

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

March 14, 2017

5:00 PM CLOSED SESSION

6:00 pm REGULAR SESSION immediately following the 6:00 pm meeting of the Sierra County Board
of Education

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

This meeting will be available for videoconferencing 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 will move into Closed Session to discuss the following items:

1. Government Code §54957, Public Employee Performance Evaluation - (Annual)
Title: Superintendent

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

2. Government Code §54957.6, Conference with Labor Negotiators
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Employee Organizations:
Represented Employees: Sierra-Plumas Teachers' Association
Unrepresented Employees: Classified Employees
Confidential Employees
Administrative Employees

F. RETURN TO OPEN SESSION

ADJOURN TO SIERRA COUNTY OFFICE OF EDUCATION MEETING AT 6 PM.

G. RECONVENE

H. REPORT OUT FROM CLOSED SESSION

I. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. Local Control Accountability Plan Stakeholder Meeting Dates:
 - Loyaltan Elementary School – May 2, 2017
 - Downieville Schools – May 16, 2017
 - Loyaltan High School – May 10, 2017
 - b. Update on Transfer of Sierra County Vehicles to District
 - c. Accountability Dashboard*
2. Business Report
 - a. Account Object Summary-Balance from 07/01/16 to 2/28/17**
 - b. Sixth Month 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 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

J. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held February 14, 2017**
2. Approval of Board Report – Checks Dated 2/1/17 through 2/28/17**
3. John Smith, 2016-2017 Tennis Coach, Downieville School
4. Approval of Consolidated Application**

K. ACTION ITEMS

1. New Business
- 1617-126 Adoption of Resolution No. 16-008, Pertaining to Request for Leave of Absence** (Grant)
- 1617-127 First Reading of 2017-2018 School Calendar^^ (Grant)
- 1617-128 Approval of California Department of Education J-13 Report for 2016-2017 credit for school closure days** (Grant)
- 1617-129 Downieville WASC Report - Draft** (Grant)

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- 1617-130 Approval of Safe Schools Plan^^ (Grant) - this plan can be found in its entirety on our website, http://www.sierracountyofficeofeducation.org/upload/?action=viewer&path=SCHOOL_SAFETY_PLAN&file=2017_v.8_SAFE_SCHOOLS_PLAN.pdf
- 1617-131 Authorization for Superintendent to Enter into a Memorandum of Understanding with Holy Family Catholic Church (Draft - parking lot utilization)** (Grant)
- 1617-132 Authorization for Superintendent to go out for bid on road maintenance for asphalt areas repair and/or sealed for protection:
1) parking lot in front of 109 Beckwith Rd
2) LES playground
3) emergency fire lane
4) service road between LES and LHS
5) reseal LHS parking lot
6) DVL parking lot and/or playground (Grant)
- 1617-133 Update on Clean Air Transportation Grant* (Asquith)
- 1617-134 Authorization to purchase for a nominal fee, PUSD Surplus Vehicle #B023; 1993 Saf T Liner; VIN 1T75U4B21P113818 (Asquith)
- 1617-135 Authorization to purchase for a nominal fee, PUSD Surplus Vehicle #B021; 1993 Saf T Liner; VIN 1T75U4B28P113816 (Asquith)
- 1617-136 Authorization to Award bid for 1991 Toyota Corolla, VIN # JT2AE94VXM3014825 to the highest bidder, Toribio Ramirez (Asquith)**
- 1617-137 Authorization to Award bid for Ford Truck, VIN #25BPEJ8168 to the highest bidder, Toribio Ramirez (Asquith)**
- 1617-138 Authorization to award propane bid to AmeriGas** (Asquith)
- 1617-139 Approval of 2016-2017 Second Interim Actuals as of January 31, 2017** (Asquith)
- BOARD POLICIES AND ADMINISTRATIVE REGULATIONS (President)
- 1617-140 Approval of Board Policy and Administrative Regulation 3311, Bids, revision^^
- 1617-141 Approval of Administrative Regulation 3311.2, Lease-Leaseback Contracts, New^^
- 1617-142 Approval of Administrative Regulation 3311.3, Design-Build Contracts, New^^
- 1617-143 Approval of Administrative Regulation 3311.4, Procurement of Technological Equipment, New^^

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L. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on April 11, 2017, at Downieville School, 130 School St., Downieville, CA 95936, 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. _____
- b. _____

M. ADJOURN



Dr. Merrill M. Grant, Superintendent

**enclosed
*handout
^^County agenda backup

Balances through February						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,553,875.00	1,528,703.00	557,862.48	885,736.70	85,103.82
1105	Per Diem - Same Day Travel				18.00	18.00-
1115	Extra Duty Hourly		2,490.00		3,760.00	1,270.00-
1120	Certificated Substitutes	22,589.00	20,099.00		22,080.00	1,981.00-
1300	Certificated Superv/Admin Sala	215,062.00	215,062.00	71,687.12	143,414.24	39.36-
1310	Teacher In Charge/Head Teacher	16,002.00	16,002.00	4,000.00	6,000.00	6,002.00
1900	Other Certificated Salaries	38,115.00	38,115.00	12,705.00	25,410.00	.00
	Total for Object 1000	1,845,643.00	1,820,471.00	646,254.60	1,086,418.94	87,797.46
2100	Instructional Aides Salaries	176,965.00	183,298.00	75,956.98	93,598.39	13,742.63
2200	Classified Support Salaries	289,512.00	290,410.00	83,867.59	181,474.52	25,067.89
2201	Bus Driver	56,298.00	41,090.00	15,167.09	29,732.03	3,809.12-
2205	Per Diem - Same Day Travel		53.00		53.00	.00
2220	Classified Support Substitute	7,062.00	12,489.00		10,273.14	2,215.86
2300	Classified Sup/Admin Salaries	82,241.00	83,868.00	27,233.68	55,322.36	1,311.96
2400	Clerical & Office Salaries	136,355.00	137,295.00	52,241.65	84,879.86	173.49
2900	Other Classified Salaries	23,729.00	21,789.00	9,319.26	12,067.19	402.55
	Total for Object 2000	772,162.00	770,292.00	263,786.25	467,400.49	39,105.26
3101	State Teachers Retirement Syst	299,139.00	344,929.00	74,943.48	121,596.02	148,389.50
3102	State Teachers Retirement Syst	5,450.00	8,184.00	767.44	1,027.74	6,388.82
3201	Public Employees Retirement Sy	8,031.00	8,051.00	3,212.68	4,857.90	19.58-
3202	Public Employees Retirement Sy	84,436.00	85,620.00	30,821.84	53,897.56	900.60
3212	Pers Pickup-Classified Employe	5,644.00	5,644.00	1,953.04	3,634.35	56.61
3311	OASDI-Certificated Positions	4,963.00	5,328.00	1,324.28	2,647.90	1,355.82
3312	OASDI-Classified Positions	46,533.00	45,538.00	15,163.43	28,004.61	2,369.96
3321	Medicare-Certificated Position	25,557.00	23,760.00	8,132.72	14,507.32	1,119.96
3322	Medicare-Classified Positions	11,112.00	10,705.00	3,643.33	6,680.28	381.39
3401	Health & Welfare -Certificated	352,373.00	406,215.00	160,089.08	247,140.32	1,014.40-
3402	Health & Welfare-Classified Po	138,921.00	154,767.00	54,409.12	96,764.81	3,593.07
3501	State Unemployment Insurance-C	1,340.00	937.00	323.12	1,349.28	735.40-
3502	State Unemployment Insurance-	541.00	397.00	131.96	226.97	38.07
3601	Workers' Compensation Insuranc	71,835.00	65,985.00	23,136.96	39,185.99	3,662.05
3602	Workers' Compensation Insuranc	29,823.00	28,708.00	9,769.75	17,375.10	1,563.15
3901	Other Benefits, Certificated P	72,354.00	45,223.00		47,662.84	2,439.84-
3902	Other Benefits, Classified Pos		14,819.00		15,971.88	1,152.88-
	Total for Object 3000	1,158,052.00	1,254,810.00	387,822.23	702,530.87	164,456.90

Balances through February						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4100	Textbooks	100,000.00	100,183.00		104,662.54	4,479.54-
4200	Books Other Than Textbooks			104.86	88.64	193.50-
4300	Class Mat'l and Supplies	26,973.00	33,267.00	3,850.86	18,000.93	11,415.21
4301	Class Consumable Mat'l	5,000.00	5,000.00	451.06	9,305.31	4,756.37-
4302	Class Paper/Toner	9,500.00	9,500.00	176.31	8,243.61	1,080.08
4305	Other Student M&S	21,825.00	23,515.00	2,511.11	11,241.82	9,762.07
4320	Custodial Grounds Supplies	42,495.00	42,495.00	5,826.45	33,716.60	2,951.95
4330	Office Supplies	16,492.00	17,231.00	1,260.27	6,763.40	9,207.33
4350	Vehicle Maint. M&S	25,900.00	25,900.00	2,280.16	4,379.44	19,240.40
4351	Vehicle FUEL	25,525.00	25,525.00	19,124.23	9,651.47	3,250.70-
4400	Non-Capital Equipment (Up to \$	30,148.00	28,811.00	8,418.39	44,331.30	23,938.69-
	Total for Object 4000	303,858.00	311,427.00	44,003.70	250,385.06	17,038.24
5100	Subagreement for Services	176,461.00	176,461.00	71,524.12	76,571.27	28,365.61
5200	Travel & Conferences	44,642.00	45,251.00	8,318.46	22,882.09	14,050.45
5300	Dues & Membership	1,327.00	6,068.00	767.20	8,413.40	3,112.60-
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	35,517.07	48,456.03	6,209.90
5520	Garbage	12,813.00	12,813.00	4,005.86	2,735.86	6,071.28
5530	Water	64,350.00	64,350.00	34,840.11	25,159.89	4,350.00
5540	Propane	65,000.00	65,000.00	36,530.99	18,469.01	10,000.00
5590	Miscellaneous Utilities	15,500.00	15,500.00	10,481.51	4,518.49	500.00
5600	Rentals, Leases & Repairs	94,512.00	106,450.00	12,506.60	3,177.57	90,765.83
5800	Services & Operating Expense	2,500.00	4,300.00	900.00	1,100.00	2,300.00
5810	Legal Expenses	7,078.00	7,078.00		11,920.50	4,842.50-
5812	Board Election Expense	2,500.00	2,500.00		323.78	2,176.22
5840	Audit Expense	17,000.00	17,000.00	7,700.00	9,300.00	.00
5860	Solid Waste Tax	12,161.00	12,161.00	5,885.45	5,397.42	878.13
5890	Contracts/Service	437,634.00	551,736.00	249,525.18	170,186.42	132,024.40
5899	SCOE Interagency Reimburse			9,764.08	3,685.53	13,449.61-
5900	Communications	3,875.00	3,875.00		2,953.07	921.93
5910	Telephone-Monthly Service	17,252.00	17,252.00	4,250.61	2,611.01	10,390.38
5920	T Lines	4,800.00	4,800.00			4,800.00
5990	Other Communications	225.00	225.00			225.00
	Total for Object 5000	1,124,893.00	1,258,083.00	492,517.24	470,892.19	294,673.57
6200	Building & Improvements			179,739.00		179,739.00-
6400	Equipment	129,944.00	131,818.00		93,564.13	38,253.87

Balances through February						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
6500	Equipment Replacement	209,420.00	209,420.00	14,780.00		194,640.00
	Total for Object 6000	339,364.00	341,238.00	194,519.00	93,564.13	53,154.87
7110	Out-of-State Tuition	104,450.00	104,450.00		6,248.25-	110,698.25
7310	Direct Support/Indirect Costs					.00
7613	Transfer to State Sch Bldg Fun	200,000.00				.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	275,000.00			275,000.00
	Total for Object 7000	666,003.00	441,003.00	.00	6,248.25-	447,251.25
	Total for Fund 01 and Expense accounts	6,209,975.00	6,197,324.00	2,028,903.02	3,064,943.43	1,103,477.55
Fund 13 - Cafeteria						
2200	Classified Support Salaries	70,610.00	69,329.00	29,484.20	40,265.95	421.15-
3202	Public Employees Retirement Sy	7,635.00	7,249.00	2,882.20	4,246.05	120.75
3312	OASDI-Classified Positions	4,377.00	3,910.00	1,672.20	2,264.56	26.76-
3322	Medicare-Classified Positions	1,024.00	915.00	391.08	529.63	5.71-
3402	Health & Welfare-Classified Po	13,840.00	13,774.00	5,536.16	8,236.58	1.26
3502	State Unemployment Insurance-	49.00	34.00	14.73	20.12	.85-
3602	Workers' Compensation Insuranc	2,746.00	2,452.00	1,048.70	1,420.19	16.89-
	Total for Object 3000	29,671.00	28,334.00	11,545.07	16,717.13	71.80
4340	Food Service	7,924.00	9,011.00	1,921.97	3,762.18	3,326.85
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	45,758.00	45,758.00	17,377.87	29,878.95	1,498.82-
	Total for Object 4000	58,682.00	59,769.00	19,299.84	33,641.13	6,828.03
5200	Travel & Conferences		710.00		1,413.61	703.61-
5600	Rentals, Leases & Repairs	2,279.00	2,800.00		3,672.07	872.07-
5800	Services & Operating Expense	1,256.00	1,256.00	21.28	288.28	946.44
5890	Contracts/Servic	800.00	800.00		264.00	536.00
5900	Communications	121.00	421.00		288.63	132.37
	Total for Object 5000	4,456.00	5,987.00	21.28	5,926.59	39.13
	Total for Fund 13 and Expense accounts	163,419.00	163,419.00	60,350.39	96,550.80	6,517.81
Fund 40 - Dist Build						
6200	Building & Improvements	300,000.00	275,000.00			275,000.00
6500	Equipment Replacement	200,000.00	200,000.00			200,000.00

Balances through February		Fiscal Year 2016/17				
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Total for Fund 40, Expense accounts and Object 6000		500,000.00	475,000.00	.00	.00	475,000.00
Fund 73 - Bechen						
5800	Services & Operating Expense	6,000.00	6,000.00			6,000.00
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	6,841,743.00	2,089,253.41	3,161,494.23	1,590,995.36

ENROLLMENT BY SCHOOL MONTH 2016-2017

	Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long Term ISP	TOTAL
Ending 2015-2016	181	63	87	22	21	9	included in site #	383
1st Day 2016-2017	177	57	97	26	23	1	included in site #	381
2016 CALPADS	173	→	155	23	23	2	included in site #	376

Month	1	2	3	4	5	6	7	8	9	10
September	179	57	97	23	23	3	3	included in site #		382
October	176	59	98	23	24	3	3	included in site #		383
November	173	60	98	23	23	3	3	included in site #		380
December	173	60	98	23	23	3	3	included in site #		380
January	177	59	98	22	24	3	3	included in site #		383
February	178	59	100	24	23	3	3	included in site #		387
March								included in site #		
April								included in site #		
May								included in site #		
June								included in site #		

2015-16 P2 ADA	S-PJUSD 362.36	SCOE 0	Washoe 11.26
2016-17 P1 ADA	S-PJUSD 360.66	SCOE 1.73	Washoe 14.87

Enrollment difference from June 10, 2016, to
February 24, 2017: +4

Long Term ISP:
LES 8
LHS 2

SCOE P-1:
Extended Year .86
Special Day Class .87

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

February 14, 2017

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

Video-conferenced to Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118

All votes were taken by Roll Call

A. CALL TO ORDER

President DRISCOLL called the meeting to order at 7 pm.

B. ROLL CALL

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

ABSENT: None

C. APPROVAL OF THE AGENDA

DRISCOLL/HALL

5/0

D. INFORMATION / DISCUSSION ITEMS

1. Correspondence
 - a. Letter from SingletonAuman, PC
2. Superintendent's Report
 - a. The board is using the videoconferencing option tonight because Highway 49 is closed between Downieville and Loyalton due to storm damage.
 - b. State Budget recent information shows governors numbers and legislative analyst office numbers differ; waiting for the May revise; our second interim will provide a snapshot based on January proposal
 - c. State Accountability Dashboard is the new accountability system
 - d. Local Control Accountability Plan (LCAP)-meeting with state in March to review/plan
 - e. California Assessment of Student Performance and Progress (CAASPP) site administrators attended workshop to learn to enhance results in classroom
 - f. Association of California School Administrators (ACSA) State Superintendent Conference – funding will be available to supports programs such as Positive Behavior Interventions and Supports (PBIS) - student behavior modification systems
3. Business Report
 - a. Account Object Summary-Balance from 07/01/16 to 1/31/17
 - b. Fifth Month Enrollments for the 2016-2017 School Year
4. Staff Reports (5 minutes)

Mr. Tom Jones, Site Administrator, Loyalton High School, reported on College applications, Mrs. Meschery's instructional survey on collective and quality instruction needs and how to backfill

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with professional development, practice CAASSP test revealed strategies for logistical problems; leaking roof is under warranty and McCuen Construction is repairing. Also, preparing for the WASC visit in the spring 2018.

Andrea Ceresola, Site Administrator, Loyalton Elementary School, reported on the fourth grade mission reports and Chrome Books presentation and the second grade classroom's penguin reports. PLC will be provided for further instruction on the new curriculum with assistance from Mrs. Meschery. Third and fourth graders are playing basketball every weekend.

Dr. Merrill M. Grant, Site Administrator, Downieville School, reported on the Valentine's Day flower fundraiser for CSF; rough draft of WASC report is completed and will be sent to the visiting chair by this following Monday; April is the visitation target for this six-year full visitation. Road closures have restricted basketball games for Division 7.

5. Board Members' Report (5 minutes)

WRIGHT mentioned his appreciation for the district schools' attempts to keep the doors open when possible during the storms and knowing when to cancel school and call late starts. DRYDEN reported some parents have mentioned their frustration with so many school days cancelled during the storms. MOORE expressed his appreciation for the high school basketball games.

6. Public Comment –This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code [35145.5](#); Bylaw 9322; Government Code [54954.3](#))
- a. Current location - none
 - b. Videoconference location - none

E. CONSENT CALENDAR

- 1. Approval of the minutes of the Special Board meeting held January 17, 2017
- 2. Approval of Board Report – Checks Dated 1/1/2017 through 1/31/2017

DRISCOLL/HALL
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

F. ACTION ITEMS

1. New Business

- 1617-126 Accept letter of resignation from Karan Galan, K-2 teacher, Downieville School, effective June 9, 2017
- DRISCOLL/HALL
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE

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TRUSTEE WRIGHT AYE
 5/0

1617-127 Authorization to fill K-2 teacher, Downieville School, 1.0 FTE

DRISCOLL/HALL
 TRUSTEE DRISCOLL AYE
 TRUSTEE DRYDEN AYE
 TRUSTEE HALL AYE
 TRUSTEE MOORE AYE
 TRUSTEE WRIGHT AYE
 5/0

1617-128 Single Plan for Achievement, Loyalton High School

DRISCOLL/HALL
 TRUSTEE DRISCOLL AYE
 TRUSTEE DRYDEN AYE
 TRUSTEE HALL AYE
 TRUSTEE MOORE AYE
 TRUSTEE WRIGHT AYE
 5/0

1617-129 Approval of Western Governors University, Student Teaching Affiliation Agreeeme

DRISCOLL/HALL
 TRUSTEE DRISCOLL AYE
 TRUSTEE DRYDEN AYE
 TRUSTEE HALL AYE
 TRUSTEE MOORE AYE
 TRUSTEE WRIGHT AYE
 5/0

1617-130 Authorization for Superintendent to Enter into an Agreement with Direct Digital Controls
 for Loyalton High School Control System Upgrade

DRISCOLL/HALL
 TRUSTEE DRISCOLL AYE
 TRUSTEE DRYDEN AYE
 TRUSTEE HALL AYE
 TRUSTEE MOORE AYE
 TRUSTEE WRIGHT AYE
 5/0

1617-131 Authorization for Superintendent to assign Parental Advisory Committee for Local Control
 and Accountability Plan (LCAP) (Grant)

DRISCOLL/HALL
 TRUSTEE DRISCOLL AYE
 TRUSTEE DRYDEN AYE
 TRUSTEE HALL AYE
 TRUSTEE MOORE AYE
 TRUSTEE WRIGHT AYE
 5/0

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- 1617-132 Authorization for Superintendent to request surplus vehicles, 2010 Dodge Braun minivan, VIN 2D4RN4DE7AR296621 and 2011 Ford Goshen F550 Mini Bus, VIN 1FDEE3FL8BDA14911 from Sierra County

WRIGHT/HALL

TRUSTEE DRISCOLL AYE

TRUSTEE DRYDEN AYE

TRUSTEE HALL AYE

TRUSTEE MOORE AYE

TRUSTEE WRIGHT AYE

5/0

- 1617-133 Approval, upon Sierra County granting request, to receive surplus vehicles 2010 Dodge Braun minivan, VIN 2D4RN4DE7AR296621 and 2011 Ford Goshen F550 Mini Bus, VIN 1FDEE3FL8BDA14911

DRISCOLL/DRYDEN

TRUSTEE DRISCOLL AYE

TRUSTEE DRYDEN AYE

TRUSTEE HALL AYE

TRUSTEE MOORE AYE

TRUSTEE WRIGHT AYE

5/0

- 1617-134 Approval of Superintendent Evaluation Form

DRISCOLL/HALL

TRUSTEE DRISCOLL AYE

TRUSTEE DRYDEN AYE

TRUSTEE HALL AYE

TRUSTEE MOORE AYE

TRUSTEE WRIGHT AYE

5/0

- 1617-135 Discussion and Possible Authorization to pay for Home-to-School Transportation services not obligated by the District, to Sierra Transportation Co. LLC, for four (4) school closure days (1/9, 1/11, 1/12 and 1/20/2017). School closures occur when, by direction of the Superintendent, schools are closed to insure the health or safety of students or for any lawful reason. Total: \$3,921.32

DRISCOLL/HALL

TRUSTEE DRISCOLL NO

TRUSTEE DRYDEN NO

TRUSTEE HALL NO

TRUSTEE MOORE NO

TRUSTEE WRIGHT NO

0/5

- 1617-136 Approval of School District Integrated Pest Management Plan

DRISCOLL/HALL

TRUSTEE DRISCOLL AYE

TRUSTEE DRYDEN AYE

TRUSTEE HALL AYE

Sierra-Plumas Joint Unified School District
Minutes of the School District Governing Board
Regular Meeting
February 14, 2017

TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

1617-137 Authorization to go out to bid for propane services for all school sites
DRISCOLL/HALL
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

1617-138 2017 Delegate Assembly Vote, California School Boards Association
 Nominee Julann Brown (Auburn Un. EDS)
 Nominee Linda Campbell (Nevada Jt. Un. HSD)
DRYDEN motioned to nominate Julann Brown and Linda Campbell to CSBA/DRISCOLL
seconded.
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

DRISCOLL motioned to approve Items 1617-139 through and including 1617-144/HALL seconded.
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE

1617-139 Approval of Board Policy and Administrative Regulation 5141.21, Administering
Medication and Monitoring Health Conditions

1617-140 Approval of Board Policy 6146.1, High School Graduation Requirements

1617-141 Approval of Board Policy and Administrative Regulation 6154, Homework/Makeup Work

1617-142 Approval of Board Policy and Administrative Regulation 6164.6, Identification and
Education Under Section 504

1617-143 Approval of Board Bylaws 9240, Board Training

1617-144 Approval of Board Bylaw 9323, Meeting Conduct

Sierra-Plumas Joint Unified School District
Minutes of the School District Governing Board
Regular Meeting
February 14, 2017

G. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on March 14, 2017, at Sierra County Office of Education, 109 Beckwith Rd., 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. Safe Schools Plan
 - b. Second Interim

H. ADJOURN at 7:48 p.m.

DRISCOLL/DRYDEN
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

Allen Wright, Clerk

Dr. Merrill M. Grant, Superintendent

Checks Dated 02/01/2017 through 02/28/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00081389	02/10/2017	A & A HEATING, INC.	01-5600	HEATING REPAIR		1,007.00
00081390	02/10/2017	AFFORDABLE BRAKES & TIRES	01-4350	Rims and Winter Tires	1,275.01	
				Tires for Explorer	475.00	1,750.01
00081391	02/10/2017	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		99.71
00081392	02/10/2017	AT&T	01-5890	PHONE SERVICES ALL SITES	35.61	
			01-5899	PHONE SERVICES ALL SITES	18.25	
			01-5910	PHONE SERVICES ALL SITES	373.80	427.66
00081393	02/10/2017	B & C TRUEVALUE HOME CENTER	01-4320	Maintenance Supplies		25.87
00081394	02/10/2017	BSN SPORTS INC	01-6400	WALL PADS		6,769.42
00081395	02/10/2017	BURNEY'S COMMERCIAL SERVICES INC.	13-4340	VALVE		89.41
00081396	02/10/2017	CA COUNCIL FOR THE SOCIAL STUDIES	01-5200	REGISTRATION		1,156.00
00081397	02/10/2017	CAL POLY DONETTA ROSSON	01-5200	Mentoring & Supervising Conference		200.00
00081398	02/10/2017	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,372.99	
			01-5899	WATER AND SEWER - LOYALTON SITES	209.57	3,582.56
00081399	02/10/2017	DOUBLE TREE HOTEL	01-5200	HOTEL ACCOMODATIONS		388.70
00081400	02/10/2017	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		40.00
00081401	02/10/2017	EMPLOYMENT DEVELOPMENT DEPARTMENT	01-3501	4TH QTR QTR LOCAL EXPERIENCE		142.45
				CHARGE		
00081402	02/10/2017	FERRELLGAS	01-5540	PROPANE	10,683.04	
			01-5899	PROPANE	502.50	11,185.54
00081403	02/10/2017	GIRARD & EDWARDS ATTORNEYS AT LAW	01-5810	LEGAL FEES		5,083.00
00081404	02/10/2017	GOLD COUNTRY DISTRIBUTORS	13-4340	FOOD AND SUPPLIES	4.05	
			13-4700	FOOD AND SUPPLIES	1,155.26	1,159.31
00081405	02/10/2017	MERRILL GRANT	01-5200	JAN. MILEAGE	530.19	
				PER DIEM/HOTEL/AIRFARE	554.84	
			01-5890	PER DIEM/HOTEL/AIRFARE	12.00	1,097.03
00081406	02/10/2017	HUNT & SONS, INC.	01-5590	Heating oil		1,335.17
00081407	02/10/2017	INLAND SUPPLY	01-4320	FLOOR MACHINE BATTERIES		730.63
00081408	02/10/2017	RICHARD JAQUEZ	01-5200	MILEAGE		30.08
00081409	02/10/2017	K 12 MANAGEMENT INC.	01-5890	ISP PROGRAM		1,786.00
00081410	02/10/2017	MARIAN LAVEZZOLA	01-5600	TECH COTTAGE RENTAL		111.79
00081411	02/10/2017	LES SCHAWB TIRE CENTER	01-4350	BRAKES		657.88
00081412	02/10/2017	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	5,796.59	
			01-5899	ELECTRIC - LOYALTON SITES	353.91	6,150.50
00081413	02/10/2017	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-4100	TEXTBOOKS		31,080.09
00081414	02/10/2017	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		569.72
00081415	02/10/2017	MIKE MOORE	76-9576	H/W REIMBURSEMENT		687.32

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 4

Checks Dated 02/01/2017 through 02/28/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00081416	02/10/2017	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		18.75
00081417	02/10/2017	OFFICE DEPOT	01-4302	supplies	995.01	
			01-4330	OFFICE SUPPLIES	81.23	
				supplies	41.29	
			01-5899	OFFICE SUPPLIES	27.07	1,144.60
00081418	02/10/2017	OLIVER WORLDCLASS LABS	01-4400	PROJECTOR		1,334.13
00081419	02/10/2017	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Estimated Electrical		2,197.29
00081420	02/10/2017	RESERVE ACCOUNT	01-5899	POSTAGE	125.00	
			01-5900	POSTAGE	375.00	500.00
00081421	02/10/2017	POWERSCHOOL GROUP LLC	01-5890	ENTERPRISE MANAGEMENT SERVICES		2,500.00
00081422	02/10/2017	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		201.46
00081423	02/10/2017	QUILL CORPORATION	01-4330	Office supplies		22.50
00081424	02/10/2017	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	245.64	
				COPIER MAINT. LHS/LES	344.82	
			01-5899	COPIER AGREEMENT	45.53	635.99
00081425	02/10/2017	REED'S LOCKSMITHING, INC.	01-4320	LOCK AND KEY		239.07
00081426	02/10/2017	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00081427	02/10/2017	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		19.25
00081428	02/10/2017	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00081429	02/10/2017	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	496.10	
			01-5899	GARBAGE SERVICE	9.90	506.00
00081430	02/10/2017	SIERRA HARDWARE	01-4320	Misc Supplies		216.32
00081431	02/10/2017	SIERRA VALLEY HOME CENTER	01-4320	CUSTODIAL & MAINT. SUPPLIES	74.15	
				MAINT. SUPPLIES	322.92	
			01-4350	MISC. BUS SUPPLIES	139.87	536.94
00081432	02/10/2017	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		319.11
00081433	02/10/2017	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	12,621.64	
			01-5890	TRANSPORTATION	2,083.31	14,704.95
00081434	02/10/2017	SIERRA TRANSPORTATION COMPANY, LLC	Cancelled	TRANSPORTATION		3,921.32 *
		Cancelled on 02/22/2017				
00081435	02/10/2017	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		128.00
00081436	02/10/2017	CDE, CASHIER'S OFFICE	13-4700	COMMODITIES	2,810.89	
			13-8221	COMMODITIES	2,649.69-	161.20
00081437	02/10/2017	SUPERIOR REGION CATA	01-5200	SAE Workshop		100.00
00081438	02/10/2017	SVGMD	01-5890	Well Management Fee		200.00

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ESCAPE ONLINE

Checks Dated 02/01/2017 through 02/28/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00081439	02/10/2017	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		230.00
00081440	02/10/2017	TIMBERLINE AUTO PARTS & POWER EQUIPMENT	01-4350	Parts		146.18
00081441	02/10/2017	TIP INC.,PRINTING & GRAPHIX	01-4330	STATIONARY	160.07	
			01-5899	STATIONARY	53.36	213.43
00081442	02/10/2017	TRI COUNTY SCHOOLS INS. GR.	01-9535	FEB 2017 HEALTH INSURANCE	11,986.00	
			76-9576	FEB 2017 HEALTH INSURANCE	62,851.76	74,837.76
00081443	02/10/2017	U.S. BANK	01-4300	Adobe Creative Cloud	119.96	
			01-4301	CLASSROOM SUPPLIES	48.71	
			01-4302	CLASSROOM SUPPLIES	239.85	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
			01-5890	GOOGLE ED RENEWAL	12.00	
				VEHICLE INFO	18.95	
				WEBSITE/DOMAIN REG/ANTIVIRUS	19.99	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	
			13-4340	SHELVING	43.14	
			13-8634	SALES & USE TAX	21.00	538.59
00081444	02/10/2017	US FOODSERVICE, INC.	13-4340	CAFETERIA - FOOD AND SUPPLIES	215.13	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	1,278.78	1,493.91
00081445	02/10/2017	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE	116.78	
			01-9210	CELL PHONE SERVICE	354.36	471.14
00081446	02/10/2017	VOCABULARYSPELLINGCITY.COM	01-4300	Spelling membership renewal		290.00
00081447	02/10/2017	VOYAGER FLEET SYSTEMS INC.	01-4305	FUEL FOR ATHLETIC TRIPS	39.36	
			01-4351	BUS FUEL	856.52	
				FUEL FOR MAINTENANCE	175.88	
			01-5200	Fuel	115.47	1,187.23
00081448	02/10/2017	ANDREA WHITE	01-5200	TRAVEL EXPENSES		180.36
Total Number of Checks					60	186,977.83

	Count	Amount
Cancel	1	7,842.64
Net Issue		179,135.19

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	52	115,778.28

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 02/01/2017 through 02/28/2017

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

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
13	Cafeteria Fund	7	3,739.15
76	Warrant/Pass Through (payroll)	2	63,539.08
Total Number of Checks		59	183,056.51
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			183,056.51

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

2016-17 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca16asstoc.asp>.

CDE Program Contact:

Joy Paull, jpaul@cde.ca.gov, 916-319-0297

LEA Plan

An LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan. An LEA that receives Title III funds must upload the Title III LEA Plan Performance Goal2 to the California Department of Education Monitoring Tool (CMT) at <https://cmt.cde.ca.gov/cmt/logon.aspx>.

State Board of Education approval date	7/11/2003
LEA Plan Web page (format http://SomeWebsiteName.xxx)	http://www.sierracountyofficeofeducation.org/

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Merrill M. Grant, Ed.D.
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative Signature Date	06/20/2016

*****Warning*****

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2016-17 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Merrill M. Grant
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	06/21/2016
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field. (Maximum 500 characters)	

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2016-17 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/14/2016
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	
DELAC review date	
Meeting minutes web address <small>Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.</small>	
DELAC comment <small>If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)</small>	District is not required to have a DELAC advisory committee. EL population under the threshold.

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title I Part D (Delinquent) ESEA Sec. 1401 SACS 3025	No
Title II Part A (Educator Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	No

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2016-17 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Title III Part A LEP (English Learner) ESEA Sec. 3102 SACS 4203	No
Title VI, Part B Subpart 1 Small, Rural School Achievement Grant ESEA Sec. 6211 SACS 5801	Yes
Title VI, Part B Subpart 1 REAP Flexibility Participation	No

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2016-17 Federal Transferability

Federal transferability is governed by Title VI in ESEA Section 6123. An LEA may transfer a maximum of 50% of any program to other programs. This transferability is not the same as Title VI Subpart 1 REAP Flexibility governed by ESEA Section 6211.

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Program Improvement Year	0
Title II Part A Transfers	
Title II, Part A entitlement	\$27,299
Transferred to Title I, Part A	\$13,649

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2016-17 Title I, Part A LEA Allocation

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

CDE Program Contact:

Jane Liang, District Innovation and Improvement Office, jliang@cde.ca.gov, 916-319-0259
 Jacqueline Matranga, District Innovation and Improvement Office, jmatranga@cde.ca.gov, 916-445-4905

2016-17 Title I, Part A entitlement	\$68,476
Transferred-in amount	\$13,649
Title I, Part A entitlement after transfers	\$82,125
Note: In order for the 2015-16 Allowable Carryover amount to be pre-populated, the 2015-16 Title I, Part A Carryover data collection should be completed and saved before beginning data entry on this data collection.	
2015-16 Allowable Carryover (Allowable values are the 12 month 2015-16 carryover amount or, whichever is less either the 15 month 2015-16 carryover amount or 15% of the 2015-16 entitlement plus transfers-in amount)	\$0
Repayment of funds	\$0
2016-17 Total allocation	\$82,125
Indirect cost reservation	\$2,723
Administrative reservation	\$0
2016-17 Title I, Part A adjusted allocation	\$79,402
Indirect Cost and Administration Calculation Tool To help determine allowable indirect cost and administration reserves, based on your Approved Indirect Cost Rate as defined on http://www.cde.ca.gov/fg/ac/ic/ , below are recommended values.	
2016-17 Approved indirect cost rate	3.43%
Maximum allowable indirect cost reservation	\$2,723
Recommended administration reservation	\$9,595

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2016-17 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956
 Sylvia Hanna, Title I Policy and Program Guidance Office, shanna@cde.ca.gov, 916-319-0948

Nonprofit Private School Equitable Services Percentage Calculation

Total participating nonprofit private school low income students	
Total participating attendance area low income students	0
Percent of nonprofit private school low income students for equitable service calculations	0.00%

Required Reservations

Title I Part A adjusted allocation	\$79,402
------------------------------------	----------

Parental Involvement

Parental involvement (1% of the entitlement plus transfers-in if greater than \$500,000.)	\$0
Supplemental parental involvement (Optional: Additional discretionary set-aside.)	\$1
Nonprofit private school parental involvement set-aside	\$0
Amount remaining	\$1
Public school parental involvement	\$0
Balance available for LEA parental involvement activities	\$1

Direct and Indirect Services

Direct or indirect services to homeless children, regardless of their school of attendance	\$1
Homeless services provided (Maximum 500 characters)	The district has 4 homeless students and the district and COE LCFF supports any educational expenditures that they may have.
Local neglected institutions Does the LEA have local institutions for neglected children or children currently classified as neglected?	No
Direct or indirect services in local institutions for neglected children	
Local delinquent institutions Does the LEA have local institutions for delinquent children?	No

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2016-17 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956
Sylvia Hanna, Title I Policy and Program Guidance Office, shanna@cde.ca.gov, 916-319-0948

Other neglected or delinquent services	
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2016-17 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956

Nancy Bodenhausen, Title I Policy and Program Guidance Office, NBodenhausen@cde.ca.gov, 916-445-4904

Allowed Reservations**Professional development for credentialed teachers and highly qualified paraprofessionals**

Professional development for teachers and paraprofessionals	\$0
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$0

District-wide Instructional Programs

District-wide instructional programs (Non-PI activities)	\$0
Nonprofit private school equitable services	\$0
District-wide instructional programs for Title I public schools	\$0

Other School Programs

Other school programs Including summer school or intersession programs or before and after school programs.	\$0
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$0

Other Allowable Reservations

Salary differentials	\$0
Preschool programs	\$0
Capital expenses for nonprofit private schools	\$0

Reservation Summary

Adjusted Allocation	\$79,402
Total required reservations	\$2
Total allowed reservations	\$0
Allocations after reservations	\$79,400
Total nonprofit private school set aside	\$0
Nonprofit private school Parental Involvement set-aside	\$0

*****Warning*****

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2016-17 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956

Nancy Bodenhausen, Title I Policy and Program Guidance Office, NBodenhausen@cde.ca.gov, 916-445-4904

Public school Parental Involvement set-aside	\$0
Amount available for Title I, Part A school allocations	\$79,400

*****Warning*****

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2016-17 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II, Part A Teacher & Principal Training & Recruiting.

CDE Program Contact:

Melissa Flemmer, Educator Excellence Office, mflemmer@cde.ca.gov, 916-324-5689

Juan J. Sanchez, Educator Excellence Office, jsanchez@cde.ca.gov, 916-319-0452

2016-17 Title II, Part A entitlement	\$27,299
Total funds transferred out of Title II, Part A	\$13,649
Total entitlement after transfers	\$13,650
Repayment of funds	\$0
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2016-17 Allocation	\$13,650
Administrative and indirect costs	\$0
2016-17 Title II, Part A adjusted allocation	\$13,650

*****Warning*****

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2016-17 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Julie Brucklacher, Financial Accountability and Info Srv Office, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A (Basic) SACS Code 3010	
Title I, Part C (Migrant Education) SACS Code 3060	
Title I, Part D (Delinquent) SACS Code 3025	
Title II, Part A (Educator Quality) SACS Code 4035	
Title III, Part A (Immigrant Students) SACS Code 4201	
Title III, Part A (English Learner Students) - 2% maximum SACS Code 4203	
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	

*****Warning*****

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2016-17 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability and Info Srv Office, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Additional information on the predetermined schedule substitute system of time accounting can be found at <http://www.cde.ca.gov/fg/ac/co/timeaccounting2013.asp>. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2016-17 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

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2016-17 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program

CDE Program Contact:

Mindi Yates, Title I Policy and Program Guidance Office, myates@cde.ca.gov, 916-319-0789
Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Note:

In order for CDE program staff to have visibility to all SWP authorized schools, it is important to have an Authorized Representative certify this Notification of Authorization data collection after a change is made.

School Name	School Code	Authorized	Local Board Approval Date (ex. 04/30/2015)	SIG Approval Date (ex. 04/30/2015)	Poverty Level %
Downieville Elementary	6050611	Y	12/15/2009		42.00%
Downieville Junior-Senior High	4632303	Y	07/12/2012		47.00%
Loyalton Elementary	6050629	Y	12/15/2009		65.00%
Loyalton High	4634259	Y	12/15/2009		49.00%
Sierra Pass (Continuation)	4630034	N			

Warning

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2016-17 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956
Nancy Bodenhausen, Title I Policy and Program Guidance Office, NBodenhausen@cde.ca.gov, 916-445-4904

LEA meets small district criteria.

An LEA is defined as a small district criteria if, based on the school list and the data entered in School Student Counts Actuals, the LEA meets one or more of the following:

- Is a single school district
- Has a single school per grade span
- Has enrollment total for all schools less than 1,000

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Charter Opted In

Low income measure	FRPM
Group Schools by Grade Span	Yes
District-wide low income %	40.16%
Grade span 1 low income %	43.88%
Grade span 2 low income %	0.00%
Grade span 3 low income %	36.11%
Available Title I, Part A school allocation	\$79,400

Warning

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2016-17 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

Available public school parental involvement reservation	\$0
Total participating attendance area low income students (entered on Reservations, Required)	0
Available nonprofit private school set-asides	\$0
Available nonprofit private school parental involvement reservation	\$0
Unallocated school amount	\$0.50
Unallocated public school parental involvement	\$0
Unallocated nonprofit private school set-asides	\$0
Unallocated nonprofit private school parental involvement	\$0
Sum of Title I participating schools low income student count	150
Difference between participating attendance area low income students (entered on Reservations, Required) and Sum of Title I participating schools low income student count	0

School Name	School Code	Grade Span Group	Student Enrollment	Low Income Students	Low Income Student %	\$ Per Low Income Student (0.00)	Carryover	Public School Parental Involvement	Nonprofit Private Parental Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Downieville Elementary	6050611	1	23	13	56.52	529.33	\$0				6881.29		N	N	
Loyalton Elementary	6050629	1	173	73	42.20	529.33	\$0				38641.09		N	N	
Downieville Junior-Senior High	4632303	3	23	12	52.17	529.33	\$0				6351.96		N	N	
Sierra Pass (Continuation)	4630034	3	2	1	50.00	0.00	\$0				0.00		N	N	
Loyalton High	4634259	3	155	52	33.55	529.33	\$0				27525.16		N	N	

*****Warning*****

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**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
2017 – 2018 Proposed School Calendar #1**

Month	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Special Days	Teacher Days	School Days
AUG	13	14	15	16	17	18	19		6	
	20	21	22	23	24	25	26	24-25 Staff Development		
	27	28	29	30	31			28 First Day of School		
SEP						1	2		20	19
	3	4	5	6	7	8	9	4 Labor Day Holiday		
	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23	22 End of 1 st Month		
	24	25	26	27	28	29	30			
OCT	1	2	3	4	5	6	7		22	20
	8	9	10	11	12	13	14			
	15	16	17	18	19	20	21	20 End of 2 nd Month		
	22	23	24	25	26	27	28	27 End of 1 st Quarter		
	29	30	31							
NOV				1	2	3	4		19	19
	5	6	7	8	9	10	11	10 Veteran's Day Holiday		
	12	13	14	15	16	17	18	15-17 Min. Days - End of 3 rd Month/1 st Trimester		
	19	20	21	22	23	24	25	22 Min. Day 23-24 Thanksgiving Holiday		
	26	27	28	29	30					
DEC						1	2		16	18
	3	4	5	6	7	8	9			
	10	11	12	13	14	15	16	15 End of 4 th Month		
	17	18	19	20	21	22	23	22 Min. Day		
	24	25	26	27	28	29	30	25-5 Winter Break		
JAN	31	1	2	3	4	5	6		17	19
	7	8	9	10	11	12	13			
	14	15	16	17	18	19	20	15 MLK Holiday 19 End of 1 st Semester		
	21	22	23	24	25	26	27	26 End of 5 th Month		
	28	29	30	31						
FEB					1	2	3		18	18
	4	5	6	7	8	9	10			
	11	12	13	14	15	16	17	12 Lincoln's Birthday Holiday		
	18	19	20	21	22	23	24	19 President's Day Holiday 23 End of 6 th Month		
	25	26	27	28						
MAR					1	2	3	2 End of 2 nd Trimester	21	20
	4	5	6	7	8	9	10			
	11	12	13	14	15	16	17			
	18	19	20	21	22	23	24	23 End of 7 th Month/3 rd Quarter		
	25	26	27	28	29	30	31	30 Snow Day		
APR	1	2	3	4	5	6	7	2-6 Spring Break	16	14
	8	9	10	11	12	13	14			
	15	16	17	18	19	20	21	20 End of 8 th Month		
	22	23	24	25	26	27	28			
	29	30								
MAY			1	2	3	4	5		21	20
	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19	18 End of 9 th Month		
	20	21	22	23	24	25	26	25 Snow Day		
	27	28	29	30	31			28 Memorial Day Holiday		
JUN						1	2		6	13
	3	4	5	6	7	8	9	8 Last Day of School (Min. Day)		
Total Required Days									182	180

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-008

Pertaining to Request for Leave of Absence

WHEREAS, the Governing Board has received a request for a one (1) year leave of absence from certificated employee, Andrea White;

WHEREAS, Education Code §35160 permits the governing board of any school district to initiate and carry on any program, activity, or may otherwise act in any manner which is not in conflict with or inconsistent with, or preempted by, any law and which is not in conflict with the purposes for which school districts are established;

WHEREAS, there is no law that preempts, conflicts with or is inconsistent with the District granting a one (1) year leave of absence to certificated employee, Andrea White, and such leave of absence does not conflict with the purposes for which the District was established;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Governing Board here acknowledges receipt of the above-referenced request for a one (1) year leave of absence from certificated employee, Andrea White
2. The Governing Board grants the request for a one (1) year leave of absence on the condition that Andrea White agrees to the following terms:
 - a. Andrea White agrees that the request for the one (1) year leave of absence is irrevocable
 - b. The leave of absence shall be an unpaid leave of absence
 - c. Andrea White must notify the Governing Board of her intent to return to the District on or before March 1, 2018, for the 2018-2019 school year or waive any return rights
 - d. Andrea White agrees to notify the District of her intent not to return to the District as soon as reasonably possible to afford the District the opportunity to make appropriate staffing decisions. Andrea White acknowledges that any return rights shall be waived upon providing the District with notification to not return to the District
 - e. Andrea White shall be entitled to an appropriate certificated position. Placement in an appropriate certificated position shall be based on Andrea White's seniority, credential and competence. Andrea White acknowledges that her assignment, if any, will be based on the needs of the District at the time Andrea White seeks to return to the District.

PASSED AND ADOPTED at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board held on March 14, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Allen Wright, Clerk

I, Andrea White, hereby agree to the terms as stated in Resolution No.16-008, regarding my request for a one (1) year leave of absence.

Date: _____

Andrea White

SCHOOL CLOSURE

Nature of Emergency (describe): Inclement snow conditions, impassable and closed highways and roads (snow, flood, mudslides)

Name of School(s): Downieville Elementary, Downieville Jr/Sr High,

School Code(s):46-70177; 6050611, 4632303

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

January 9, 2017

January 11, 2017

January 12, 2017

January 20, 2017

March 6, 2017

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

2015-16: Loyalton Schools-1 day; Downieville Schools-1 day

2014-15: No school closure

2013-14: Downieville Schools-1 day

2012-13: No school closure

2011-12: Loyalton Schools-1 day; Downieville Schools-2 days

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Sierra-Plumas Joint Unified school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

Michael Moore

Tim Driscoll

Sharon Dryden

Patty Hall

Allen Wright

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ___ day of _____, 2___.

Signature, Title _____

of Sierra County, California

Contact/Individual responsible for preparing this form:

Name: Sue Roberts Title: Personnel Technician

Phone: 530 993-1660 Fax: 530 993-0828 E-mail: sroberts@spjUSD.org

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____

Date: _____

Subscribed and sworn (or affirmed) before me, this ___ day of _____, 2___.

Signature, Title _____

of Sierra County, California

Contact/Individual responsible for preparing this form:

Name: Sue Roberts Title: Personnel Technician

Phone: 530 993-1660 Fax: 530 993-0828 E-mail: sroberts@spjUSD.org

EMERGENCY SCHOOL CLOSURES 2016-2017

Loss of ADA

DATE	DOWNIEVILLE	LATE START	CLOSURE	REASON	Comment	
1/3/2017	X			X	Snow Conditions	Make up 4/14
1/9/2017	X			X	Rain/Flood	Hwy 49 closed
1/10/2017	X	Min Day AM			Rain/Flood	Hwy closed
1/11/2017	X			X	Rain/Flood	Hwy closed
1/12/2017	X			X	Rain/Flood	Hwy closed
1/20/2017	X			X	Snow/Mud Slide Condition	Hwy closed
3/6/2017	X			X	Snow Road Conditions	

1/19/2017 Material Decrease: Hwy 49 closed/bus unable to get to Alleghany; 1/23/2017 Material Decrease: Hwy 49 closed/bus unable to get to Alleghany

SCHOOL CLOSURE

Nature of Emergency (describe): Inclement snow conditions, impassable and closed highways and roads (snow, flood), power outage

Name of School(s): Loyalton Elementary, Loyalton High, Sierra Pass Continuation

School Code(s): 46-70177; 6050629, 4634259, 4630034

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

January 9, 2017
January 10, 2017
January 11, 2017
January 20, 2017
February 10, 2017
February 21, 2017
February 22, 2017

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

2015-16: Loyalton Schools-1 day; Downieville Schools-1 day
2014-15: No school closure
2013-14: Downieville Schools-1 day
2012-13: No school closure
2011-12: Loyalton Schools-1 day; Downieville Schools-2 days

EMERGENCY SCHOOL CLOSURES 2016-2017

Loss of ADA

DATE	LOYALTON	LATE START	CLOSURE	REASON	Comment
12/8/2016	X	X		Snow Road Conditions	
1/3/2017	X		X	Snow Road Conditions	Make up 4/14
1/9/2017	X		X	Rain/Flood Roads	
1/10/2017	X		X	Snow Road Conditions	
1/11/2017	X		X	No Power	
1/19/2017	X	X		Snow Road Conditions	
1/20/2017	X		X	Snow Road Conditions	
2/10/2017	X		X	Flood Road Conditions	
2/21/2017	X		X	Flood, Snow Road Conditions	
2/22/2017	X	X		Snow Road Conditions	
3/6/2017	X	X		Snow Road Conditions	



Downieville Senior High School
WASC Self Study Report
130 School Street
Downieville, CA 95936

Accrediting Commission for Schools and Colleges
Western Association of Schools and Colleges

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Chapter 3: Conclusions

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- a. Student Data
- b. API
- c. APR
- d. Smarter Balanced Assessments/CAASPP
- e. DHS Schedule
- f. 2015-2016 SARC

Downieville School Staff 2016-2017

Staff Member	Position
Dr. Merrill Grant	Superintendent/Principal
Robin Bolle	Lead Teacher, Math/Science
Augustin Corcoran	Social Studies/Spanish
Lynn Fillo	English/Drama
Steve Fillo	Industrial Arts
Maire McDermid	3-5 th Teacher
Rachel Guffin	3-5 th Instructional Aide

Karen Galan	K-2 Teacher
Katrina Bosworth	K-2 Instructional Aide/Student Intern
Hillary Lozano	Instructional/Intervention Aide
Marlene Mongolo	Resource Specialist/SELPA Direc.
Barbara McCurtis	Speech Therapist
Heidi Bethke	Psychologist
Jane Lee	Counselor
Allison Baca	Secretary
Darcy White	Recess/Noon Supervisor, PTO
Mike Lozano	Cafeteria Staff
Tammy Helm	Cafeteria Staff
Tom Potter	Facilities and Maintenance

CHAPTER 1: Student/Community Profile — Data and Findings

A. General Background and History

1. Community

The Downieville School has long been a hub of the small communities which it serves. Situated in rural Sierra County, the school is part of a small district, comprised of only two sites that serve the students of the towns in our area. Downieville School is located on the Western side of the county, and the attendance area includes the communities along Highway 49 from Bassets Station to Alleghany.

Downieville Junior/Senior High School shares its site with the Elementary school. Officially two schools, they are funded as K-6 and 9-12 “Necessary Small Schools”, and the 7-8 under standard ADA.

Downieville is a picturesque Gold Rush town and the county seat of Sierra County. The population is approximately 325 people which fluctuates during the summer and winter seasons. In the summers, a vibrant tourist industry fuels the town’s economy. In the winter, the population wanes as tourists and residents alike opt for warmer, less isolated locations. The town’s economy was formerly based on mining and forestry, but the last decades have witnessed a decline in these areas. Due to this, the school’s attendance has dropped. Without the possibility of permanent or year-round employment, young families with children are not able to make their homes in Downieville. Because the main industry is now tourism, many homeowners have opted to capitalize on their properties as vacation rentals. Housing is not available for newcomers, which is a huge deterrent to those considering relocating to the area. Escalating real estate prices have compounded these problems, resulting in declining enrollment in our schools.

Enrollment for 2016-2017 is 48 students total for the entire K-12 school. Although the student population is up from the 2015-2016 enrollment of 42, the growth has mainly been in the elementary school. Students at Downieville School are given a high degree of individual attention, and are expected by the community to be challenged, encouraged, and nurtured. Expectations are high for our school staff to prepare the students as future members of the workforce and/or higher education. Statistically speaking, 75% or more of our graduates go on to higher education, and a high percentage attend four-year universities.

The community is an integral part of the school and vice-versa: the school is an integral part of the community. This is evident in many school-organized community events, such as dinners and theater, sporting events, Holiday on Main, Valentine’s Day flower deliveries, the Halloween Carnival, science fairs and speech/writing contests — with community members as judges. Senior projects offer a unique opportunity for students to interact with the community and work with mentors.

The community is a tremendous force for donations and advertising for fund raising. The local newspaper, The Mountain Messenger, is a focal point of county communication and serves as a resource for school-community interaction. They run a weekly column written by High School students, as well as a STEM challenge question for the community.

Local agencies interface with the schools in many ways as well. County Health and Human Services provides flu shots, counseling, and a parent-student SARB navigator to assist with attendance and other family issues. The Sierra County Arts Council sponsors an art instructor through their "Artist in Schools" program, as well as assisting with school plays at the historic Yuba Theater. The volunteer fire department provides training in fire prevention for both the elementary and upper grades at the Downieville School.

Several organizations offer financial support: the Parent-Teacher organization helps pay for instructional materials and field trips, the Sports Booster Club funds athletic supplies, transportation, and scholarships. The Lion's Club offers cash prizes for its speech contest as well as monies for field trips and an annual scholarship for graduating seniors. Chapter 1849 of the E. Clampus Vitus organization provides donations and an annual scholarship. Several other scholarships are available for graduating seniors, with awards totaling well over \$10,000.00 The Sierra Schools Foundation is a main contributor, providing grant money for video technology, as well as equipment for documenting historical and natural elements of the area, Zumba dance instruction, field trips to Ashland, Oregon Shakespeare festival, local artists to assist with the school play, and a garden and a greenhouse. Every year more grants are awarded and the richness of our instruction improves.

Besides financial support, the community offers a constant and positive presence in the daily lives of the students. Many students have expressed that they feel part of a big family, are included in all aspects of the school and community, and that being a student at Downieville School is educational and fun.

2. WASC Accreditation History

In 2011 Downieville High School was awarded 6-year accreditation, followed by a Mid-Cycle Report in 2014.

3. School Purpose:

Mission Statement:

Downieville School is committed to high expectations and achievement for all students. The Downieville School staff expect students to become knowledgeable, critical thinkers; effective

communicators; and healthy individuals who exercise self-discipline and productive, positive citizenship.

Schoolwide Learner Outcomes:

Upon graduation:

1. Students will be competitive in the 21st Century workplace with academic and technological skill sets.
2. Students will develop and apply critical thinking skills to achieve positive academic and social goals, leading to a healthy lifestyle.
3. Students will work collaboratively within the framework of the California Common Core Standards to build real life connections to academic skills with an understanding of their place in the student body and beyond.

4. Program Improvement Status of school

At this time, there are no formal corrective measures or monitoring of the Downieville High School's performance. In 2015, DHS did not meet the AYP on account of the discrepancy in attendance goals (83%, goal 90%).

In accordance with the federal requirements of school programs and our own LCAP goals, Downieville High School has adopted new Common Core Instructional materials for ELA and Mathematics. In addition, teacher professional development opportunities have helped expand our instructional scope to include new innovations in technology, STEM, passion projects, collaborative learning, and online curricular resources.

Our online classes, offered through PEAKfuel, are able to help our students fill gaps in their educational goals that cannot be satisfied with our on-site instructional opportunities. In addition, every student at Downieville School (K-12), has their own laptop "Chromebook", with which they are able to access online resources that align with the new Common Core textbooks and other informational sources.

5. LCAP

Full copy located in appendices folder

B. School Program Data

See SARC and appendices folder

Intervention Programs

1. **EL**
2. **Programs for socio-economically disadvantaged**

3. Interventions for student below proficiency

We are able to offer students performing below proficiency assistance through our resource specialist and Title I aides with study skills, homework help, in-class support, behavioral monitoring and intervention.

4. Services for special needs

Special needs students are offered one-to-one academic instruction, small group pull-outs for academic assistance, help with test taking, and support with organizational skills.

5. Other intervention (e.g. Foster Youth Services, etc)

Online Instruction

A: All subjects are available but we tend to limit selection to electives and upper level math and science.

2 Learning Management System

A: PEAK/FUEL

3 Hardware and Software Requirements

A: We use Chrome laptops 1 to 1 for the students and it is all online off of the company's website. The Supervisor uses the district issued MAC.

4 Teacher and Support Staff Requirements

A: PEAK/FUEL company's policy is unknown but it is a district approved program.

5 Personnel Involved

A: At Downieville it is only the supervising teacher on a regular basis but the Secretary and Lead Teacher would be involved in the final approval and entry of grades into the SIS (Student Information System) "Powerschool". In Loyaltan and the District Office there is another program Mentor and the High School Principal is the initiator of the program for the district which we piggyback onto.

6 Curriculum Offered Onsite or Off-sourced

A: The curriculum is all online with online teachers.

7 Types of Instruction Offered

A: Again a full range of classes are offered by the company but in Downieville through experience have learned to limit the offerings to upper level math and science and electives for students with a proven ability to self pace and motivate.

8 Student Access

A: All students who require the upper level math and science classes we offer online are eligible. Elective Students are screened for suitability.

9 Types of Assessments and Assessment Procedures

A: The online teachers and program has assignments, deadlines tests and unit exams.

10 School Culture for Online Environment

A: We are supportive but largely hands off. They come to see the supervising teacher primarily for tech support and for online exam codes.

11 Orientation Process for Incoming Students

A: Students are screened for eligibility and suitability given the necessary tech support and online enrollment assistance and from there they have access to online support, classes, curriculum and teachers through chat and email.

12 Student/Teacher Interaction

A: Online interaction is primarily through presentation of materials, curriculum and use of chat and email.

13 Student Support Services

A: Tech issues are usually resolved by the supervising teacher onsite and academic issues are resolved online. The supervising teacher also does a weekly update of progress for each student.

Focused Programs: Preparing Students for Postsecondary College and Career

1. Downieville High School approaches career readiness in a hands-on, collaborative, and interactive manner. Students indulge in career “exploration”, through ongoing assignments and senior projects, guest speakers, collaboration groups and passion projects, as well as training both technical and physical in many fields from new technologies to industrial arts.
2. Students in grades 9-12 are part of a “Future Focus” group, led by an elementary instructional aide as part of her internship while pursuing a bachelor’s degree.

C. Demographic Data

A. Student

B. Teaching Staff

Teachers (4 Total)	2014-2015	2015-2016	2016-2017
Highly Qualified	4	3	3
AP Certified	1	1	1
MA Degree	1	1	1
Extra Curricular Involvement	4	4	4
Gender	1F 3M	2F 2M	2F 2M

All Full Time High School Instructional Staff are white/Caucasian at Downieville High School.

C. Students have access to standards-aligned instructional materials: Curriculum Purchased District-wide for 2016-2017 School Year:

Mathematics:

Task-based math problems aligned with California Common Core curriculum for each unit.

English:

D. School Facilities:

Downieville School is maintained by our custodian. Major improvements are planned with our heating system in 2017. We will be replacing the outdated boiler with a newer, more efficient system. Some of Proposition 39 funding will be put into this effort.

There has been a recent reorganization and cleaning in the High School's various rooms to accommodate a more focused curriculum for each space. These spaces have been designated as Science labs, STEM/Technology room, and a Design/Art room.

E. The Degree to which the school has implemented academic, content, and performance standards:**Academic Standards:****Content Standards:**

Performance Standards:

In Science and Mathematics, students work with the new CCC curriculum texts. In support of the cross-curricular focus of the CC standards, student journal solutions to apply to task based projects and tests, as well as STEM tasks. Long-term passion projects help students explore the connections between school and life experiences. Enrichment activities are added to unit activities throughout the school year. For example, recipe conversions from standard to metric are demonstrated with cooking projects.

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CHAPTER 2: Progress: Significant Developments and Changes

The previous WASC Visiting Committee (2011) outlined two main areas of academic critical need. These two areas were re-evaluated in the Mid-Cycle Report (2014):

1. Increase the number of students who score proficient or above in math: Student outcome data shows a need to raise our scores in all math classes. Math skills will enable students to perform higher on STAR and CAHSEE exams, and will assist more students in meeting the graduation requirement or passing Algebra I. Strong math skills are also important for the students to have success in post-secondary education, as well as a strong life skill. (2011)

Action for #1 area of academic critical need: 1:1 iPads for faculty and students. (2014)

2. Improve the reading levels and writing ability of all students: The WASC committee agrees that reading and writing are skills that need improvement at all grade levels. Reading and writing proficiency is critical for success in all subject areas and well as being an essential life skill. (2011)

Action for #2 area of academic critical need: Adoption of Common Core, collaborative group work, hands-on projects, project-centered learning experiences, and real-world connections. (2014)

The data collected for this self-study has shown that most students are on track academically. Surveys from students and staff reveal that recent innovations, such our as one to one computer/student ratio help our students complete a rigorous curriculum, despite our relative physical isolation.

It is necessary to acknowledge that test results from the last two years are somewhat skewed, with the new CAASPP system still being developed, and a small statistical school-wide sampling. One low score has the potential to adversely affect the entire grade's statistics.

In addition, a reorganization of state required tests and measurements have created gaps in data, such as the CAHSEE and API being dropped as requirements statewide.

Using the most recent data available in combination with our own formative (un-calibrated) assessments, we can gauge student success on an individual basis, rather than rely on standardized tests that may not reflect the true quality of instruction.

Since the most recent WASC (Mid-Cycle) Progress Report, our school's leadership has shifted from a teaching principal to a "Lead Teacher" role. The superintendent, Dr. Merrill Grant, acts as the school principal when he is on-site. Further development of the lead teacher role is an ongoing work in progress.

Graduating seniors continue to enter 2 to 4 year colleges after graduation. Many support systems are in place to help students who are struggling academically, as well as guide each individual according to the Student Learner Outcomes.

CHAPTER 3: Conclusions from Past Self-Study Report and WASC Committee

Critical Learner Needs -- Cite Data

Prioritized growth areas

Areas of strength

Schoolwide Learner Outcomes:

Upon graduation:

1. Students will be competitive in the 21st Century workplace with academic and technological skill sets.
2. Students will develop and apply critical thinking skills to achieve positive academic and social goals, leading to a healthy lifestyle.
3. Students will work collaboratively within the framework of the California Common Core Standards to build real life connections to academic skills with an understanding of their place in the student body and beyond.

Chapter 4: Evaluation of Program

Criteria #1 Organization for Student Learning

Criteria #2 Curriculum

Criteria#3 Instruction

Criteria#4 Assessment

Criteria#5 Support for Student Personal and Academic Growth

Math/Science:

Instructor: Robin Bolle

Evaluation of critical learner needs – Math and science 7th-12th Grades:

Math Curriculum: Adopted and implemented Common Core Math Curriculum in 2015-1016 school year. Adopted and implemented Common Core Financial Algebra course 2016-2017 school year. Ongoing training for Common Core math curriculum – California Math Council three day training December 2-5th. Curriculum support from district curriculum development (Megan Meschery).

Math Instruction: Small group instruction in math classes. Ongoing differentiation for special learning needs. Support aide (Hillary Lozano) in class for special needs. Project based learning and performance tasks.

Math Assessment and Accountability: Ongoing formative and summative assessments. STAR math assessment program. Small teacher/student ratio allows for individual assessment and accountability.

Science Curriculum: To adopt and implement Next Generation Science curriculum 2017-2018. Training and support staff (Megan) for Next Generation Science. Current project based learning curriculum.

Science Instruction: Individualized project based learning. Small group and low teacher to student ratio allows for independent learning opportunities. Unique environment allows for ample field science/study opportunities.

Science Assessment and Accountability: Ongoing formative and summative assessments. Passion based projects linked to science standards. Standardized test practices with ongoing assessments. Individualized accountability.

English Language Arts/Drama

Instructor: Lynn Fillo

Megan Meschery, district employee and LHS ELA teacher, has provided lots of instruction, tips and mentoring in reading, writing and general technology use for ELA; Amy Behlke, former DHS

student/graduate, has provided in-service to all staff as well as individualized instruction specific to my ELA needs and interests in the use of several technology tools and programs.

Megan helped Lynn Fillo set up learning groups in Google Classroom and are used to post bell work (quick assignments for first five minutes of class); longer writing assignments; chats; and homework assignments. Students are submitting work online to for review and comment and are using Google Docs on regular basis for their daily homework, as well as for long-term assignments.

Amy Behlke pointed Mrs. Fillo in the direction of spelling and grammar programs online for middle school and 9/10th grade students. We can access our vocabulary lessons online and practice spelling and definitions/use in a game type venue. Students even plug in their own vocabulary words and then share with their classmates. Amy also introduced Lynn to a Google program, Google Earth, that allows students to view a specific city or site and take a virtual walking tour. Students have gone on a local walking tour and have written descriptions of local historical sites and then posted online along with photos.

Lynn Fillo writes: The new ELA series, *Mirrors and Windows*, has a plethora of supplemental materials to differentiate material and aid student learning. Each selection contains historical and author background information, discussion of author purpose, proposed learning goals, vocabulary development, and questions for discussion and written composition. Discussion and composition questions/topics involve analysis as well as synthesis of material. Texts include a variety of genre and each unit has several text-to-text selections as well as guided and independent reading. The supplemental texts include related readings (and discussions) as well as questions in the margins to guide student understanding of the text. We also use *Writing Companion* and the *Step Up To Writing* program to teach and practice basic writing skills. *Vocabulary Workshop* is used grades 7-12 to teach and practice context vocabulary acquisition. Selections from *America Now* and the CSU ERWC program for current writing topics and I just completed an online presentation/training from *News/a*; I plan to incorporate their articles into my high school writing program. In the past I have offered AP English Lit and AP English Comp to 11/12th graders; no one was interested in the program this year.

In the new curriculum, “*Mirrors and Windows*”, the texts are organized by genre (grades 7-10), and with each genre there are Guided Reading Selections, Directed Reading Selections, and Independent Reading Selections. Students gradually become independent readers with lots of initial teacher input and modeling, and lots of groups and pair practice before they are expected to perform on their own. A three-“step” cycle is repeated multiple times throughout the year.

I introduced students to “stickies” this year to aid in reading comprehension/retention and have seen marked improvement in student understanding of text, attention to the reading and overall performance (i.e. objective tests on material read). Students use a stickie note to 1) ask a content or style question in relation to a passage we are reading; 2) find and document evidence from the text in relation to their question; and 3) explain the evidence, comment on the evidence or otherwise offer a reflection. Stickies are placed on page of text in readiness for discussion and writing assignments; collected and turned in for a grade.

Students participate in small group discussions in which each student is given a role and groups report back to whole class; students participate in whole class discussions. Grades are based on participation in discussion but since stickies are also turned in, if a student is not able to get his idea out in the general discussion, he will still receive credit for work done. I find discussions are more evenly spread out with everyone participating when they have done the prep work in small group and/or individual prep work with the sticky notes. Students in 11/12th are taking turns being the discussion leader/facilitator; I am an observer only during these discussions. Students generate the questions and run the discussions.

Students take Cornell notes on readings and class discussions. Students journal write, quick write, answer comprehension and analysis questions at end of a reading in the text, compose longer essays which analyze style and/or content, write research papers on topics of choice, and produce creative writing pieces. Discussions take place in whole group, small groups and pairs. Students present impromptu speeches and participate in the annual Lion's Club Speech Contest. Seniors present their Senior Projects (research papers and related physical projects) before a panel composed of faculty and community members; the presentations include visuals ranging from portfolios to video to PowerPoint. 7th/8th grade students participate in the AR program. The objective tests embedded in the new ELA curriculum are based on state testing standards and models.

The only Visual/Performing Arts class offered is our drama /theater arts class and everyone in the high school is required to take at least one year of the class; this year 20 of the 23 secondary students (grades 7-12) participated in the class first semester. We incorporated one 85-minute visual art instruction every other week and this semester we are incorporating weekly dance and vocal instruction in preparation for our annual spring musical. First semester drama students presented dinner theater for the community; performances included monologs, dialogs and skits, including an original skit written by four 8th/9th grade boys.

With the financial assistance of SSF grants (mini grants awarded to teachers from Sierra Schools Foundation) I have been able to take high school students to the Ashland, Oregon Shakespeare Festival every fall. We study the plays ahead of time and students are required to participate in post performance discussions, journal write and compose longer compositions analyzing some aspect of each performance. Generally we see one or two Shakespeare plays and one musical or modern play. This past year we saw Hamlet (part of the required 11/12th curriculum), The Wiz and Twelfth Night, which gave students an added opportunity to compare and contrast three genres of theater—tragedy, musical and comedy. I try to include an annual field trip for grades 7-12 to a local theater venue as well. Last year we saw The Music Man in Auburn; a former teacher and sub was a performer in that production. Seeing live theater has also allowed students to incorporate costuming and staging ideas into their own productions.

Augustine Corcoran

Teacher: Geography, History, Spanish, PE, Yearbook Government and Economics.

Additional Duties: Varsity Coach, TIC, Class Advisor, Student Government Advisor.

Due to the fact that I teach in a variety of subject areas and not just a variety of subjects in one subject area my methodology for each criteria in each area and individual subject also naturally varies. First of all I think that one must enjoy the material and the students to be effective. I feel I am lucky to enjoy both advantages. From that starting point the next steps are mastery of the material and leadership. Students will respond if they sense that you know the material and can handle the classroom and care about people.

Specifically, in my Social Studies classes I use a more regimented or traditional system of organization, instruction and assessment. In Spanish the class, while still using all the traditional methods in those areas mentioned, tends to be a bit more free flowing because I feel it is a more effective way to reach our students in a subject that may be a bit more out of their comfort zone and I have found it is best to take the fear and mystery out of foreign languages.

Finally, I feel my strength is in reaching kids and helping them to grow personally. I feel while academics obviously can't be neglected, success there usually follow success in the former. I have seen this not only at this school but in my previous positions which were vastly different than the student body here with its corresponding issues of rural poverty. Previously, I have worked with migrant farm workers and gang populations in the Central Valley and overseas at an elite international private school and before that in a Catholic School in rural Polynesia. In my limited space I can't quantify or prove my success but I find I am even more successful here due to our tiny size. I know every high school student like a son or daughter.

My weaknesses are probably related to my tendency to overextend myself, which leads to mediocre performance in all areas. That is the reason why I resigned my Lead Teacher position this last summer. I have recognized that in my past too and taken similar measures to balance myself. Not only that but it causes me to lose time which could be used to improve myself as a professional and a person which ultimately, in the long term makes one a better teacher weather it means time to stay healthy or to read or take classes or travel. All of that makes teachers more effective and credible to students.

CHAPTER 5: Schoolwide Action Plan

Going forward, our team has agreed on three main goals to focus on to continue to ensure student success at Downieville High School. After interviews, surveys, discussions, and meetings, it became clear that the main areas for development are as follows:

1. Write a clear policy for our online instruction that aligns with District criteria and the CCCSS. Our goals are to ensure an effective educational experience, to streamline the process for students, and establish better communication between online instructors and DHS staff. In addition, we would like to have the online classes be accessible on all computers, not only on Windows based operating systems. We are also re-examining the possibility of offering electives online as well as math and science.

The implementation of this goal will be fairly straightforward, beginning with our focus group completing the written policy. Next, we will communicate with PeakFuel (our online system) to inquire about the next steps to take for a more streamlined process and better communication. Continual assessment of the online offerings will be possible with student progress as documented and monitored both online and at DHS.

2. Continue to improve our cross-curricular collaboration among DHS staff to ensure a cohesive implementation of the CCSS and NGSS. We would like to further explore and expand the connections between all subject areas in alignment with the Smarter Balanced Assessment System to further aid student success in instruction and summative assessments. By establishing a strong instructional network, we aim to implement a culture of rigor and academic enthusiasm, leading to lifelong learners who will continue their education in their post-secondary life.

One method we have discussed for accomplishing this goal is to make use of our staff development time to better communicate about the current subject matter being taught so that all classes can be connected as much as possible throughout the year.

Student progress can be monitored by both formative ongoing assessment and the CAASPP testing at the end of the year. Continual discussions and reflecting on effective communication will be ongoing as we develop our cohesive strategy for instruction.

3. Develop a culture of rigor and high expectations for each individual in their high school and post-secondary experiences. A focus on life skills, not necessarily college or academic goals, will be an asset for the students that they can take with them in their future.

A two-year post-secondary monitoring of our graduates will include collecting data and communicating with parents.

The implementation of this goal may involve the District hiring an employee that will act as a counselor and advocate for students who will dedicate his/her time to student success both in school and beyond.

**Memorandum of Understanding
Between
The Holy Family Parish
and
Sierra Plumas Joint Unified School District**

Whereas, the Sierra-Plumas Joint Unified School District (S-PJUSD) uses the adjacent property of the Holy Family Parish, specifically the Holy Rosary Mission Church (HRMC), for “overflow” parking for Loyalton High School regular school days and for numerous extracurricular events free of charge; and

Whereas, S-JUSD uses the facilities for numerous events related to student activities such as; graduation ceremonies, senior banquet, sports banquets, drama, speech contests, advanced placement exams and senior projects free of charge; and

Whereas, the HRMC provides chairs to S-PJUSD for the high school graduation commencement ceremonies free of charge; and

Whereas, the adjacent Loyalton High School is the emergency center for the citizenry of Loyalton and access to the HRMC would enhance the ability of emergency personnel to provide a safe shelter; and

Whereas, the walkways serve as the access point to Loyalton High School.

Now, Therefore, it is agreed as follows:

At the discretion of S-PJUSD the walkway and the sidewalk adjacent to the HRMC will be cleared of snow by S-PJUSD.

A maintenance employee of S-PJUSD will do the operation of the snowplow.

HRMC will allow their parking lot to be used by S-PJUSD staff, parents, and students as an overflow parking lot for S-PJUSD regular school days and events.

Insurance,

S-PJUSD shall maintain during the term of this Agreement insurance coverage naming Holy Family Parish as additional insured (hereinafter referred to as "the insurance").

Terms, this agreement is entered into on this 14th day of March 2017, and is valid until terminated. Either party may terminate this agreement by giving a thirty (30) day written notice prior to termination in which case this Agreement shall terminate on the effective date specified in such notice.

**Sierra-Plumas Joint Unified
School District
P. O. Box 955, Loyalton, CA**

Roman Catholic Diocese of Sacramento

**Merrill M. Grant, Ed. D.
Superintendent**

Chancellor

Date

Date

**Holy Family Parish
Holy Rosary Mission Church
108 Taylor Avenue, Portola CA 96122**

Father Brian Soliven

Date

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Sierra Plumas Joint Unified School District & County of Sierra
 Propane Bids April 2017 - Mar 2019

Site	Bid Providers		
	Suburban Propane	Ferrellgas	Amerigas
Sierra-Plumas Joint Unified School District - All Sites	.385 over BPN	.28 over BPN	.21 over BPN

Recommendation: Award bid to Amerigas

Amerigas

NOTICE REQUESTING PROPANE BIDS
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Sierra-Plumas Joint Unified School District is requesting bids for propane for a two-year period UNDER A KEEP FULL policy for the following locations:

LOCATION	TANK SIZE SITE LOCATION	PRICE PER GALLON BASE RATE / AMT ABOVE BPN	TANK OWNERSHIP
Downieville School 130 School Street, Downieville	(1) 1,000 Gallons Downieville Gym	1.344 / .21	District
Downieville School 130 School Street, Downieville	(1) 287 Gallons Downieville Shop	1.344 / .21	District
Downieville School 130 School Street, Downieville,	(1) 495 Gallon Downieville New Wing	1.344 / .21	District
Loyalton Elementary 111 Beckwith Street, Loyalton	(3) 1,000 Gallons Main School	1.344 / .21	District
Loyalton High 700 Fourth Street, Loyalton	(3) 1,000 Gallons Main School	1.344 / .21	District
Loyalton High 700 Fourth Street, Loyalton	(1) 300 Gallon Agriculture Dept.	1.344 / .21	District
Loyalton Intermediate School 605 School Street, Loyalton	(1) 500 Gallon Gym	1.344 / .21	District

FERRELL GAS

NOTICE REQUESTING PROPANE BIDS

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Sierra-Plumas Joint Unified School District is requesting bids for propane for a two-year period UNDER A KEEP FULL policy for the following locations:

LOCATION	TANK SIZE SITE LOCATION	PRICE PER GALLON BASE RATE /AMT ABOVE BPN	TANK OWNERSHIP
Downieville School 130 School Street, Downieville	(1) 1,000 Gallons Downieville Gym	40.28	District
Downieville School 130 School Street, Downieville	(1) 287 Gallons Downieville Shop	40.28	District
Downieville School 130 School Street, Downieville,	(1) 495 Gallon Downieville New Wing	40.28	District
Loyalton Elementary 111 Beckwith Street, Loyalton	(3) 1,000 Gallons Main School	40.28	District
Loyalton High 700 Fourth Street, Loyalton	(3) 1,000 Gallons Main School	40.28	District
Loyalton High 700 Fourth Street, Loyalton	(1) 300 Gallon Agriculture Dept.	40.28	District
Loyalton Intermediate School 605 School Street, Loyalton	(1) 500 Gallon Gym	40.28	District

Suburban

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Downieville School 130 School Street, Downieville	(1) 287 Gallons Downieville Shop	\$.385	District
Downieville School 130 School Street, Downieville,	(1) 495 Gallon Downieville New Wing	\$.385	District
Loyalton Elementary 111 Beckwith Street, Loyalton	(3) 1,000 Gallons Main School	\$.385	District
Loyalton High 700 Fourth Street, Loyalton	(3) 1,000 Gallons Main School	\$.385	District
Loyalton High 700 Fourth Street, Loyalton	(1) 300 Gallon Agriculture Dept.	\$.385	District
Loyalton Intermediate School 605 School Street, Loyalton	(1) 500 Gallon Gym	\$.385	District