

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

August 14, 2018

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

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

Videoconferencing will be available at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118

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. REPORT OUT FROM SIERRA COUNTY OFFICE OF EDUCATION CLOSED SESSION

E. INFORMATION/DISCUSSION ITEMS

1. Correspondence

- a. Letter of Six-Year Accreditation for Loyalton High School from the Accrediting Commission for Schools, Western Association of Schools and Colleges**

2. Superintendent's Report

- a. Update on Summer Projects
- b. School starts August 29, 2018 (In-Service August 27 & 28)
- c. All Staff invited to ALICE Training
- d. Inter-District Variance Requests (see table below)

New/Renewal	School Year	Grade Entering	District of Residence	Receiving District	Reason Given by Requestor	Backup Documentation Received?
New	2018-19	2	SPJUSD	Pleasant Ridge	Work in Grass Valley	Yes
Renewal	2018-19	2	SPJUSD	Tahoe-Truckee	Work in Truckee	Yes
Renewal	2018-19	6	SPJUSD	Tahoe-Truckee	Work in Truckee	Yes
Renewal	2018-19	10	SPJUSD	Tahoe-Truckee	Work in Truckee	Yes
New	2018-19	1	SPJUSD	Plumas Unified	Parent moving to Portola & Parent working in Graeagle as of September	Yes
New	2018-19	3	SPJUSD	Plumas Unified	Parent moving to Portola & Parent working in Graeagle as of September	Yes
Renewal	2018-19	2	SPJUSD	Washoe	Proximity to schools	N/A
Renewal	2018-19	2	SPJUSD	Washoe	Proximity to schools	N/A
Renewal	2018-19	4	SPJUSD	Washoe	Proximity to schools	N/A

Renewal	2018-19	5	SPJUSD	Washoe	Proximity to schools	N/A
Renewal	2018-19	8	SPJUSD	Washoe	Proximity to schools	N/A
New	2018-19	1	SPJUSD	Washoe	Proximity to schools	N/A

3. Business Report
 - a. Account Object Summary-Balance from 07/01/2018 to 07/31/2018**
 - b. Budget Transfer**
4. Staff Reports (5 minutes)
5. Board Member Reports (5 minutes)
6. Public Comment – This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)
 - a. Current location
 - b. Videoconference location

F. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held July 10, 2018**
2. Approval of Board Report-Checks Dated 07/01/2018 through 07/31/2018**
3. Approval of Assignment to Teach Core Subjects Out of Credential Authorization for 2018-2019 School Year**
4. Approval of 2018-2019 Certificated Substitute List**
5. Authorization for Out of State Travel/Conference Request to Denver, CO for Thomas Jones, Megan Meschery and Andrea Ceresola, Administrators**

G. ACTION ITEMS

1. New Business
 - a. LHS Leadership Class, presentation on Satellite Lunch Cart survey**
 - b. Public Hearing—to announce the adoption of the Declaration of Need for Fully Qualified Educators for the 2018-2019 school year
 - c. Approval of Declaration of Need for Fully Qualified Educators for the 2018-2019 School Year. *A diligent search to recruit fully prepared teacher(s) was made and an insufficient number of certificated persons met the Sierra-Plumas Joint Unified School District's employment criteria for the position(s)***
 - d. Public Hearing—to announce the employment of Laurie Petterson to the Transitional Kindergarten/Kindergarten teaching position authorized by General Education Multiple Subject Limited Assignment Permit
 - e. Approval of Laurie Petterson's California Commission on Teacher Credentialing General Education Multiple Subject Limited Assignment Permit teaching authorization for 2018-2019 school year
 - f. Approval of the CBEST Waiver for Substitute Teachers *(The Sierra-Plumas JUSD has been unable to recruit enough day-to-day substitute teachers who have not had an opportunity to take and pass all sections of the California Basic Educational Skills Test. The District anticipates employing no greater than three (3) day-to-day substitutes on variable term CBEST waiver for the 2018-2019 school year)*

- g. Approval of Assignment of Dannielle Ball to the Loyalton Elementary Instructional Aide position, (grade K/1), 3 hours daily, .50 FTE, effective August 29, 2018
- h. Authorization to add 1.0 FTE Certificated Teacher, Loyalton Elementary, Grade 4
- i. Accept notification of resignation from Adrienne Anila**
- j. Authorization to fill 1.0 FTE teacher
- k. Accept notification of resignation from Amanda Osburn**
- l. Authorization to fill 1.0 FTE teacher
- m. Discussion and Approval of LHS Change in Graduation Requirements
- n. Discussion – Superintendent/District Goals for 2018-2019*
- o. Biennial Review of Conflict of Interest Code**

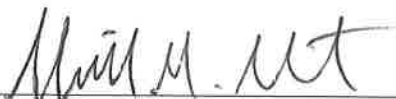
BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

- p. Board Policy *AND* Administrative Regulation 4158/4258/4358, Employee Security, *revisions^^*
- q. Board Policy *AND* Administrative Regulation 5111, Admission, *revisions^^*
- r. Board Policy *AND* Administrative Regulation 5111.1, District Residency, *revisions^^*
- s. Board Policy *AND* Administrative Regulation 5125, Student Records, *revisions^^*
- t. Board Policy *AND* Administrative Regulation 5125.1, Release of Directory Information, *revisions^^*
- u. Board Policy 5131.2, Bullying, *revisions^^*
- v. Board Policy 0415, Equity, *new^^*
- w. Board Bylaw 9310, Board Policies, *revisions^^*

H. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on September 11, 2018 at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118 beginning with Closed Session, as needed, at 5:00pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00pm.
- 2. Suggested Agenda Items
 - a. _____
 - b. _____

I. ADJOURN


Dr. Merrill M. Grant, Superintendent

** enclosed

* handout

^^ County agenda backup



Accrediting Commission for Schools Western Association of Schools and Colleges

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DIANA WALSH-REUSS
Association of California School
Administrators

SOPHIA WAUGH
California Congress of Parents and
Teachers, Inc. (PTA)

DAVID YOSHIHARA
Association of California School
Administrators

June 28, 2018

Mr. Tom C. Jones
Principal
Loyalton High School
P. O. Box 37
Loyalton, CA 96118

Dear Mr. Jones:

The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) announces the action taken at the Summer 2018 Commission Meeting. The ACS WASC Commissioners have determined Loyalton High School (9 - 12) meets the ACS WASC criteria for accreditation. This accreditation status is based on all of the information provided by the school, including the self-study report, and the satisfactory completion of the on-site accreditation visit.

It is the decision of the Commission to grant Six-Year Accreditation Status with a Mid-cycle Two-day Visit through June 30, 2024.

Loyalton High School is required to prepare a Mid-cycle Progress Report for the Mid-cycle Visit. The report and visit should demonstrate that the school has:

- Addressed the critical areas for follow-up through the schoolwide action plan;
- Made appropriate progress on the implementation of the schoolwide action plan; and
- Improved student achievement relative to the schoolwide learner outcomes and the academic standards.

Accreditation status is conditioned upon Loyalton High School's continued adherence with the ACS WASC policies, procedures, and criteria for accreditation. This includes a requirement that an accredited school annually contribute members from the school staff or district to participate on visiting committees. Failure to maintain compliance with said policies, procedures, and standards is grounds for modification and/or withdrawal of the accreditation.

June 28, 2018
Loyalton High School
Page 2

The Commission looks forward to Loyalton High School's anticipated success and continuing improvement in keeping with ACS WASC's pursuit of excellence in elementary, secondary, and adult education.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen Cathers". The signature is fluid and cursive, with a long horizontal stroke at the end.

Stephen Cathers
Commission Chairperson

cc: Visiting Committee Chairperson
Superintendent

Balances through July						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,642,880.00	1,642,880.00	1,567,083.90	1,200.00	74,596.10
1115	Extra Duty Hourly	5,000.00	5,000.00		1,140.00	3,860.00
1120	Certificated Substitutes	26,394.00	26,394.00			26,394.00
1300	Certificated Superv/Admin Sala	227,403.00	227,403.00	208,453.74	18,950.34	1.08-
1310	Teacher In Charge/Head Teacher	4,002.00	4,002.00			4,002.00
	Total for Object 1000	1,905,679.00	1,905,679.00	1,775,537.64	21,290.34	108,851.02
2100	Instructional Aides Salaries	208,195.00	208,195.00	188,057.93		20,137.07
2120	Instructional Aides Substitute	7,000.00	7,000.00			7,000.00
2200	Classified Support Salaries	313,324.00	313,324.00	249,944.99	20,107.86	43,271.15
2201	Bus Driver	63,695.00	63,695.00	47,680.49		16,014.51
2215	Classified Extra Duty	6,000.00	6,000.00		165.20	5,834.80
2220	Classified Support Substitute	35,000.00	35,000.00		3,147.21	31,852.79
2300	Classified Sup/Admin Salaries	89,367.00	89,367.00	79,444.75	7,357.25	2,565.00
2400	Clerical & Office Salaries	142,980.00	142,980.00	136,939.57	3,447.00	2,593.43
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00			5,000.00
2900	Other Classified Salaries	10,597.00	10,597.00	8,413.93		2,183.07
	Total for Object 2000	881,158.00	881,158.00	710,481.66	34,224.52	136,451.82
3101	State Teachers Retirement Syst	435,005.00	435,005.00	277,053.81	3,466.06	154,485.13
3102	State Teachers Retirement Syst	8,784.00	8,784.00			8,784.00
3202	Public Employees Retirement Sy	128,414.00	128,414.00	118,476.93	5,622.76	4,314.31
3311	OASDI-Certificated Positions	1,459.00	1,459.00			1,459.00
3312	OASDI-Classified Positions	53,909.00	53,909.00	42,400.86	1,995.57	9,512.57
3321	Medicare-Certificated Position	24,540.00	24,540.00	22,845.98	495.85	1,198.17
3322	Medicare-Classified Positions	12,624.00	12,624.00	9,916.17	468.00	2,239.83
3401	Health & Welfare -Certificated	444,077.00	444,077.00	434,714.57	2,306.07	7,056.36
3402	Health & Welfare-Classified Po	184,059.00	184,059.00	205,037.92	12,798.47	33,777.39-
3501	State Unemployment Insurance-C	956.00	956.00	887.78	17.85	50.37
3502	State Unemployment Insurance-	450.00	450.00	355.05	17.03	77.92
3601	Workers' Compensation Insuranc	61,060.00	61,060.00	50,856.00	643.41	9,560.59
3602	Workers' Compensation Insuranc	29,892.00	29,892.00	21,014.33	991.79	7,885.88
3901	Other Benefits, Certificated P	31,582.00	31,582.00		14,398.08	17,183.92
3902	Other Benefits, Classified Pos				1,330.00	1,330.00-
	Total for Object 3000	1,416,811.00	1,416,811.00	1,183,559.40	44,550.94	188,700.66
4100	Textbooks	68,375.00	68,375.00	7,064.64		61,310.36
4200	Books Other Than Textbooks	5,500.00	5,500.00	104.86		5,395.14

Balances through July						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4300	Class Mat'l and Supplies	45,475.00	45,475.00	14,215.30	30.73-	31,290.43
4301	Class Consumable Mat'l	5,000.00	5,000.00			5,000.00
4302	Class Paper/Toner	9,500.00	9,500.00			9,500.00
4305	Other Student M&S	19,425.00	19,425.00	3,190.34		16,234.66
4320	Custodial Grounds Supplies	42,495.00	42,495.00	12,648.59	36.20-	29,882.61
4330	Office Supplies	16,119.00	16,119.00	2,070.32	.11	14,048.57
4350	Vehicle Maint. M&S	26,373.00	26,373.00	2,000.00		24,373.00
4351	Vehicle FUEL	25,525.00	25,525.00	250.00		25,275.00
4399	M&S Misc -undesignated	40,000.00	20,000.00			20,000.00
4400	Non-Capital Equipment (Up to \$	56,800.00	56,800.00	20,163.64		36,636.36
	Total for Object 4000	360,587.00	340,587.00	61,707.69	66.82-	278,946.13
5100	Subagreement for Services	176,461.00	176,461.00	145,749.99	13,250.01	17,461.00
5200	Travel & Conferences	52,947.00	52,947.00	4,980.24	2,556.61	45,410.15
5300	Dues & Membership	9,063.00	9,063.00	2,222.98	5,336.68	1,503.34
5400	Insurance-Fire, liability, etc	55,080.00	55,080.00		58,404.05	3,324.05-
5510	Power	91,652.00	91,652.00	88,079.85	1,877.15	1,695.00
5520	Garbage	12,813.00	12,813.00	5,809.20		7,003.80
5530	Water	64,350.00	64,350.00	51,000.00	.01-	13,350.01
5540	Propane	65,000.00	65,000.00	50,250.00		14,750.00
5590	Miscellaneous Utilities	15,500.00	15,500.00	12,000.00		3,500.00
5600	Rentals, Leases & Repairs	106,558.00	106,558.00	35,504.84	513.96	70,539.20
5800	Services & Operating Expense	4,300.00	4,300.00	1,800.00		2,500.00
5810	Legal Expenses	7,078.00	7,078.00			7,078.00
5812	Board Election Expense	2,500.00	2,500.00			2,500.00
5840	Audit Expense	17,000.00	17,000.00	17,600.00		600.00-
5860	Solid Waste Tax	12,161.00	12,161.00			12,161.00
5890	Contracts/Servic	637,649.00	637,649.00	466,282.64	9,605.32	161,761.04
5899	SCOE Interagency Reimburse			13,626.80	6,116.75	19,743.55-
5900	Communications	3,875.00	3,875.00		1,500.00	2,375.00
5910	Telephone-Monthly Service	17,252.00	17,252.00	2,169.02	170.98	14,912.00
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	1,356,264.00	1,356,264.00	897,075.56	99,331.50	359,856.94
6400	Equipment	100,957.00	120,957.00	62,050.47		58,906.53
6500	Equipment Replacement	15,000.00	15,000.00			15,000.00
	Total for Object 6000	115,957.00	135,957.00	62,050.47	.00	73,906.53

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2019, Period = 1, Unposted JEs? = N, Assets and Liabilities? = N, Restricted Accts? = Y, Object = 1-7, SACS Fund? = N, Fund Page Break? = N, Obj Lvl = 4, Obj Digits = 1, Page Break? = N)

ESCAPE ONLINE

Balances through July						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
7110	Out-of-State Tuition	104,450.00	104,450.00			104,450.00
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	78,590.00	78,590.00			78,590.00
	Total for Object 7000	183,040.00	183,040.00	.00	.00	183,040.00
	Total for Fund 01 and Expense accounts	6,219,496.00	6,219,496.00	4,690,412.42	199,330.48	1,329,753.10
Fund 13 - Cafeteria						
2200	Classified Support Salaries	74,507.00	74,507.00	74,507.23		.23-
2215	Classified Extra Duty	500.00	500.00			500.00
2220	Classified Support Substitute	1,250.00	1,250.00			1,250.00
	Total for Object 2000	76,257.00	76,257.00	74,507.23	.00	1,749.77
3202	Public Employees Retirement Sy	10,113.00	10,113.00	10,319.00		206.00-
3312	OASDI-Classified Positions	4,568.00	4,568.00	4,459.00		109.00
3322	Medicare-Classified Positions	1,069.00	1,069.00	1,042.84		26.16
3402	Health & Welfare-Classified Po	17,537.00	17,537.00	17,536.60		.40
3502	State Unemployment Insurance-	39.00	39.00	37.26		1.74
3602	Workers' Compensation Insuranc	2,529.00	2,529.00	2,209.90		319.10
	Total for Object 3000	35,855.00	35,855.00	35,604.60	.00	250.40
4340	Food Service	9,011.00	9,011.00	4,800.00		4,211.00
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	54,580.00	54,580.00	47,100.00		7,480.00
	Total for Object 4000	68,591.00	68,591.00	51,900.00	.00	16,691.00
5200	Travel & Conferences	710.00	710.00			710.00
5600	Rentals, Leases & Repairs	4,000.00	4,000.00	600.00		3,400.00
5800	Services & Operating Expense	1,256.00	1,256.00	400.00		856.00
5890	Contracts/Servic	800.00	800.00		334.00	466.00
5900	Communications	421.00	421.00			421.00
	Total for Object 5000	7,187.00	7,187.00	1,000.00	334.00	5,853.00
	Total for Fund 13 and Expense accounts	187,890.00	187,890.00	163,011.83	334.00	24,544.17
Fund 40 - Dist Build						
6500	Equipment Replacement			201,669.09		201,669.09-
	Total for Fund 40, Expense accounts and Object 6000	.00	.00	201,669.09	.00	201,669.09-
Fund 73 - Bechen						
5800	Services & Operating Expense	6,000.00	6,000.00			6,000.00

Balances through July						Fiscal Year 2018/19
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
	Total for Fund 73, Expense accounts and Object 5000	6,000.00	6,000.00	.00	.00	6,000.00
	Total for Org 006 - Sierra-Plumas Joint Unified School District	<u>6,413,386.00</u>	<u>6,413,386.00</u>	<u>5,055,093.34</u>	<u>199,664.48</u>	<u>1,158,628.18</u>

Budget Transfer Link # 70724 **Fiscal Year 2019**

Budget Transfer # **BR19-00001** Status **Posted** Type **BudRev** Fiscal Year **2019** Transaction Date **07/12/2018**

Created NGRIESERT, 7/12/2018 Posted NGRIESERT, 7/12/2018 Department **BUSINESS**
 Requisition # Location Source **Manual**

Comment **Copier Replacement Purchase**

Line Seq	Account #	Comments	Acct Type	Increase	Decrease
1	01-0000-0-0000-2700-4399-002-150-000	Reduce Materials and Supplies	E		20,000.00
2	01-0000-0-0000-2700-6400-002-150-000	Increase Equipment	E	20,000.00	

NOTES: One time Mandate Block Grant funds used for purchase of new copiers at DO.

BT # BR19-00001 Net Change to Expense	.00	
BT # BR19-00001 Net Change to Revenue		
BT # BR19-00001 Net Change to Starting Balance		
BT # BR19-00001 Net Change to Fund Balance		

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

July 10, 2018

Sierra County Office of Education, 109 Beckwith Rd, Loyalton CA 96118
Videoconferenced to Downieville School, 130 School St, Downieville CA 95936
Immediately followed the 6:00pm meeting of the Sierra County Board of Education

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 6:33pm.

B. ROLL CALL

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

ABSENT: None

C. APPROVAL OF AGENDA

HALL/WRIGHT

5/0

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Summer Maintenance Projects
 - DVL Boiler Project moving along
 - LES Concrete project is underway
 - Asphalt project expected to begin 7/16/18
 - Routine deep-cleaning at each school site in progress
- b. Back to School In-Service Day Information
 - Monday 8/27/18 and Tuesday 8/28/18
 - At LES – ALICE training for all staff; all Board members invited
 - First day of school Wednesday 8/29/18
- c. Update on LES 4th Grade Class Size and Resource Allocation
 - 35 students enrolled—some students have IEPs and pulled out at different times; days are split up into different activities which will split up the class throughout the days/weeks
 - Many creative solutions possible—adding an aide to the classroom currently
- d. Inter-District Variance Requests

2. Business Report

- a. Account Object Summary-Balance from 07/01/17 to 06/30/2018
- b. Tenth Month Enrollments for the 2017-2018 School Year

3. Staff Reports (5 minutes)
 - a. GRANT: administrator meeting today—goals and vision for 2018-19
 - b. Curriculum – MESCHERY:
Productive administrator meeting
Academic Advising next year—working on glitches in PowerSchool for accurate, clean transcripts generated
 - c. AG Dept—Cali Griffin: 2 kids getting American Degrees this year; 1 student moving on to compete nationally in beef proficiency
 - d. SSF—Jenna Holland: Sierra County Arts Council lost grant funding for 3 key art education programs, so Sierra Schools Foundation is funding those programs for 2018-19 school year. Calling on the Board to solidify dedication to arts education. ***letter attached to minutes*

4. Board Members' Report (5 minutes)
 - a. WRIGHT: Visited DVL School to see progress of Boiler Project. Also wanted to note that there's a summer custodial helper on site in DVL and it's a student that recently graduated.

5. Public Comment
 - a. Current location –

Mr. Jason Pinedo—Requesting to hire an additional teacher for 4th grade class; large class size, including special-needs students, needs additional resources

MOORE: we will add to next month's agenda for further discussion

Ms. Maggi Del Barba—Encouraging Board to agendaize hiring an additional 4th grade teacher to cut down class size

HALL: How quickly we can respond as problems arise will be a big factor in this class's success

Ms. Hayden Stahl—Town of Loyalton growing; need to prepare for accommodating more students to offer same level of quality education

Ms. Casandra Martinetti—For grades 4-8 class size should not exceed an average of 29.9 students per teacher per CA Dept of Ed. There's space in the school to add another teacher and split the class up into two groups. There's also a large kindergarten class entering the school this next school year...need to prepare for that class moving through each grade level as well.

Mr. Jason Pinedo—Safety issues need to be addressed (i.e. GFI circuits; special door locks for locking down classrooms from inside)

Mr. Vinnie Del Barba—ALICE training—what is it?

GRANT: Alert Lockdown Inform Counter Evacuate—technique used by many school districts now to formalize responses to threats on campus

Del Barba: Agree with discussion that training and certification needs to be required for any employee/teacher wishing to carry/use pepper spray. In favor of this as a less lethal option.
 - b. Videoconference location – none

E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held June 12, 2018
2. Approval of minutes for the Special Meeting held June 21, 2018
3. Approval of Board Report-Checks Dated 06/01/2018 through 06/30/2018
4. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 06/30/2018. It is required per Education Code 35186 section (d) *that a school district*

shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. No complaints regarding textbooks and instructional materials, teacher vacancy or misassignment or conditions of facilities were filed with Sierra-Plumas Joint Unified School District during the quarter ending 6/30/2018

No complaints during the entire 2017-2018 school year.

5. Authorization for Out of State Travel Request to Indianapolis, Illinois, for Cali Griffin for FFA Convention in October, LHS
6. Approval of assignment of 2018-2019 Extra Duty Athletic Coaches
7. Approval of assignment of 2018-2019 Extra Duty Non-Athletic positions
8. Job description for .49 FTE District Music Teacher
9. Approval of Agricultural Career Technical Incentive Grant

HALL/WRIGHT

5/0

F. ACTION ITEMS

1. New Business

- a. Adoption of Resolution No. 19-001D, Ordering Election, Requesting County Elections to Conduct the Election, Requesting Consolidation of the Election, and Specifications of the Election Order
DRYDEN/HALL
DRYDEN: Working with Laura Marshall in county office on Boundary Map—may be changes to boundary descriptions before election in November.
Kristie, please look into timeline for term dates due to change-of-officers needing to occur before December Board meeting where Organizational Meeting normally takes place.
5/0
ROLL CALL VOTE:
WRIGHT – aye
HALL – aye
MOORE – aye
GANT – aye
DRYDEN – aye
- b. Adoption of Resolution No. 19-002D, Fund Transfers for 2018-2019 Fiscal Year
HALL/DRYDEN
5/0
ROLL CALL VOTE:
WRIGHT – aye
HALL – aye
MOORE – aye
GANT – aye
DRYDEN – aye
- c. Authorization for Superintendent to enter into Memorandum of Understanding with CalPASS for 2018-2019 school year
HALL/WRIGHT
5/0
- d. Discussion and Possible Approval of restoring 3 hours of custodial time in Downieville not to exceed 200 days
WRIGHT/HALL
5/0

- e. Approval of assignment of Ron Jacobson, 1.0 FTE Physical Education Teacher, Loyalton High, effective August 27, 2018
WRIGHT/HALL
5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

DRYDEN motioned to approve f-l with the exception of tabling j to August meeting. Second by Hall.

5/0

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

G. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on August 14, 2018 at Downieville School, 130 School St., Downieville, CA 95936 beginning with Closed Session, as needed, at 5:00pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00pm.
- 2. Suggested Agenda Items
 - a. LHS leadership class – presentation about Satellite Lunch Cart?

H. ADJOURN at 7:45pm
HALL/WRIGHT
5/0

Jenny Gant, Clerk

Dr. Merrill M. Grant, Superintendent

July 10th, 2018

Dear Board of Supervisors,

I'm here to sound the alarm bell for arts education in our schools. We just received word from the Sierra County Arts Council that they lost their grant funding for 3 key art education programs:

Music at Downieville

Dance at Downieville

Graphic Arts Program at Loyalton

We are passionate about visual and performing arts so we stepped up to fund these important and loved programs for the 2018-19 school year.

But, there is a bigger picture I urge you to consider.

While the district fully funds Art at LHS, LES and Theatre at DHS, many of other arts education programs are funded by Sierra Schools Foundation with other partners like the Sierra County Arts Council. If it weren't for our two agencies, we would not have programs like various STEAM programs, filmmaking, graphic arts, ceramics, choir, arts field trips, Art in the Garden, musicals in both Downieville and Loyalton, etc.

It is clear that this is not sustainable. We are a donor-dependent, all volunteer organization. We simply can't guarantee funding for these essential programs for the long term.

This is why we consistently seek to partner with you and look to you for leadership. Vision and budget creativity are essential in keeping art education alive in our schools.

As an organization, The Sierra Schools Foundation is the voice of parents and students in our community. They made it very clear that arts education is important to them. We have wonderful and robust sports and Ag. programs, but not every student is interested in sports or Ag. Parents and students want comprehensive public education – performing and visual arts are key to offering a balanced and well-rounded educational experience for all students.

I encourage you to talk with and listen to your constituents who are calling for more commitment to arts education in our schools.

I encourage you to look into arts education and the amazing benefits it provides to students and communities. From higher test scores to increased attendance rates, improved critical thinking skills, you will see

how undeniably important the visual and performing arts are. I will be happy to share resources with all of you.

I want to encourage you to solidify your dedication to arts education in your discussions, your decisions and especially your budget.

We are going to need to work together to keep art education alive and thriving in our schools. I hope it starts with your commitment to a more robust music program, and in the bigger picture, making arts education a priority.

I look forward to working together to ensure we are an exceptional school district that provides a robust, meaningful education that meets the needs of all students.

Our kids deserve it.

Sincerely,

Jenna Holland

President, The Sierra Schools Foundation

Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082556	07/17/2018	AIRGAS, USA, LLC	01-9510	TANK RENTAL LHS/DVL		106.46
00082557	07/17/2018	AMERIGAS	01-9510	PROPANE		1,442.23
00082558	07/17/2018	AMS.NET C/O FREMONT BANK	01-9510	CISCO SWITCHES DVL/SP ED		6,310.89
00082559	07/17/2018	CALIFORNIA SCHOOL BOARD ASSOC C/O WESTAMERICA BANK	01-5300	GAMUT/CSBA/CCBE MEMBERSHIP	2,600.50	
			01-5890	GAMUT/CSBA/CCBE MEMBERSHIP	1,752.50	
			01-5899	GAMUT/CSBA/CCBE MEMBERSHIP	4,353.00	8,706.00
00082560	07/17/2018	NORTHERN SECTION, CIF	01-5200	AD Workshop		40.00
00082561	07/17/2018	CITY OF LOYALTON	01-9510	WATER AND SEWER - LOYALTON SITES		3,603.82
00082562	07/17/2018	CURRENT ELECTRIC & ALARM, INC.	01-5600	ALARM MONITORING	573.75	
			01-5899	ALARM MONITORING	26.25	600.00
00082563	07/17/2018	DOWNIEVILLE PUBLIC UTILITY DIS	01-9510	Water		634.50
00082564	07/17/2018	STEPHEN FILLO	01-9510	TRAVEL REIMBURSEMENT		1,428.36
00082565	07/17/2018	FOREST VIEW SCREENING	01-5890	DOT CONSORTIUM		222.00
00082566	07/17/2018	CAROLINE GRIFFIN	01-9510	FUEL/PER DIEM		330.99
00082567	07/17/2018	MIKE MOORE	76-9576	H/W REIMBURSEMENT		753.47
00082568	07/17/2018	MOUNTAIN MESSENGER	01-9510	ADVERTISEMENTS		12.50
00082569	07/17/2018	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMP		21,635.50
00082570	07/17/2018	NORTHERN CA SUPERINTENDENTS	01-5300	MEMBERSHIP		500.00
00082571	07/17/2018	RESERVE ACCOUNT PITNEY BOWES	01-5899	POSTAGE	500.00	
			01-5900	POSTAGE	1,500.00	2,000.00
00082572	07/17/2018	PLACER COUNTY OFFICE OF EDUCATION	01-9510	REGISTRATION		1,500.00
00082573	07/17/2018	RAY MORGAN COMPANY	01-9510	COPIER AGREEMENT	81.55	
				COPIER MAINT. LHS/LES	183.66	265.21
00082574	07/17/2018	SACRAMENTO COUNTY OFFICE OF ED / ATTN: FINANCIAL SERVICES	01-9510	WORKSHOP REGISTRATION		65.00
00082575	07/17/2018	SCHOOL INNOVATIONS & ACHIEVEMENTS	01-5890	MANDATED COST CONTRACT	3,375.00	
			01-5899	MANDATED COST CONTRACT	1,125.00	4,500.00
00082576	07/17/2018	SIERRA BOOSTER	01-9510	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		34.10
00082577	07/17/2018	SIERRA COUNTY HEALTH DEPARTMENT	13-5890	FOOD FACILITY CHARGE		334.00
00082578	07/17/2018	SIERRA HARDWARE	01-9510	MAINT SUPPLIES		135.82
00082579	07/17/2018	SIERRA VALLEY HOME CENTER	01-9510	MAINT. SUPPLEIS	109.67	
				MISC AG SUPPLIES	19.27	
				SHED PROJECT	306.65	
				SUPPLIES	36.43	472.02
00082580	07/17/2018	SIERRA-PLUMAS JOINT UNIFIED	01-9510	BANK SERVICE FEES		30.00
00082581	07/17/2018	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	13,250.01	

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. (Limited to Checks issued from the COUNTY bank account.)

ESCAPE ONLINE

Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00082581	07/17/2018	SIERRA TRANSPORTATION COMPANY, LLC	01-5890	TRANSPORTATION	2,083.33	15,333.34
00082582	07/17/2018	SMARTWATT ENERGY, INC	40-9510	BOILER PROJECT	97,878.60	
			40-9515	BOILER PROJECT	4,893.93-	92,984.67
00082583	07/17/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	01-4330	SALES TAX	.11	
			01-9502	SALES TAX	1,273.89	1,274.00
00082584	07/17/2018	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-9510	EMPLOYMENT FINGERPRINTING		64.00
00082585	07/17/2018	TRI COUNTY SCHOOLS INS. GR.	01-3902	JULY 2018 HEALTH INSURANCE	1,330.00	
			01-5400	PROPERTY/CASUALTY/SELF	58,404.05	
			01-9535	JULY 2018 HEALTH INSURANCE	11,392.00	
			76-9576	JULY 2018 HEALTH INSURANCE	69,719.46	140,845.51
00082586	07/17/2018	UNIVERSITY PARK INN & SUITES	01-5200	HOTEL ACCOMODATIONS		455.82
00082587	07/17/2018	ALLEN WRIGHT	01-5200	MILEAGE		20.44
00082588	07/30/2018	ACCREDITING COMM. FOR SCHOOLS	01-5300	ANNUAL WASC MEMBERSHIP		2,040.00
00082589	07/30/2018	AT&T	01-9510	PHONE SERVICES		431.34
00082590	07/30/2018	K 12 MANAGEMENT DBA FUELED	01-9510	ONLINE/ISP COURSES		175.00
00082591	07/30/2018	MARIAN LAVEZZOLA	01-5600	TECH COTTAGE RENTAL		200.00
00082592	07/30/2018	MODEL DAIRY, LLC	13-9510	DAIRY PRODUCTS		79.52
00082593	07/30/2018	OPEN CONTROL SYSTEMS	01-9510	BOILER CONVERSION		9,650.00
00082594	07/30/2018	PACIFIC GAS & ELECTRIC COMPANY	01-5510	ELECTRIC		1,587.65
00082595	07/30/2018	LAURIE PETTERSON	01-5200	PROFESSIONAL DEVELOPMENT		1,812.00
00082596	07/30/2018	PLUMAS SANITATION	01-5890	PORTA-POTTY		72.39
00082597	07/30/2018	POWERSCHOOL GROUP LLC	01-5890	POWERSCHOOL MAINT/SUPPORT		2,459.60
00082598	07/30/2018	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	01-5890	ED-JOIN ANNUAL FEE	337.50	
			01-5899	ED-JOIN ANNUAL FEE	112.50	450.00
00082599	07/30/2018	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00082600	07/30/2018	INTERMOUNTAIN DISPOSAL, INC.	01-9510	GARBAGE SERVICE		374.00
00082601	07/30/2018	SUMMIT PROFESSIONAL EDUCATION	01-5200	Workshop Subscription		299.99
00082602	07/30/2018	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		128.00
00082603	07/30/2018	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE		170.98
Total Number of Checks					48	326,860.62

Includes checks for only Bank Account COUNTY

Fund Summary

Fund	Description	Check Count	Expensed Amount
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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. (Limited to Checks issued from the COUNTY bank account.)

ESCAPE ONLINE

Checks Dated 07/01/2018 through 07/31/2018

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

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	43	141,354.00
13	Cafeteria Fund	2	413.52
40	Special Reserve for Capital Ou	1	92,984.67
76	Warrant/Pass Though (payroll)	3	92,108.43
Total Number of Checks		48	326,860.62
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u><u>326,860.62</u></u>

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. (Limited to Checks issued from the COUNTY bank account.)

ESCAPE ONLINE

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CERTIFICATED SUBSTITUTE LIST 2018-2019**

LAST NAME	FIRST NAME	CREDENTIAL	SERVES
ARMSTRONG	STACI	MULTIPLE SUBJECT	Loyalton Schools
BRUNS	DIANNE	EMERGENCY 30 DAY SUBSTITUTE	All Schools
CLARK	WILL	VARIABLE TERM WAIVER CBEST	Downieville
DONNELLY	AMBER	CLEAR SINGLE SUBJ BUSINESS, SPANISH	Loyalton Schools
DORSEY	DONNA	EMERGENCY 30 DAY SUBSTITUTE	All Schools
DOUVILLE	PAUL	CLEAR MULTIPLE SUBJECT	Downieville School
FILLO	STEPHEN	STANDARD SECONDARY-Industrial Arts	Downieville School
FOLCHI	ANGELINA	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
GALAN	KAREN	CLEAR MULTIPLE SUBJECT	Downieville School
JOHNSTON	JAMES	ELEMENTARY ED/ADMIN	Downieville School
LOPEZ	SYLVIA	EMERGENCY 30 DAY SUBSTITUTE	Downieville School
LOVERIDGE	BILL	SING SUBJ AGRICULTURE	LHS, Agriculture only
MONGOLO	MARLENE	MULTIPLE SUBJECT/SPECIAL ED	All Schools
McKINNEY	KIM	CLEAR SINGLE SUBJ MATHEMATICS	Loyalton & Downieville Gr. 7-12 (no Wed)
OSTROM	SIGURD	SINGLE SUBJ ART, P.E. w/SUPP BIOLOGY	Downieville, Loyalton Gr 7-12
PEREZ	REBEKAH	CLEAR SINGLE SUBJECT ENGLISH	All Schools (Fridays)
REMILLARD	SUZANNE	CLEAR MULTIPLE SUBJECT	Loyalton Elem, Alternative Ed
ROBERTS	VIRGINIA	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
SANCHEZ	MICHAEL	EMERGENCY 30 DAY SUBSTITUTE	Loyalton High School
SHELBY	STEPHANIE	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
TEAGUE	ERNEST	STANDARD SECONDARY/ELEM	Downieville, Loyalton
THOMPSON	NANCY	STANDARD TEACHING CREDENTIAL	Loyalton Elementary K-4
WENTLING	LAURIEL	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
			doc:Sub List/SPJUSD Sub List 2018_19_Board_Aug 2018; 7/17/18

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT / SIERRA COUNTY OFFICE OF EDUCATION

109 Beckwith Road, P.O. Box 955, Loyalton, CA 96118

Tel: (530) 993-1660 Fax: (530) 993-0828

REQUEST FOR TRAVEL/CONFERENCE APPROVAL

PURCHASE ORDER REQUIRED FOR EACH EXPENSE CLAIM

Prepayment Required [X] Yes Date Due: 8/1/2018 To: Marzano Research Group
[] No (Unless you indicate a prepayment is necessary, no prepayment will be sent)

Employee: Andrea Ceresola, Tom Jones, Megan Meschery Date of Request: 7/11/2018

SCHOOL/SITE: S.P.J. U.S.D. Date(s) of Activity: Sept. 18 & 19

Destination: The Centennial, Colorado/Marzano Lab (facility you are visiting and city)

Funding Program:

Purpose of Activity: Attend The New Art & Science of Teaching Workshop

How will attendance benefit the District's educational program(s)? Creating a Framework for instruction District-wide.

THE FOLLOWING CLAIMS REQUIRE A PURCHASE ORDER EACH. PLEASE ATTACH A COPY WITH THIS FORM.

TRANSPORTATION: [] District Vehicle [] Personal [] Other Est. Miles x \$.545/mile = \$
PER DIEM: 2 Breakfast x \$10.00 = 20.00, 2 Lunch x \$11.00 = 22.00, 3 Dinner x \$18.00 = 54.00
PARKING: 0 Days x \$ = \$
AIR TRAVEL: Airline Name: Southwest, Confirmation #: LWBHN4, Total Cost: \$838.80

REGISTRATION FEE: \$509.00 ORGANIZATION CONDUCTING ACTIVITY: Marzano Research Group
REGISTRATION HAS BEEN MADE [X] YES [] NO REGISTRATION FORM NEEDS TO BE MAILED [] YES [X] NO
LODGING: Hotel name and address: Hyatt House Denver Tech Center Tele: 303-706-1945
Dates: Sept. 17 & Sept. 18 Confirmation #
Total cost including all taxes per night \$179.00 x 2 nights = Total cost of lodging \$

NOTE: HOTEL ACCOMMODATION INFORMATION AND COMPLETED REGISTRATION FORM MUST BE ATTACHED OR REQUEST WILL BE RETURNED!

SUBSTITUTE REQUIRED: NO PROGRAM TO CHARGE:

- After approval by the site administrator, employees must follow these steps:
> Employees are responsible for their own registration, hotel and travel arrangements and any changes thereto. If an employee does not cancel in an appropriate amount of time to secure a refund, the employee will be responsible for covering the cost.
> This form, a copy of registration, all required purchase orders, and any backup documentation must be submitted to the District Office -four weeks prior - to date of departure or registration deadline.

STAFF DEVELOPMENT DAY(S): SUPERINTENDENT APPROVAL:

Table with columns: Authorizing Agent, Signature, Date. Rows for ADMINISTRATOR and SUPERINTENDENT.

Estimated Cost = \$3,500.00

PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118
PHONE (530) 993-1660 / FAX (530) 993-0828

DATE: 7/11/2018

VENDOR: Marzano Research Group
555 North Morton Street
Bloomington, IN 47404

SHIP TO: _____

VENDOR #		REQUISITION #	REQUISITIONED BY:	
QTY	UNIT	DESCRIPTION	UNIT COST	EXTENTION
3		<p><i>The New Art + Science of Teaching</i> <i>Workshop. Order #100030224</i> <i>for Megan Meschery</i> <i>Andrea Ceresola</i> <i>Tom Jones</i></p> <p><u>Function:</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Student Instruction <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Instruction-Related <input checked="" type="checkbox"/> Special Education <ul style="list-style-type: none"> <input type="checkbox"/> Severe <input type="checkbox"/> Non Severe <input type="checkbox"/> Pupil Service <ul style="list-style-type: none"> <input type="checkbox"/> Health <input type="checkbox"/> Psychological <input type="checkbox"/> Speech <input type="checkbox"/> Food <input type="checkbox"/> Counseling <input type="checkbox"/> General Administration <input type="checkbox"/> Plant & Maintenance <input type="checkbox"/> Technology <input type="checkbox"/> Other _____ <p><u>Object:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Approved Text Books <input type="checkbox"/> Supplemental Instructional Books <input type="checkbox"/> Materials & Supplies <input type="checkbox"/> Library Expenditure <input type="checkbox"/> Equipment (over \$500) 	\$509.00	\$1,527.00

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL \$1,527.00

APPROVED BY: Mind M. NT
ADMINISTRATOR-BUSINESS SERVICES

PURCHASING AGENT



MARZANO Research

Leading the Way

Order #100030224

Order Date: July 11, 2018

Shipping Address

Megan Meschery
PO Box 955
111 Beckwith Rd
Loyalton, California, 96118
United States
Address Type: Commercial
T: 5309934482
F: 530-993-0828

Shipping Method

FedEx Shipping - The items you are buying do not require shipping.

Billing Address

Megan Meschery
PO Box 955
111 Beckwith Rd
Loyalton, California, 96118
United States
Address Type: Commercial
T: 5309934482
F: 530-993-0828

Payment Method

Check / Money order

*Non credit card orders will not be processed until Marzano Research receives a check or a signed copy of the purchase order. Purchase orders must note payment terms of net 30 days.

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
--------------	-----	-------	-----	----------

Subtotal				\$1,527.00
Shipping & Handling				\$0.00
Grand Total				\$1,527.00

Product Name	SKU	Price	Qty	Subtotal
<p>The New Art and Science of Teaching Workshop</p> <p>Attendee 1</p> <p>Title Curriculum Director</p> <p>First Name Megan</p> <p>Last Name Meschery</p> <p>School Name Sierra-Plumas Joint Unified SD</p> <p>Address 1 PO Box 955</p> <p>Address 2 109 Beckwith Rd.</p> <p>City Loyalton</p> <p>State/Province CALIFORNIA</p> <p>Zip/Postal Code 96118</p> <p>Country US</p> <p>Phone 530-993-1660</p> <p>Email mmeschery@spljUSD.org</p>	WSL116	\$509.00	Ordered: 1	\$509.00

Subtotal	\$1,527.00
Shipping & Handling	\$0.00
Grand Total	\$1,527.00

Product Name	SKU	Price	Qty	Subtotal
The New Art and Science of Teaching Workshop	WSL116	\$509.00	Ordered: 1	\$509.00
Attendee 2 Title Principal/Assistant Principal First Name Andrea Last Name Ceresola School Name Loylton Elementary School Address 1 PO Box 955 Address 2 111 Beckwith Rd City Loylton Zip/Postal Code 96118 Country US Phone 5309934482 Email awhite@spsjUSD.org				

Subtotal	\$1,527.00
Shipping & Handling	\$0.00
Grand Total	\$1,527.00

Product Name	SKU	Price	Qty	Subtotal
<p>The New Art and Science of Teaching Workshop</p> <p>Attendee 3</p> <p>Title Principal/Assistant Principal</p> <p>First Name Tom</p> <p>Last Name Jones</p> <p>School Name Loyalton High School</p> <p>Address 1 PO Box 127</p> <p>Address 2 700 4th Street</p> <p>City Loyalton</p> <p>Zip/Postal Code 96118</p> <p>Country US</p> <p>Phone 530-993-4454</p> <p>Email tjones@spjUSD.org</p>	WSL116	\$509.00	Ordered: 1	\$509.00
Subtotal				\$1,527.00
Shipping & Handling				\$0.00
Grand Total				\$1,527.00

PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Page 7 of 23

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118

PHONE (530) 993-1660/ FAX (530) 993-0828

ENDORSE TO:
Megan Meschery

SHIP TO:
Megan Meschery

VENDOR #		REQUISITION #	REQUISITIONED BY:	
QTY	UNIT	DESCRIPTION	UNIT COST	EXTENTION
3		Round-trip flight to Denver, CO for "The New Art & Science of Teaching" Workshop on Sept 18 + 19 (Please reimburse Megan Meschery) pd. with personal VISA	\$279.60	\$838.80
		<u>Function:</u> <input checked="" type="checkbox"/> Student Instruction <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Instruction-Related <input checked="" type="checkbox"/> Special Education o Severe o Non Severe <input type="checkbox"/> Pupil Service o Health o Psychological o Speech o Food o Counseling <input type="checkbox"/> General Administration <input type="checkbox"/> Plant & Maintenance <input type="checkbox"/> Technology <input type="checkbox"/> Other	<u>Object:</u> <input type="checkbox"/> Approved Text Books <input type="checkbox"/> Supplemental Instructional Books <input type="checkbox"/> Materials & Supplies <input type="checkbox"/> Library Expenditure; <input type="checkbox"/> Equipment (over \$500)	

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL
		838.80

APPROVED BY: M. M. [Signature]
ADMINISTRATOR-BUSINESS SERVICES

PURCHASING AGENT

Subject: Flight reservation (LWBHN4) | 17SEP18 | RNO-DEN | Meschery/Megan Ann, Ceresola/Andrea, Jones/Tom

Date: Wednesday, July 11, 2018 at 12:18:52 PM Pacific Daylight Time

From: Southwest Airlines

To: Megan Meschery

Thanks for choosing Southwest® for your trip.

Southwest Airlines

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[Check In Online](#)

[Check Flight Status](#)

[Change Flight](#)

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[Hotel Offers](#)

[Car Offers](#)

Ready for takeoff!

Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!

Air itinerary

AIR Confirmation: LWBHN4

Confirmation Date: 07/11/2018

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
MESCHERY/MEGAN ANN	613448080	5261466277595	Jul 11, 2019	1307
CERESOLA/ANDREA	Join or Add #	5261466277596	Jul 11, 2019	1307
JONES/TOM	Join or Add #	5261466277594	Jul 11, 2019	1307

Rapid Rewards points earned are only estimates. Not a member - visit Southwest.com/rapidrewards and sign up today!

Date	Flight	Departure/Arrival
Mon Sep 17	4122	Depart RENO/TAHOE, NV (RNO) on Southwest Airlines at 04:35 PM Arrive in SAN JOSE, CA (SJC) at 05:35 PM Wanna Get Away
	4216	Change planes to Southwest Airlines in SAN JOSE, CA (SJC) at 07:00 PM Arrive in DENVER, CO (DEN) at 10:30 PM Travel Time 4 hrs 55 mins Wanna Get Away

Date **Flight** **Departure/Arrival**

Wed Sep 19 36 Depart **DENVER, CO (DEN)** on Southwest Airlines at **06:25 PM**
 Arrive in **SAN DIEGO, CA (SAN)** at 07:50 PM
Wanna Get Away

1635 Change planes to Southwest Airlines in **SAN DIEGO, CA (SAN)**
 at 08:25 PM
 Arrive in **RENO/TAHOE, NV (RNO)** at **09:50 PM**
 Travel Time 4 hrs 25 mins
Wanna Get Away

Check in for your flight(s): 24 hours before your trip on Southwest.com or your mobile device to secure your boarding position. You'll be assigned a boarding position based on your check-in time. The earlier you check in within 24 hours of your flight, the earlier you get to board.

Bags fly free®: First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.

30 minutes before departure: We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

10 minutes before departure: You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.

If you do not plan to travel on your flight: In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Need to make a change? Keep your confirmation number on record. It will be used to retrieve your reservation and apply funds to future travel.

Air Cost: 838.80

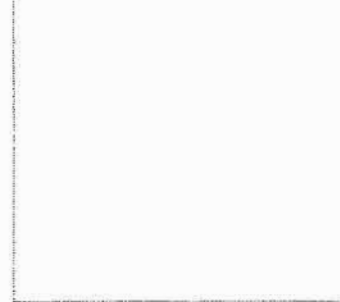
Fare Rule(s): 5261466277595: NONREFUNDABLE/NONTRANSFERABLE
 STANDBY REQ UPGRADE TO Y -BG WN
 5261466277596: NONREFUNDABLE/NONTRANSFERABLE STANDBY REQ
 UPGRADE TO Y -BG WN
 5261466277594: NONREFUNDABLE/NONTRANSFERABLE STANDBY REQ
 UPGRADE TO Y -BG WN

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

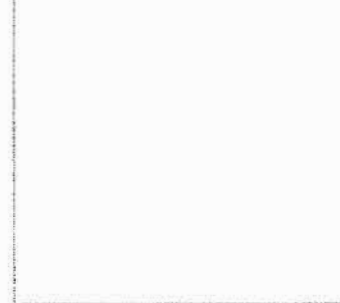
DND WML YIC 10 WML DEN00 00441 YICAN WML DEN100 07100017 075ND 7D



Sign Up 'n Save



Enroll Now. It's Free



RNO WVN X/SJC WVN DEN89.30WVN X/SAN WVN RNO128.3/USDZ17.6/END ZP
 RNO4.10SJC4.10DEN4.10SAN4.10 XF RNO4.5SJC4.5DEN4.5SAN4.5

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 GLAUPNRO GLAUPNRO GLAUPNRO

Learn about our boarding process

Learn about inflight WiFi & entertainment

Cost and Payment Summary

AIR - LWBHN4

Base Fare	\$ 653.01
U.S. Transportation Tax	\$ 48.99
U.S. 9/11 Security Fee	\$ 33.60
U.S. Flight Segment Tax	\$ 49.20
U.S. Passenger Facility Chg	\$ 54.00
Total Air Cost	\$ 838.80

Payment Information
 Payment Type: Visa XXXXXXXXXXXX4259
 Date: Jul 11, 2018
 Payment Amount: \$279.60

 Payment Type: Visa XXXXXXXXXXXX4259
 Date: Jul 11, 2018
 Payment Amount: \$279.60

 Payment Type: Visa XXXXXXXXXXXX4259
 Date: Jul 11, 2018
 Payment Amount: \$279.60

Useful Tools	Know Before You Go	Special Travel Needs
Check In Online	In the Airport	Traveling with Children
Early Bird Check-In	Baggage Policies	Traveling with Pets
View/Share Itinerary	Suggested Airport Arrival Times	Unaccompanied Minors
Change Air Reservation	Security Procedures	Baby on Board
Cancel Air Reservation	Customers of Size	Customers with Disabilities
Check Flight Status	In the Air	
Flight Status Notification	Purchasing and Refunds	
Book a Car		
Book a Hotel		

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Privacy Policy	Customer Service Commitment	Contact Us
Notice of Incorporated Terms	FAQs	

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This is a post-only mailing from Southwest Airlines. Please do not attempt to respond to this message. Your privacy is important to us, Please read our [Privacy Policy](#).

¹ All travel involving funds from this Confirmation Number must be completed by the expiration date.

² Security Fee is the government-imposed September 11th Security Fee.

Prohibition on Multiple/Conflicting Reservations. To promote seat availability for our Customers, Southwest prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively cancelled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as travel funds for use by the Customer on a future Southwest Airlines flight.

See [Southwest Airlines Co. Notice of Incorporation](#)

See [Southwest Airlines Limit of Liability](#)

Southwest Airlines
P.O. Box 36647-1CR
Dallas, TX 75235

[Contact Us](#)

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PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Page 12 of 23

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118

PHONE (530) 993-1660/ FAX (530) 993-0828

TO:

NDOR: Hyatt House Denver Tech Center

SHIP TO:

Hyatt House Denver Tech Center
9280 E. Costilla Avenue
Englewood, CO 80112

VENDOR #	REQUISITION #	REQUISITIONED BY:
----------	---------------	-------------------

QTY	UNIT	DESCRIPTION	UNIT COST	EXTENSION
2		2 Hotel rooms at Hyatt House Denver Tech. Center for 2 Nights Megan Maschery > Sharing (#768849) Andrea Ceresola > Sharing (#768851) Tom Jones (#768854) (Reduced Rate for Hotel) no need for car rental or parking as there is a shuttle service to conference location (GSA Rate = \$180)	\$179.60 X \$ 789.40	\$359.20 394.70 2 789.40

- Function:
- Student Instruction
 - Intervention
 - Instruction-Related
 - Special Education
 - Severe
 - Non Severe
 - Pupil Service
 - Health
 - Psychological
 - Speech
 - Food
 - Counseling
 - General Administration
 - Plant & Maintenance
 - Technology
 - Other
- Object:
- Approved Text Books
 - Supplemental Instructional Books
 - Materials & Supplies
 - Library Expenditure
 - Equipment (over \$500)

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL
		789.40

APPROVED BY: M. M. [Signature]
 ADMINISTRATOR-BUSINESS SERVICES

PURCHASING AGENT

Subject: Hyatt House Denver Tech Center - Confirmation - Tom Jones - 17-Sep-2018 - 7688541
Date: Wednesday, July 11, 2018 at 11:57:17 AM Pacific Daylight Time
From: Hyatt Hotels
To: Megan Meschery

Your reservation is confirmed

[Customer Service](#)

Reservation Confirmation

Confirmation Number : 7688541

[Add to Apple Wallet](#)

Hyatt House Denver Tech Center

9280 E. Costilla Avenue
Englewood, Colorado, 80112

+1 303 706 1945

Check-In

Date: Monday, September 17, 2018
Time 3:00 PM

[Add to Calendar](#)

Check-out

Date: Wednesday, September 19, 2018
Time 12:00 PM

Manage Your Stay

We look forward to welcoming you to our hotel. Please let us know if there is anything we can do to help you make the most of your time away.

[Modify Reservation](#)

[Add Reservation](#)

[Cancel Reservation](#)

[Customer Service](#)

[Contact us any time you need](#)

[Connect with us from any device](#)

Message Us

Tweet Us

Start Planning

Get to know our
hotel

Reservation Details

A note from Hyatt House Denver Tech Center

WELCOME TO HYATT HOUSE. MAKE YOURSELF AT HOME WITH OUR COMPLIMENTARY HOT BREAKFAST, FREE WI-FI, 24/7 WORKOUT ROOM AND FULL KITCHENS. ENJOY OUR SIP & SAVOR MENU, MIXED DRINKS, BEER AND WINE AT OUR HBAR, OPEN DAILY FROM 5PM-10PM. VALID CREDIT CARD REQUIRED AT CHECK-IN.

Guest Name: TOM JONES

Number of Adults: 1

Number of Children: 0

Room(s) Booked: 1

Room Type:

- 2 BR KING SUITE

Room Description:

- Full breakfast:2 bdrm:2 bathrm: H-Bar 2 bedroom suite:Hyatt Grand Beds:NOSM

Nightly Rate per Room: September 17 - September 18 – 179.00 US DOLLARS

Type of Rate: MARZANO RESEARCH

Rate Information: Rate is eligible to earn points and tier credit.

Additional Tax, Fees & Service Charges:

OCCUPANCY TAX: 3.00%

STATE TAX: 4.25%

CITY TAX: 3.00%

CANCELLATION POLICY:

TO AVOID 1 NIGHT FEE CANCEL 48HRS PRIOR TO CHECKIN TIME

Effective January 1, 2018, reservations confirmed or changed by World of Hyatt Explorist or Globalist members can be canceled up to 24 hours before the hotel check-in time when the hotel's cancellation period stated above is not more than 48 hours. This 24-hour cancelation period benefit is not valid for stays at Hyatt Residence Club or Miraval resorts. It also does not apply: (i) to prepaid or non-refundable rates; (ii) when the cancellation period stated above is more than 48 hours; or (iii) for reservations booked at corporate negotiated or group contract rates. This benefit is based on a member's tier status at the time of cancellation. The hotel check-in time is stated above, and the cancellation windows are based on the hotel's local time.

Changes to the dates of stay, number of guests per room or number of rooms confirmed will be subject to current pricing which may be different than previously confirmed rates. Taxes and fees are subject to change based on dates of stay and local jurisdiction.

At Hyatt, the welfare and safety of our guests and colleagues is a top priority. It is Hyatt's practice to enter any occupied guest room at a minimum of once within a 24- hour period, even if a guest has requested privacy. Appropriate efforts are made to provide advance notice to the registered guest before entering an occupied guest room.

Earning World of Hyatt points and tier credit is subject to World of Hyatt complete Terms and Conditions.

Join World of Hyatt

Enjoy free nights, exclusive services and benefits at Hyatt hotels worldwide.

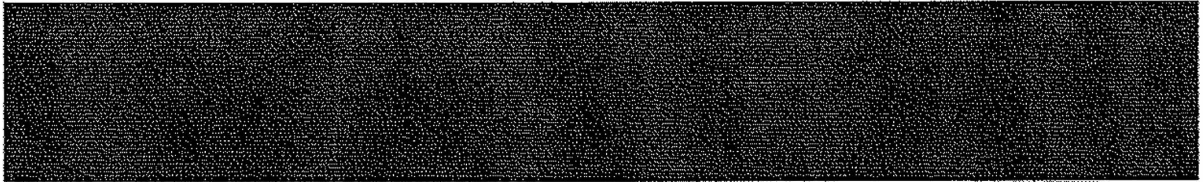
Join Now >>

World of Hyatt Credit Card

Earn up to 60,000 Bonus Points with the World of Hyatt Credit Card.

Learn More >>

Connect with Hyatt



Subject: Hyatt House Denver Tech Center - Confirmation - Megan Meschery - 17-Sep-2018 - 7688497
Date: Wednesday, July 11, 2018 at 11:56:22 AM Pacific Daylight Time
From: Hyatt Hotels
To: Megan Meschery

Your reservation is confirmed

[Customer Service](#)

Reservation Confirmation

Confirmation Number : 7688497

[Add to Apple Wallet](#)

Hyatt House Denver Tech Center

9280 E. Costilla Avenue
Englewood, Colorado, 80112

+1 303 706 1945

Check-In

Date: Monday, September 17, 2018

Time 3:00 PM

[Add to Calendar](#)

Check-out

Date: Wednesday, September 19, 2018

Time 12:00 PM

Manage Your Stay

We look forward to welcoming you to our hotel. Please let us know if there is anything we can do to help you make the most of your time away.

[Modify Reservation](#)

[Add Reservation](#)

[Cancel Reservation](#)

[Customer Service](#)

Contact us any time you need

Connect with us from any device

Message Us

Tweet Us

Start Planning

Get to know our
hotel

Reservation Details

A note from Hyatt House Denver Tech Center

WELCOME TO HYATT HOUSE. MAKE YOURSELF AT HOME WITH OUR COMPLIMENTARY HOT BREAKFAST, FREE WI-FI, 24/7 WORKOUT ROOM AND FULL KITCHENS. ENJOY OUR SIP & SAVOR MENU, MIXED DRINKS, BEER AND WINE AT OUR HBAR, OPEN DAILY FROM 5PM-10PM. VALID CREDIT CARD REQUIRED AT CHECK-IN.

Guest Name: MEGAN MESCHERY

Number of Adults: 2

Number of Children: 0

Room(s) Booked: 1

Room Type:

- 2 BR KING SUITE

Room Description:

- Full breakfast:2 bdrm:2 bathrm: H-Bar 2 bedroom suite:Hyatt Grand Beds:NOSM

Nightly Rate per Room: September 17 - September 18 – 179.00 US DOLLARS

Type of Rate: MARZANO RESEARCH

Rate Information: Rate is eligible to earn points and tier credit.

Additional Tax, Fees & Service Charges:

OCCUPANCY TAX: 3.00%

STATE TAX: 4.25%

CITY TAX: 3.00%

Preferences and Policies: CONFIRMED NON-SMOKING RM

Your preferences have been submitted and are subject to hotel availability.

CANCELLATION POLICY:

TO AVOID 1 NIGHT FEE CANCEL 48HRS PRIOR TO CHECKIN TIME

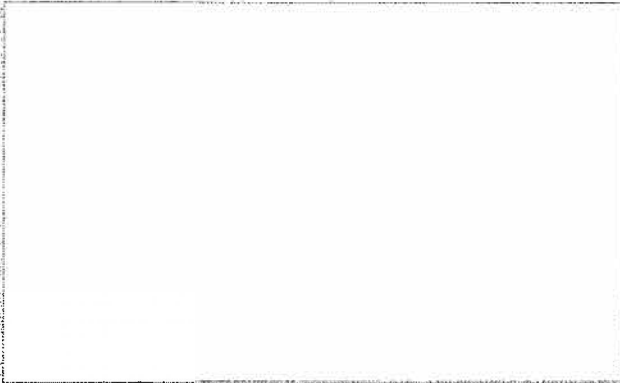
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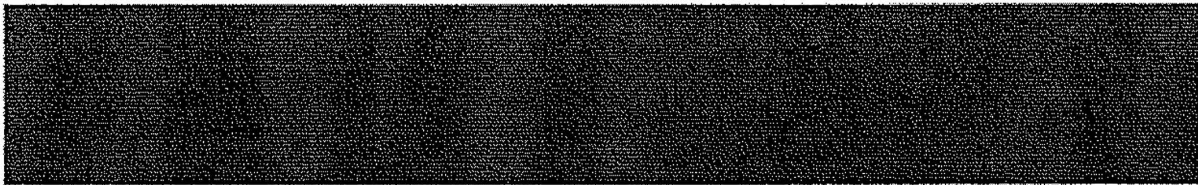
World of Hyatt Credit Card



Earn up to 60,000 Bonus Points with the World of Hyatt Credit Card.

Learn More >>

Connect with Hyatt



We respect your privacy and will only use your information in accordance with our Global Privacy Policy, available at privacy.Hyatt.com. If you have questions or comments regarding this email, please contact us at consumeraffairs@hyatt.com. You have a right to access, to rectify and to object for legitimate reasons to the processing of your data in accordance with our Global Privacy Policy.

PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Page 21 of 23

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118

PHONE (530) 993-1660/ FAX (530) 993-0828

TO: _____
 NDOR: _____ SHIP TO: Megan Meschery

VENDOR #	REQUISITION #	REQUISITIONED BY:
----------	---------------	-------------------

QTY	UNIT	DESCRIPTION	UNIT COST	EXTENTION
		PER DIEM:		
2		2 Breakfast - 9/17 + 9/18	\$10.00	\$20.00
2		2 Lunch - 9/17 + 9/18	\$11.00	\$22.00
3		3 Dinner - 9/16, 9/17, 9/18	\$18.00	\$54.00

Function: <input type="checkbox"/> Student Instruction <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Instruction-Related <input type="checkbox"/> Special Education o Severe o Non Severe <input type="checkbox"/> Pupil Service o Health o Psychological o Speech o Food o Counseling <input type="checkbox"/> General Administration <input type="checkbox"/> Plant & Maintenance <input type="checkbox"/> Technology <input type="checkbox"/> Other _____	Object: <input type="checkbox"/> Approved Text Books <input type="checkbox"/> Supplemental Instructional Books <input type="checkbox"/> Materials & Supplies <input type="checkbox"/> Library Expenditure <input type="checkbox"/> Equipment (over \$500)
--	---

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL
		\$ 96.00

APPROVED BY: M. M. [Signature]
 ADMINISTRATOR, BUSINESS SERVICES

PURCHASING AGENT

PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Page 22 of 23

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118

PHONE (530) 993-1660/ FAX (530) 993-0828

TO: _____
NDOR: _____ SHIP TO: _____
Tom Jones

VENDOR #		REQUISITION #	REQUISITIONED BY:
QTY	UNIT	DESCRIPTION	UNIT COST EXTENTION
		<i>PER DIEM:</i>	
<i>2</i>		<i>2 Breakfast - 9/17 + 9/18</i>	<i>\$10.00 \$20.00</i>
<i>2</i>		<i>2 Lunch - 9/17 + 9/18</i>	<i>\$11.00 \$22.00</i>
<i>3</i>		<i>3 Dinner - 9/16, 9/17, 9/18</i>	<i>\$18.00 \$54.00</i>
		<p><u>Function:</u></p> <input checked="" type="checkbox"/> Student Instruction <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Instruction-Related <input type="checkbox"/> Special Education o Severe o Non Severe <input type="checkbox"/> Pupil Service o Health o Psychological o Speech o Food o Counseling <input type="checkbox"/> General Administration <input type="checkbox"/> Plant & Maintenance <input type="checkbox"/> Technology <input type="checkbox"/> Other _____	<p><u>Object:</u></p> <input type="checkbox"/> Approved Text Books <input type="checkbox"/> Supplemental Instructional Books <input type="checkbox"/> Materials & Supplies <input type="checkbox"/> Library Expenditure <input type="checkbox"/> Equipment (over \$500)

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL <i>\$96.00</i>

APPROVED BY: *Mir M [Signature]*
ADMINISTRATOR-BUSINESS SERVICES

PURCHASING AGENT

PURCHASE ORDER REQUEST

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Page 23 of 23

SIERRA COUNTY OFFICE OF EDUCATION

P.O. BOX 955, LOYALTON, CA 96118

PHONE (530) 993-1660/ FAX (530) 993-0828

TELEPHONE: _____ SHIP TO: Andrea Ceresola

VENDOR #		REQUISITION #	REQUISITIONED BY:
QTY	UNIT	DESCRIPTION	UNIT COST EXTENTION
		PER DIEM:	
2		2 Breakfast - 9/17 + 9/18	\$10.00 \$20.00
2		2 Lunch - 9/17 + 9/18	\$11.00 \$22.00
3		3 Dinner - 9/16, 9/17, 9/18	\$18.00 \$54.00

<p><u>Function:</u></p> <input checked="" type="checkbox"/> Student Instruction <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Instruction-Related <input type="checkbox"/> Special Education o Severe o Non Severe <input type="checkbox"/> Pupil Service o Health o Psychological o Speech o Food o Counseling <input type="checkbox"/> General Administration <input type="checkbox"/> Plant & Maintenance <input type="checkbox"/> Technology <input type="checkbox"/> Other _____	<p><u>Object:</u></p> <input type="checkbox"/> Approved Text Books <input type="checkbox"/> Supplemental Instructional Books <input type="checkbox"/> Materials & Supplies <input type="checkbox"/> Library Expenditure <input type="checkbox"/> Equipment (over \$500)
---	---

ACCOUNT DISTRIBUTION	AMOUNT	SUBTOTAL
		TAX
		FREIGHT
		TOTAL
		\$ 96.00

APPROVED BY: [Signature]
ADMINISTRATOR-BUSINESS SERVICES

PURCHASING AGENT

RECEIVED

JUN 04 2018

SCOE
S-PJUSD

LHS Leadership Class
P.O. Box 37
Loyalton, CA 96118
29 May, 2018

Sierra-Plumas Joint Unified School District

Re: Satellite Lunch Cart

To The Members of the SPJUSD School Board Members:

As you may or may not know, several students in the leadership class (myself included) have been working to alter the way we serve “hot lunch” at Loyalton High School. This ultimately boils down to setting up a system in which lunch is brought down from the elementary school via cart or salad bar and served directly to the students here at LHS, rather than having them travel to the elementary school in order to get it. To determine the need for this, we polled the entire student body throughout the month of April, and compiled the data to find our results.

To properly do this, we set up an online survey which 65% of the student body, middle-schoolers included, took part in. These results showed that a majority of the students at Loyalton Middle/High School (50.5% to be exact) would eat the provided lunch more frequently if it was offered here at LHS, rather than down at the Elementary School. This is important, as only 12.9% of the student body admitted to eating the provided lunches regularly, as of the date of the survey. It is paramount, as the percentages of those who said they wouldn't eat the lunches (28.6%) and those who were not sure if they would or not (10.0%) could in theory be culled with successful implementation of the new lunch system.

This would also make lunches more readily available to those who have detentions, making both serving detentions and eating healthy meals much easier. One student commenting about getting lunches with detentions said, “[I would] go to the elementary school and eat as fast as I can, and then rush back to detention.” While this student found a temporary solution, a larger number of students said

that, when pressed with the same problem, they would just skip lunch. Issues such as this could be easily remedied by having school lunches here at LHS. Additionally, the in-school lunch system could aid the students who had to stay during lunch for club or similar non-detention reasons, such as FFA or Culture Club. Many students said they would still go uptown to eat, but we in the leadership class believe that, while not every single student will eat the school lunches here, a larger percentage of the school as a whole will be willing to stay at the school and eat the lunches here. Many students said they would for-go going off-campus "If the food that day is good" or would stay here because it would "allow me to stop spending money at the stores."

Ultimately, it is unlikely that every single student at LHS will eat the provided lunches every day, but we do believe that a much larger percentage of them would eat here regularly, rather than the small amount we see now. Most middle-schoolers already eat the hot lunches, but it seems reasonable to assume that the high-schoolers would take the provided lunches far more often than we are currently seeing. All in all, I see no apparent downside to at least trying to bring the lunches here. As such, me and the fellow members of the LHS leadership class shall now humbly await your response.

Regards,
Matthew Graves,
LHS Leadership Class



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

D135

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2018-2019

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: SIERRA-PLUMAS JOINT UNIFIED District CDS Code: 46 70177

Name of County: SIERRA County CDS Code: 46 10462

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 / 14 / 2018 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2019.

Submitted by (Superintendent, Board Secretary, or Designee):

Merrill M. Grant, Ed.D.  Superintendent
Name Signature Title

530 993-0828 530 993-1660 Ext 110 July 25, 2018
Fax Number Telephone Number Date

P O Box 955, Loyalton, CA 96118
Mailing Address

mgrant@pjusd.org
Email Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

- ▶ **Enclose a copy of the public announcement**
Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

<i>Mailing Address</i>		

<i>E-Mail Address</i>		

- ▶ *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____ 2 _____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	
Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	1
Special Education	
TOTAL	2

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. Small, rural single county school district; limited staff and resources to establish intern program

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 3

If yes, list each college or university with which you participate in an internship program.

National University, CalSTATE Teach

If no, explain why you do not participate in an internship program.

July 26, 2018

Sue Roberts
SPJUSD

Adrienne Anila
PO Box 191
Sierraville, CA 96126

To Whom it may Concern:

I am writing to resign my teaching position at Loyaltan High School for the 2018/2019 school year. I have enjoyed teaching in SPJUSD, and it's time for me to move on to other endeavors.

Thank you,

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

Adrienne Anila

From: Amanda Osburn [mailto:aosburn@spjUSD.com]

Sent: Monday, July 30, 2018 12:01 PM

To: Sue Roberts <sroberts@spjUSD.org>

Subject: My Status

Hi there, Sue.

I would like to thank you for your help. I wonder if you need an official letter, which I would like to compose--have been having technical difficulties. Or will this email give you what you need to fly my position?

After a lot of consideration, I have decided to take a position offered to me in a different school district. This was an extremely difficult choice to make, as I love Loyaltown High School, and my heart is with the community. However, removing emotion, I had to make the decision that would best serve me and my family in its current state. So many factors went into this decision.

Thank you for all you have done to support me, and let me know if you need anything further regarding this matter.

Thank you!!

Amanda Osburn

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Sierra-Plumas Joint Unified School District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction at 109 Beckwith Road, Loyalton, California. (Gov. Code Sec. 81008.) All statements will be retained by the **District**.

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

**APPENDIX A
DESIGNATED POSITIONS**

<u>POSITION</u>	<u>CATEGORY</u>
Governing Board of Education Members	1
Superintendent of Schools	1
Business Manager	2
School Site Administrators	2
SELPA Director	2
Technology Director	2
Consultants/New Positions	*

Note: The positions of Superintendent of Schools and Business Manager are Sierra County Office of Education staff members who act in a staff capacity.

* Consultants/New positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

APPENDIX B DISCLOSURE CATEGORIES

Category 1:

Designated position in this category must report:

- Interest in real property located entirely or partly within District boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest, or option to acquire such interest in real property.
- Investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:
 - Are engaged in the acquisition or disposal of real property within the District,
 - Are contractors that are, or have been within the past two years, engaged in work or services of the type used by the District, or
 - Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment of the type utilized by the District.

Category 2:

Designated position in this category must report:

- Investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:
 - Are contractors engaged in work or services of the type to be used by the department,
 - Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment of the type utilized by the department in which the designated position manages or directs.

This is the last page of the conflict of interest code for **Sierra-Plumas Joint Unified School District**.



CERTIFICATION OF FPPC APPROVAL

Pursuant to Government Code Section 87303, the conflict of interest code for **Sierra-Plumas Joint Unified School District** was approved on 1/17/ 2017. This code will become effective on 2/16/ 2017.

A handwritten signature in blue ink, appearing to read "BJL", written over a horizontal line.

Brian G. Lau

Senior Commission Counsel

Fair Political Practices Commission