until he/she completes the highest grade offered at that school.
- A student granted intradistrict enrollment under other circumstances ~~Once enrolled, a student shall not be required to reapply for readmission. However, the student~~ but may be subject to displacement due to excessive enrollment.
- 1617-50 Approval of Board Policy and Administrative Regulation 5121, Grades/Evaluation of Student Achievement^^
- 1617-51 Approval of Board Policy 5131.62, Tobacco^^
- 1617-52 Approval of Administrative Regulation 6158, Independent Study, minor revision as follows:  
The signed, dated agreement, *any supplemental agreement, assignment records, work samples, and attendance records* may be maintained on file electronically. (EC 51747)
- 1617-53 Approval of Board Policy 6179, Supplemental Instruction, minor revision as follows:  
~~2. Eligible students from low income families whenever the district or a district school receiving federal Title I funds has been~~
- The district shall offer alternative supports designed to increase the academic achievement of socioeconomically disadvantaged students attending schools identified by the California Department of Education for program improvement for two or more consecutive years.

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on October 11, 2016, at Downieville School, 130 School Street, Downieville CA 95936, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm.
2. Suggested Agenda items
  - a. \_\_\_\_\_

H. ADJOURNMENT

  
\_\_\_\_\_  
Dr. Merrill M. Grant, Superintendent

\*\*enclosed  
\*handout  
^^County agenda backup

Balances through August						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	1,553,875.00	1,553,875.00	1,385,420.20	15,762.93	152,691.87
1115	Extra Duty Hourly				1,860.00	1,860.00-
1120	Certificated Substitutes	22,589.00	22,589.00			22,589.00
1300	Certificated Superv/Admin Sala	215,062.00	215,062.00	179,217.80	35,843.56	.64
1310	Teacher In Charge/Head Teacher	16,002.00	16,002.00	10,000.00		6,002.00
1900	Other Certificated Salaries	38,115.00	38,115.00	31,762.50	6,352.50	.00
	<b>Total for Object 1000</b>	<b>1,845,643.00</b>	<b>1,845,643.00</b>	<b>1,606,400.50</b>	<b>59,818.99</b>	<b>179,423.51</b>
2100	Instructional Aides Salaries	176,965.00	176,965.00	161,496.12		15,468.88
2200	Classified Support Salaries	289,512.00	289,512.00	206,480.85	40,770.81	42,260.34
2201	Bus Driver	56,298.00	56,298.00	21,963.44		34,334.56
2220	Classified Support Substitute	7,062.00	7,062.00		3,099.04	3,962.96
2300	Classified Sup/Admin Salaries	82,241.00	82,241.00	68,084.20	13,886.84	269.96
2400	Clerical & Office Salaries	136,355.00	136,355.00	121,001.89	15,353.04	.07
2900	Other Classified Salaries	23,729.00	23,729.00	22,932.72		796.28
	<b>Total for Object 2000</b>	<b>772,162.00</b>	<b>772,162.00</b>	<b>601,959.22</b>	<b>73,109.73</b>	<b>97,093.05</b>
3101	State Teachers Retirement Syst	299,139.00	299,139.00	186,196.80	7,323.93	105,618.27
3102	State Teachers Retirement Syst	5,450.00	5,450.00	1,918.60		3,531.40
3201	Public Employees Retirement Sy	8,031.00	8,031.00	8,031.70		.70-
3202	Public Employees Retirement Sy	84,436.00	84,436.00	73,366.50	9,159.88	1,909.62
3212	Pers Pickup-Classified Employe	5,644.00	5,644.00	4,882.60	760.77	.63
3311	OASDI-Certificated Positions	4,963.00	4,963.00	3,310.30		1,652.70
3312	OASDI-Classified Positions	46,533.00	46,533.00	34,722.15	4,228.17	7,582.68
3321	Medicare-Certificated Position	25,557.00	25,557.00	20,197.40	1,222.43	4,137.17
3322	Medicare-Classified Positions	11,112.00	11,112.00	8,350.13	992.75	1,769.12
3401	Health & Welfare -Certificated	352,373.00	352,373.00	394,132.70	7,011.30	48,771.00-
3402	Health & Welfare-Classified Po	138,921.00	138,921.00	121,385.02	22,191.30	4,655.32-
3501	State Unemployment Insurance-C	1,340.00	1,340.00	803.20	584.79	47.99-
3502	State Unemployment Insurance-	541.00	541.00	301.26	38.54	201.20
3601	Workers' Compensation Insuranc	71,835.00	71,835.00	57,482.20	2,229.77	12,123.03
3602	Workers' Compensation Insuranc	29,823.00	29,823.00	22,391.35	2,662.09	4,769.56
3901	Other Benefits, Certificated P	72,354.00	72,354.00		30,678.34	41,675.66
3902	Other Benefits, Classified Pos				1,956.00	1,956.00-
	<b>Total for Object 3000</b>	<b>1,158,052.00</b>	<b>1,158,052.00</b>	<b>937,471.91</b>	<b>91,040.06</b>	<b>129,540.03</b>
4100	Textbooks	100,000.00	100,000.00	12,318.56	58,690.52	28,990.92
4300	Class Mat'l and Supplies	26,973.00	26,973.00	7,299.21	1,557.44	18,116.35

Balances through August						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
4301	Class Consumable Mat'l	5,000.00	5,000.00	6,634.07		1,634.07-
4302	Class Paper/Toner	9,500.00	9,500.00	5,086.57		4,413.43
4305	Other Student M&S	21,825.00	21,825.00	9,918.04	1,091.13	10,815.83
4320	Custodial Grounds Supplies	42,495.00	42,495.00	18,119.83	14,316.29	10,058.88
4330	Office Supplies	16,492.00	16,492.00	3,762.52	3.40-	12,732.88
4350	Vehicle Maint. M&S	25,900.00	25,900.00	3,084.38		22,815.62
4351	Vehicle FUEL	25,525.00	25,525.00	28,785.52	194.48	3,455.00-
4400	Non-Capital Equipment (Up to \$	30,148.00	30,148.00	4,892.20	16,274.61	8,981.19
	<b>Total for Object 4000</b>	<b>303,858.00</b>	<b>303,858.00</b>	<b>99,900.90</b>	<b>92,121.07</b>	<b>111,836.03</b>
5100	Subagreement for Services	176,461.00	176,461.00	151,461.16		24,999.84
5200	Travel & Conferences	44,642.00	44,642.00	7,627.81	3,916.50	33,097.69
5300	Dues & Membership	1,327.00	1,327.00	1,903.78	5,187.60	5,764.38-
5400	Insurance-Fire, liability, etc	55,080.00	55,080.00		53,030.85	2,049.15
5510	Power	90,183.00	90,183.00	78,373.74	5,400.26	6,409.00
5520	Garbage	12,813.00	12,813.00	7,020.00	278.28-	6,071.28
5530	Water	64,350.00	64,350.00	56,221.28	3,778.72	4,350.00
5540	Propane	65,000.00	65,000.00	55,000.00		10,000.00
5590	Miscellaneous Utilities	15,500.00	15,500.00	15,000.00		500.00
5600	Rentals, Leases & Repairs	94,512.00	94,512.00	17,488.62	1,586.23	75,437.15
5800	Services & Operating Expense	2,500.00	2,500.00	1,650.00	150.00	700.00
5810	Legal Expenses	7,078.00	7,078.00	3,730.00	1,270.00	2,078.00
5812	Board Election Expense	2,500.00	2,500.00			2,500.00
5840	Audit Expense	17,000.00	17,000.00	17,000.00		.00
5860	Solid Waste Tax	12,161.00	12,161.00	11,282.87		878.13
5890	Contracts/Servic	437,634.00	437,634.00	68,061.72	4,226.42	365,345.86
5899	SCOE Interagency Reimburse			12,015.48	7,286.30	19,301.78-
5900	Communications	3,875.00	3,875.00	590.25	1,125.00	2,159.75
5910	Telephone-Monthly Service	17,252.00	17,252.00	7,102.42	11.33	10,138.25
5920	T Lines	4,800.00	4,800.00			4,800.00
5990	Other Communications	225.00	225.00			225.00
	<b>Total for Object 5000</b>	<b>1,124,893.00</b>	<b>1,124,893.00</b>	<b>511,529.13</b>	<b>86,690.93</b>	<b>526,672.94</b>
6400	Equipment	129,944.00	129,944.00	1,581.07	51,398.75	76,964.18
6500	Equipment Replacement	209,420.00	209,420.00			209,420.00
	<b>Total for Object 6000</b>	<b>339,364.00</b>	<b>339,364.00</b>	<b>1,581.07</b>	<b>51,398.75</b>	<b>286,384.18</b>
7110	Out-of-State Tuition	104,450.00	104,450.00			104,450.00

Balances through August						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
7310	Direct Support/Indirect Costs					.00
7613	Transfer to State Sch Bldg Fun	200,000.00	200,000.00			200,000.00
7616	Trans fr Gen Fund to Cafeteria	61,553.00	61,553.00			61,553.00
7619	Other Interfund Transfers Out	300,000.00	300,000.00			300,000.00
	<b>Total for Object 7000</b>	<b>666,003.00</b>	<b>666,003.00</b>	<b>.00</b>	<b>.00</b>	<b>666,003.00</b>
	<b>Total for Fund 01 and Expense accounts</b>	<b>6,209,975.00</b>	<b>6,209,975.00</b>	<b>3,758,842.73</b>	<b>454,179.53</b>	<b>1,996,952.74</b>
<b>Fund 13 - Cafeteria</b>						
2200	Classified Support Salaries	70,610.00	70,610.00	68,132.96		2,477.04
3202	Public Employees Retirement Sy	7,635.00	7,635.00	7,205.50		429.50
3312	OASDI-Classified Positions	4,377.00	4,377.00	3,834.01		542.99
3322	Medicare-Classified Positions	1,024.00	1,024.00	896.72		127.28
3402	Health & Welfare-Classified Po	13,840.00	13,840.00	13,840.40		.40-
3502	State Unemployment Insurance-	49.00	49.00	34.05		14.95
3602	Workers' Compensation Insuranc	2,746.00	2,746.00	2,404.38		341.62
	<b>Total for Object 3000</b>	<b>29,671.00</b>	<b>29,671.00</b>	<b>28,215.06</b>	<b>.00</b>	<b>1,455.94</b>
4340	Food Service	7,924.00	7,924.00	5,195.90		2,728.10
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	45,758.00	45,758.00	39,500.00		6,258.00
	<b>Total for Object 4000</b>	<b>58,682.00</b>	<b>58,682.00</b>	<b>44,695.90</b>	<b>.00</b>	<b>13,986.10</b>
5200	Travel & Conferences				1,413.61	1,413.61-
5600	Rentals, Leases & Repairs	2,279.00	2,279.00	550.00		1,729.00
5800	Services & Operating Expense	1,256.00	1,256.00	364.16		891.84
5890	Contracts/Servic	800.00	800.00		264.00	536.00
5900	Communications	121.00	121.00	290.25		169.25-
	<b>Total for Object 5000</b>	<b>4,456.00</b>	<b>4,456.00</b>	<b>1,204.41</b>	<b>1,677.61</b>	<b>1,573.98</b>
	<b>Total for Fund 13 and Expense accounts</b>	<b>163,419.00</b>	<b>163,419.00</b>	<b>142,248.33</b>	<b>1,677.61</b>	<b>19,493.06</b>
<b>Fund 40 - Dist Build</b>						
6200	Building & Improvements	300,000.00	300,000.00			300,000.00
6500	Equipment Replacement	200,000.00	200,000.00			200,000.00
	<b>Total for Fund 40, Expense accounts and Object 6000</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>.00</b>	<b>.00</b>	<b>500,000.00</b>
<b>Fund 73 - Bechen</b>						
5800	Services & Operating Expense	6,000.00	6,000.00			6,000.00

Balances through August						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
	Total for Fund 73, Expense accounts and Object 5000	6,000.00	6,000.00	.00	.00	6,000.00
	Total for Org 006 - Sierra-Plumas Joint Unified School District	6,879,394.00	6,879,394.00	3,901,091.06	455,857.14	2,522,445.80



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

August 9, 2016

Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118  
Immediately after the Sierra County Board of Education meeting

**A. CALL TO ORDER**

President DRISCOLL called the meeting to order at 6:26 pm.

**B. ROLL CALL**

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

ABSENT: None

VACANT: None

**C. APPROVAL OF THE AGENDA**

HALL/MOORE

5/0

**D. INFORMATION / DISCUSSION ITEMS**

1. Superintendent's Report

- a. The Grade 7, 8 and 11, grades testing results were skewed due to an error in distribution and also technological difficulties at Loyalton High School. There is no accountability measures in the state at this time, so it won't hurt us or the students, but we will not have that particular data for internal use. What happened: The testing window ended in the middle of our testing sessions which included only two components, a summative test online and a performance test. When assigning the performance test, the administrator chose the only option available and did not catch that it was the interim test.
- ~~b. Master Schedule, Loyalton High School~~ See Action Item #1617-15
- c. Dr. Grant attended the Association of Superintendents for Innovative Charter Schools conference and reported to the board that he gleans innovative ideas for smaller school situations as most charter schools are on the cutting edge.
- d. Verizon Wireless Cell Tower Project, Sierraville, CA – public forum was held and attended by DRYDEN, Rose Asquith and DRISCOLL. Implementation of a monopine cell tower proceeds as planned. Dr. Grant has set the monthly lease rate for \$900 per month.
- e. Downieville Elementary School, K-2 Teaching Position is still vacant.
- f. Beginning of School – All schools are preparing their facilities for August 29, the first day of school.
- g. Inservice – August 25, 2016 (8 am Breakfast/8:30 am Inservice)

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 Regular Meeting

h. InterDistrict Variance Requests

2. Business Report

- a. Board Report-Expenditures by Object 7/1/16 to 7/31/16
- b. Certification Letter for Fiscal Year 2014-15
- c. Superintendent Contract Review – Discussion held and the Board requested identifiable changes to the contract along with recommendations of legal counsel. This item will be brought back in September for vote.

3. Staff Reports (5 minutes)

Tom Jones, Site Administrator, Loyalton High School reported that at least five new students will be attending this year.

August 22 (7<sup>th</sup> grade) and 23 (Freshman) will be orientation nights.

Andrea White, Site Administrator, Loyalton Elementary School was absent; Dr. Grant reported that new curriculum will be dispersed on Tuesday; Ms. White will work with Mrs. Parke and Mrs. Burns on their new roles at LES

Merrill Grant, Superintendent and Site Administrator for Downieville Schools also reported that DVL registered students during the summer.

4. SPTA Report (5 minutes)

5. Board Members’ Report (5 minutes)

- 6. Public Comment opened at 7:01 pm. There was a comment made by a community member concerned about the lack of a qualified, permanent K-2 teacher at Downieville Elementary. Public Comment closed at 7:05 pm.

E. CONSENT CALENDAR

- 1. Approval of the minutes of the Regular Board Meeting held July 12, 2016
- 2. Approval of the minutes of the Special Board Meeting held July 27, 2016
- 3. Approval of the bill warrants for the month of July 2016
- 4. Rescind appointment of Augustine Corcoran for 2016-2017 Lead Teacher and WASC Lead Teacher positions
- 5. Approval of Robin Bolle as Lead Teacher, Downieville School
- 6. Approval of 2016-17 Certificated Substitute List
- 7. Approval of assignment to teach core subjects out of credential authorization for the 2016-2017 school year:

Teacher	Site	Subject/Grade	Sections	EC Section	
Griffin, C	LHS	PE 9-12	2	44865	Necessary Small School
Griffin, C	LHS	Ag Biology	1	44865	Necessary Small School
Nunes, J	LHS	Social Science	7	44865	Necessary Small School

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		9-12			
Adams, J	LHS	Biology 9-12	1	44865	Necessary Small School
Adams, J	LHS	PE 7-8	4	44258.3	Local Board approval
Corcoran, A	DVL	Spanish 9-12	1	44865	Necessary Small School
Corcoran, A	DVL	PE 9-12	1	44865	Necessary Small School
Corcoran, A	DVL	PE 7-8	1	44258.3	Local Board approval
Bolle', R	DVL	Chemistry 9-12	1	44865	Necessary Small School
Bolle', R	DVL	Math 7-8	2	44258.3	Local Board approval
Bolle', R	DVL	Math 9-12	2	44865	Necessary Small School
	Sierra				Alternative
Schumacher, C	P	Math 7-12	TBD	44865	School
		Social Science			Alternative
		7-12	TBD	44865	School
					Alternative
		Science 7-12	TBD	44865	School
					Alternative
	ISP	ISP K-12	TBD	44865	School

HALL/DRYDEN

5/0

F. ACTION ITEMS

1. Unfinished Business and General Orders

1617-15 Loyalton High School Schedule Discussion (Jones) Mr. Jones held a parent meeting to address concerns in the community regarding the proposed schedule and its effect on students. The small crowd responded positively.

1. New Business

1617-16 Adoption of Resolution No. 16-001, Fiscal Year End 2015-2016 Budget Revision(Asquith)

MOORE/HALL

TRUSTEE DRISCOLL AYE

TRUSTEE DRYDEN AYE

TRUSTEE HALL AYE

TRUSTEE MOORE AYE

TRUSTEE WRIGHT AYE

5/0

1617-17 Approval of Superintendent/District Goals for 2016-2017

Dr. Grant reviewed his goals and areas of emphasis for 2016-17 school year with the board

HALL/MOORE

5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- 1617-18 Approval of Board Policy 0450, Comprehensive Safety Plan, revision  
MOORE/HALL  
TRUSTEE DRISCOLL AYE  
TRUSTEE HALL AYE  
TRUSTEE MOORE AYE  
TRUSTEE WRIGHT AYE  
TRUSTEE DRYDEN NO  
4/1

MOORE motioned to approve Items 1617-19 through and including 1617-30.  
MOORE/HALL  
5/0

- 1617-19 Approval of Board Policy and Administrative Regulation 0520.2, Title I Program Improvement Schools, New
- 1617-20 Approval of Board Policy, 3513.3, Tobacco-Free Schools, revision
- 1617-21 Approval of Administrative Regulation and Exhibit 3541.1, Transportation for School Related Trips, revisions
- 1617-22 Approval of Board Policy 3555, Nutrition Program Compliance, revision
- 1617-23 Approval of Board Policy 4112.2, Certification, revision
- 1617-24 Approval of Board Policy 4113, Assignment, revision

MINOR REVISIONS

- 1617-25 Approval of revision, **Administrative Regulation, 3513.3, Tobacco-Free Schools**, as follows: The Superintendent or designee shall ensure that signs stating "Tobacco use is prohibited" are prominently displayed at all entrances to school property.
- 1617-26 Approval of revision of **Administrative Regulation 3516.3, Earthquake Emergency Procedure System** as follows: California Governor's Office of Emergency Services
- 1617-27 Approval of revision of **Board Policy and Administrative Regulation 3553, Free and Reduced Price Meals**, as follows:  
Board Policy: Under Confidentiality/Release of Records: The Board authorizes designated employees stated in the policy to use student eligibility for (revise item 2): **Identification of students eligible for alternative supports in any school identified as a Title I program improvement school,**

AND Administrative Regulation: Line deleted regarding school choice, which was eliminated by the Every Student Succeeds Act

- 1617-28 Approval of Deletion of last item of Section II of **Exhibit 4112.9/4212.9/4312.9, Employee Notification**, as follows:

~~*When/Whom to Notify: To teachers when school is identified for Title I program improvement restructuring Legal Code: 20 USC 6316*~~

~~*Board Policy/Administrative Regulation #: AR 0520.2*~~

~~*Subject: School identified for restructuring opportunity to comment and participate*~~

- 1617-29 Approval of **Administrative Regulation 4115, Evaluation/Supervision**, revision, specifically paragraph three as follows: *Each probationary certificated employee shall be evaluated at least ~~once~~ twice each school year. (Education Code 44664)*

- 1617-30 Approval of Deletion of **Exhibit 4222, Teacher Aides/Paraprofessionals** AND revision of **Administrative Regulation 4222, Teacher Aides/Paraprofessionals** as follows: Remove section “~~*Additional Qualifications and Duties of Paraprofessionals in Title I Programs*~~” (requirements repealed by Every Student Succeeds Act), and change the term *instructional aide* to *paraprofessional*.

#### G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on September 13, 2016, at Sierra County Office of Education, 109 Beckwith Rd., Room 4, Loyalton, CA 96118, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00 pm.
2. Suggested Agenda items:
  - a. Superintendent’s Contract
  - b. Unaudited Actuals
  - c. K-2 Downieville Teacher
  - d. Heating at Downieville, Prop 39/SmartWatt report
  - e. November 2016 – evaluation of LHS schedule
  - f. January 2017 report on testing procedures for CAASPP

E. ADJOURNMENT at 7:35 pm.  
HALL/DRYDEN  
5/0

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Allen Wright, Clerk

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Dr. Merrill M. Grant, Superintendent

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00081019	08/12/2016	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		99.71
00081020	08/12/2016	CAMILLE ALFRED	01-5200	PER DIEM		234.96
00081021	08/12/2016	AT&T	01-9510	PHONE SERVICES ALL SITES		421.80
00081022	08/12/2016	SUSAN BAKER	01-5200	GSFS CONFERENCE REIMBURSE		807.95
00081023	08/12/2016	CENGAGE LEARNING	01-4100	Textbooks		2,910.43
00081024	08/12/2016	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,411.32	
			01-5899	WATER AND SEWER - LOYALTON SITES	209.57	3,620.89
00081025	08/12/2016	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		367.40
00081026	08/12/2016	FOREST VIEW SCREENING	01-5890	DOT CONSORTIUM		222.00
00081027	08/12/2016	ADRIENNE GARZA	13-5200	PER DIEM/ PARKING		373.36
00081028	08/12/2016	GIRARD & EDWARDS ATTORNEYS AT LAW	01-5810	LEGAL FEES		1,270.00
00081029	08/12/2016	INLAND SUPPLY	01-4320	CUSTODIAL SUPPLIES		2,085.29
00081030	08/12/2016	THOMAS JONES	01-5200	GSFS CONFERENCE REIMBURSE		795.95
00081031	08/12/2016	LOYALTON HIGH SCHOOL	01-9510	REIMBURSE FFA ASB		755.00
00081032	08/12/2016	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-4100	TEXTBOOKS	5,063.95	
			01-9510	TEXTBOOKS	45,911.74	50,975.69
00081033	08/12/2016	MIKE MOORE	01-5200	PER DIEM AND MILEAGE		27.00
00081034	08/12/2016	NWN CORPORATION	01-4400	TECHNOLOGY SUPPLIES		5,400.70
00081035	08/12/2016	AMANDA OSBURN	01-5200	AP TRAINING REIMBURSEMENT		772.43
00081036	08/12/2016	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	01-5890	GASB STATEMENT FEE		350.00
00081037	08/12/2016	QUILL CORPORATION	01-4320	CUSTODIAL SUPPLIES		157.56
00081038	08/12/2016	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	72.07	
				COPIER MAINT. LHS/LES	6.48	
			01-5899	COPIER AGREEMENT	22.79	101.34
00081039	08/12/2016	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00081040	08/12/2016	SIERRA HARDWARE	01-4320	Misc Supplies		90.83
00081041	08/12/2016	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		112.00
00081042	08/12/2016	TRI COUNTY SCHOOLS INS. GR.	01-3901	AUG 2016 HEALTH INSURANCE	1,219.88	
			01-9535	AUG 2016 HEALTH INSURANCE	12,681.12	
			76-9576	AUG 2016 HEALTH INSURANCE	57,733.96	71,634.96
00081043	08/12/2016	U.S. BANK	01-4300	Adobe Creative Cloud	29.99	
				AG SUPPLIES	799.87	
				FAIR SHOW SUPPLIES	741.96	
			01-4320	DRILL	245.61	
				WINDOW GLASS/MOWER PARTS	99.79	
			01-5200	BOOKS FOR WORKSHOP	145.41	
				TRAINING FLIGHT CHANGE	180.00	

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

ESCAPE ONLINE

**Checks Dated 08/01/2016 through 08/31/2016**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00081043	08/12/2016	U.S. BANK	01-9510	WEBSITE/DOMAIN REG/ANTIVIRUS	12.99	
				OFFICE SUPPLIES	9.65	
				ASSET TAGS	391.00	
				Adobe Creative Cloud	29.99	2,686.26
00081044	08/12/2016	UC REGENTS CASHIER'S OFFICE	01-5200	Writing Course		185.00
00081045	08/12/2016	VOYAGER FLEET SYSTEMS INC.	01-4351	Fuel	97.96	
				Fuel for Maintenance	116.52	214.48
00081046	08/12/2016	ALLEN WRIGHT	01-5200	PER DIEM AND MILEAGE		20.25
<b>Total Number of Checks</b>					<b>28</b>	<b>146,843.24</b>

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	27	88,735.92
13	Cafeteria Fund	1	373.36
76	Warrant/Pass Through (payroll)	1	57,733.96
Total Number of Checks		<b>28</b>	146,843.24
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>146,843.24</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

EMPLOYMENT AGREEMENT  
BETWEEN  
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT,  
SIERRA COUNTY BOARD OF EDUCATION,  
AND  
MERRILL M. GRANT, Ed.D.

1. TITLE

This Employment Agreement (“Agreement”) is made and entered into on July 1, 2016, between the Sierra-Plumas Joint Unified School District, hereinafter “District,” the Sierra County Board of Education, hereinafter “County Board”, and Merrill M. Grant, hereinafter “District Superintendent” and “County Superintendent”.

2. TERM

The District hereby employs Merrill M. Grant as District Superintendent for a term of three (3) years, commencing July 1, 2016, and ending June 30, 2019, subject to the terms and conditions hereinafter set forth.

3. SUPERINTENDENT’S DISTRICT DUTIES

District Superintendent shall serve as chief executive officer and secretary of the District Governing Board pursuant to Education Code Sections 35034 and 35035. The District Superintendent shall perform the duties of District Superintendent as prescribed by the laws of the State of California and Board Policy and shall carry out the directions, responsibilities, duties and policies of the District Governing Board listed in the job description known as the Sierra-Plumas Joint Unified School District Policy No. 207.1, Superintendent of Schools.

4. BASE SALARY

*District Superintendent*

The District shall pay District Superintendent a salary of One Hundred and Twenty-Four Thousand, Four Hundred Fifty-Five Dollars (\$124,455) for the term of this Agreement, excluding employer paid benefits, i.e. Worker’s Compensation, State Unemployment Insurance, OASDI and Medicare for the term of this Agreement. Said salary shall be payable in twelve (12) equal monthly payments payable on the last working day of each calendar month, with the first payment on July 29, 2016. When only a portion of any year or month is served, the District Superintendent’s salary shall be prorated to reflect such service. The District Superintendent’s daily rate shall be computed by dividing the annual salary by 191.25.

The District Governing Board reserves the right to modify the annual salary of the District Superintendent with the consent of the District Governing Board. Any adjustment in salary made during the term of this Agreement shall be in the form of an amendment to this Agreement and shall not be viewed as extending the term of this Agreement unless it so specifically states.



## *County Superintendent*

The County Board shall pay the County Superintendent a salary of Twenty Five-Thousand Dollars (\$25,000) for the term of this Agreement, excluding employer paid benefits, i.e. Worker's Compensation, State Unemployment Insurance, OASDI and Medicare for the term of this Agreement. Said salary shall be payable in twelve (12) equal monthly payments payable on the last working day of each calendar month, with the first payment on July 29, 2016. When only a portion of any year or month is served, the County Superintendent's salary shall be prorated to reflect such service. The County Superintendent's daily rate shall be computed by dividing the annual salary by 33.75. An increase to the County Superintendent's salary of 13.827% shall be effective July 1, 2016.

This particular provision shall survive Termination of District Employment pursuant to Paragraph 20, so long as Dr. Grant continues his position as the elected County Superintendent.

### 5. CREDENTIALIAL

It is agreed that the District Superintendent shall furnish to District throughout the duration of this Agreement a valid and appropriate credential issued by the California Commission on Teacher Credentialing to act as an administrator in the District.

### 6. COUNTY SUPERINTENDENCY

The District Superintendent agrees to serve as County Superintendent for the duration of this Agreement.

### 7. DISTRICT BENEFITS

During the term of this Agreement, the District Superintendent shall be entitled to receive from the District, all health, dental, vision, life and other fringe District-paid portion benefits provided administrative employees on a composite rate structure including and not necessarily limited to, Worker's Compensation, State Unemployment Insurance, OASDI and Medicare. The District shall assume eighty-five (85) percent of the District-paid portion premium costs of the benefits for the District Superintendent's annual health and welfare benefit premiums and the Sierra County Office of Education shall assume fifteen (15) percent of said costs subject to the District Superintendent's contributions.

### 8. DISTRICT WORK YEAR

The District Superintendent shall work eighty five (85) percent (191.25 days) on District matters for a total of District/County Superintendency of 225 days per annum to equal one (1.0) F.T.E. The District Governing Board and the District Superintendent prior to September 1 of each year shall mutually agree upon a calendar for the service days. As an exempt employee under the Fair Labor Standards Act, he shall be ineligible for either overtime pay or compensatory time off.

9. DISTRICT LEAVE BENEFITS

As a District employee:

- a) The District Superintendent shall be entitled to twelve (12) days of sick leave each District Agreement year, which may be accumulated from year to year.
- b) District Superintendent shall be entitled to the holidays defined in Education Code Section 37220 and granted by the District Board for all District employees and for any other holidays declared by the District Board for all employees; however the District Superintendent's actual workdays shall be 191.25.
- c) District Superintendent shall not be entitled to any days of District paid vacation.

Except in cases of illness or personal emergency, District Superintendent shall notify the District Board President one full day in advance of any absence from the District, which is to last more than two (2) consecutive working days. In cases of illness or personal emergency resulting in absence from the District for more than two consecutive working days, the District Superintendent shall inform the District Board President as soon as practicable. Except in cases of illness or emergency, absences from the District of more than four (4) consecutive working days shall be taken at a time agreeable to the Board President.

10. COUNTY WORK YEAR

County Superintendent shall work fifteen (15) percent (33.75 days of 225) of 1.0 F.T.E on County Board matters.

This particular provision shall survive Termination of District Employment pursuant to Paragraph 20, so long as Dr. Grant continues in his position as the elected County Superintendent.

11. COUNTY LEAVE BENEFITS

The County Superintendent shall not be entitled to sick leave, holidays, paid vacation or health and welfare benefits.

This particular provision shall survive Termination of District Employment pursuant to Paragraph 20, so long as Dr. Grant continues in his position as the elected County Superintendent.

12. EXPENSE REIMBURSEMENT

District shall reimburse the District Superintendent for all documented, reasonable, actual and necessary expenses incurred by him within the scope of his employment, in accordance with District Board Policy and administrative regulations as approved by the District Board within the budget for any expenses incurred by him within the scope of his employment and while representing the District.

For the purpose of maintaining and operating a personal vehicle to be used by Superintendent in connection with the services required of Superintendent under this Agreement, the Superintendent shall be entitled to a monthly vehicle allowance of Four-Hundred and Fifty dollars (\$450) for travel within Sierra County and funded by the County.

13. MEMBERSHIP AND DUES

The District shall pay membership fees and dues for the District Superintendent for the Association of California School Administrators (ACSA).

The District shall pay a membership fee to Rotary Club International (Loyalton Chapter) not to exceed \$120.00 annually and Rotary Club meeting meal expense.

14. COMMUNICATION DEVICES

The District shall provide a cellular/mobile telephone device and laptop computer for District Superintendent for his usage while in the performance of his duties for the duration of this Agreement. Said cellular/mobile telephone device and laptop computer shall be and remain exclusive property of the District throughout this Agreement.

15. PROFESSIONAL ACTIVITIES

District Superintendent shall endeavor to maintain and improve his professional competence. District shall pay for all reasonable and necessary expenses for such activities if the District Board has approved the activities in advance and funding for them is available in the annual budget.

16. OUTSIDE PROFESSIONAL ACTIVITIES

District Superintendent shall devote his time, attention and energy to the business of the District except as he may reasonably be engaged in carrying out his duties as County Superintendent. However, with the prior approval of the District Governing Board, District Superintendent may serve as a consultant, lecture, engage in writing activities and speaking engagements, and engage in other activities, which are short-term duration. If District Superintendent receives pay or an honorarium for such activities, District Superintendent shall utilize non-work days for the purpose of engaging in such activities. District Superintendent may only utilize workdays for such activities with prior approval of the District Board and in no event will the Board be responsible for any expenses attendant to the performance of outside activities.

17. GOALS AND OBJECTIVES

On or before August 1<sup>st</sup> of each year the District Governing Board and the Superintendent shall formally discuss the Superintendent-Board relationship, set the District goals and objectives for upcoming year and mutually determine the specific Superintendent goals and objectives that support those District goals and objectives. The Board shall annually review the performance of the Superintendent as it relates to these goals and objectives.

## 18. EVALUATION

The District Governing Board shall annually evaluate and assess in writing the performance goals and objectives of the District Superintendent. The Board shall evaluate the District Superintendent in performing his duties for the District and shall assess the working relationships between the District Superintendent and the District Governing Board. The District Superintendent shall send a written reminder to the District Board of the evaluation process by March 1 of each year. The Board shall meet with the District Superintendent in closed session by May 1 of each year to discuss the evaluation. If the above notification has occurred and the evaluation was not completed, District Superintendent's performance shall be deemed to be satisfactory. The evaluation shall be based on the position description and mutually agreed upon duties and specified goals and objectives in accordance with the procedures authorized in District policies. The Board shall deliver the evaluation to the District Superintendent and place a copy in the Superintendent's personnel file. The District Superintendent's written comments, if any, shall be filed with the evaluation in a sealed envelope in the District Superintendent's personnel file and marked "Confidential: To Be Opened by Authorized Personnel Only." The Governing Board shall, if requested by the District Superintendent, within a reasonable time after the District Superintendent has heard or received the evaluation, meet to discuss the contents of the evaluation.

The Board shall notify the District Superintendent in writing whether he has performed, in the Board's judgment, satisfactorily or unsatisfactorily. If the Board concludes by majority, that the District Superintendent's performance is below satisfaction, within 30 days of the date of evaluation, the Board will identify in writing specific areas where improvement is required, provide written recommendations for improvement and notify the Superintendent that another evaluation will be conducted within six (6) months.

## 19. CONDITIONS OF REEMPLOYMENT

The Superintendent's Agreement shall be extended only by District Board action subsequent to evaluation of the Superintendent's performance and in accordance with Government Code Section 3511.2.

If the majority of the Board agrees that the Superintendent's over-all performance is standard or above, or in the absence of an evaluation by June 30, 2017, the Superintendent's Agreement will be extended one year, beginning July 1, 2017, under the same terms and conditions, and with the same schedule of compensation.

The Board may not hold a special meeting regarding the salary, salary schedule, or other form of compensation for any local agency executive. Rather, these issues must be addressed at a regularly scheduled Board meeting with 72 hours advance public notice.

Any Agreement executed or renewed between local agency and a local agency executive shall not provide for the following:

Government Code 3511.2

- (a) An automatic renewal of an Agreement that provides for an automatic increase in the level of compensation that exceeds a cost-of-living adjustment;
- (b) A maximum cash settlement that exceeds the amounts determined pursuant to Article 3.5 of Title 5.

## 20. TERMINATION OF AGREEMENT PRIOR TO FULFILLMENT

The District Governing Board action to terminate this Agreement prior to fulfillment, with or without cause, other than by mutual consent of the parties hereto shall require a super majority (80%) vote of the Governing Board.

- a. Mutual Agreement. This Agreement between the District Board and District Superintendent may be changed or terminated by mutual consent, provided, however, that the party seeking termination shall provide no less than sixty (60) days written notice to the other party. Additional amendments may be added to the Agreement by mutual consent of both parties at any time during the period of this Agreement.
- b. Disability or Incapacity. Should the District Superintendent be unable to serve in his District position due to a physical and/or mental condition(s), upon expiration of District Superintendent's sick leave entitlement as provided by statute and District policy plus an additional period of thirty (30) calendar days, this Agreement shall be deemed terminated. Such determination will be made upon receipt of a written evaluation by a licensed physician mutually designated and paid for by the District indicating the inability of the District Superintendent to further serve in his position of employment.

If District Superintendent is absent from his District duties for a period of thirty (30) calendar days or more, it is understood and agreed that the District Governing Board may appoint an Interim District Superintendent for the remainder of the period of District Superintendent's absence plus one week. The Interim District Superintendent shall perform all of the duties of the District's Superintendent and have all of the responsibilities of the position.

- c. Death of District Superintendent. This Agreement is automatically terminated upon the death of the County Superintendent.
- d. Discharge for Cause. Employment of District Superintendent pursuant to this Agreement may be terminated for cause. District Superintendent shall be given written notice of any matter allegedly constituting grounds for District termination for cause. Grounds for District termination for cause include, but are not limited to: (1) failure to substantially perform duties set forth in this Agreement; (2) the occurrence of any event which would justify revocation of a credential as set forth in Education Code Section 44420 *et seq.*; and (3) the occurrence of any event which would justify dismissal of a tenured certificated employee as set forth in Education Code Section 44932 *et. seq.* Prior to being terminated for cause from the District, District Superintendent shall be afforded the protection of procedural due process, including: the right to written notice of the charges before the full District Governing Board; the right to representation by counsel at his expense; the right to present witnesses and evidence on his behalf and to cross-examine witnesses presented against him; and the right to a decision based on the matters at the hearing and stating the grounds for any action. The hearing before the District Governing Board shall be the District Superintendent's exclusive right to any hearing regarding District employment otherwise required by law.

In the event District Superintendent's District employment is terminated for cause, no further payment shall be made to District Superintendent under this Agreement, which shall be deemed terminated.

- e. Unilateral Termination. The District Governing Board may, at its option, unilaterally terminate employment as District Superintendent without cause in accordance with law and applicable Agreement provisions. If such a unilateral termination occurs, the District Superintendent shall be paid an amount equal to his monthly District salary multiplied by the number of months left on the unexpired term of the Agreement. If the unexpired term of the Agreement is more than 12 months, the maximum cash settlement shall be no greater than the Superintendent's monthly salary multiplied by 12. The cash settlement shall not include any noncash items which may be continued for the unexpired term of the Agreement up to 12 calendar months or until the Superintendent finds other employment, whichever occurs first. (Government Code 53260, 53261) (AR4317.5 - Termination Agreements)

If the District Governing Board, including an administrator appointed by the Superintendent, terminates its contract of employment with the District Superintendent, the District Governing Board shall not provide a cash or noncash settlement to the District Superintendent in any amount if the District Governing Board believes, and subsequently confirms, pursuant to an independent audit, that the District Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices. (Government Code 53260)

In addition, if the Superintendent is convicted of a crime involving an abuse of his/her office or position, he/she shall reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination, and for any funds expended by the district in his/her defense against a crime involving his/her office or position. (Government Code 53243-53243.4, 53260)

- f. Non-renewal. The District Governing Board may elect not to renew this Agreement for any reason and shall provide District Superintendent with written notice of this fact no later than sixty (60) days prior to the expiration of the Agreement.

## 21. GENERAL PROVISION

- a) Governing Law. This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California.
- b) Entire Agreement. This Agreement contains the entire agreement and understanding between the parties. It supersedes and replaces any prior agreement between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.
- c) Amendment. This Agreement may be amended at any time during the term of the Agreement. However, such amendment shall be in writing and is only effective with the mutual consent of the District Superintendent and the District Governing Board.

- d) Severability. If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.
- e) Attorney's Fees. Should legal action be brought in regard to this Agreement, the prevailing party shall be entitled to recovery of attorney's fees.

22. RETIREMENT SYSTEM

It is understood by the Parties to this Agreement that the effect of any improvement in compensation as well as the initiation date of such compensation as provided herein is reviewable by the California State Teachers Retirement System "STRS" for purposes of determining any District Superintendent's retirement benefits. It is further understood that such determination is not a matter of determination by the Parties but is a matter solely within the discretion of STRS based on STRS statutory and regulatory standards of which the Parties are aware and with which the Parties must fully comply.

Dated: \_\_\_\_\_, 2016 \_\_\_\_\_  
 Patty Hall, President, Sierra County  
 Board of Education

Dated: \_\_\_\_\_, 2016 \_\_\_\_\_  
 Tim Driscoll, President, Governing Board  
 Sierra-Plumas Joint Unified School District

Dated: \_\_\_\_\_, 2016 \_\_\_\_\_  
 Merrill M. Grant, Ed.D, Superintendent

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-002

Resolution for Adopting the Gann Limit

**WHEREAS**, in November of 1979, the California electorate adopted Proposition 4, commonly called the "Gann Amendment", which added Article XIII-B to the California Constitution; and

**WHEREAS**, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and

**WHEREAS**, Section 7900 et seq. of the Government Code require this board to establish annually, by resolution at a regular or special meeting, the appropriations limit for the County; and

**WHEREAS**, Government Code section 7902.1 authorizes this board to increase the County's appropriations limit to an amount equal to its proceeds of taxes; and

**NOW, THEREFORE, BE IT RESOLVED**, that this Board does provide public notice that the attached calculations and documentation of the Gann Limits for 2015-2016 and 2016-2017 fiscal years are made in accord with applicable constitutional and statutory law; and

**BE IT FURTHER RESOLVED**, this Board does hereby declare that the appropriations in the Budget for the 2015-2016 and 2016-2017 fiscal years do not exceed the limitations imposed by Proposition 4; and

**BE IT FURTHER RESOLVED**, that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

Passed and adopted at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board held September 13, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

VACANT:

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Allen Wright, Clerk



	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
<b>A. PRIOR YEAR DATA</b> (2014-15 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	<b>2014-15 Actual</b>			<b>2015-16 Actual</b>		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	2,739,417.57		2,739,417.57			2,891,843.58
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	367.55		367.55			373.72
<b>ADJUSTMENTS TO PRIOR YEAR LIMIT</b>	<b>Adjustments to 2014-15</b>			<b>Adjustments to 2015-16</b>		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
<b>B. CURRENT YEAR GANN ADA</b> (2015-16 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	<b>2015-16 P2 Report</b>			<b>2016-17 P2 Estimate</b>		
1. Total K-12 ADA (Form A, Line A6)	373.72		373.72	370.43		370.43
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			373.72			370.43
<b>C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)</b>	<b>2015-16 Actual</b>			<b>2016-17 Budget</b>		
1. Homeowners' Exemption (Object 8021)	22,935.71		22,935.71	0.00		0.00
2. Timber Yield Tax (Object 8022)	27,936.56		27,936.56	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	1,859.57		1,859.57	0.00		0.00
4. Secured Roll Taxes (Object 8041)	2,356,032.02		2,356,032.02	2,535,000.00		2,535,000.00
5. Unsecured Roll Taxes (Object 8042)	82,152.19		82,152.19	0.00		0.00
6. Prior Years' Taxes (Object 8043)	2,075.83		2,075.83	0.00		0.00
7. Supplemental Taxes (Object 8044)	0.00		0.00	0.00		0.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	58,197.16		58,197.16	0.00		0.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	147.84		147.84	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)	0.00		0.00	0.00		0.00
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	2,551,336.88	0.00	2,551,336.88	2,535,000.00	0.00	2,535,000.00
<b>OTHER LOCAL REVENUES (Funds 01, 09, and 62)</b>						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	2,551,336.88	0.00	2,551,336.88	2,535,000.00	0.00	2,535,000.00

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
<b>EXCLUDED APPROPRIATIONS</b>						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			0.00			0.00
<b>OTHER EXCLUSIONS</b>						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			0.00			0.00
<b>STATE AID RECEIVED (Funds 01, 09, and 62)</b>						
24. LCFF - CY (objects 8011 and 8012)	1,941,597.12		1,941,597.12	1,967,234.00		1,967,234.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(193,735.67)		(193,735.67)	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	1,747,861.45	0.00	1,747,861.45	1,967,234.00	0.00	1,967,234.00
<b>DATA FOR INTEREST CALCULATION</b>						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	5,614,741.56		5,614,741.56	5,343,130.00		5,343,130.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	21,339.08		21,339.08	14,000.00		14,000.00
<b>APPROPRIATIONS LIMIT CALCULATIONS</b>						
<b>D. PRELIMINARY APPROPRIATIONS LIMIT</b>			<b>2015-16 Actual</b>			<b>2016-17 Budget</b>
1. Revised Prior Year Program Limit (Lines A1 plus A6)			2,739,417.57			2,891,843.58
2. Inflation Adjustment			1.0382			1.0537
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0168			0.9912
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			2,891,843.58			3,020,320.79
<b>APPROPRIATIONS SUBJECT TO THE LIMIT</b>						
5. Local Revenues Excluding Interest (Line C18)			2,551,336.88			2,535,000.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			44,846.40			44,451.60
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			340,506.70			485,320.79
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			340,506.70			485,320.79
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			11,032.51			7,934.60
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			2,562,369.39			2,542,934.60
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			329,474.19			477,386.19
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			2,562,369.39			
b. State Subventions (Line D8)			329,474.19			
c. Less: Excluded Appropriations (Line C23)			0.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			2,891,843.58			



**Sierra-Plumas Joint Unified School District  
2015-2016 Unaudited Actuals  
Presented September 13, 2016**

**Student Attendance/Enrollment**

<b>Attendance:</b>	<b>2010/2011 P2</b>	<b>2011/2012 P2</b>	<b>2012/2013 P2</b>	<b>2013/2014 P2</b>	<b>2014/2015 P2</b>	<b>2015/2016 P2</b>
Downieville Elementary	24.97	28.39	26.89	29.17	27.55	21.29
Downieville Jr. High	5.91	5.03	6.72	5.74	6.77	8.62
Downieville Sr. High	20.85	19.50	17.03	13.86	11.54	11.35
Loyalton Elementary	176.05	171.30	156.91	165.24	168.11	169.86
Loyalton 7-8	51.89	49.71	48.52	42.58	49.22	60.97
Loyalton 9-12	112.82	107.73	103.16	90.97	88.81	86.70
Sierra Pass	1.34	1.15	4.66	3.49	4.20	3.67
District Total	393.83	382.81	363.89	351.05	356.20	362.46
Washoe Students					10.36	11.26
Supplemental Percent				49.34%	46.86%	40.42%
<b>Enrollment:</b>	<b>CBEDS</b>	<b>CBEDS</b>	<b>CBEDS</b>	<b>CBEDS</b>	<b>CBEDS</b>	<b>CBEDS</b>
Downieville Elementary	28	27	28	29	30	23
Downieville Jr. Sr. High	30	27	24	21	18	20
Loyalton Elementary	187	176	159	172	176	174 (+2TK)
Loyalton 7-8 grades	56	49	53	w/LHS	w/LHS	w/LHS
Loyalton High	120	112	104	146	143	158
Sierra Pass	3	0	5	9	5	6
District Total	424	391	373	377	372	383

**General Fund Form 01:**

**HIGHLIGHTS**

- ❖ Implemented a part-time Curriculum and Instruction Coordinator position
- ❖ Loyalton High student scholarships in the amount of \$227,784
- ❖ Purchase a new FFA Loyalton High trailer
- ❖ Increased average daily attendance over prior year
- ❖ New Film Production class at Loyalton High
- ❖ Child Nutrition Administrative Review for Downieville Cafeteria Passed

**Ending Fund Balance** (SACS Fund 01, page 2.E & 2.F.)

Net increase in operating fund balance is \$379,233 for an ending fund balance of \$4,030,883.

Components of Ending Fund Balance 2014-2015

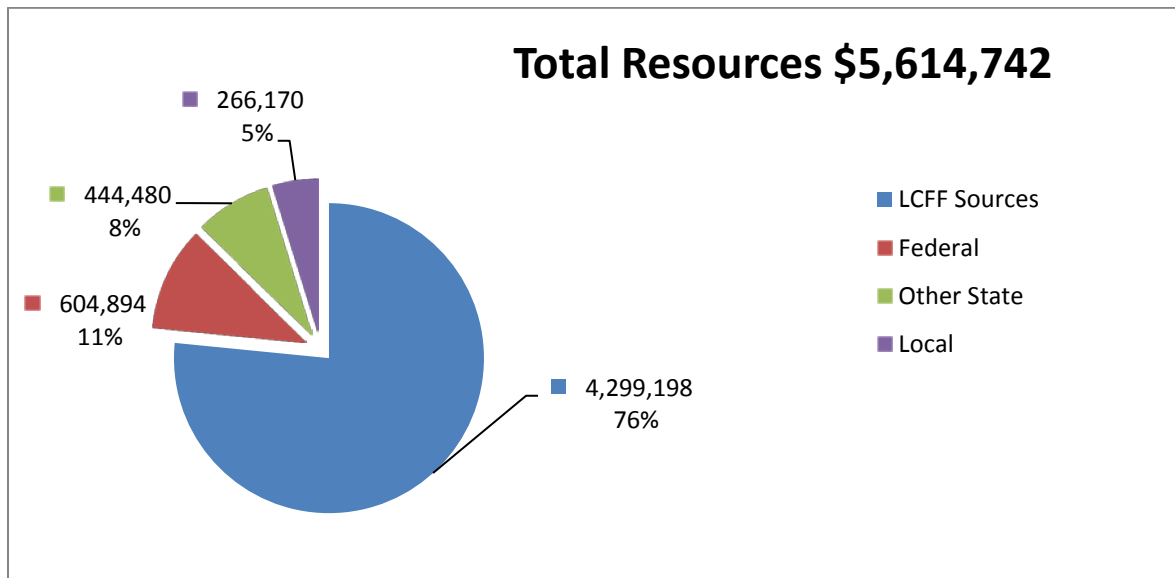
- 1) Revolving Cash: \$ 3,900
- 2) Prepaid Exp.: \$ 1,019
- 3) Restricted: \$ 34,382
- 4) OPEB: \$ 435,809
- 5) REU: \$ 523,550
- 6) Unassigned: \$3,032,222

**REVENUE**

**Local Control Funding Formula**

District's students are funded by grade level per ADA. In addition to the base rate, additional funding is provided for K-3 students and 9-12 students for Career Technical Education as well as supplemental funds for unduplicated students. The State anticipates full LCFF funding by June 2019. Entitlement factors are as follows:

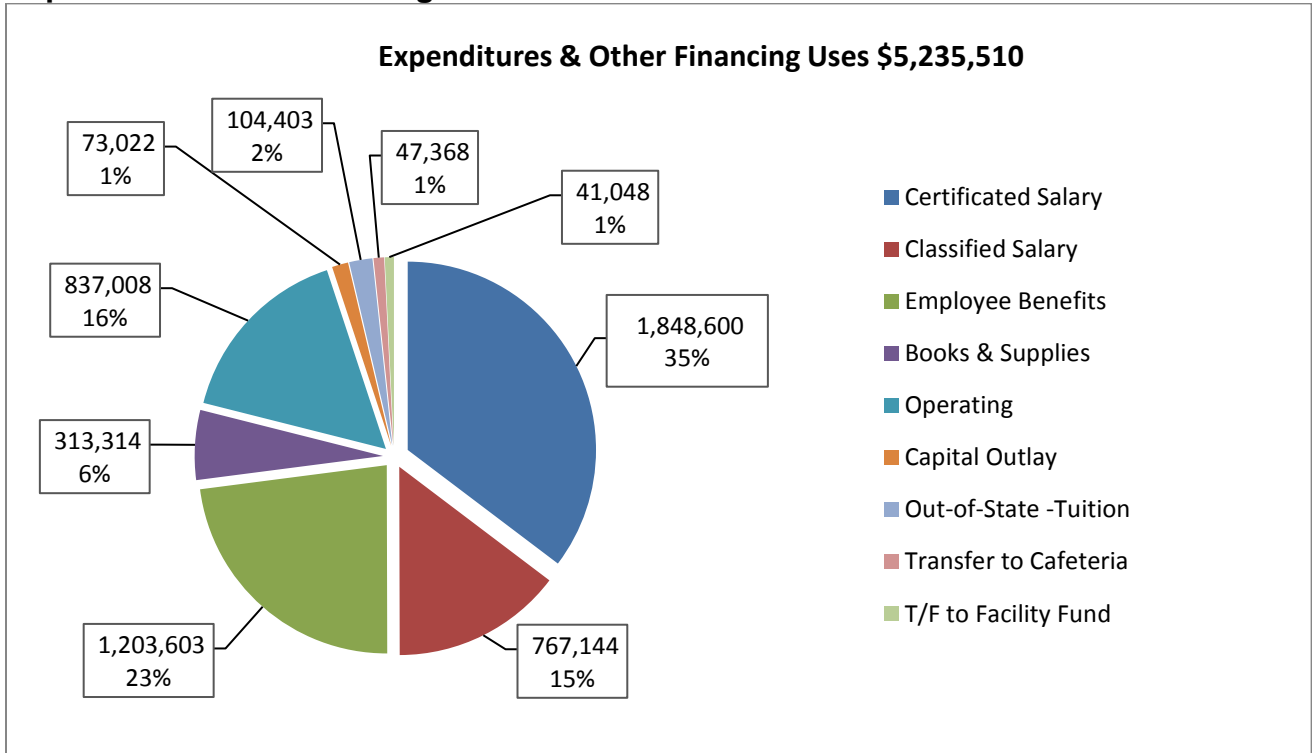
Unduplicated as % of Enrollment		Base Grade Span	Grade Span Adjust	Supplemental  20% of BGS X Undup Count of 44.69%
Grades K-3	ADA	7,083	737	
Grades 4-6	ADA	7,189		
Grades 7-8	ADA	7,403		
Grades 9-12	ADA	8,578	223	
Transportation Add-on of \$488,250				
GAP funding 53.08%				



The chart below compares revenue for 2011-2012, 2012-2013, 2013-2014, 2014-2015 actuals, 2015-2016 unaudited actuals, and 2016-2017 budget.

Description	2011-2012 Actuals	2012-2013 Actuals	2013-2014 Actuals	2014-2015 Actuals	2015-2016 Unaudited Actuals	2016-2017 Budget
LCFF	\$3,067,795	\$2,997,032	\$3,981,737	\$4,419,316	\$4,299,198	\$4502,234
Federal	742,003	607,441	569,490	565,412	604,894	178,837
Other State	1,074,867	1,126,226	166,326	94,836	444,480	474,267
Local	255,443	226,560	224,076	281,902	266,170	187,792
T/I State Fac. Fund				269,468		
Sale of Real Property			467,749	25,001		
<b>Total</b>	<b>\$5,140,108</b>	<b>\$4,957,260</b>	<b>\$5,409,378</b>	<b>\$5,655,935</b>	<b>\$5,614,742</b>	<b>\$5,343,130</b>

## Expenditures and Financing Uses



The chart below compares expenditures for 2011-2012, 2012-2013, 2013-2014, 2014-2015 actuals, 2015-2016 unaudited actuals, and 2016-2017 budget.

Description	2011-2012 Actuals	2012-2013 Actuals	2013-2014 Actuals	2014-2015 Actuals	2015-2016 Unaudited Actuals	2016-2017 Budget
Certificated	\$1,755,714	\$1,719,914	\$1,706,737	\$1,744,583	\$1,848,600	\$1,845,643
Classified	748,129	722,908	666,389	723,775	767,144	772,162
Benefits	1,193,047	1,144,013	1,073,568	1,032,537	1,203,603	1,158,052
Books & Supplies	207,406	184,338	171,609	220,063	313,314	303,858
Services & Operating	1,334,544	1,353,515	1,332,433	909,514	837,008	1,124,893
Capital Outlay	76,215	47,280	49,763	158,599	73,022	339,364
Special Ed Billback		28,762				
Outgo to SCOE			588			
Outgo to Washoe				\$88,000	104,403	104,450
Trfr to Special Reserve		5,970	87,600	37,193		300,000
Trfr to Cafeteria	41,709	58,496	60,851	112,888	47,368	61,553
Trfr to Facility Fund	375	770,601	0.00		41,048	200,000
<b>Total</b>	<b>\$5,357,139</b>	<b>\$6,035,797</b>	<b>\$5,149,538</b>	<b>\$5,027,152</b>	<b>5,235,510</b>	<b>\$6,209,975</b>

### ➤ Transportation

Home-to-School transportation agreement with Plumas Unified has saved the district over \$300,000 each of the last two years. However, the law requires that LEA's spend as much on home-to-school as they did in fiscal year 2013-14 or up to LCFF state transportation allocation. Maintenance of Effort is NOT met.

#### Home-to-School Cost

- Sierra Transportation, DVL \$176,460
- In-House/LYTN \$168,353  
\$344,813
  
- LCFF allocation \$488,250

- Classroom Compensation, Form CEA, per Ed Code 41374
  - Minimum percent of current cost expended for classroom is 55%: District's is 58.68%
- Debt
  - Net Pension Liability: \$763,792 FYE 6/30/2015
  - Net OPEB obligation: \$435,809
  - Compensated Absences: \$ 15,828
- Indirect Cost Preliminary Rate:
  - Fiscal Year 2014-2015: 16.44%
  - Fiscal Year 2015-2016: 8.76%
  - Fiscal Year 2016-2017: 3.43%
  - Fiscal Year 2017-2018: 3.14% proposed
- Lottery:
  - NonProp20
    - Funded at \$146.47 per ADA
    - Computers and technology material
    - Technology contracted services
    - PowerSchool training
    - Field trip transportation
  - Prop20
    - Funded at \$48.36 ADA
    - Instructional textbooks
- No Child Left Behind Maintenance of Effort (MOE)
  - Required effort: \$10,978.15
  - Expenditure per ADA \$12,790.68 MOE Met

**OTHER FUNDS**

**Cafeteria Fund 13:**

Contribution to the child nutrition fund does not include district office staff time or the programs share of utilities cost. The general fund contributed a total of \$47,368 of which \$19,759 was Downieville's share and \$27,609 for Loyalton.

	<b><u>Downieville</u></b>			
<u>Meals Served</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15-16</u>
Breakfast	3,482	2,994	2,448	2,366
Lunch	5,832	5,548	5,633	4,314
<u>Cost Per Meal</u>				
Breakfast	\$1.92	\$2.88	\$3.02	\$3.59
Lunch	\$4.08	\$4.52	\$4.85	\$7.13
	<b><u>Loyalton</u></b>			
<u>Meals Served</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15-16</u>
Breakfast	4,775	7,115	7,175	6,338
Lunch	18,077	18,514	19,707	20,098
<u>Cost Per Meal</u>				
Breakfast	\$3.86	\$2.72	\$2.37	\$2.87
Lunch	\$5.76	\$5.86	\$4.53	\$3.27

County School Facilities Fund 35

The County School Facility Fund reimbursed the Office of School Public Construction \$41,048 for the excess funds received. The State Facility Hardship Grant allowed 60% of LHS Roof total expenditures. The project is officially closed out.

Special Reserve Fund for Capital Outlay Projects – No activity during 2015-2016

Foundation Private-Purpose Trust Fund 73

The Scholarship started in 1986 for the purpose to award one scholarship to a qualified Loyalton High School student. Mr. Peter Bechen gifted 1,000 shares of AT&T stock as well as \$1,000 cash. The scholarship fund now awards two \$3,000 scholarships. Ending Fund Balance, at fair market value, as of June 30, 2016, is \$197,300.





**ADDENDUM TO EXISTING UNIVERSITY INTERNSHIP AGREEMENT**  
*Teacher Education & Special Education Programs*

This Addendum shall amend "Article 8, Clauses a, b & h" in the "INTERNSHIP CREDENTIAL PROGRAM AGREEMENT" with the below "Article 8. Program Support Extended" between National University and Sierra-Plumas Joint Unified School District (S-PJUSD).

Whereas state regulations effective January 1, 2014 mandate specific support and supervision minimums, the "Program Support" section of the existing University Internship Credential Program Agreement must be amended. Intern teachers should receive, at a minimum, 15 hours of support/mentoring and supervision per month at a rate of between two and four hours per week. A California public school year consists of approximately 36 instructional weeks or nine months; therefore, the minimum yearly number of support/mentoring and supervision hours have been set at 144 hours by the Commission (36 weeks times four hours per week).

**"Article 8. Program Support Extended"**

**8.a.** Site Support Provider (District) will mentor, coach and consult with interns on all areas of responsibility as a teacher of record by visiting the classroom to conduct real time observations with pre- and post-debriefing protocols to provide weekly course planning, modeling and coaching with attention to differentiated instruction for English Learners; assessment of language needs and progress; and support for language accessible instruction. A minimum of two hours of support / mentoring and supervision must be provided to an intern every five instructional days.

University Support Providers will provide guidance and mentorship frequently for all students including, but not limited to English Language Learners via virtual communication, in-classroom coaching and mentoring as deemed appropriate.

**8.b** Site Support Providers will hold a valid Clear or Life Credential, three years of successful teaching experience and hold a valid English Learner Authorization or CLAD Certificate issued pursuant to section 80015 or a valid bilingual authorization issued pursuant to section 80015.1. Interns without an English Language Authorization must receive a minimum of 45 hours of focused English Language instruction support each school year.

University Support Providers will have current knowledge in their subject-matter area; ability to model best practices in teaching, scholarship and service; working knowledge about diversity (abilities, culture, language, ethnic, gender); and understanding of academic standards, frameworks and accountability for public schools.

**8.h.** Employer will provide supervision and ongoing support for a minimum of 100 hours per school year. Interns without an English Language Authorization must receive focused English Language instruction support. (b)(5)(B) Requires the employer to identify and individual with EL authorization who will be immediately available to assist an intern teacher who does not yet hold EL authorization.

University Support Providers will provide supervision and ongoing support for a minimum of 44 hours per school year.

University Support Providers will monitor the completion of employer-provided support via an Intern Support Verification Form to verify the clockwork hours provided by Site Support Providers and/or employer support personnel. Forms must be turned in as part of the intern's clinical practice course assignments.

**8.i.** National University begins intern support four times a year (September, November, February, April). Schools who hire/place interns outside these start dates are required to provide 100% of the state mandated support (4 hours per week of general support, and 1.25 hours of EL specific support if the intern does not hold EL authorization) until the next available start date (September, November, February, April) at which point the University Support provider will provide University support services as noted in article (8.h.).

By signing, National University and S-PJUSD agree to the addition of "Article 8, Clauses a, b & h" to the "INTERNSHIP CREDENTIAL PROGRAM AGREEMENT" between National University and S-PJUSD.

District: S-PJUSD

National University

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

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

Printed Name: MERRILL M. GRANT

Printed Name: \_\_\_\_\_

Title: SUPERINTENDENT

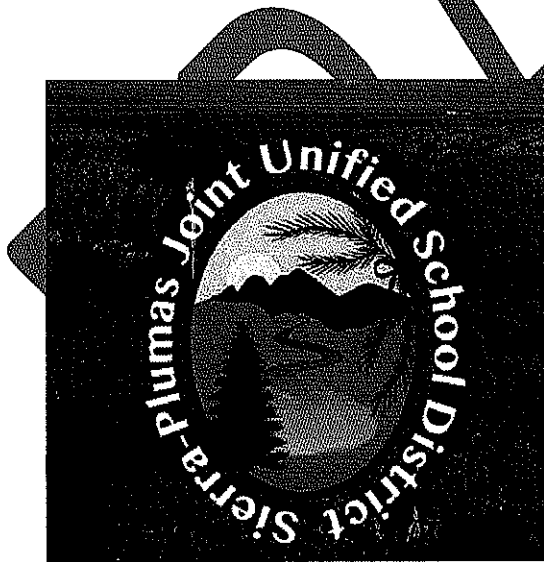
Title: \_\_\_\_\_

Date: September 13, 2016

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

**Proposition 39 – Energy Expenditure Plan**

**Sierra – Plumas Joint  
Unified School District**



September 2016

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## Approach and Scope

SmartWatt Energy, Inc. (SmartWatt) is pleased to provide this Energy Expenditure Plant to the Sierra-Plumas School District. The energy study includes the following site(s): Loyalton Elementary School, Loyalton High School, and Downieville School. Further, the energy study provides a high level analysis of existing conditions, a detailed energy analysis, comparative benchmarking and potential solutions to best maximize the energy savings going forward. This analysis identifies the Savings to Investment Ratio (SIR) for various measures and develops a plan to maximize the Proposition 39 (Prop 39) funding, while meeting a 1.05 SIR. The following potential measures were considered as a part of our analysis. Many were eliminated quickly due to the age, use and construction of the facilities.

- Lighting retrofits to best solution
- Lighting retrofits to state of the art technology
- Lighting occupancy and Title 24 compliant controls
- Replacement of HVAC systems
- Installation of economizer cycles on existing HVAC equipment
- Retro commissioning of existing control systems
- Boiler and hot water generator replacements
- Furnace replacements with condensing furnaces
- HVAC duct repair
- Variable speed drive installations where variable loads exist (pumps and fans)
- Programmable controls for HVAC systems
- High efficiency motor installations
- Tankless hot water systems
- Smart Power Strips
- BAC Network Management Software
- Vending machine occupancy controls
- Solar Photovoltaic systems
- Solar thermal systems
- Central plant optimization
- Window treatments
- Building envelope improvements
- Cool roofs
- Additional insulation
- Weather stripping and building sealing
- Sprinkler Upgrades
- Reconfiguration of Electric Service

The following actions were completed as part of SmartWatt’s investigation:

1. Site visit and walk completed
2. Building occupant interviews
3. Baseline calculations for occupancy, demand and loads

4. Utility Bill Analysis
5. Benchmarking Analysis
6. HVAC control calculations
7. Lighting efficiency and retrofit calculations
8. Lighting control calculations
9. Solar PV calculations
10. Investigation of utility rebates and incentives

## 1.1 District Acknowledgments

SmartWatt would like to give special thanks to the faculty members and maintenance/operations staff at Sierra Plumas School District for facilitating the audit and providing all necessary information to help complete this report.

SmartWatt Staff Contacts
Danny Birkholz Program Lead dbirkholz@smartwattinc.com
Matt Delp Project Development Manager mdelp@smartwattinc.com

## 1.2 Prop 39 Overview

“The California Clean Energy Jobs Act (Prop. 39) changed the corporate income tax code and allocates projected revenue to California's General Fund and the Clean Energy Job Creation Fund for five fiscal years, beginning with fiscal year 2013-14. Under the initiative, roughly up to \$550 million annually is available for appropriation by the Legislature for eligible projects to improve energy efficiency and expand clean energy generation in schools.

Eligible local educational agencies (LEAs) — including county offices of education, school districts, charter schools and state special schools — can request funding by submitting an energy expenditure plan application to the California Energy Commission. For the first year, there is an option to receive part or all of a school's allocation for energy savings planning purposes. The Energy Commission approves plans and works with the California Department of Education, which subsequently distributes funds after plans have been approved” (CEC, 2015).

## 1.0 Sierra Plumas School District Locations

Sierra-Plumas Joint Unified School District is a public school district based in Sierra County, California, United States. The Sierra-Plumas Joint Unified School District serves all of Sierra County and the eastern quarter of Plumas County and has a total enrollment of 377 students.

Loyalton Elementary serves grades K-6. The school is located in the City of Loyalton adjacent to Loyalton High School. Children come from Vinton and Chilcoot in Plumas County, the rural areas of Sierra Valley, and the City of Loyalton.

Loyalton High School accommodates students in grades 7-12 from the eastern section of Sierra and Plumas counties. LHS offers seven Advanced Placement courses and several other honors classes, as well as part of its full a-g course offering for the college-bound student.

A K-12 school, which is located in Downieville, the Sierra County seat, and serves the communities of Downieville, Sierra City, Goodyear's Bar, and surrounding rural areas. The California Department of Education recognized the High School as a "Distinguished School" and Downieville was recently recognized as a California Business for Education Excellence Honor Roll School.

Site	Address	Sq. Ft.
Loyalton Elementary	111 Beckwith Road, Loyalton, CA 96118	20,000
Loyalton High School	700 Fourth St, Loyalton, CA 96118	32,000
Downieville School	130 School St, Downieville, CA 95936	23,000

Table 1- District Sites

## 2.0 Utility Analysis of Sierra-Plumas School District

A utility billing analysis provides a preliminary assessment of opportunities for energy savings. The annual energy expenditures for the three Sierra-Plumas School District locations during the 12 month evaluation period (June 2015 to May 2016) were \$106,638. These energy expenditures do not include anticipated rate increases for 2016 or any future rate increases. For the purpose of calculating energy savings, this data has been used to establish the Baseline Year.

Site	Annual kWh	Annual kWh Cost	Annual Therms Propane	Annual Therms Propane Cost	Annual Therms Diesel	Annual Therms Diesel Cost
Loyalton Elementary	151,986	\$24,151	5,206	\$5,981	N/A	N/A
Loyalton High school	222,533	\$34,512	7,447	\$9,662	N/A	N/A
Downieville School	104,784	\$22,305	4,555	\$5,315	2,970	\$4,801
<b>Total</b>	<b>479,303</b>	<b>\$80,968</b>	<b>17,208</b>	<b>\$20,867</b>	<b>2,970</b>	<b>\$4,801</b>
<b>Total Energy Cost</b>		<b>\$106,638</b>				

Table 2- Sierra-Plumas School District Baseline

### 3.1 Utility Information Summary

The schools at Loyalton receive utility services for electricity from Liberty Utilities and propane from Ferrellgas. Downieville school receives electricity from PG&E, propane from Ferrellgas and Diesel Fuel from Hunts & Sons. In total, the utility costs for all three campuses where Sierra -Plumas School District is currently located at are \$80,969 in electricity, \$20,687 in Propane and \$4,801 in Diesel. The amount of energy used by a school is affected by several critical factors: building construction, equipment types, climate, location, maintenance and various other factors. The figures below illustrate the energy costs and use for all three campuses included in this report over a one year period.

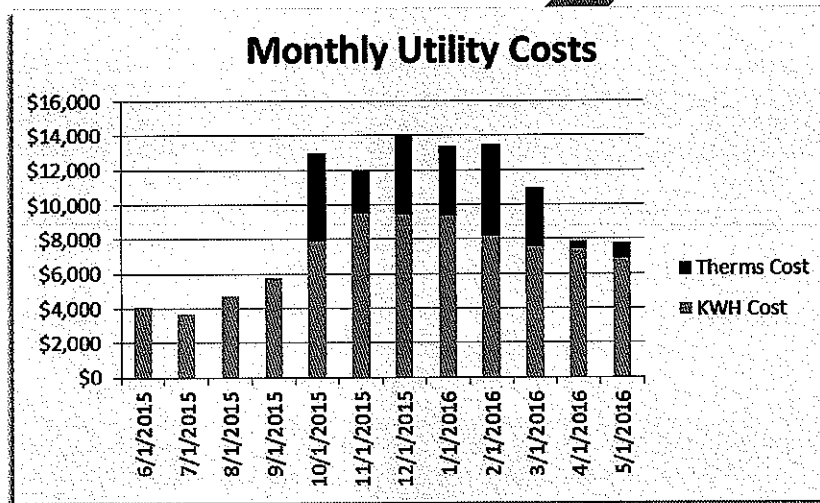


Figure 1- Monthly Utility Costs for all Sites

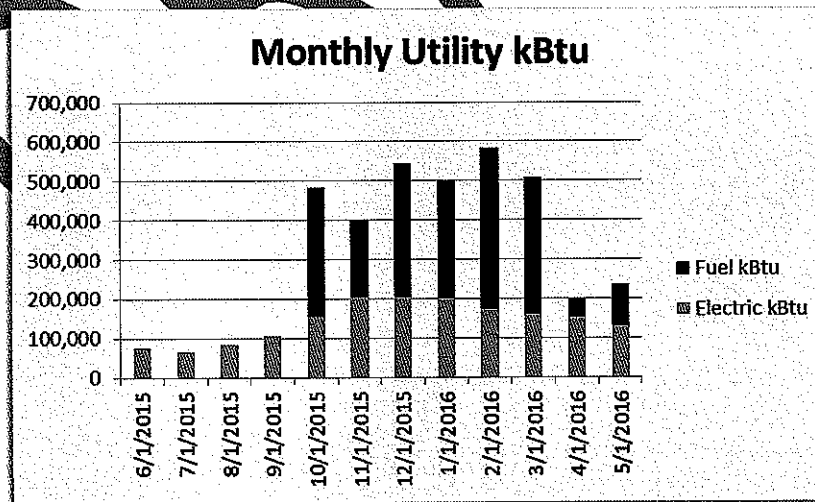


Figure 2- Monthly Utility Use for all Sites

### 3.2 District Electricity Rate Schedules

The table below shows the rate schedule for each site. A rate schedule outlines the costs associated with your monthly energy bill.

Site	Electric Rate Schedule	Diesel/Propane Rate
Loyalton Elementary	A-1	Market Value
Loyalton High School	A-1	Market Value
Downieville School	A-10S TOU	Market Value

Table 3- District Sites

Small General Service Rate	Total Energy Charge /kWh
	\$ 0.14056

Table 4- Liberty Utilities Energy Schedule (A-1)

Season	Time-of-Use Period	Total Energy Charge /kWh
Summer	On Peak	\$ 0.21
	Part Peak	\$ 0.16
	Off Peak	\$ 0.13
Winter	Part Peak	\$ 0.13
	Off Peak	\$ 0.11

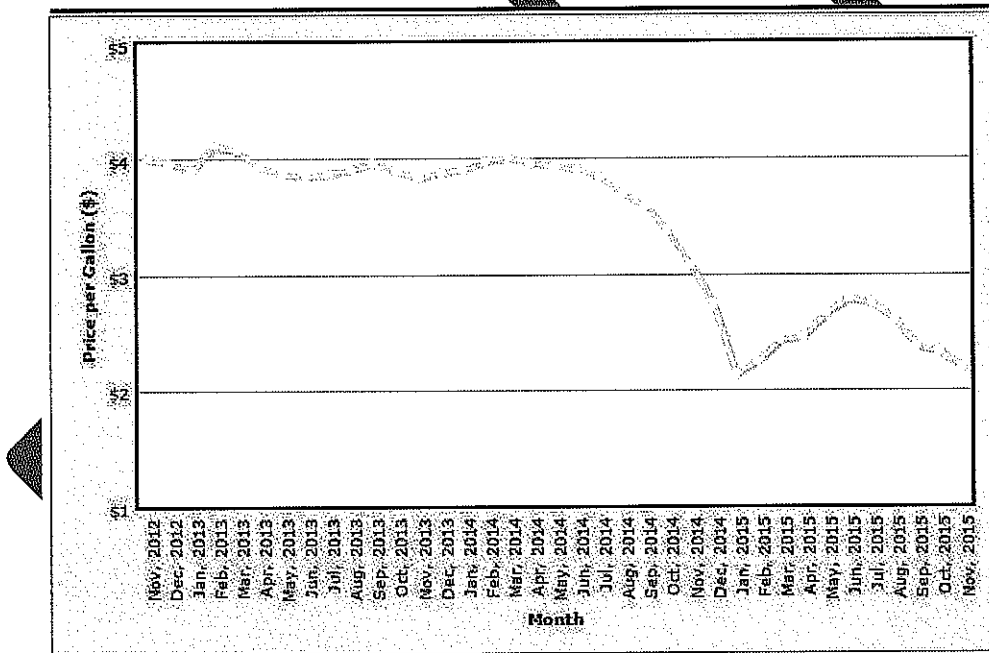
Table 5- PG&E Energy Schedule (A-10S TOU)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1990										1.063	1.053	1.019
1991	1.000	0.939	0.884							0.877	0.908	0.919
1992	0.892	0.88	0.867							0.858	0.872	0.895
1993	0.979	0.946	0.956							0.871	0.878	0.881
1994	0.887	0.908	0.902							0.846	0.856	0.867
1995	0.88	0.892	0.898							0.886	0.892	0.914
1996	0.973	1.013	1.013							1.047	1.119	1.309
1997	1.287	1.174	1.091							0.956	0.971	0.978
1998	0.981	0.974	0.961							0.872	0.876	0.879
1999	0.887	0.891	0.89							0.96	0.981	1.002
2000	1.08	1.22	1.209							1.281	1.29	1.399
2001	1.663	1.556	1.432							1.139	1.132	1.12
2002	1.134	1.129	1.123							1.133	1.16	1.211
2003	1.307	1.48	1.652							1.308	1.33	1.384
2004	1.496	1.536	1.509							1.615	1.691	1.717



2005	1.728	1.72	1.717	1.942	1.944	1.974
2006	2.01	2.001	1.987	1.937	1.945	1.979
2007	1.992	2.02	2.038	2.183	2.407	2.489
2008	2.563	2.561	2.601	2.587	2.455	2.352
2009	2.313	2.311	2.248	1.991	2.152	2.306
2010	2.562	2.602	2.556	2.27	2.389	2.516
2011	2.639	2.684	2.716	2.635	2.685	2.708
2012	2.71	2.706	2.708	2.205	2.241	2.249
2013	2.279	2.312	2.315	2.37	2.495	2.692
2014	3.165	3.692	3.182	2.392	2.404	2.385
2015	2.367	2.36	2.337			

**Figure 3- Monthly U.S. Propane Cost (Dollars per Gallon)**



Source: Bureau of Labor Statistics & Energy Information Administration

**Figure 4- Monthly U.S. Average Diesel Cost**

Assuming the cost of energy, over the next 20 years, escalates at the CEC estimated 4% annually, the cost of Energy for these two facilities will more than double. The annual impacts of this forecasted escalation can be seen in the following illustration.

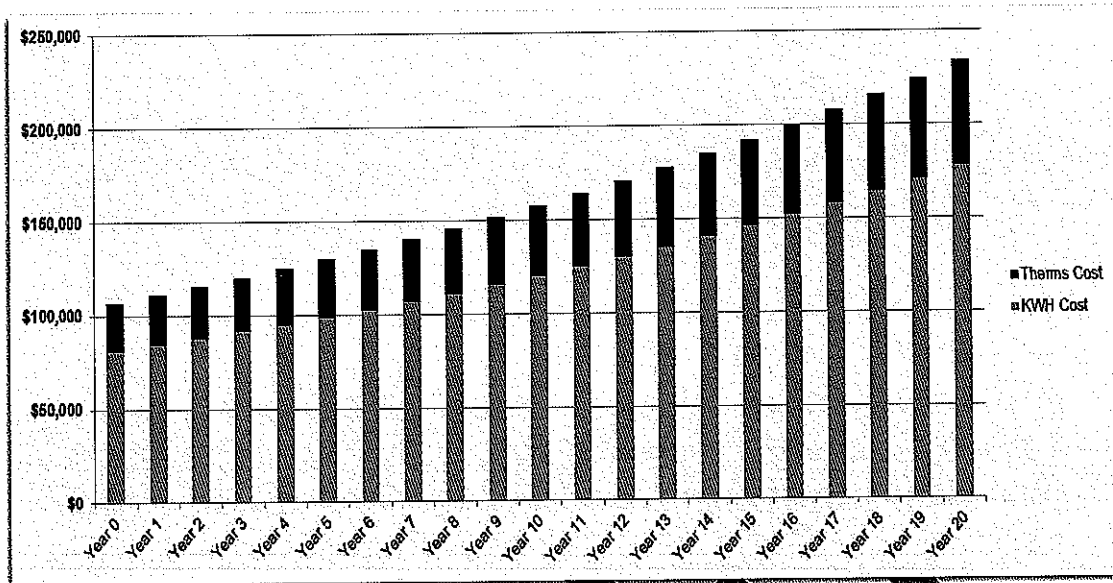


Figure 5- Annual Energy Cost Forecast

### 3.0 Current Benchmarking Performance

#### 4.1 Energy Use Index (EUI)

Benchmarking is a useful way to compare energy use (EUI) among peer buildings. The total energy is averaged across the site's square footage on an annual basis. This comparison tool allows building managers to prioritize energy projects based on an objective normalized approach. Additionally, it can be an insightful way to assess energy usage among peer buildings nationwide.

#### 4.2 Energy Use Index versus Comparables

Comparing your site's EUI performance versus the performance of other similar sites is a great way to rate your energy efficiency performance. The figure below contrasts the Sierra-Plumas campuses baseline EUI.

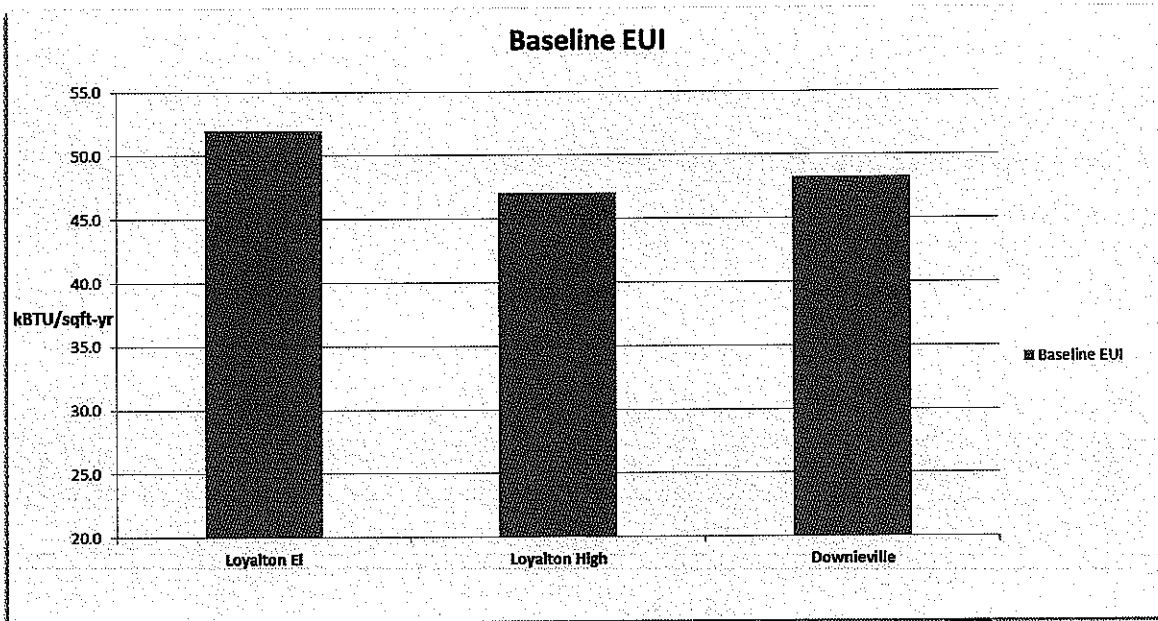
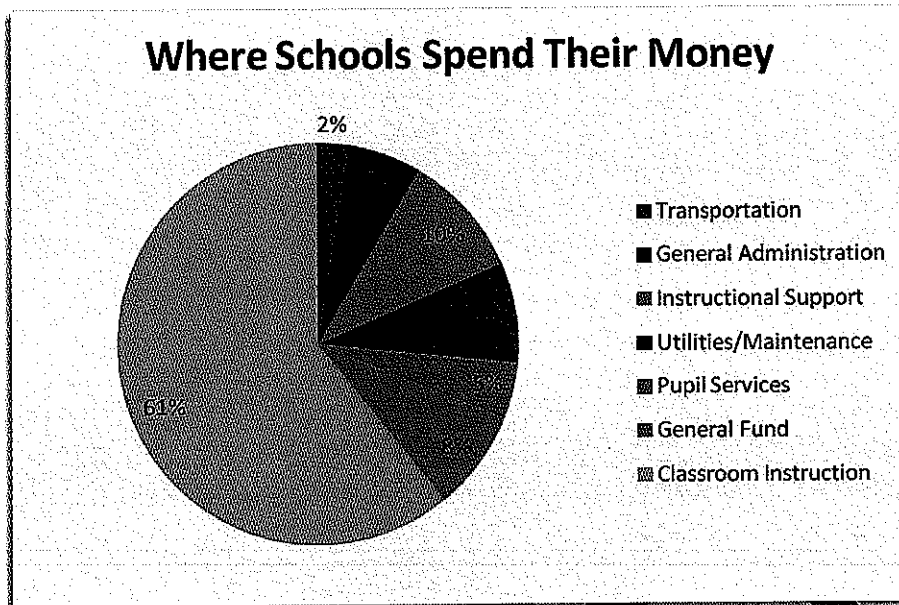


Figure 6 District EUI Comparison

### 4.3 Energy Use in Schools

In the U.S., K-12 school districts spend more than \$8 billion each year on energy— more than they spend on computers and textbooks combined (EPA 2009). Typically, most schools also occupy older buildings that often have poor operational performance—more than 30% of schools were built before 1960 (DOE 2003). As one of the most densely populated nations, California is also one of the largest consumers of energy, consuming more than 8.5 quadrillion Btu of energy (Kurtzleben 2011). The figure below outlines the typical expenditure for K-12 schools, which was released by the California Department of Finance. The figure below outlines the typical expenditure for K-12 schools, which was released by the California Department of Finance.



**Figure 1 Typical K-12 Expenditure**

K-12 schools offer unique opportunities for deep, cost-effective energy efficiency improvements. This report provides convenient and practical guidance for exploring these opportunities. The potential opportunity is enormous: even a small reduction in energy usage produces a substantial amount of savings that can be used to directly benefit students.

A detailed evaluation of all the energy efficiency opportunities will be performed by SmartWatt engineers. The following energy conservation measures were evaluated for Sierra-Plumas School District and selected based upon the following criteria:

- Meets the Prop 39 requirements for a savings to investment ratio (SIR) greater than 1.05
- Compliance of the upgrade with DSA or Title 24 regulations in the design or in the operational phase
- Improvement of the building's energy efficiency
- Improvement of the indoor environment
- Environmental impacts
- Reduction of the energy-related maintenance costs

## 5.0 Proposed Energy Efficiency Measures Downieville School

### 5.1 Existing Conditions

SmartWatt has conducted an ASHRAE Level 3 audit on the Downieville School. During these site visits, the following existing conditions were noted:

Interior fixtures located at Downieville contain mostly fluorescent based lighting technology. The types of fixtures located in the school are comprised of Wrap, Strip, Troffer, 1X4 fixtures and screw in lamps. The fixtures contain a mixture of T8 and T12 Fluorescent lamps with magnetic and electronic ballasts.

A typical fluorescent fixture has three components: a ballast which limits the electrical current to the fixture, lamps which emit light, and a lens that helps distribute the light downward. LED fixtures function similarly to fluorescent fixtures; except that the LED fixture uses a driver instead of a ballast, and the lamps are replaced with an LED bar or tube.

Exterior fixtures are comprised of CFL based Wallpacks and Canopy lights.

### 5.2 Interior Lighting Upgrade

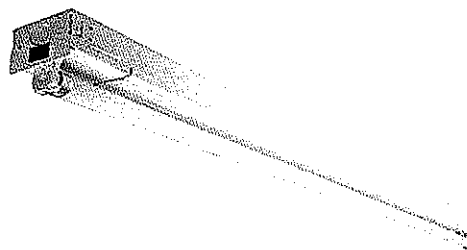
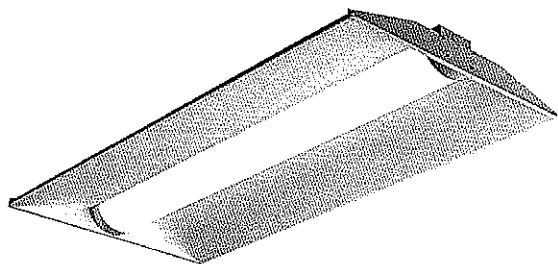
Interior Strip Fixtures, Troffer Fixtures, Wrap Fixtures and 1x4 Fixtures will be relamped with LED T8 Low Wattage Tubes. The fixtures will be controlled by wireless ceiling sensors and wireless dimmable wall switches.

Interior recessed troffer fixtures located in the hallway will be retrofitted with new 36 watt LED fixtures. The fixtures will be controlled by wireless ceiling sensors and wireless dimmable wall switches.

Screw-in incandescent and compact fluorescent lamps will be replaced with lower wattage LED bulbs and will be controlled by switches with motion sensors.

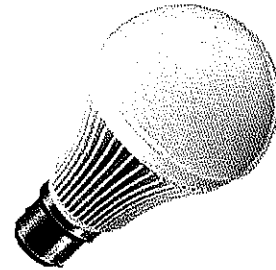
Interior high pressure sodium (HPS) fixtures located inside of the Multi-Purpose room will be replaced with new LED canopy style fixtures with an integrated dimmable motion sensor.

Interior Exit signs and "fire eye" fixtures located inside of the Multi-Purpose room will be replaced with new LED fixtures with battery backup.



### 5.3 Exterior Lighting Upgrade

Smartwatt proposes to relamp the CFL containing fixtures with new LED twist and pin bulbs for greater efficiency and light output.

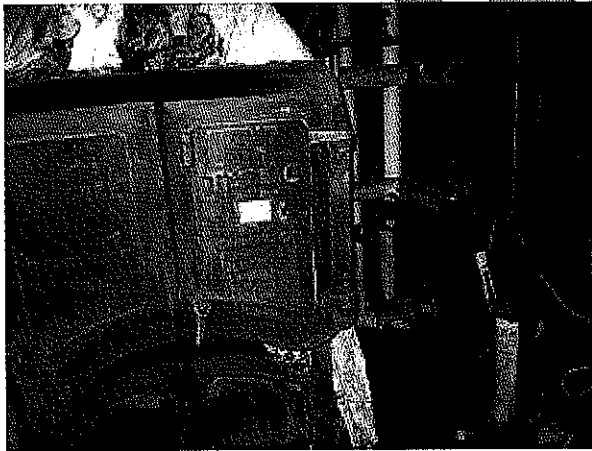


### 5.4 Boiler Replacement

The school relies on a diesel-fueled boiler of more than 50 years old for providing heating by circulating hot water through the school's hydronic and Trane unit heaters. The boiler is a KEWANEE type "C" Hi-Firebox Welded 7L78 4X model with a total heating output of 1313 kBtu/hour.

The existing boiler requires excessive maintenance and is unreliable. In the winter of 2014/15 the boiler was inoperable for several weeks and heating was provided in classes using electric heaters. Therefore Smartwatt proposes to replace the existing boiler with a new high efficiency and equivalent output propane fueled one.

Exact cost will have to be determined with future site visits and in depth measure evaluation. Based on an estimate by Frontier Consulting Engineering the cost might range between \$400,000 – \$750,000.

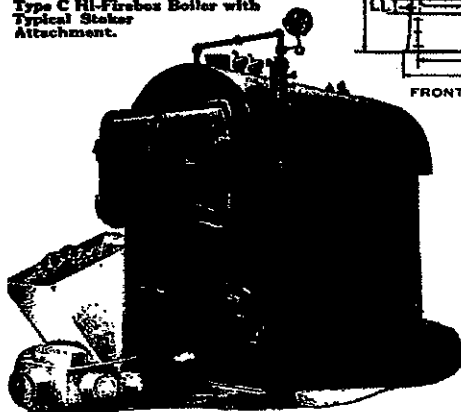
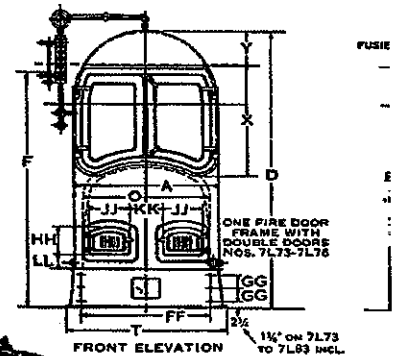


#### KEWANEE Type "C" Hi-Firebox Welded—7L70 Series For Oil, Gas or Stoker

The Kewanee Hi-Firebox boiler is built exactly right for stokers. This 7L70 series has long water legs providing the necessary height in firebox to comply with S.H.B.I. code for stoker firing.

Type "C" high operating efficiency insures life-long economy with any Oil, Gas or Stoker equipment. 7L70 Series Hi-Firebox is built with grates for hand-fired coal.

Type C Hi-Firebox Boiler with Typical Stoker Attachment.



7L70 Series conforms to A.S.P boiler construction code for 15 lbs., for rating with the Industry Steam Practice approved by the Steel Heat Boiler Institute in cooperation with S. Department of Commerce Recommendation R 157.

In the Kewanee Process of Corrugating Type "C" Crown Sheets not the slightest reduction in metal thickness is discernible by micrometer measurements.

Note 1. Manhole furnished on 1 cers 7L82 and larger.

Equipment: Steel base and panels have 8 1/4 x 11 1/2 front and 7L70 "C" may be fitted at fact

Trimming for steam only: S with water gauge, glass and coc

Note 2. Average firebox ho area, complies with S.H.B.I. co

### 4.0 Executive Summary

The findings of the Energy Expenditure Plan indicate there are significant energy and operational cost reduction opportunities at Sierra-Plumas School District. By taking advantage of these opportunities, Sierra-Plumas School District can cost effectively realize the largest savings opportunity, maximize their carbon footprint reduction, and create the best environment for students, staff and visitors.

The measures selected to both meet the Prop 39 budget of \$263,625 and exceed a Savings to Investment Ratio (SIR) of more than 1.05, as required by the California Energy Commission, are listed on the following table.

Facility Name	FIM Name	Budget	Annual Electricity Savings (kWh)	Annual Fuel Savings (gallons)	Annual Utility Savings (\$)	SIR
Downieville	Lighting Upgrade Interior	\$111,312.00	69,421	-	\$14,777.70	2.12
Downieville	Lighting Upgrade Exterior	\$3,547.53	3,712	-	\$1,854.53	7.61
Downieville	Boiler Replacement	\$18,764.72	-	347.00	\$768.43	0.40

Table 6- Prop 39 Expenditure Plan

	Cost (\$)	Annual Utility Savings	School Contribution	SIR
Total	\$263,625	\$17,401	TBD	1.22

Table 7- Expenditure Plan Cumulative Numbers