

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

October 08, 2019

**5:00pm CLOSED Session**

Regular session immediately following the 6:00 pm 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, Room 4, 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. 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, Superintendent James Berardi and Business Manager Nona Griesert will move into Closed Session to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator for the Board: James Berardi, Superintendent

Employee Organizations:

Unrepresented Employees: Sierra-Plumas Teachers' Association  
Classified Employees  
Confidential Employees  
Administrative Employees

2. Government Code 54957

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

F. RETURN TO OPEN SESSION and ADJOURN FOR BREAK

G. RECESS TO THE SIERRA COUNTY BOARD OF EDUCATION MEETING

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

I. REPORT OUT FROM CLOSED SESSION

J. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

a. Update on Music program

b. First month update—state of the district

c. Most Recent Inter-District Variance Requests (see table below)

New/Renewal	School Year	Grade Entering	District of Residence	Receiving District	Reason Given by Requestor	Backup Documentation Received?
Renewal	2019-20	12	Plumas	SPJUSD	Work in Loyalton	Yes
New	2019-20	K	Plumas	SPJUSD	Work in Loyalton	Yes

Renewal	2019-20	3	Plumas	SPJUSD	Work in Loyalton	Yes
Renewal	2019-20	7	Plumas	SPJUSD	Work in Loyalton	Yes
Renewal	2019-20	10	Plumas	SPJUSD	Work in Loyalton	Yes
New	2019-20	3	Fort Sage	SPJUSD	Proximity to schools	n/a
New	2019-20	4	Fort Sage	SPJUSD	Proximity to schools	n/a
Renewal	2019-20	1	SPJUSD	Plumas	Childcare in Clio	Yes
New	2019-20	1	Plumas	SPJUSD	Proximity to schools	n/a

2. Business Report
  - a. 2017-2018 Fiscal Year Audit Certification Letter\*\*
  - b. 2019-2020 Fiscal Year Budget Approved^^
  - c. Account Object Summary-Balance from 07/01/2019 to 09/30/2019\*\*
  - d. First Month Enrollments for the 2018-2019 School Year\*\*
3. Staff Reports (5 minutes)
4. Board Member Reports (5 minutes)
5. Public Comment – This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)
  - a. Current location
  - b. Videoconference location

#### K. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held September 10, 2019\*\*
2. Approval of Board Report-Checks Dated 09/01/2019 through 09/30/2019\*\*
3. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 09/30/2019. It is required per Education Code 35186 section (d) *that a school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district.*
  - a. 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 09/30/2019.
4. Authorization for Superintendent to enter into Licensing Agreement with Document Tracking Services, Contract No. 2020-08D\*\*
5. Approval of declaration of surplus and disposal of 2015 MacBook Pro 13-inch, Serial Number C02QPGX7FVH3

#### L. ACTION ITEMS

1. New Business
 

***PUBLIC HEARING—Textbooks and Instructional Materials***

  - a. Public Hearing to receive comments on the sufficiency of textbooks and instructional materials for Kindergarten through 12<sup>th</sup> grade in each subject and to assure that they are aligned with the state standards adopted pursuant to Ed. Code 60605 or 60605.8. Also meet the reporting and sufficiency requirements contained in Ed. Code 60119.
  - b. Adoption of Resolution No. 20-005D, Sufficiency of Textbooks or Instructional Materials\*\*

ROLL CALL VOTE

- c. Appointment of James Berardi as the representative for Sierra-Plumas Joint Unified School District on the Feather River Adult Education Consortium
- d. Approval of assignment for Amber Baca-Sainsbury, Classroom Specialist, Downieville, .5 FTE (3 hours daily)\*\*
- e. Approval of declaration of surplus and disposal of items:
  - 1. Loyalton High School – 1994 Chevrolet Suburban\*\*
  - 2. Loyalton Elementary School – desks, tables, fencing, utility trailer, TVs, snow blowers, chalkboards\*\*
- f. Discuss Technology Plan: Logistics, Processes and Accounting of all District Technology

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

- g. 3511—Energy and Water Management
  - 1. Board Policy, *revisions*^^
  - 2. Administrative Regulation, *revisions*^^
- h. 3514—Environmental Safety
  - 1. Administrative Regulation, *revisions*^^
- i. 5123—Promotion/Acceleration/Retention
  - 1. Board Policy, *revisions*^^
- j. 5136—Gangs
  - 1. Board Policy, *DELETE*^^
  - 2. Administrative Regulation, *DELETE*^^
- k. 4212—Appointment and Conditions of Employment (Classified)
  - 1. Administrative Regulation, *minor revision*^^

M. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on November 12, 2019 at Sierra County Office of Education, 109 Beckwith Rd, Loyalton CA 96118, beginning with Closed Session as needed at 5:00pm and the Regular Board Meeting at 6:00pm.
- 2. Suggested Agenda Items
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

N. ADJOURN



James Berardi, Superintendent

\*\* enclosed

\* handout

^^ County agenda backup





BETTY T. YEE

California State Controller

RECEIVED

SEP 30 2019

September 25, 2019

Sierra-Plumas Joint Unified  
Post Office Box 955  
Loyalton, CA 96118

SCOE  
SPJUSD

Re: Certification Letter – Fiscal Year 2017-18 Sierra-Plumas Joint Unified

The State Controller's Office (SCO) has completed its desk review of the referenced entity's annual audit report for the fiscal year ended June 30, 2018. As a result of the review, the SCO certifies that the audit report conforms to the reporting standards contained in the audit guide, *2017-18 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810. Also, the SCO determined that the report generally meets the requirements of Title 2, *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F—Audit Requirements (Uniform Guidance).

The SCO's certification authorizes the auditee to release the portion of the audit fee withheld under the provisions of California Education Code Section 14505. The SCO has notified the auditee that the audit report was certified.

If you have any questions regarding this letter or any other local education agency (LEA) audit issue, please contact a member of my LEA staff by telephone at (916) 324-6442 or by email at [leaaudits@sco.ca.gov](mailto:leaaudits@sco.ca.gov).

Sincerely,

Joel James, Chief  
Financial Audits Bureau  
Division of Audits

Balances through September						Fiscal Year 2019/20
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	2,168,623.00	2,168,623.00	1,641,705.75	190,495.23	336,422.02
1115	Extra Duty Hourly	5,000.00	5,000.00		2,510.00	2,490.00
1120	Certificated Substitutes	53,569.00	53,569.00		1,430.00	52,139.00
1300	Certificated Superv/Admin Sala	238,680.00	238,680.00	85,565.25	48,666.00	104,448.75
1310	Teacher In Charge/Head Teacher	14,000.00	14,000.00	9,000.00	1,000.00	4,000.00
	<b>Total for Object 1000</b>	<b>2,479,872.00</b>	<b>2,479,872.00</b>	<b>1,736,271.00</b>	<b>244,101.23</b>	<b>499,499.77</b>
2100	Instructional Aides Salaries	209,327.00	209,327.00	177,503.50	19,613.62	12,209.88
2115	Inst. Aide Extra Duty	1,600.00	1,600.00		98.14	1,501.86
2120	Instructional Aides Substitute	5,000.00	5,000.00		938.84	4,061.16
2200	Classified Support Salaries	338,832.00	338,832.00	230,854.06	73,102.92	34,875.02
2201	Bus Driver	67,673.00	67,673.00	47,678.48	5,970.69	14,023.83
2215	Classified Extra Duty	7,500.00	7,500.00		2,274.87	5,225.13
2220	Classified Support Substitute	7,264.00	7,264.00		9,487.24	2,223.24-
2300	Classified Sup/Admin Salaries	89,367.00	89,367.00	67,957.56	23,507.52	2,098.08-
2400	Clerical & Office Salaries	177,862.00	177,862.00	115,488.72	28,381.22	33,992.06
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00			5,000.00
2900	Other Classified Salaries	10,969.00	10,969.00	10,096.33	1,070.03	197.36-
	<b>Total for Object 2000</b>	<b>920,394.00</b>	<b>920,394.00</b>	<b>649,578.65</b>	<b>164,445.09</b>	<b>106,370.26</b>
3101	State Teachers Retirement Syst	544,041.00	544,041.00	282,517.29	39,907.00	221,616.71
3102	State Teachers Retirement Syst	9,099.00	9,099.00			9,099.00
3202	Public Employees Retirement Sys	163,457.00	163,457.00	114,503.13	28,827.07	20,126.80
3311	OASDI-Certificated Positions	1,549.00	1,549.00	.09-	30.97	1,518.12
3312	OASDI-Classified Positions	55,324.00	55,324.00	38,660.11	9,691.01	6,972.88
3321	Medicare-Certificated Position	33,207.00	33,207.00	22,633.92	3,238.40	7,334.68
3322	Medicare-Classified Positions	12,957.00	12,957.00	9,041.75	2,273.03	1,642.22
3401	Health & Welfare -Certificated	424,769.00	424,769.00	423,528.30	49,186.50	47,945.80-
3402	Health & Welfare-Classified Po	191,801.00	191,801.00	168,188.22	46,080.00	22,467.22-
3501	State Unemployment Insurance-C	1,240.00	1,240.00	868.41	122.18	249.41
3502	State Unemployment Insurance-	461.00	461.00	324.82	81.79	54.39
3601	Workers' Compensation Insuranc	73,173.00	73,173.00	50,726.52	7,208.97	15,237.51
3602	Workers' Compensation Insuranc	27,454.00	27,454.00	19,160.83	4,816.87	3,476.30
3901	Other Benefits, Certificated P				4,384.14	4,384.14-
	<b>Total for Object 3000</b>	<b>1,538,532.00</b>	<b>1,538,532.00</b>	<b>1,130,153.21</b>	<b>195,847.93</b>	<b>212,530.86</b>
4100	Textbooks	151,912.00	151,912.00	3,287.09	119,859.76	28,765.15
4200	Books Other Than Textbooks	750.00	750.00			750.00

Balances through September						Fiscal Year 2019/20
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
4300	Class Mat'l and Supplies	48,728.00	48,728.00	6,348.04	12,566.00	29,813.96
4301	Class Consumable Mat'l	10,925.00	10,925.00	2,546.91	3,639.81	4,738.28
4302	Class Paper/Toner	12,000.00	12,000.00	1,145.76	3,452.91	7,401.33
4305	Other Student M&S	24,477.00	24,477.00	9,443.59	7,572.75	7,460.66
4320	Custodial Grounds Supplies	43,250.00	43,250.00	4,470.21	15,639.89	23,139.90
4330	Office Supplies	24,990.00	24,990.00	2,884.01	2,503.31	19,602.68
4350	Vehicle Maint. M&S	26,379.00	26,379.00	2,224.72	313.59	23,840.69
4351	Vehicle FUEL	29,025.00	29,025.00	26,767.83	682.17	1,575.00
4400	Non-Capital Equipment (Up to \$	81,954.00	81,954.00	2,750.42	75,189.70	4,013.88
<b>Total for Object 4000</b>		<b>454,390.00</b>	<b>454,390.00</b>	<b>61,868.58</b>	<b>241,419.89</b>	<b>151,101.53</b>
5100	Subagreement for Services	199,912.00	199,912.00	131,184.00	43,728.00	25,000.00
5200	Travel & Conferences	60,021.00	60,021.00	5,833.85	13,940.11	40,247.04
5300	Dues & Membership	11,754.00	11,754.00	1,451.39	6,786.91	3,515.70
5400	Insurance-Fire, liability, etc	60,000.00	60,000.00		71,150.13	11,150.13-
5510	Power	94,201.00	94,201.00	77,946.96	9,759.04	6,495.00
5520	Garbage	8,100.00	8,100.00	3,987.17	399.96	3,712.87
5530	Water	54,350.00	54,350.00	44,539.46	9,460.54	350.00
5540	Propane	59,125.00	59,125.00	57,332.18	1,792.82	.00
5590	Miscellaneous Utilities	14,000.00	14,000.00	15,000.00		1,000.00-
5600	Rentals, Leases & Repairs	106,558.00	106,558.00	58,249.44	9,550.80	38,757.76
5800	Services & Operating Expense	4,200.00	4,200.00	1,650.00	150.00-	2,700.00
5810	Legal Expenses	20,000.00	20,000.00			20,000.00
5812	Board Election Expense	2,500.00	2,500.00			2,500.00
5840	Audit Expense	13,785.00	13,785.00			13,785.00
5860	Solid Waste Tax	11,211.00	11,211.00	11,700.00		489.00-
5890	Contracts/Servic	631,756.00	631,756.00	446,808.51	46,056.52	138,890.97
5899	SCOE Interagency Reimburse			13,887.30	9,614.64	23,501.94-
5900	Communications	3,000.00	3,000.00		2,167.00	833.00
5910	Telephone-Monthly Service	10,000.00	10,000.00	8,571.89	1,497.72	69.61-
5990	Other Communications	500.00	500.00			500.00
<b>Total for Object 5000</b>		<b>1,364,973.00</b>	<b>1,364,973.00</b>	<b>878,142.15</b>	<b>225,754.19</b>	<b>261,076.66</b>
6170	Land Improvement	10,500.00	10,500.00	14,641.00	6,316.16	10,457.16-
6200	Building & Improvements	10,500.00	10,500.00			10,500.00
6400	Equipment	107,768.00	107,768.00	871,545.40		763,777.40-
6500	Equipment Replacement	15,000.00	15,000.00	22,900.24		7,900.24-
6501	Vehicle Replacement	65,000.00	65,000.00			65,000.00

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2020, Period = 3, 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 September						Fiscal Year 2019/20
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
<b>Total for Object 6000</b>		<b>208,768.00</b>	<b>208,768.00</b>	<b>909,086.64</b>	<b>6,316.16</b>	<b>706,634.80-</b>
7110	Out-of-State Tuition	104,450.00	104,450.00	104,450.00		.00
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	85,550.00	85,550.00			85,550.00
<b>Total for Object 7000</b>		<b>190,000.00</b>	<b>190,000.00</b>	<b>104,450.00</b>	<b>.00</b>	<b>85,550.00</b>
<b>Total for Fund 01 and Expense accounts</b>		<b>7,156,929.00</b>	<b>7,156,929.00</b>	<b>5,469,550.23</b>	<b>1,077,884.49</b>	<b>609,494.28</b>
<b>Fund 13 - Cafeteria</b>						
2200	Classified Support Salaries	79,248.00	79,248.00	61,203.51	6,675.96	11,368.53
2215	Classified Extra Duty	750.00	750.00		318.68	431.32
2220	Classified Support Substitute	500.00	500.00		221.78	278.22
<b>Total for Object 2000</b>		<b>80,498.00</b>	<b>80,498.00</b>	<b>61,203.51</b>	<b>7,216.42</b>	<b>12,078.07</b>
3202	Public Employees Retirement Sy	12,654.00	12,654.00	10,961.91	1,280.85	411.24
3312	OASDI-Classified Positions	4,823.00	4,823.00	3,650.35	431.39	741.26
3322	Medicare-Classified Positions	1,128.00	1,128.00	853.59	100.89	173.52
3402	Health & Welfare-Classified Po	17,537.00	17,537.00	15,782.94	1,753.66	.40
3502	State Unemployment Insurance-	40.00	40.00	30.62	3.61	5.77
3602	Workers' Compensation Insuranc	2,392.00	2,392.00	1,809.13	213.80	369.07
<b>Total for Object 3000</b>		<b>38,574.00</b>	<b>38,574.00</b>	<b>33,088.54</b>	<b>3,784.20</b>	<b>1,701.26</b>
4340	Food Service	9,011.00	9,011.00	4,737.16	682.70	3,591.14
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	54,580.00	54,580.00	44,738.10	4,811.90	5,030.00
<b>Total for Object 4000</b>		<b>68,591.00</b>	<b>68,591.00</b>	<b>49,475.26</b>	<b>5,494.60</b>	<b>13,621.14</b>
5200	Travel & Conferences	710.00	710.00			710.00
5600	Rentals, Leases & Repairs	4,000.00	4,000.00		2,770.70	1,229.30
5800	Services & Operating Expense	1,256.00	1,256.00	386.88		869.12
5890	Contracts/Servic	800.00	800.00		406.00	394.00
5900	Communications	421.00	421.00			421.00
<b>Total for Object 5000</b>		<b>7,187.00</b>	<b>7,187.00</b>	<b>386.88</b>	<b>3,176.70</b>	<b>3,623.42</b>
<b>Total for Fund 13 and Expense accounts</b>		<b>194,850.00</b>	<b>194,850.00</b>	<b>144,154.19</b>	<b>19,671.92</b>	<b>31,023.89</b>
<b>Fund 40 - Dist Build</b>						
6200	Building & Improvements				10,675.36	10,675.36-
<b>Total for Fund 40, Expense accounts and Object 6000</b>		<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>10,675.36</b>	<b>10,675.36-</b>

Balances through September						Fiscal Year 2019/20
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 73 - Bechen</b>						
5800	Services & Operating Expense	9,000.00	9,000.00			9,000.00
	<b>Total for Fund 73, Expense accounts and Object 5000</b>	<b>9,000.00</b>	<b>9,000.00</b>	<b>.00</b>	<b>.00</b>	<b>9,000.00</b>
	<b>Total for Org 006 - Sierra-Plumas Joint Unified School District</b>	<b>7,360,779.00</b>	<b>7,360,779.00</b>	<b>5,613,704.42</b>	<b>1,108,231.77</b>	<b>638,842.81</b>

## ENROLLMENT BY SCHOOL MONTH - 2019-2020

		Loyalton Elementary	Loyalton Jr High	Loyalton Sr High	Downieville Elementary	Downieville Jr/Sr High	Sierra Pass Cont	Long-Term ISP/SDC	TOTAL
<b>Ending 2018-2019</b>		201	60	109	30	24	2	included in site #	426
<b>1st Day 2019-2020</b>	9/3/2019	201	59	120	31	29	0	included in site #	440

	Month								
<b>September</b>	1	203	59	116	31	29	0	included in site #	438
8/26/19-9/20/19									
<b>October</b>	2							included in site #	0
9/23/19-10/18/19									
<b>November</b>	3							included in site #	0
10/21/19-11/15/19									
<b>December</b>	4							included in site #	0
11/18/19-12/13/19									
<b>January</b>	5							included in site #	0
12/16/19-1/24/20									
<b>February</b>	6							included in site #	0
1/27/20-2/21/20									
<b>March</b>	7							included in site #	0
2/24/20-3/20/20									
<b>April</b>	8							included in site #	0
3/23/20-4/17/20									
<b>May</b>	9							included in site #	0
4/20/20-5/15/20									
<b>June</b>	10							included in site #	0
5/18/20-6/12/20									

2018-2019	SPJUSD	SCOE	Washoe
P1 ADA	394.66	0.88	14.37
P2 ADA	396.41	2.15	12.27
Annual	396.43	3.46	12.53

Long-Term ISP	
LES	7
LHS	18

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

September 10, 2019

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

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A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 6:29pm.

B. ROLL CALL

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

ABSENT: None

C. APPROVAL OF AGENDA

HALL/WRIGHT  
5/0

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

a. Start of School Update

*JONES: Enrollment up from the end of last school year by about 11 students. Having to make adjustments to the bus routes and transportation plans due to increase in students utilizing buses for transportation to and from school.*

b. Total Inter-District Variances in effect for 2019-20

c. Most Recent Inter-District Variance Requests

2. Business Report

a. Account Object Summary-Balance from 07/01/2019 to 08/31/2019

b. First Day Enrollments for the 2019-2020 School Year

c. Long-Term Independent Study Program Enrollments for 2019-20

3. Staff Reports

a. LES—CERESOLA: *Four more students enrolled today. Volleyball is our sport right now. Back-to-School night held with a great turnout. Bus drill and fire drill coming up. 5<sup>th</sup> grade Grizzly Ranch trip funded by SSF coming up.*

b. DVL—MESCHERY: *Great start for school year. First-day welcome-back/bonding activity. Trying out blended learning on high school side with online classes. Work Experience program in place – 4 seniors in the program right now. 6<sup>th</sup> grade goes to Headlands in October. Back-to-School night October 18<sup>th</sup>. College night October 25<sup>th</sup>.*

c. LHS—JONES: *116 enrollment 9-12, and 59 enrollment 7-8. Back-to-School night tomorrow, September 11<sup>th</sup>. Sports well under way. 9<sup>th</sup> grade at Grizzly Ranch right now.*

4. Board Members' Report

a. HALL: *Toured school the first days in Downieville. Thank you for generous donation received for girls volleyball team in Downieville.*

b. WRIGHT: *Updates at Loyalton High School look great.*

c. GANT: *Thank you for putting together the District Newsletter that went out and included the information regarding the new curriculum.*

- d. *MOORE: Met with Administrative team regarding requests for aides and other requested information.*

5. Public Comment

- a. Current location –  
*STACI ARMSTRONG—Invite Board members to come and do more site visits and attend sporting events. Visit classrooms and help boost morale.*
- b. Videoconference location – *none*

E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held August 13, 2019
2. Approval of Board Report-Checks Dated 08/01/2019 through 08/31/2019
3. Approval of Tom Potter as Downieville Golf Coach retro for 2018-2019

*HALL/WRIGHT*

*5/0*

F. ACTION ITEMS

1. Old Business

- a. Authorization to fill Instructional Aide, Loyalton Elementary School, .88 FTE  
*HALL/GANT*  
*5/0*
- b. Approval of Behavior Attendant position at Loyalton Elementary School, .5 FTE
- c. Authorization to fill Behavior Attendant, Loyalton Elementary School, .5 FTE  
*CERESOLA: Bethke is working on an assessment and developing a possible IEP for the student that this affects.*  
*MOORE motioned to approve position (item b.) and have Berardi determine whether or not to fill this position after he starts September 16<sup>th</sup> (item c.)—continue using a substitute until a decision is made. Second by STANNARD.*  
*5/0*

- d. Approval of Assignment of Tammy Richards, Instructional Aide, Loyalton Elementary School, .88 FTE  
*HALL/GANT*  
*5/0*

2. New Business

- a. Approval of Assignment of Jamie Stockdale, Instructional Aide, Loyalton Elementary School, .88 FTE  
*HALL/GANT*  
*5/0*
- b. Approval of Assignment of Christina Jordan, Lunch Duty/Supervision, Loyalton Elementary School, .33 FTE  
*HALL/STANNARD*  
*5/0*
- c. Adoption of Resolution 20-004D, Adopting the Gann Limit  
*HALL/WRIGHT*  
*ROLL CALL VOTE:*  
*GANT – AYE*  
*MOORE – AYE*  
*HALL – AYE*  
*STANNARD – AYE*  
*WRIGHT – AYE*  
*5/0*
- d. Adoption of Unaudited Actuals for Fiscal Year End June 30, 2019  
*HALL/WRIGHT*  
*4/0, 1 abstention (Stannard)*

- e. Nomination of Sierra-Plumas Joint Unified School District representatives for the Student Attendance Review Board as follows:
  - 1. James Berardi, Chairperson/Downieville School Administrator
  - 2. Thomas Jones, Loyalton High School Administrator
  - 3. Andrea Ceresola, Loyalton Elementary School Administrator
  - 4. Kristie Jacobsen, Secretary (*no voting privileges*)

WRIGHT/GANT

5/0

- f. Public Hearing for the Purpose of Reviewing and Assessing ROC/P Program Per Education Code §52304.1, *opened at 7:19pm, closed at 7:19pm with no comment.*

**Ed Code [52304.1](#)**

The governing board of each school district maintaining a high school shall annually review and assess the participation of pupils in grades 11 and 12 in regional occupational centers and programs. The governing board shall prepare an annual plan to increase the participation of these pupils unless it determines that there are no additional pupils enrolled in the district who would benefit from this participation.

The governing board shall conduct public hearings for purposes of reviewing the participation of these pupils and for the adoption of the plan required under this section.

*(Added by Stats. 1983, Ch. 498, Sec. 101. Effective July 28, 1983.)*

- g. Loralie Horner, Letter Requesting Unpaid Leave of Absence  
*HALL motioned to approve request. Second by WRIGHT.  
CERESOLA: No sub needed for her absence. We can move around aides for now to cover this.*

5/0

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

- h. 1112—Media Relations (*optional*)
  - 1. Board Policy, *revisions*
- i. 3320—Claims and Actions Against the District
  - 1. Administrative Regulation, *revisions*
- j. 6142.2—World Language Instruction (*optional*)
  - 1. Board Policy, *NEW*
  - 2. Administrative Regulation, *NEW*
- k. 6145.6—International Exchange (*optional*)
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- l. 9321—Closed Session
  - 1. Board Bylaw, *revisions*
  - 2. Exhibit 1, *NEW*
  - 3. Exhibit 2, *NEW*
- m. 9321.1—Closed Session Actions and Reports
  - 1. Board Bylaw, *DELETE*

*GANT motioned to approve all policies as was done in County meeting. Second by HALL.*

5/0

#### G. ADVANCED PLANNING

- 1. Next Regular Board Meeting will be held on October 08, 2019 at Downieville School, 130 School St, Downieville CA 95936, beginning with Closed Session as needed at 5:00pm and the Regular Board Meeting at 6:00pm.
- 2. Suggested Agenda Items
  - a. *Possible update on health curriculum*
  - b. *WRIGHT: Would like to recognize those that filled in over the summer in all of the roles needed due to absence of Superintendent.*

H. ADJOURN at 7:25pm  
*HALL/MOORE*  
*5/0*

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Jenny Gant, Clerk

---

James Berardi, Superintendent

Checks Dated 09/01/2019 through 09/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083568	09/10/2019	ADOBE SYSTEMS INCORPORATED	01-4300	ADOBE SOFTWARE LICENSES		2,496.00
00083569	09/10/2019	B & C TRUEVALUE HOME CENTER	01-4320	maintenance supplies		192.75
00083570	09/10/2019	ROBIN BOLLE	01-5200	PER DIEM/SUPPLIES		209.12
00083571	09/10/2019	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00083572	09/10/2019	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	4,261.98	
			01-5899	WATER AND SEWER - LOYALTON SITES	231.87	4,493.85
00083573	09/10/2019	DAYS INN & SUITES	01-5200	HOTE ACCOMODATIONS		207.94
00083574	09/10/2019	CALEB DORSEY	01-5200	PER DIEM		262.00
00083575	09/10/2019	JENNIFER GANT	01-5200	MILEAGE		47.73
00083576	09/10/2019	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00083577	09/10/2019	FILIMON MARTINEZ	01-4350	SEAT REPAIR		150.00
00083578	09/10/2019	MCPHERSON & JACOBSON, LLC	01-5890	SUPT. SEARCH		11,030.91
00083579	09/10/2019	MIKE MOORE	01-5200	MILEAGE	29.00	
			76-9576	H/W REIMBURSEMENT	821.87	850.87
00083580	09/10/2019	NEXVORTEX, INC	01-5899	PHONE SERVICES	26.09	
			01-5910	PHONE SERVICES	391.29	417.38
00083581	09/10/2019	PACIFIC GAS & ELECTRIC COMPANY	01-5510	electrical use		1,686.53
00083582	09/10/2019	PLAZA TIRE & AUTO SERVICE	01-4350	vehicle maintenance		25.28
00083583	09/10/2019	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		200.54
00083584	09/10/2019	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	01-5890	GASB STATEMENT FEE		350.00
00083585	09/10/2019	RIDDEL ALL AMERICAN SPORTS CORP	01-4305	HELMETS/SHOULDER PADS		2,902.71
00083586	09/10/2019	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES	27.50	
			01-5899	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES	49.50	77.00
00083587	09/10/2019	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00083588	09/10/2019	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		30.00
00083589	09/10/2019	SIERRA TRANSPORTATION COMPANY, LLC	01-5100	TRANSPORTATION	14,576.00	
			01-5890	TRANSPORTATION	2,083.33	16,659.33
00083590	09/10/2019	NICOLE STANNARD	01-5200	MILEAGE		39.44
00083591	09/10/2019	TIP INC.,PRINTING & GRAPHIX	01-4330	STATIONARY	261.68	
			01-5899	STATIONARY	37.39	299.07
00083592	09/10/2019	TRI COUNTY SCHOOLS INS. GR.	01-5300	AUX FEES		250.00
00083593	09/10/2019	US FOODSERVICE, INC.	13-4340	CAFETERIA - FOOD AND SUPPLIES	440.28	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	1,765.99	2,206.27
00083594	09/10/2019	AMBER WILLIAMS	01-5200	PER DIEM/FINGERPRINTING	117.00	
			01-5890	PER DIEM/FINGERPRINTING	20.00	137.00

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

ESCAPE ONLINE

Checks Dated 09/01/2019 through 09/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083595	09/10/2019	ALLEN WRIGHT	01-5200	MILEAGE		29.00
00083596	09/09/2019	FRANCHISE TAX BOARD	76-9500	REISSUE LOST CK		100.00
00083597	09/09/2019	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		200.00
00083598	09/17/2019	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		124.61
00083599	09/17/2019	AMERIGAS	01-5540	PROPANE	1,599.86	
			01-5899	PROPANE	169.00	1,768.86
00083600	09/17/2019	APPLE COMPUTER, INC.	01-4400	SUPT COMPUTER		2,870.10
00083601	09/17/2019	APPLE INC.	01-4400	MACBOOKS		10,500.90
00083602	09/17/2019	BRADY INDUSTRIES	01-4320	19/20 CUSTODIAL SUPPLIES	1,413.46	
				CARPET CLEANER REPAIR	382.55	
				cleaning supplies	239.52	
				CUSTODIAL SUPPLIES	522.56	
			01-5899	CUSTODIAL SUPPLIES	52.85	2,610.94
00083603	09/17/2019	BREAKOUT INC	01-4300	Breakout Kit		150.00
00083604	09/17/2019	CALIFORNIA SCHOOL BOARD ASSOC C/O WESTAMERICA BANK	01-5300	GAMUT/CSBA/CCBE/ELA MEMBERSHIP	2,882.50	
			01-5890	GAMUT/CSBA/CCBE/ELA MEMBERSHIP	1,825.00	
			01-5899	GAMUT/CSBA/CCBE/ELA MEMBERSHIP	4,707.50	9,415.00
00083605	09/17/2019	CAROLINA BIOLOGICAL SUPP. CO	01-4300	Supplies		930.14
00083606	09/17/2019	CTLA WL JAMBOREE	01-5200	REGISTRATION		150.00
00083607	09/17/2019	CURRICULUM ASSOCIATES, LLC	01-4300	PHONICS FOR READING		503.43
00083608	09/17/2019	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	water service		604.50
00083609	09/17/2019	FAIRFIELD INN & SUITES SACRAMENTO ELK GROVE	01-5200	HOTEL ACCOMODATIONS		182.85
00083610	09/17/2019	FLINN SCIENTIFIC, INC.	01-4300	Supplies	172.35	
			01-4301	Science Supplies	305.79	478.14
00083611	09/17/2019	INLAND SUPPLY	01-4320	Maintenance Supplies		910.90
00083612	09/17/2019	JONES PRECISION KEY & LOCK	01-5890	KEYS		13.94
00083613	09/17/2019	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	2,686.57	
			01-5899	ELECTRIC - LOYALTON SITES	93.67	2,780.24
00083614	09/17/2019	MADDEN PLUMBING & HEATING, INC.	01-5600	DIAGNOSIS		585.00
00083615	09/17/2019	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-4100	TEXTBOOKS		1,125.77
00083616	09/17/2019	MCRUFFY PRESS, LLC	01-4300	INSTRUCTIONAL SUPPLIES	963.86	
				Unpaid Sales Tax	65.16-	898.70
00083617	09/17/2019	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		22.00
00083618	09/17/2019	NASCO	01-4301	Supplies		483.14
00083619	09/17/2019	NATIONAL FFA ORGANIZATION	01-5200	REGISTRATION		1,035.00
00083620	09/17/2019	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	234.92	

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Checks Dated 09/01/2019 through 09/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083620	09/17/2019	NORTHAM DISTRIBUTING, INC.	13-4700	CAFE FOOD/SUPPLIES	2,814.26	3,049.18
00083621	09/17/2019	OFFICE DEPOT	01-4300	Supplies	730.75	
			01-4301	classroom supplies	229.95	
				Supplies	650.70	
			01-4302	Supplies	1,962.37	
				TONER	124.80	
			01-4305	ATHLETIC DIRECTOR SUPPLIES	120.68	
			01-4330	OFFICE SUPPLIES	151.40	
				Supplies	125.26	4,095.91
00083622	09/17/2019	PIONEER DRAMA SERVICE, INC	01-4300	Supplies		121.50
00083623	09/17/2019	PLUMAS UNIFIED SCHOOL DISTRICT	01-9510	TRANSPORTATION AGREEMENT		22,560.45
00083624	09/17/2019	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		31.11
00083625	09/17/2019	PROMEVO, LLC	01-4400	CHROMEBOOKS		17,480.90
00083626	09/17/2019	QUALITY INN	01-5200	HOTEL ACCOMODATIONS		136.07
00083627	09/17/2019	QUILL CORPORATION	01-4301	Supplies	501.89	
			01-4302	School Supplies	462.36	
			01-4330	OFFICE SUPPLIES	127.83	
				School Supplies	166.42	
			01-5899	OFFICE SUPPLIES	42.60	1,301.10
00083628	09/17/2019	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	75.31	
				COPIER MAINT.	190.86	
				COPIER MAINT. LHS/LES	397.65	
			01-5899	COPIER MAINT.	63.62	727.44
00083629	09/17/2019	REALLY GOOD STUFF, LLC	01-4300	supplies		120.70
00083630	09/17/2019	REED'S LOCKSMITHING, INC.	01-4320	KEYS		11.12
00083631	09/17/2019	SCHOLASTIC INC.	01-4301	scholastic news		132.83
00083632	09/17/2019	SCHOOL SPECIALTY	01-4300	classroom supplies	103.56	
			01-4301	yearly supplies	206.58	
			01-4400	storage shelves	701.63	
				White Board	447.32	1,459.09
00083633	09/17/2019	SCHOOL PATHWAYS LLC	01-5800	REPORT WRITER		150.00
00083634	09/17/2019	SIERRA COUNTY HEALTH DEPARTMENT	01-5890	TB TESTING		150.00
00083635	09/17/2019	SIERRA HARDWARE	01-4320	Misc items for maintenance	631.46	
			01-9510	Classroom supplies	292.14	923.60
00083636	09/17/2019	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	75.76	
			01-4320	MAINT. SUPPLIES	752.60	
				MAINT/CUSTODIAL SUPPLIES	445.53	1,273.89

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ESCAPE ONLINE

Checks Dated 09/01/2019 through 09/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083637	09/17/2019	STAPLES ADVANTAGE	01-4302	drawing paper	65.40	
				paper supplies	729.09	794.49
00083638	09/17/2019	STARFALL EDUCATION	01-5300	membership renewal		270.00
00083639	09/17/2019	TRI COUNTY SCHOOLS INS. GR.	01-3901	SEP 19 HEALTH INSURANCE	1,038.14	
			01-9535	SEP 19 HEALTH INSURANCE	9,808.86	
			76-9576	SEP 19 HEALTH INSURANCE	71,342.54	82,189.54
00083640	09/17/2019	U.S. BANK	01-4100	CLASSROOM SUPPLIES	1,278.13	
			01-4300	books	136.69	
				BULLY PREVENTION POSTERS	103.50	
				classroom furniture	334.93	
				CLASSROOM SUPPLIES	384.44	
				headphones	169.90	
				Keyboards	104.93	
				KEYBOARDS/BATTERIES	745.68	
				sound equipment	276.71	
				sports equipment	127.82	
				supplies	203.89	
			01-4301	CLASSROOM SUPPLIES	438.65	
				Supplies	105.71	
				WORKBOOKS	192.99	
			01-4302	CLASSROOM SUPPLIES	108.89	
			01-4320	MAINT SUPPLIES	157.27	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
				conduct forms	107.18	
				desk organization	102.93	
				desk organizer	120.11	
			01-4400	BULLETIN BOARDS	1,147.36	
				Desks/Binder Carousel	5,380.12	
				table & stools	295.64	
			01-5890	DOMAIN RENEWAL	45.85	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	
				GOOGLE CLASSROOM SETUP	1,023.75	13,108.06
00083641	09/17/2019	VOYAGER FLEET SYSTEMS INC.	01-4305	FIELD TRIP FUEL	17.30	
				FUEL FOR ATHLETIC TRIPS	30.30	
			01-4351	Fuel	126.40	
				Fuel for Maintenance	232.57	
			01-5899	Fuel for Maintenance	21.39	427.96

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 09/01/2019 through 09/30/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00083642	09/17/2019	WHITE'S SIERRA STATION, INC	01-5200	BRD MTG DINNER		70.52
00083643	09/17/2019	ZOO-PHONICS, INC,	01-4300	KINDERGARTEN KIT		1,342.18
<b>Total Number of Checks</b>					<b>76</b>	<b>236,112.02</b>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	71	158,425.67
13	Cafeteria Fund	4	5,487.10
76	Warrant/Pass Through (payroll)	3	72,264.41
Total Number of Checks		<b>76</b>	236,177.18
Less Unpaid Sales Tax Liability			65.16
<b>Net (Check Amount)</b>			<b>236,112.02</b>

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

ESCAPE ONLINE



## LICENSING AGREEMENT

This Agreement effective **November 1, 2019**, is made and entered into by **Sierra-Plumas Joint Unified School** as Licensee and Document Tracking Services (DTS) as Licensor each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

- A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit **A** of this agreement.
  - (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.
  - (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit **A** of this agreement.
- B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.
- C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.
- D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.
- E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.
- F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.
  - (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.
- G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.
- H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.



- I. License Fee. Licensee shall pay a fee of **\$1,170**.
- J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **\$0**.
- K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.
- L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.
- M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.
- N. Definitions.
  - (i) Document. A document is defined as **a**) a specific template provided by CDE or; **b**) any specific word document or forms that have different fields or school references such as elementary, middle or high schools\* submitted by District or CDE; or **c**) individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.
    - \* Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.
  - (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.
- O. Document Setup Fee. DTS will charge a one-time setup fee of \$200 per standard document up to a maximum of \$850 for customized documents.
- P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is \$39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.
- Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.



The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director  
Document Tracking Services  
10225 Barnes Canyon Road, Suite A200  
San Diego, CA 92121  
858-784-0967 - Phone  
858-587-4640 - Corporate Fax

Date: September 19, 2019

Licensee

By: \_\_\_\_\_

James T. Berardi, Superintendent  
Sierra-Plumas Joint Unified School District  
PO Box 955  
Loyalton CA 96118  
Date: October 8, 2019



### **Exhibit A**

The following are standard documents to be used in conjunction with the license.

1. 2019 School Accountability Report Card, English
2. 2019 School Plan for Student Achievement
3. 2019 School Safety Plan
4. 2019 English Learner Master Plan
5. Others to be identified as needed.



September 19, 2019

Sierra-Plumas Joint Unified School District  
 109 Beckwith Road  
 Loyalton, CA 96118

Re: Document Tracking Services

## **INVOICE #9612610**

Pursuant to the licensing agreement between Sierra-Plumas Joint Unified School and Document Tracking Services (DTS):

### **Document Tracking Services**

Document Tracking Services [11/1/19 to 11/1/20]:	\$1,170
5 schools and District = 6 sites	
\$250 per site per year, discounted to \$195 per site	
License Agreement includes up to 5 documents	

**Total Balance Due: \$1,170**

**Please Make Checks Payable To: Document Tracking Services**

**Send to:**

Aaron Tarazon, Director  
 Document Tracking Services  
 10225 Barnes Canyon Road, Suite A200  
 San Diego, CA 92121  
 858-784-0967 - Phone  
 858-587-4640 - Corporate Fax

Thank you!

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Approved Per Payment (Signature)

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Name/Role (Printed)

# SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

## RESOLUTION NO. 20-005D

### SUFFICIENCY OF TEXTBOOKS OR INSTRUCTIONAL MATERIALS

**WHEREAS**, the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT, in order to comply with the requirements of Education Code 60119, held a public hearing on October 8, 2019, at 6 o'clock, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

**WHEREAS**, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the County stating the time, place, and purpose of the hearing, and;

**WHEREAS**, the Board encouraged participation by parents/guardians, teachers, members, of the community, and bargaining unit leaders in the public hearing, and;

**WHEREAS**, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT, and;

**WHEREAS**, "instructional materials" means all materials that are designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes. Each student, including English learners, will have a textbook or instructional materials, or both, to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

**WHEREAS**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycle and content of the curriculum frameworks in the following subjects;

<b>Mathematics</b>	<u>My Math</u> , Grades K-5	McGraw-Hill Education © 2017
	<u>California Mathematics</u> , Grades 6,7	Macmillan/McGraw-Hill/Glencoe
	<u>Mathematics Course 1</u>	Prentice Hall © 2013
	<u>Pre-Algebra</u> , Grades 8-12	Prentice Hall
	<u>Algebra II</u> , Grades 8-12	Glencoe
	<u>Pre Calculus</u>	Houghton Mifflin
	<i>Newly Adopted for 2015-16:</i>	
	<u>Mathematics, Course 1, Common Core</u>	Pearson Education, Inc.
	<u>Mathematics, Course 2, Common Core</u>	Pearson Education, Inc. ©2013
	<u>Mathematics, Course 3, Common Core</u>	Pearson Education, Inc. ©2013
	<u>Geometry, Common Core</u>	Pearson Education, Inc. ©2015
	<u>Algebra 1, Common Core, CA</u>	Pearson Education, Inc. ©2015
	<u>Algebra 2, Common Core, CA</u>	Pearson Education, Inc. ©2015
<u>Calculus, AP Edition</u>	Pearson Education, Inc. ©2014	
<u>Calculus, Graphical, Numerical, Algebraic, 5<sup>th</sup> Edition</u>	Pearson Education, Inc. ©2016	
<u>Financial Algebra</u>	Cengage Learning ©2011	

<b>Science</b>	<u>California Edition</u> , Grades 2-5 <u>Earth Science</u> (High School) <u>Life Science</u> , Grade 7 <u>Physical Science</u> , Grade 8 <u>Physics</u> <u>Biology</u> <u>Chemistry</u> <u>Chemistry</u> , 8 <sup>th</sup> ed.,	Harcourt Glencoe/McGraw Hill ©2013 Glencoe/McGraw Hill ©2012 Glencoe/McGraw Hill ©2012 Pearson © 2014 Glencoe/McGraw Hill ©2012 Glencoe/McGraw Hill ©2013 Cengage Learning ©2012
<b>History/ Social Science</b>	<u>My World</u> , Grades TK-5 Grades 6-8 <u>Impact</u> , Grades 9-12 <u>TCI, History Alive! Geography</u> , Grade 9 (Downieville only) <u>American Pageant</u> , AP Government <u>Geography</u> , Grades 9-12	Pearson Education, Inc. National Geographic/Cengage McGraw Hill Cengage Glencoe
<b>English/ Language Arts  (Including English Learners)</b>	<u>Mirrors &amp; Windows</u> <u>Continuing with Literature, Levels I-V</u> <u>British Tradition</u> <u>American Tradition</u>  <u>Wonders CA Comprehensive System</u> <u>The Power of Connection</u>	EMC Publishing, LLC © 2016      McGraw-Hill Education © 2015-17

**WHEREAS**, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

**WHEREAS**, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive.

**THEREFORE, IT IS RESOLVED THAT** for the 2019-2020 school year, the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED at a regular meeting of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT held on October 8, 2019, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
VACANT: \_\_\_\_\_

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Jenny Gant, Clerk  
Sierra-Plumas Joint Unified School District

District

Position Number	Job Class	Grade Level	Class Size	FTE	Hours/Day	Site	Former EE	Vacated Date	Board Agenda Date	Gov Bd Auth to Fill	Gov Bd Approval of Assignment	New EE	Notes:
351	Classroom Specialist	K-12	Varies	0.5	3	DVL	n/a	n/a	9/10/2019	9/10/2019	Pending	Amber Baca-Sainsbury	

# LOYALTON HIGH SCHOOL SURPLUS PROPERTY

Surplus Items: 1994 Chevrolet Suburban  
VIN: 1GNGK26K2RJ351939  
License Plate: E375334  
Mileage: 175,287  
Description: Necessary repairs to vehicle exceeds value.  
Recommendation: Surplus vehicle and dispose.

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Surplus Items:

Description:

Recommendation:

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# LOYALTON ELEMENTARY SCHOOL

## SURPLUS PROPERTY

Surplus Items: 30+ (Thirty Plus) – Desks

Description: Desks are old (age unknown – guesstimate 30+ yrs), asset tag is not listed on inventory. Very poor condition. Not able to be used. Value estimate obsolete.

Recommendation: Surplus item, remove from site and dispose.

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Surplus Items: 10 (ten) round tables

Description: Tables are old, age unknown, asset tag is not listed on inventory. Poor condition, not useable. Value estimate approx. \$2 each.

Recommendation: Surplus item, remove from site and dispose.

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Surplus Items: Fencing

Description: Chain link fence, approx. 200 feet, portions are useable. Value estimate \$50

Recommendation: Surplus item, remove from site and dispose.

---

Surplus Items: Utility Trailer

Description: Utility trailer is very old, converted pickup truck bed into utility trailer, age unknown, very poor condition. Obsolete and unusable. Not listed on inventory and no asset tag. Value estimate: Junk

Recommendation: Surplus item, remove from site and dispose.

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Surplus Items: 8 (eight) 27" TVs

Description: TVs are very old, some may work. Value estimate: obsolete

Recommendation: Surplus item, remove from site and dispose.

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Surplus Items: 2 (two) snow blower

Description: Very old snow blowers, not on inventory and no asset tag. Have not run since 2005. No estimated value.

Recommendation: Surplus items, remove from site and dispose.

---

Surplus Items: 12 (twelve) chalk boards

Description: Very old chalk boards. Not on inventory and no asset tag. Have not been used and all replaced by white boards in classrooms. No estimated value.

Recommendation: Surplus items, remove from site and dispose.

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Surplus Items:

Description:

Recommendation:

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