

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

October 13, 2020  
6:00pm Regular Session

*In accordance with the Governor's Executive Order pertaining to the convening of public meetings in response to the COVID-19 pandemic, the Governing Board of the Sierra-Plumas Joint Unified School District will hold meetings via Zoom Videoconferencing.*

*Zoom link:*

<https://us02web.zoom.us/j/82337620171>

*Phone dial-in:* 669-900-9128

*Webinar ID:* 823 3762 0171

*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 County Office of Education, Room 3, 109 Beckwith Road, 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. BOARD ORGANIZATION**

1. Board Trustee, Area 4, Appointment Candidate Interviews
  - a. Nicole Stannard\*\*
  - b. Ben Hitchcock\*\*

2. Motion to Appoint Candidate

*\*\*Appointee will be seated at the organization meeting of the board in December as if elected*

**E. INFORMATION/DISCUSSION ITEMS**

1. Superintendent's Report
  - a. Transportation Update
  - b. Reopening Plan for the High School Sites
  - c. Independent Study Program
  - d. Arts in Schools/Grant Match
  - e. Donated vans
  - f. District Budget Review with SPTA
  - g. Most Recent Inter-District Variance Requests (see table below)

<b>New/Renewal</b>	<b>School Year</b>	<b>Grade Entering</b>	<b>District of Residence</b>	<b>Receiving District</b>	<b>Reason Given by Requestor</b>	<b>Backup Documentation Received?</b>
Renewal	2020-21	12	SPJUSD	Washoe	Proximity to schools	n/a
Renewal	2020-21	7	SPJUSD	Washoe	Proximity to schools	n/a
Renewal	2020-21	10	SPJUSD	Washoe	Proximity to schools	n/a
Renewal	2020-21	8	Washoe	SPJUSD	Loyalton programs better fit	n/a
Renewal	2020-21	5	Washoe	SPJUSD	Work in Loyalton	Yes
Renewal	2020-21	7	Washoe	SPJUSD	Work in Loyalton	Yes
Renewal	2020-21	2	Plumas	SPJUSD	Proximity to schools	n/a

Renewal	2020-21	1	Plumas	SPJUSD	Family/Childcare in Loyalton	Yes
Renewal	2020-21	5	Plumas	SPJUSD	Family/Childcare in Loyalton	Yes
Renewal	2020-21	8	Plumas	SPJUSD	Family/Childcare in Loyalton	Yes

2. Business Report

- a. Letter from California Department of Education, 2020-2021 Budget approved^^
- b. Account Object Summary-Balance from 07/01/2020 to 09/30/2020\*\*
- c. First Day Enrollments for the 2020-2021 School Year\*\*
- d. First Month Enrollments for the 2020-2021 School Year\*\*
- e. Traditional Long-Term Independent Study Program Enrollments for 2020-2021

	LES		LHS
TK/K	3	7 <sup>th</sup> Grade	--
1 <sup>st</sup> Grade	2	8 <sup>th</sup> Grade	3
2 <sup>nd</sup> Grade	--		
3 <sup>rd</sup> Grade	--	9 <sup>th</sup> Grade	3
4 <sup>th</sup> Grade	--	10 <sup>th</sup> Grade	--
5 <sup>th</sup> Grade	2	11 <sup>th</sup> Grade	3
6 <sup>th</sup> Grade	3	12 <sup>th</sup> Grade	--
Site Total	10		9

3. Staff Reports (5 minutes)
4. SPTA Report (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. Three (3) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. (Education Code [35145.5](#); Bylaw 9322; Government Code [54954.3](#))

F. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held September 08, 2020\*\*
2. Approval of Budget Transfers for September 2020\*\*
3. Approval of Board Report-Checks Dated 09/01/2020 through 09/30/2020\*\*
4. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending 09/30/2020. 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 09/30/2020.
5. Authorization for Superintendent to enter into three-year Licensing Agreement with Document Tracking Services, Contract No. 2021-006D\*\*

G. ACTION ITEMS

1. Old Business
  - a. Proposed comp time for Administrative and Office Staff^^

2. New Business

- a. Discussion with Sierra County Board of Supervisors regarding future planning for the Sierraville School Site\*\*

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

- b. 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.
- c. Adoption of Resolution No. 20-015D, Sufficiency of Textbooks or Instructional Materials\*\*  
ROLL CALL VOTE
- d. Career Technical Education Annual Report (Ed Code 52376)
- e. Approval of resignation for Josh Boli, Teacher, Downieville Schools, 1.0 FTE, effective October 31, 2020\*\*
- f. Authorization to fill Teacher, Downieville Schools, 1.0 FTE


BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

- g. 4030—Nondiscrimination in Employment  
1. Administrative Regulation, *revisions*^^
- h. 4119.11~4219.11~4319.11—Sexual Harassment  
1. Board Policy, *revisions*^^  
2. Administrative Regulation, *revisions*^^
- i. 4119.12~4219.12~4319.12—Title IX Sexual Harassment Complaint Procedures  
1. Administrative Regulation, *NEW*^^

H. ADVANCED PLANNING

1. Next Regular Board Meetings will be held on November 10, 2020 via Zoom Videoconferencing beginning with Closed Session as needed at 5:00pm and the Regular Board Meetings at 6:00pm.
2. Suggested Agenda Items

I. ADJOURN

  
James Berardi, Superintendent

\*\* enclosed

\* handout

^^ County agenda backup



October 6, 2020

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

I have been living in the Sierra Brooks community of Loyalton for the past 11 years where my husband and I have built our home and our family. We have two young sons that are getting started in the school system. Previously, and most recently, I have worked for the Nevada Dairy Council where my emphasis has been on the education and promotion of nutrition and a healthy lifestyle for elementary aged children through senior living. I have also worked within the Renown Hospital System, nutrition department, where procedures and protocols are well established and the execution of each step within them is necessary for the success of the hospital as a whole. These positions are directed by government guidelines. Because of this experience overseeing and adhering to such specific rules, I have been able to navigate issues that arise within the Sierra-Plumas Joint Unified School District.

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

Serving on this board for the past year has been an intense learning curve for me. I have dedicated much of my time to understanding:

- 1) the rules and regulations that go into adopting policy
- 2) the importance of seeking out all aspects of an issue (to hear how it affects students/parents/staff)
- 3) how vital it is to communicate with fellow members to obtain a 'full-scope' view of subjects at hand and to utilize their experience for the furtherment of the district

My long-term goal, the reason I would like to continue as Trustee 4 on this board, is to be able to support our community and to further the health/prosperity of our youth. I have realized that each entity of our small county needs to be made strong and be promoted in order to thrive. It absolutely takes the involvement of everyone within it to make this happen. Serving on this board has been an important experience in understanding the complexities of the education system that my family is now involved in and is part of my contribution to our community.

Please consider to continue my position as Board Trustee Area 4 of the Sierra Plumas Joint Unified School District and Sierra County Board of Education as I will always advocate for our children's health, wellbeing, and furtherment in an education system that continues to advance at an increasingly fast pace.

Nicole Stannard, DTR  
Trustee Area 4  
PO Box 634  
15 Wrangler Drive  
Loyalton, Ca. 96118  
(H) 530.993.4901  
(C) 530.386.4773  
nicoleann142000@yahoo.com

10-6-2020

To the Sierra County Office of Education.

My name is Ben Hitchcock. I reside at 55 Mustang Trail in Joplin, Mo. I am writing this letter to express my interest in the Justice Area #4 position.

I served for two years on the town council for the Town of Sheridan, in Montana. In the two years of the council I helped facilitate a 1.6 million dollar water project. In addition I also served to be the liason between the Town Manager, and the contractor.

I am currently serving on the board of the Sheridan Fire Fighters Association. This association is a non-profit that I helped organize to help the funding goals of the Sheridan Fire Department. Currently we are well on our way to building a new fire station for the fire department. I was instrumental in getting the plans drawn, the preliminary engineering, and the initial funding to start this project. While I have moved to Sierra County, I continue to sit on the board and teleconference the meetings of the Sheridan Fire Fighters Association





Balances through September						Fiscal Year 2020/21
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD</b>						
1100	Teachers Salaries	1,923,762.00	1,923,762.00	1,574,670.33	204,113.70	144,977.97
1105	Per Diem - Same Day Travel	100.00	100.00			100.00
1115	Extra Duty Hourly	20,000.00	20,000.00		290.00	19,710.00
1120	Certificated Substitutes	70,210.00	70,210.00		660.00	69,550.00
1300	Certificated Superv/Admin Sala	240,224.00	240,224.00	180,167.67	60,055.89	.44
1310	Teacher In Charge/Head Teacher	14,000.00	14,000.00			14,000.00
	<b>Total for Object 1000</b>	<b>2,268,296.00</b>	<b>2,268,296.00</b>	<b>1,754,838.00</b>	<b>265,119.59</b>	<b>248,338.41</b>
2100	Instructional Aides Salaries	74,744.00	74,744.00	130,658.17	12,610.87	68,525.04-
2115	Inst. Aide Extra Duty	1,700.00	1,700.00		354.38	1,345.62
2120	Instructional Aides Substitute	17,500.00	17,500.00		786.50	16,713.50
2200	Classified Support Salaries	354,957.00	354,957.00	211,166.87	69,184.35	74,605.78
2201	Bus Driver	70,350.00	70,350.00	34,132.83	4,268.30	31,948.87
2215	Classified Extra Duty	10,000.00	10,000.00		1,771.77	8,228.23
2220	Classified Support Substitute	35,000.00	35,000.00		4,942.82	30,057.18
2300	Classified Sup/Admin Salaries	96,935.00	96,935.00	71,643.23	24,413.76	878.01
2400	Clerical & Office Salaries	150,462.00	150,462.00	116,762.04	28,234.31	5,465.65
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00			5,000.00
2900	Other Classified Salaries	3,963.00	3,963.00	1,579.50	195.00	2,188.50
2915	Other Classified Extra Duty				32.50	32.50-
	<b>Total for Object 2000</b>	<b>820,611.00</b>	<b>820,611.00</b>	<b>565,942.64</b>	<b>146,794.56</b>	<b>107,873.80</b>
3101	State Teachers Retirement Syst	562,924.00	562,924.00	276,421.32	41,731.63	244,771.05
3102	State Teachers Retirement Syst	8,476.00	8,476.00			8,476.00
3201	Public Employees Retirement Sy	1,000.00	1,000.00			1,000.00
3202	Public Employees Retirement Sy	194,136.00	194,136.00	104,524.69	27,821.43	61,789.88
3311	OASDI-Certificated Positions	1,890.00	1,890.00		8.68	1,881.32
3312	OASDI-Classified Positions	49,100.00	49,100.00	33,594.99	8,660.63	6,844.38
3321	Medicare-Certificated Position	30,219.00	30,219.00	23,047.92	3,552.48	3,618.60
3322	Medicare-Classified Positions	11,500.00	11,500.00	7,862.55	2,032.08	1,605.37
3401	Health & Welfare -Certificated	504,590.00	504,590.00	408,847.14	48,724.36	47,018.50
3402	Health & Welfare-Classified Po	184,600.00	184,600.00	150,443.19	43,556.89	9,400.08-
3501	State Unemployment Insurance-C	1,137.00	1,137.00	877.77	132.61	126.62
3502	State Unemployment Insurance-	408.00	408.00	282.72	73.35	51.93
3601	Workers' Compensation Insuranc	70,008.00	70,008.00	56,722.32	8,652.37	4,633.31
3602	Workers' Compensation Insuranc	25,423.00	25,423.00	18,314.83	4,733.32	2,374.85
3901	Other Benefits, Certificated P	17,536.00	17,536.00		7,413.75	10,122.25
	<b>Total for Object 3000</b>	<b>1,662,947.00</b>	<b>1,662,947.00</b>	<b>1,080,939.44</b>	<b>197,093.58</b>	<b>384,913.98</b>

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2021, 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 2020/21
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
4100	Textbooks	142,102.00	117,102.00	6,724.31	5,851.48	104,526.21
4200	Books Other Than Textbooks	750.00	750.00			750.00
4300	Class Mat'l and Supplies	56,170.00	56,170.00	9,585.84	13,593.86	32,990.30
4301	Class Consumable Mat'l	11,525.00	11,525.00	232.48	192.99	11,099.53
4302	Class Paper/Toner	12,000.00	12,000.00	521.91	3,470.47	8,007.62
4305	Other Student M&S	27,190.00	27,190.00	6,917.19		20,272.81
4320	Custodial Grounds Supplies	29,550.00	54,550.00	23,539.54	27,473.73	3,536.73
4330	Office Supplies	15,500.00	15,500.00	1,950.72	1,941.92	11,607.36
4350	Vehicle Maint. M&S	44,376.00	44,376.00	4,700.00		39,676.00
4351	Vehicle FUEL	29,025.00	29,025.00	26,808.11	376.40	1,840.49
4400	Non-Capital Equipment (Up to \$	89,883.00	89,883.00		1,369.72	88,513.28
	<b>Total for Object 4000</b>	<b>458,071.00</b>	<b>458,071.00</b>	<b>80,980.10</b>	<b>54,270.57</b>	<b>322,820.33</b>
5100	Subagreement for Services	199,912.00	199,912.00			199,912.00
5200	Travel & Conferences	41,684.00	41,684.00	4,251.79	1,908.46	35,523.75
5300	Dues & Membership	10,380.00	10,380.00	2,856.27	7,420.53	103.20
5400	Insurance-Fire, liability, etc	75,080.00	105,080.00		100,452.40	4,627.60
5510	Power	88,500.00	89,000.00	76,865.22	12,098.40	36.38
5520	Garbage	4,450.00	4,450.00	3,972.50	396.70	80.80
5530	Water	54,350.00	55,100.00	45,852.38	9,147.62	100.00
5540	Propane	59,125.00	59,125.00	58,742.74	382.26	.00
5590	Miscellaneous Utilities	15,000.00	15,000.00			15,000.00
5600	Rentals, Leases & Repairs	80,850.00	80,850.00	19,834.75	4,955.85	56,059.40
5800	Services & Operating Expense	4,000.00	4,000.00			4,000.00
5810	Legal Expenses	20,000.00	20,000.00	5,000.00		15,000.00
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		.00
5860	Solid Waste Tax	14,000.00	14,000.00	14,000.00		.00
5890	Contracts/Service	577,576.00	546,326.00	425,089.03	30,881.12	90,355.85
5899	SCOE Interagency Reimburse			7,851.51	7,723.69	15,575.20-
5900	Communications	3,000.00	3,000.00		1,800.00	1,200.00
5910	Telephone-Monthly Service	11,000.00	11,000.00	8,528.34	2,039.16	432.50
5990	Other Communications	500.00	500.00			500.00
	<b>Total for Object 5000</b>	<b>1,275,692.00</b>	<b>1,275,692.00</b>	<b>686,629.53</b>	<b>179,206.19</b>	<b>409,856.28</b>
6170	Land Improvement	31,500.00	31,500.00			31,500.00
6200	Building & Improvements	10,500.00	10,500.00			10,500.00
6400	Equipment	105,057.00	105,057.00			105,057.00

Balances through September						Fiscal Year 2020/21
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 01 - General FD (continued)</b>						
6500	Equipment Replacement	71,000.00	71,000.00			71,000.00
6501	Vehicle Replacement	35,000.00	35,000.00			35,000.00
	<b>Total for Object 6000</b>	<b>253,057.00</b>	<b>253,057.00</b>	<b>.00</b>	<b>.00</b>	<b>253,057.00</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	100,704.00	100,704.00			100,704.00
	<b>Total for Object 7000</b>	<b>205,154.00</b>	<b>205,154.00</b>	<b>104,450.00</b>	<b>.00</b>	<b>100,704.00</b>
	<b>Total for Fund 01 and Expense accounts</b>	<b>6,943,828.00</b>	<b>6,943,828.00</b>	<b>4,273,779.71</b>	<b>842,484.49</b>	<b>1,827,563.80</b>
<b>Fund 13 - Cafeteria</b>						
2200	Classified Support Salaries	80,599.00	80,599.00	66,692.07	6,953.02	6,953.91
2215	Classified Extra Duty	1,500.00	1,500.00		208.56	1,291.44
2220	Classified Support Substitute	3,000.00	3,000.00			3,000.00
	<b>Total for Object 2000</b>	<b>85,099.00</b>	<b>85,099.00</b>	<b>66,692.07</b>	<b>7,161.58</b>	<b>11,245.35</b>
3202	Public Employees Retirement Sy	19,233.00	19,233.00	12,540.29	1,436.54	5,256.17
3312	OASDI-Classified Positions	5,050.00	5,050.00	3,990.62	428.00	631.38
3322	Medicare-Classified Positions	1,181.00	1,181.00	933.20	100.09	147.71
3402	Health & Welfare-Classified Po	24,788.00	24,788.00	15,782.94	1,753.66	7,251.40
3502	State Unemployment Insurance-	42.00	42.00	33.33	3.58	5.09
3602	Workers' Compensation Insuranc	2,611.00	2,611.00	2,173.97	233.15	203.88
	<b>Total for Object 3000</b>	<b>52,905.00</b>	<b>52,905.00</b>	<b>35,454.35</b>	<b>3,955.02</b>	<b>13,495.63</b>
4340	Food Service	10,500.00	10,500.00	4,533.49	970.79	4,995.72
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	55,000.00	55,000.00	45,127.37	5,940.29	3,932.34
	<b>Total for Object 4000</b>	<b>70,500.00</b>	<b>70,500.00</b>	<b>49,660.86</b>	<b>6,911.08</b>	<b>13,928.06</b>
5200	Travel & Conferences	1,000.00	1,000.00			1,000.00
5600	Rentals, Leases & Repairs	5,000.00	5,000.00		395.00	4,605.00
5800	Services & Operating Expense	750.00	750.00	393.12		356.88
5890	Contracts/Servic	500.00	500.00		406.00	94.00
5900	Communications	450.00	450.00			450.00
	<b>Total for Object 5000</b>	<b>7,700.00</b>	<b>7,700.00</b>	<b>393.12</b>	<b>801.00</b>	<b>6,505.88</b>
	<b>Total for Fund 13 and Expense accounts</b>	<b>216,204.00</b>	<b>216,204.00</b>	<b>152,200.40</b>	<b>18,828.68</b>	<b>45,174.92</b>
<b>Fund 73 - Bechen</b>						
5800	Services & Operating Expense	15,000.00	15,000.00			15,000.00

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2021, 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 2020/21
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
	Total for Fund 73, Expense accounts and Object 5000	15,000.00	15,000.00	.00	.00	15,000.00
	Total for Org 006 - Sierra-Plumas Joint Unified School District	<u>7,175,032.00</u>	<u>7,175,032.00</u>	<u>4,425,980.11</u>	<u>861,313.17</u>	<u>1,887,738.72</u>

## ENROLLMENT BY SCHOOL MONTH - 2020-2021

		Downieville Elementary	Loyalton Elementary	Downieville Jr High	Loyalton Jr High	Downieville Sr High	Loyalton Sr High	Sierra Pass Continuation	Long-Term ISP/SDC	TOTAL
<b>Ending 2019-2020</b>		33	201	7	60	22	111	1	included in site #	435
<b>1st Day 2020-2021</b>	9/8/2020	22	181	13	51	16	109	1	included in site #	393

	Month									
<b>September</b>	1	21	186	13	52	16	106	4	included in site #	398
09/08/20-10/02/20										
<b>October</b>	2								included in site #	0
10/05/20-10/30/20										
<b>November</b>	3								included in site #	0
11/02/20-11/25/20										
<b>December</b>	4								included in site #	0
11/30/20-01/08/21										
<b>January</b>	5								included in site #	0
01/11/21-02/05/21										
<b>February</b>	6								included in site #	0
02/09/21-03/05/21										
<b>March</b>	7								included in site #	0
03/08/21-04/01/21										
<b>April</b>	8								included in site #	0
04/12/21-04/30-21										
<b>May</b>	9								included in site #	0
05/03/21-05/27/21										
<b>June</b>	10								included in site #	0
06/01/21-06/18/21										

2019-2020	SPJUSD	SCOE	Washoe
P1 ADA	410.52	5.54	18.74
P2 ADA	409.30	5.07	15.36
Annual	409.30	5.07	15.36

Long-Term ISP	
LES	10
LHS	9

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

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

September 08, 2020

*In accordance with the Governor's Executive Order pertaining to the convening of public meetings in response to the COVID-19 pandemic, the Governing Board of the Sierra-Plumas Joint Unified School District held these meetings via Zoom Videoconferencing for the public.*

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 7:28pm.

B. ROLL CALL

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

ABSENT: None

C. APPROVAL OF AGENDA

WRIGHT/HALL

5/0

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

a. Start of School Update

*BERARDI:*

*Fire Contracts—The District will receive money at a daily rate for use of our sites for fire camps plus any additional monies for any damages.*

*Administrators will give site reports later on the agenda.*

*Sierra County Board of Supervisors—Still working with them to acquire a portion of Federal Funds that will offset COVID related expenses.*

*Distance Learning—Borrowing about 150 Chromebooks from Plumas County to ensure distance learning is supported until our order of Chromebooks arrive.*

*Working to set up training for teachers and staff on Social and Emotional Learning support for students.*

*ISP—Influx of students beyond what we could anticipate. We are looking at our options based on what we currently have in available resources/staff.*

*Running a parallel program with licensing available for an online option.*

b. CDE approval of J-13A emergency days for 2019-2020

*BERARDI: Approved emergency days for last school year due to power outages in Downieville.*

c. Total Inter-District Variances in effect for 2020-2021

d. Most Recent Inter-District Variance Requests

2. Business Report

a. Account Object Summary-Balance from 07/01/2020 to 08/31/2020

3. Staff Reports

*DVL—BERARDI: Dealing with power outage today and a fire now burning only 10 miles away. Elementary School still met in person. Jr & Sr High students came in different groups today to pick up Chromebooks and packets. Overall successful first day back considering the current circumstances.*

*LHS—JONES: Very appreciative to the LHS staff and all the extra time they put in to get us ready for the first day! 80-90% of students checked in for Zoom sessions.*

*Trying to bring back some normalcy and keep the whole student population engaged until we can get them back here for face-to-face learning. A couple of new faces: Jason Rosecrans and Samantha Bright (student teacher). ISP—we could not foresee the numbers we received. Working with communication backlog. PE teacher is helping out with ISP during Distance Learning.*

*CALI GRIFFIN: AG and FFA students will not be traveling like they normally do, but we will be keeping the kids involved in the programs and contests.*

*LES—CERESOLA: It was great having kids back on site! Thank you to teachers and staff for all the work and time put in the past two weeks preparing for today. Thank you to parents for their patience leading up to this first day! Would like to suggest next Board Meetings be set up outdoors or in a gymnasium for an in-person meeting if possible.*

4. SPTA Report

*PRESIDENT—PETTERSON: Successful first day! Welcome to all the new teachers in the District! SPTA MOU is completed. Ready to shift focus to better understanding the budget. It was cleared up that there's no state budget "Watch List" that we are on. Would like to see a budget committee formed for ongoing discussions per the SPTA Collective Bargaining Agreement.*

5. Board Members' Report

*WRIGHT: We have a very resilient school district based on what I'm seeing in our response to the current environment.*

*HALL: Art items donated to the Downieville Schools from an estate of someone who recently passed. Very happy with what I saw at the Downieville Schools this morning for first day!*

*MOORE: Thank you for the information we are receiving through the All-Calls and all the extra time and effort being put in by ALL to work through the COVID pandemic environment!*

6. Public Comment

*VICTORIA FISHER—\*\*letter read by Board Member Nicole Stannard regarding the SPJUSD ISP Program\*\**

E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held August 11, 2020
2. Approval of minutes for the Special Board Meeting held August 18, 2020
3. Approval of minutes for the Special Board Meeting held August 27, 2020
4. Approval of Board Report-Checks Dated 08/01/2020 through 08/31/2020
5. Approval of Extra Duty Assignment to Benjamin Raymond for Response to Intervention, Downieville Schools, 2020-2021
6. Approval of Extra Duty Assignment to Anna Thorell for Site Technology Coordinator, Loyalton High School, 2020-2021

*HALL/WRIGHT*

*5/0*

F. ACTION ITEMS

1. New Business

- a. Adoption of Resolution 20-014D, Adopting the Gann Limit

*GANT/STANNARD*

*ROLL CALL VOTE:*

*MOORE – AYE*

*GANT – AYE*

*WRIGHT – AYE*

*STANNARD – AYE*

*HALL – AYE*

*5/0*

- b. Adoption of Unaudited Actuals for Fiscal Year End June 30, 2020  
*HALL/GANT*  
*GRIESERT: The projected deficit spending significantly decreased, but there is still deficit spending.*  
*5/0*
- c. Biennial Review of Conflict of Interest Code  
*No changes*
- d. Proposed comp time for administration and their staff  
**\*\*ADD TO OLD BUSINESS IN OCTOBER\*\***
- e. Zoom versus Google platforms for the District  
*BLAINE DONNELLY: Moving to Google for many things, but Zoom should still be allowable for those that are more comfortable with that especially if it's a better fit with what they are doing to connect with and work with students.*
- f. Board Procedures: negotiations, adding items to the agenda and eliminating discussions not on the agenda  
*MOORE:*  
*Negotiations—The negotiations team/committee wasn't involved with developing the recent MOU with SPTA as it should have been. We have a process to follow.*  
*WRIGHT: Please be aware of the consequences of discussions that can be considered "Sidebar Negotiations".*  
*Agenda Items—The Board President and/or Superintendent add items to form the agenda. Three Board Members can also request for the same item to be added and contact the Board President and/or Superintendent.*  
*Brown Act—We cannot have discussions and comment on items not on the agenda, particularly during Public Comments.*
- g. Acceptance of Resignation for Jason Adams, Teacher, Loyalton High School, 1.0 FTE, effective August 24, 2020  
*WRIGHT/STANNARD*  
*5/0*
- h. Authorization to fill Teacher, Loyalton High School, up to 1.0 FTE  
*HALL/STANNARD*  
*5/0*
- i. Approval of Assignment to Jason Rosecrans, Teacher, Loyalton High School, 1.0 FTE, 2020-2021  
*WRIGHT/STANNARD*  
*5/0*
- j. Approval of Assignment to Benjamin Raymond for Academic Advising, Downieville High School, 2020-2021  
*WRIGHT/STANNARD*  
*5/0*
- k. Nomination of Sierra-Plumas Joint Unified School District representatives for the SCOE 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*STANNARD/HALL*  
*5/0*

**BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS**

*HALL motioned to approve all policies as was done in County meeting.*  
*Second by GANT.*  
*5/0*



- l. 3555—Nutrition Program Compliance
  - 1. Board Policy, *revisions*
  - 2. Exhibit, *NEW*
- m. 6020—Parent Involvement
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- n. 6142.7—Physical Education and Activity
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- o. 6159—Individualized Education Program
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- p. 6159.1—Procedural Safeguards for Special Education
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- q. 6159.2—Nonpublic, Nonsectarian School and Agency Services for Special Education
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*

**ANNUAL REVIEW:**

- r. 5116.1—Intradistrict Open Enrollment
  - 1. Board Policy, *annual review*
  - 2. Administrative Regulation, *annual review*
  - 3. Exhibit, *annual review*
- s. 6145—Extracurricular and Cocurricular Activities
  - 1. Board Policy, *annual review*
  - 2. Administrative Regulation, *annual review*

**G. ADVANCED PLANNING**

- 1. Next Regular Board Meeting will be held on October 13, 2020 beginning with Closed Session as needed at 5:00pm and the Regular Board Meeting at 6:00pm.  
 \*\*\*\**Location to be determined*\*\*\*\*
- 2. Suggested Agenda Items
  - STANNARD: Form a Budget Committee*
  - BERARDI: Lindsay McIntosh, Musica Sierra*
  - STANNARD: Transportation update (electric buses, old senior buses, etc.)*  
*(Superintendent Report)*

**H. ADJOURN at 8:49pm**  
**HALL/WRIGHT**  
 5/0

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Allen Wright, Clerk

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James Berardi, Superintendent

Budget Transfer Link # 82451

Fiscal Year 2021

<b>Budget Transfer # BT21-00001</b>	<b>Status Posted</b>	<b>Type BudXFer</b>	<b>Fiscal Year 2021</b>	<b>Transaction Date 09/30/2020</b>
Created NGRIESERT, 10/7/2020		Posted NGRIESERT, 10/7/2020		Department BUSINESS
Requisition #		Location		Source Manual

Comment September 2020 Budget Transfers

Line Seq	Account #	Comments	Acct Type	Increase	Decrease
1	01-0000-0-0000-7200-5400-002-150-000	September 2020 Budget Transfers	E	30,000.00	
2	01-0000-0-0000-8100-4320-002-150-000	September 2020 Budget Transfers	E	25,000.00	
3	01-0000-0-1110-2130-4100-002-155-126	September 2020 Budget Transfers	E		25,000.00
4	01-0000-0-0000-8100-5510-002-150-002	September 2020 Budget Transfers	E	500.00	
5	01-0000-0-0000-8100-5530-002-150-004	September 2020 Budget Transfers	E	750.00	
6	01-0000-0-0000-2700-5890-035-300-000	September 2020 Budget Transfers	E		7,500.00
7	01-0000-0-0000-7150-5890-002-150-000	September 2020 Budget Transfers	E		9,500.00
8	01-0000-0-0000-7200-5890-002-152-000	September 2020 Budget Transfers	E		1,000.00
9	01-0000-0-0000-7700-5890-002-154-161	September 2020 Budget Transfers	E		1,000.00
10	01-0000-0-0000-7700-5890-040-350-000	September 2020 Budget Transfers	E		5,000.00
11	01-0000-0-0000-7700-5890-060-450-000	September 2020 Budget Transfers	E		7,250.00
<b>BT # BT21-00001 Net Change to Expense</b>				<b>.00</b>	
<b>BT # BT21-00001 Net Change to Revenue</b>					
<b>BT # BT21-00001 Net Change to Starting Balance</b>					
<b>BT # BT21-00001 Net Change to Fund Balance</b>					

Checks Dated 09/01/2020 through 09/30/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00084311	09/10/2020	AMAZON CAPITAL SERVICES	01-4300	CLASSROOM SUPPLIES	426.65	
			01-4320	PAPER BAGS FOR MASKS	67.88	494.53
00084312	09/10/2020	AMERIGAS	01-5540	PROPANE		154.04
00084313	09/10/2020	B & C TRUEVALUE HOME CENTER	01-4320	maintenance supplies		133.28
00084314	09/10/2020	BLICK ART MATERIALS	01-4300	classroom supplies		741.40
00084315	09/10/2020	BRADY INDUSTRIES	01-4320	COVID CUSTODIAL SUPPLIES	109.61	
				Janitorial Supplies	614.87	724.48
00084316	09/10/2020	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00084317	09/10/2020	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,892.94	
			01-5899	WATER AND SEWER - LOYALTON SITES	233.16	4,126.10
00084318	09/10/2020	CONJUGUEMOS	01-4300	SUBSCRIPTION		50.00
00084319	09/10/2020	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	water service		1,099.97
00084320	09/10/2020	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00084321	09/10/2020	LEARNING WITHOUT TEARS	01-4300	INSTRUCTIONAL SUPPLIES		1,885.86
00084322	09/10/2020	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	3,988.47	
			01-5899	ELECTRIC - LOYALTON SITES	102.72	4,091.19
00084323	09/10/2020	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-5890	SHIPPING FOR WORKBOOKS		417.96
00084324	09/10/2020	MIKE MOORE	76-9576	H/W REIMBURSEMENT		909.27
00084325	09/10/2020	NEXVORTEX, INC	01-5899	PHONE SERVICES	26.39	
			01-5910	PHONE SERVICES	395.83	422.22
00084326	09/10/2020	PACIFIC GAS & ELECTRIC COMPANY	01-5510	electrical use		25.54
00084327	09/10/2020	PITNEY BOWES	01-4330	POSTAGE SUPPLIES		86.59
00084328	09/10/2020	QUILL CORPORATION	01-4330	Office supplies		87.15
00084329	09/10/2020	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	30.11	
				COPIER MAINT.	117.55	
				COPIER MAINT. LHS/LES	194.94	
			01-5899	COPIER MAINT.	39.18	381.78
00084330	09/10/2020	REALLY GOOD STUFF LLC	01-4300	classroom supplies		47.17
00084331	09/10/2020	REED'S LOCKSMITHING, INC.	01-4320	KEYS		6.24
00084332	09/10/2020	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00084333	09/10/2020	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	166.31	
			01-4320	MAINT. SUPPLIES	425.51	
				MAINT/CUSTODIAL SUPPLIES	198.82	
			01-4330	FANS FOR TECH SHACK	79.34	869.98
00084334	09/10/2020	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		30.00
00084335	09/10/2020	STAPLES ADVANTAGE	01-4300	classroom supplies	131.54	
			01-4302	copy paper	707.64	

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ESCAPE ONLINE

Checks Dated 09/01/2020 through 09/30/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00084335	09/10/2020	STAPLES ADVANTAGE	01-4302	School supplies	330.06	
			01-4330	OFFICE SUPPLIES	28.75	
				School supplies	26.12	
			01-5899	OFFICE SUPPLIES	9.60	1,233.71
00084336	09/10/2020	ALLEN WRIGHT	76-9576	H/W REIMBURSEMENT		1,037.14
00084337	09/28/2020	ACADEMIC INNOVATIONS	01-4300	Online Curriculum		2,802.85
00084338	09/28/2020	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		157.60
00084339	09/28/2020	AMAZON CAPITAL SERVICES	01-4300	classroom supplies	70.19	
				filing cabinet	80.44	
			01-4302	office supplies	56.30	
			01-4320	COVID SUPPLIES	1,936.88	
				distance learning supplies	900.76	
				DIVIDERS/ORGANIZERS - COVID	799.77	
				Egricelda Garcia	46.88	
				FLAGS	75.00	3,966.22
00084340	09/28/2020	AT&T	01-5890	PHONE SERVICES	40.32	
			01-5899	PHONE SERVICES	5.95	
			01-5910	PHONE SERVICES	235.11	281.38
00084341	09/28/2020	B & C TRUEVALUE HOME CENTER	01-4320	maintenance supplies		85.48
00084342	09/28/2020	ROBIN BOLLE	01-4300	CLASSROOM SUPPLIES		60.76
00084343	09/28/2020	KATRINA BOSWORTH	01-5200	FUEL REIMBURSEMENT		25.00
00084344	09/28/2020	BRADY INDUSTRIES	01-4320	COVID CLEANING SUPPLIES		359.67
00084345	09/28/2020	BURNEY'S COMMERCIAL SERVICES INC.	13-4340	DISHWASHER PARTS		661.02
00084346	09/28/2020	CALIFORNIA ASSOC. FFA ANGIE MILES, FINANCIAL SERVICE	01-4300	Distance Learning Module		100.00
00084347	09/28/2020	CALIFORNIA FFA CENTER ATTN: GLC REGISTRATION	01-5200	Greenhand conference		50.00
00084348	09/28/2020	CPM EDUCATIONAL PROGRAM	01-4100	eBooks	350.00	
				Textbooks	4,640.92	4,990.92
00084349	09/28/2020	CURRENT ELECTRIC & ALARM, INC.	01-5600	ALARM MONITORING	573.75	
			01-5899	ALARM MONITORING	26.25	600.00
00084350	09/28/2020	DELL MARKETING L.P.	01-4400	LAPTOP		1,369.72
00084351	09/28/2020	BLAINE DONNELLY	01-5200	MILEAGE		109.25
00084352	09/28/2020	MERIDIAN	01-4300	Planners		732.24
00084353	09/28/2020	MODEL DAIRY	13-4700	DAIRY PRODUCTS		373.75
00084354	09/28/2020	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		55.50
00084355	09/28/2020	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	239.75	
			13-4700	CAFE FOOD/SUPPLIES	1,949.05	2,188.80

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ESCAPE ONLINE

Checks Dated 09/01/2020 through 09/30/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00084356	09/28/2020	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMP		28,219.00
00084357	09/28/2020	OFFICE DEPOT	01-4300	Classroom Supplies	505.45	
			01-4330	Office Supplies	116.64	622.09
00084358	09/28/2020	PACIFIC GAS & ELECTRIC COMPANY	01-5510	electrical use		2,133.39
00084359	09/28/2020	SAVVAS LEARNING COMPANY LLC	01-4100	WORKBOOKS		405.06
00084360	09/28/2020	PRO PACIFIC FRESH	13-4700	FOOD AND SUPPLIES		453.02
00084361	09/28/2020	RAY MORGAN COMPANY	01-4330	COPIER STAPLES		71.94
00084362	09/28/2020	BENJAMIN RAYMOND	01-4300	CLASSROOM SUPPLIES		128.03
00084363	09/28/2020	SCHOOL SPECIALTY	01-4300	classroom supplies		60.07
00084364	09/28/2020	SIERRA HARDWARE	01-4320	Misc items for maintenance		453.93
00084365	09/28/2020	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		132.96
00084366	09/28/2020	STAPLES ADVANTAGE	01-4300	Supplies	324.74	
			01-4302	office supplies	716.40	1,041.14
00084367	09/28/2020	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		32.00
00084368	09/28/2020	CDE, CASHIER'S OFFICE	13-4700	COMMODITIES	1,909.56	
			13-8221	COMMODITIES	1,772.76-	136.80
00084369	09/28/2020	TEACHER SYNERGY, LLC	01-4300	online instruction supplies		188.87
00084370	09/28/2020	TRI COUNTY SCHOOLS INS. GR.	01-3901	SEP 20 HEALTH INSURANCE	2,471.25	
			01-9535	SEP 20 HEALTH INSURANCE	8,728.75	
			76-9576	SEP 20 HEALTH INSURANCE	62,324.22	73,524.22
00084371	09/28/2020	U.S. BANK	01-4300	classroom supplies	188.33	
				FOLDERS	42.88	
				workbooks	321.64	
			01-4301	WORKBOOKS	192.99	
			01-4320	CAFE PLEXIGLASS	322.24	
				COVID SIGNAGE	913.98	
				TABLE	377.04	
				WATER BOTTLES	457.96	
			01-4330	DOMAIN RENEWALS/ANTIVIRUS	23.27	
			01-4351	FUEL	144.51	
			01-5890	DOMAIN RENEWAL/SHIPPING	158.44	
				DOMAIN RENEWALS/ANTIVIRUS	18.62	
				ZOOM SUBSCRIPTION	57.58	3,219.48
00084372	09/28/2020	US FOODSERVICE, INC.	01-4320	CAFETERIA - FOOD AND SUPPLIES	46.90	
			13-4340	CAFETERIA - FOOD AND SUPPLIES	70.02	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	1,254.91	1,371.83
00084373	09/28/2020	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	50.64	

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ESCAPE ONLINE

**Checks Dated 09/01/2020 through 09/30/2020**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00084373	09/28/2020	VERIZON WIRELESS	01-5910	CELL PHONE SERVICE	175.32	225.96
00084374	09/28/2020	ANDREA WHITE	01-4320	COVID SUPPLIES		21.40
00084375	09/28/2020	YABLA INC.	01-4300	ONLINE SUPPLEMENT		642.40
<b>Total Number of Checks</b>					<b>65</b>	<b>151,598.85</b>

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	57	53,970.90
13	Cafeteria Fund	6	5,138.32
76	Warrant/Pass Through (payroll)	4	92,489.63
Total Number of Checks		<b>65</b>	151,598.85
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>151,598.85</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, 2020**, 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 **three (3) years** 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 an **annual fee of \$1,053 for three (3) years.**
- 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 16, 2020

Licensee

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

James T. Berardi, Superintendent  
Sierra-Plumas Joint Unified School District  
PO Box 955, Loyalton CA 96118

Date: October 13, 2020



### **Exhibit A**

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

1. 2020 School Accountability Report Card, English
2. 2020 School Plan for Student Achievement
3. 2020 School Safety Plan
4. 2020 English Learner Master Plan
5. Others to be identified as needed.



September 16, 2020

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

Re: Document Tracking Services

**INVOICE #9612611**

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

**Document Tracking Services**

Document Tracking Services [11/1/20 to 11/1/21]:	\$1,053
5 schools and District = 6 sites	
\$250 per site per year, discounted to \$195 per site	
License Agreement includes up to 5 documents	
Includes 10% discount for 3-year license (original fee of \$1,170)	

**Total Balance Due: \$1,053**

**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!

\_\_\_\_\_  
Approved Per Payment (Signature)

\_\_\_\_\_  
Name/Role (Printed)

**SIERRAVILLE SCHOOL  
SIERRA COUNTY-SIERRA PLUMAS JOINT UNIFIED SCHOOL DISTRICT  
DISCUSSION FACT SHEET**

The following fact sheet is intended to facilitate future discussions between the Sierra County Board of Supervisors and the Sierra Plumas Joint Unified School District-Board of Trustees on the future direction for the use and ownership of the Sierraville School. This school has been the “Sierraville Community Recreation Center” since 2004-2005 and has been maintained by the County of Sierra and the Sierraville Recreation Association, a non-profit organization created to be in place under the direction of the County of Sierra for maintenance and operations of the property as a community facility. This fact sheet will assist in understanding the recent history of the use and enjoyment of this building by the community and be the impetus for future meetings and discussions on how this building may best serve the interests of all involved.

**The Sierraville School-Property Institutional Facts:**

APN 015-080-006

305 South Lincoln Street-State Route 89

Bounded on the north by Caltrans Sierraville Maintenance Facility

Bounded on the south by the US Forest Service-Sierraville Ranger Station

Bounded on the east by State Route 89 and the United States Post Office

Bounded on the west by agricultural property, a drainage, and floodplain over 30% of the property (Classified as Zone A by FEMA)

County General Plan designation: “Public Service”

County Zoning designation: “Public Service”

Area of parcel-1.78 acres

**Property Improvements**

Former Sierraville School (3 Classrooms, Small Office, Gymnasium/Stage, Kitchen, Restrooms

Commercial Modular Office Building (north)

Parking Lot-10 spaces

Exterior Diesel Fuel Tank

Fenced Basketball Court

Fenced Tennis Court

Irrigation System and Small Grass Field (Rear)

Small Shade Canopy (Rear)

Children’s Play Area and Apparatus

Septic Tank and Leach Field

Sidewalks, Front Fencing

Small Utility Building for Storage and Equipment

## Agreement History

- 1) Base Agreement-(County Agreement 060103 dated May 2, 2006)-Joint Cooperative Use Agreement between Sierra County and Sierra Plumas Joint Unified School District to memorialize three prior years and future years of operation and maintenance by the County of Sierra using the school as a community recreation facility.
- 2) First Amendment-(County Agreement 2010-127 dated September 21, 2010)-Agreement to extend term of base agreement twenty (20) years to allow County to use State Grant funds for recreational improvements at the school and property. \$240,000 expended to rebuild basketball court, rebuild tennis court, provide child's play area, construct sidewalks, install irrigation system and new sod field, construct shade canopy, build interior ADA ramp. Land tenure in name of the County extends to September 21, 2030 to comply with State grant requirements for public access.
- 3) Second Amendment-(County Agreement 2013-020 dated March 5, 2013) grants County exclusive right to operation and maintenance responsibility for all school buildings and grounds.
- 4) Third Amendment-(County Agreement 2013-120 dated December 3, 2013)-Expands County responsibility to now include the office modular building to its responsibility. Amends fiscal term to require County to maintain separate account for all lease and rental income derived from the building and property and reserve an amount equal to twenty (20) per cent for capital improvements to the building by the Sierra Plumas Joint Unified School District. Remainder of funds (eighty per cent) retained by County to offset annual budget cost for operation and maintenance (janitorial, water, electric power, diesel fuel for heating system, exterior grounds maintenance, management of the property, snow removal, and so forth).
- 5) AFWD (Alliance for Workforce Development-County Agreement 2017-038 dated May 2, 2017) for \$600 per month lease of modular office building by this agency. Agreement remains in place and siting this agency and cooperative use of facility negotiated by the County to provide services and rental income to reinvest back into the building and grounds.
- 6) Verizon Cellular Tower-Agreement 2017-020 allowing use of a 30 foot by 30 foot (900 square feet) pad for construction of a cellular tower. This site and a Loyaltan site were successfully negotiated by the County but the Loyaltan site was delayed. The Sierraville site is operational and a huge benefit to the community. Lease payments of \$900 per month are made as a result. Lease negotiations were turned over to Superintendent Grant for completion once a construction commitment was made by Verizon since the underlying land is owned by the District.

## General Notes

All rentals are required to sign a use agreement and be familiar with use rules. There is a fee schedule and annual rental revenues for use of the school building and grounds are estimated to be around \$2000 (special events, meetings, and so forth).

AFWD contributes funds toward exterior grounds maintenance for the summer season.

County removes snow from the parking area and provides snow clearing on critical sidewalks. County purchased and maintains a Honda Snowblower at the site which is stored in the utility building located to the south of the tennis court areas. The snowblower and backpack utility blower purchased for the site was a total cost of \$3500

County has surfaced the parking lot for preserving its paved surface and has installed interior window blinds to replace the old, torn and non-functional blinds that were formerly in place. The combined costs for the pavement surfacing and window blinds was \$9000.

County annually budgets sufficient funds to provide maintenance and payment of utilities of the interior and exterior portions of the property. This annual cost can range from \$20000 to \$30000, offset by rental revenues and lease payments....net costs to the County are about 80% while 20% is covered by infusion of rental and lease revenues. This fluctuates annually.

Sierraville School was the subject of an "Historic Preservation Plan" prepared in March of 2020. The site was nominated to the National Register, with concurrence from both the County and SPJUSD, and was officially placed on the National Register of Historic Places on September 28, 2017. The Native Sons of the Golden West performed a commemoration of this designation on August 4, 2019.

The County and SRS (Sierraville Recreation Association) has expended over \$5000 to provide new chairs and tables for the classroom and gymnasium uses.

### **State Grant Opportunity-2020**

Proposition 68, a State Park Bond Act has awarded the County \$420,000 for recreational projects. This program requires a 20% local match (\$84000) and the Board of Supervisors is focusing the allocation of these funds to two projects, splitting the funds equally, for Downieville Community Hall and Sierraville Community Recreation Facility (Sierraville School). The County and the community now has increased incentive to begin discussions with the Sierra Plumas Joint Unified School District-Board of Trustees to either acquire the Sierraville School to continue it as a community recreation facility or to consider extending the existing agreement from 2030 to 2050 to comply with State rules that the site for which State funds are being invested must remain accessible to the public for a twenty- year period following project completion. This is a critical issue in the grant award process and the County has prioritized this site for major renovation where needed and discussions need to occur soon so that project development and completion can occur by 2022.

In an effort to determine value of the school, I have contacted three appraisers for a proposal to provide an appraisal and all three have declined. One was interested and conducted extensive research and found that the property is so unique and so constrained, that a

statement of value would be virtually impossible. There were no comparable sales and the only one close to matching this issue was the July 2018 conveyance of two parcels (APN 017-082-021 being .50 acres and APN 017-082-220 being .80 acres-two separate parcels but both containing improvements commonly known as the Loyaltan Middle School, were conveyed to the City of Loyaltan by the Sierra Plumas Joint Unified School District. It is understood that this conveyance was completed for a price of approximately \$25000 but not verified.

Regardless, this one appraiser after investigating and reviewing the Sierraville School files and determining that the existing roof needed replacement; the existing boiler and heating system needed replacement; and so many other items of deferred maintenance were in place at Sierraville School, including compliant ADA access (interior and exterior) that coming up with any value for the site was virtually impossible and likely minimal due to these existing conditions and future costs.

In summary, the County and the Sierra Plumas Joint Unified School District have enjoyed a cooperative relationship secured by agreements and agreement amendments since 2004 and significant site improvements and maintenance have occurred. The community is vastly supportive of the community recreation facility and has a lot of pride in seeing the Sierraville School remain as a symbol of its past while offering a critical recreational facility and place for seasonal events, parties, and social interaction. The leasehold interests are secure and enjoy this location and the fact that the County now has an opportunity to make a significant investment of grant funds toward the improvement of this site moves the priority for the County to meet with the School District as may be appropriate and further discussions over the County acquisition of this property on behalf of the community.

Prepared by Sierra County  
October 1, 2020

# SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

## RESOLUTION NO. 20-015D

### SUFFICIENCY OF TEXTBOOKS OR INSTRUCTIONAL MATERIALS

**WHEREAS**, the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT Governing Board, in order to comply with the requirements of Education Code 60119, held a public hearing on October 13, 2020, 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, 8<sup>th</sup> ed.</u>	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 2020-2021 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 Governing Board held on October 13, 2020, by the following vote:

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

---

Allen Wright, Clerk  
Sierra-Plumas Joint Unified School District  
Governing Board

Josh Boli

[REDACTED]  
[REDACTED]

I Joshua Boli am writing this to inform Superintendent James Berardi and the school board of the Sierra Plumas Joint Unified School District; that effective October 31st 2020 I will be resigning from my position as Social Science teacher at Downieville School.

Sincerely,

*Josh Boli* 10/1/20