

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

November 09, 2021

Regular Session immediately follows the 6:00pm meeting of the Sierra County Board of Education

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/83826503149>

Phone dial-in: 669-900-9128

Webinar ID: 838 2650 3149

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.sierracountyofofeducation.org> (Government Code 54957.5).

A. CALL TO ORDER

Please be advised that this meeting will be recorded.

B. ROLL CALL

C. APPROVAL OF AGENDA

D. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. Strategic Planning update
 - b. Downieville WASC
 - c. Sierraville School site update
 - d. Classified Salary Schedule change again January 2022 with minimum wage increase to \$15/hour
 - e. CIF Sports Test-to-Play Requirement
2. Business Report
 - a. Account Object Summary-Balance from 07/01/2021 to 10/31/2021**
 - b. First and Second Month Enrollments for the 2021-2022 School Year**
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)

E. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held October 12, 2021**
2. Approval of Board Report-Checks Dated 10/01/2021 through 10/31/2021**

F. ACTION ITEMS

1. Old Business
 - a. Liberty Charging Stations – presentation and Q&A with Matt Newberry from Liberty Utilities

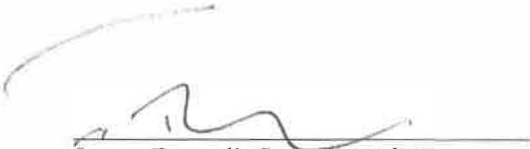
2. New Business

- a. Approval of Long-Term Substitute Daily Rate increase to \$165
- b. Acceptance of the Sierra-Plumas Teachers Association Sunshine Proposal for the 2021-2022 School Year**
- c. Educator Effectiveness Plan discussion (approval in December)
- d. Authorization for the Superintendent to enter into a partnership with Sierra County Behavioral Health to receive and utilize Mental Health Student Services Act Grant funds
- e. Authorization for the Superintendent to enter into the Real Property Purchase and Sale Agreement with the County of Sierra regarding the Sierraville School site, Contract 2022-011D**
- f. Approval to purchase new copy machines for Loyalton Elementary School, Loyalton High School, and Downieville School**
- g. Acceptance of resignation for Amy Burt, Loyalton Elementary School, Instructional Aide, .33 FTE (2 hours/day), effective November 1, 2021^^
- h. Authorization to fill Instructional Aide, Loyalton Elementary School, .33 FTE (2 hours/day)
- i. Authorization to fill Teacher (ELA/Social Studies 7th & 8th), Loyalton High School, 1.0 FTE
- j. Approval of assignment of Aimee Phebus, Loyalton High School, 2021-2022 JV Girls Basketball Coach
- k. Approval of Job Description and Salary Schedule for Educational Research Technician (already approved as a County position in June 2010, but needed on the District side now)**
- l. Authorization to fill Educational Research Technician, Districtwide, .25 FTE (10 hours weekly)
- m. Approval of assignment of Amber Baca-Sainsbury to Extra Duty, Response to Intervention for Downieville K-12
- n. Approval of assignment of Cynthia Gelatt, Library Aide, Downieville, .33 FTE (2 hours/day), effective November 8, 2021
- o. Downieville Site Council plan/update**
- p. Downieville Administration
- q. Approval of utilizing AB 361 to conduct the next scheduled board meeting via Zoom videoconferencing – December 13, 2021

G. ADVANCED PLANNING

1. Next Regular Board Meetings will be held on December 13, 2021 (***a Monday***), beginning with Closed Session as needed at 5:00pm and the Regular Board Meetings at 6:00pm.
Location TBD. Zoom videoconferencing will be available for the public.
2. Suggested Agenda Items

H. ADJOURN



James Berardi, Superintendent

** enclosed

* handout

^^ County agenda backup

Balances through October						Fiscal Year 2021/22
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	1,790,229.00	1,790,229.00	1,329,155.68	340,147.13	120,926.19
1105	Per Diem - Same Day Travel	100.00	100.00			100.00
1115	Extra Duty Hourly	2,000.00	2,000.00		1,885.00	115.00
1120	Certificated Substitutes	27,210.00	27,210.00		5,260.00	21,950.00
1300	Certificated Superv/Admin Sala	247,987.00	247,987.00	152,294.08	77,497.04	18,195.88
1310	Teacher In Charge/Head Teacher	14,000.00	14,000.00		1,000.00	13,000.00
	Total for Object 1000	2,081,526.00	2,081,526.00	1,481,449.76	425,789.17	174,287.07
2100	Instructional Aides Salaries	238,973.00	238,973.00	175,743.66	34,232.42	28,996.92
2115	Inst. Aide Extra Duty	1,000.00	1,000.00		402.32	597.68
2120	Instructional Aides Substitute	2,500.00	2,500.00		1,393.00	1,107.00
2200	Classified Support Salaries	328,709.00	328,709.00	184,834.80	82,319.57	61,554.63
2201	Bus Driver	55,098.00	55,098.00	37,706.08	7,591.26	9,800.66
2215	Classified Extra Duty	7,500.00	7,500.00		2,056.08	5,443.92
2220	Classified Support Substitute	18,000.00	18,000.00		11,381.29	6,618.71
2300	Classified Sup/Admin Salaries	99,843.00	99,843.00	1,946.45	20,265.35	77,631.20
2400	Clerical & Office Salaries	151,076.00	151,076.00	105,701.53	40,466.81	4,907.66
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00		122.08	4,877.92
2900	Other Classified Salaries	4,396.00	4,396.00	3,461.85	603.40	330.75
2915	Other Classified Extra Duty				63.00	63.00
	Total for Object 2000	912,095.00	912,095.00	509,394.37	200,896.58	201,804.05
3101	State Teachers Retirement Syst	548,894.00	548,894.00	244,765.12	69,587.22	234,541.66
3102	State Teachers Retirement Syst	8,761.00	8,761.00			8,761.00
3201	Public Employees Retirement Sy	1,000.00	1,000.00		164.95	835.05
3202	Public Employees Retirement Sy	222,602.00	222,602.00	100,808.74	39,903.36	81,889.90
3311	OASDI-Certificated Positions	1,890.00	1,890.00		78.74	1,811.26
3312	OASDI-Classified Positions	55,253.00	55,253.00	30,487.56	12,371.87	12,393.57
3321	Medicare-Certificated Position	29,304.00	29,304.00	20,859.00	5,839.73	2,605.27
3322	Medicare-Classified Positions	12,941.00	12,941.00	7,141.55	2,900.61	2,898.84
3401	Health & Welfare -Certificated	417,461.00	417,461.00	356,095.12	93,407.91	32,042.03
3402	Health & Welfare-Classified Po	157,829.00	157,829.00	122,260.08	59,043.76	23,474.84
3501	State Unemployment Insurance-C	26,460.00	26,460.00	7,758.16	2,141.85	16,559.99
3502	State Unemployment Insurance-	11,209.00	11,209.00	2,545.11	1,041.99	7,621.90
3601	Workers' Compensation Insuranc	70,315.00	70,315.00	46,793.28	12,913.37	10,608.35
3602	Workers' Compensation Insuranc	30,139.00	30,139.00	15,457.66	7,184.29	7,497.05
3901	Other Benefits, Certificated P	70,147.00	70,147.00	70,146.00	16,968.39	16,967.39
	Total for Object 3000	1,664,205.00	1,664,205.00	1,025,117.38	323,548.04	315,539.58

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2022, Period = 4, 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 October						Fiscal Year 2021/22
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4100	Textbooks	85,055.00	85,055.00	8,553.06	16,566.39	59,935.55
4300	Class Mat'l and Supplies	45,316.00	45,316.00	4,035.29	24,950.51	16,330.20
4301	Class Consumable Mat'l	6,000.00	6,000.00	162.00	791.77	5,046.23
4302	Class Paper/Toner	9,000.00	9,000.00	516.47	5,877.25	2,606.28
4305	Other Student M&S	36,000.00	36,000.00	6,212.93	1,140.35	28,646.72
4320	Custodial Grounds Supplies	30,000.00	30,000.00	7,522.32	23,173.38	695.70-
4330	Office Supplies	19,500.00	19,500.00	1,750.82	3,251.15	14,498.03
4350	Vehicle Maint. M&S	44,000.00	44,000.00	2,947.39	1,823.91	39,228.70
4351	Vehicle FUEL	20,500.00	20,500.00	15,298.06	1,300.73	3,901.21
4399	M&S Misc -undesignated	34,405.00	34,405.00			34,405.00
4400	Non-Capital Equipment (Up to \$	171,377.00	171,377.00	2,954.93	132,318.83	36,103.24
	Total for Object 4000	501,153.00	501,153.00	49,953.27	211,194.27	240,005.46
5100	Subagreement for Services	185,000.00	185,000.00	174,000.00		11,000.00
5200	Travel & Conferences	35,280.00	35,280.00	3,647.05	4,447.93	27,185.02
5300	Dues & Membership	13,250.00	13,250.00	1,528.80	7,525.40	4,195.80
5400	Insurance-Fire, liability, etc	108,500.00	108,500.00		143,543.55	35,043.55-
5510	Power	118,750.00	118,750.00	77,171.63	25,052.37	16,526.00
5520	Garbage	5,000.00	5,000.00	5,146.90	1,713.10	1,860.00-
5530	Water	55,000.00	55,000.00	39,686.83	15,313.17	.00
5540	Propane	89,000.00	89,000.00	82,460.92	2,539.08	4,000.00
5590	Miscellaneous Utilities	15,000.00	15,000.00			15,000.00
5600	Rentals, Leases & Repairs	83,750.00	83,750.00	12,027.83	19,296.37	52,425.80
5810	Legal Expenses	7,500.00	7,500.00	3,711.50	1,288.50	2,500.00
5812	Board Election Expense	2,000.00	2,000.00			2,000.00
5840	Audit Expense	13,785.00	13,785.00			13,785.00
5860	Solid Waste Tax	10,000.00	10,000.00	11,500.00		1,500.00-
5890	Contracts/Servic	537,132.00	537,132.00	468,073.48	59,063.47	9,995.05
5899	SCOE Interagency Reimburse			7,070.34	10,957.38	18,027.72-
5900	Communications	3,500.00	3,500.00		2,204.05	1,295.95
5910	Telephone-Monthly Service	12,275.00	12,275.00	7,713.39	2,854.11	1,707.50
	Total for Object 5000	1,294,722.00	1,294,722.00	893,738.67	295,798.48	105,184.85
6200	Building & Improvements	205,000.00	205,000.00			205,000.00
6400	Equipment	22,500.00	22,500.00			22,500.00
6500	Equipment Replacement	55,000.00	55,000.00	15,688.75	2,000.00	37,311.25
	Total for Object 6000	282,500.00	282,500.00	15,688.75	2,000.00	264,811.25

Balances through October						Fiscal Year 2021/22
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
7110	Out-of-State Tuition	104,450.00	104,450.00	104,450.00		.00
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	83,625.00	83,625.00			83,625.00
	Total for Object 7000	188,075.00	188,075.00	104,450.00	.00	83,625.00
	Total for Fund 01 and Expense accounts	6,924,276.00	6,924,276.00	4,079,792.20	1,459,226.54	1,385,257.26
Fund 13 - Cafeteria						
2200	Classified Support Salaries	83,606.00	83,606.00	65,695.23	14,164.21	3,746.56
2215	Classified Extra Duty	500.00	500.00		399.39	100.61
2220	Classified Support Substitute	1,500.00	1,500.00			1,500.00
	Total for Object 2000	85,606.00	85,606.00	65,695.23	14,563.60	5,347.17
3202	Public Employees Retirement Sy	17,875.00	17,875.00	13,487.92	2,770.13	1,616.95
3312	OASDI-Classified Positions	5,147.00	5,147.00	3,944.87	870.87	331.26
3322	Medicare-Classified Positions	1,204.00	1,204.00	922.45	203.64	77.91
3402	Health & Welfare-Classified Po	17,537.00	17,537.00	14,029.28	3,507.32	.40
3502	State Unemployment Insurance-	1,052.00	1,052.00	328.41	72.80	650.79
3602	Workers' Compensation Insuranc	2,804.00	2,804.00	1,996.97	440.85	366.18
	Total for Object 3000	45,619.00	45,619.00	34,709.90	7,865.61	3,043.49
4340	Food Service	7,500.00	7,500.00	4,027.48	1,072.52	2,400.00
4400	Non-Capital Equipment (Up to \$	5,000.00	5,000.00			5,000.00
4700	Food	55,000.00	55,000.00	40,997.54	11,888.39	2,114.07
	Total for Object 4000	67,500.00	67,500.00	45,025.02	12,960.91	9,514.07
5200	Travel & Conferences	500.00	500.00	121.61		378.39
5600	Rentals, Leases & Repairs	5,000.00	5,000.00		5,691.83	691.83-
5800	Services & Operating Expense	400.00	400.00	400.00		.00
5890	Contracts/Servic	500.00	500.00		406.00	94.00
	Total for Object 5000	6,400.00	6,400.00	521.61	6,097.83	219.44-
	Total for Fund 13 and Expense accounts	205,125.00	205,125.00	145,951.76	41,487.95	17,685.29
Fund 40 - Dist Build						
6200	Building & Improvements			5,704.13		5,704.13-
	Total for Fund 40, Expense accounts and Object 6000	.00	.00	5,704.13	.00	5,704.13-
Fund 73 - Bechen						
5800	Services & Operating Expense	15,000.00	15,000.00			15,000.00

Balances through October						Fiscal Year 2021/22
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>7,144,401.00</u>	<u>7,144,401.00</u>	<u>4,231,448.09</u>	<u>1,500,714.49</u>	<u>1,412,238.42</u>

ENROLLMENT BY SCHOOL MONTH - 2020-2021

***As of 11/03/2021*

	Downieville Elementary	Loyalton Elementary	Downieville Jr High	Loyalton Jr High	Downieville Sr High	Loyalton Sr High	Sierra Pass Continuation	Long-Term ISP/SDC	TOTAL
Ending 2020-2021	21	192	10	55	17	101	5	included in site #	401
1st Day 2021-2022	24	189	8	66	15	98	6	included in site #	406

	Month								
September	1	25	189	8	66	15	97	6	included in site # 406
08/25/21-09/17/21									
October	2	25	190	8	66	15	96	7	included in site # 407
09/20/21-10/15/21									
November	3								included in site # 0
10/18/21-11/10/21									
December	4								included in site # 0
11/15/21-12/10/21									
January	5								included in site # 0
12/13/21-01/21/22									
February	6								included in site # 0
01/24/22-02/18/22									
March	7								included in site # 0
02/22/22-03/18/22									
April	8								included in site # 0
03/21/22-04/15/22									
May	9								included in site # 0
04/18/22-05/13/22									
June	10								included in site # 0
05/16/22-06/10/22									

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	
DES	1
LES	7
DHS	0
LHS	13

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
October 12, 2021

In accordance with AB 361, effective October 1, 2021, 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 this meeting via Zoom videoconferencing.

5:30pm Closed Session
Immediately followed the 6:00pm meeting of the Sierra County Board of Education

A. CALL TO ORDER

President MIKE MOORE called the meeting to order at 5:35pm.

B. ROLL CALL

PRESENT: *Mike Moore, President
Allen Wright, Vice President
Christina Potter, Clerk
Patty Hall, Member
Nicole Stannard, Member*

ABSENT: *None*

C. APPROVAL OF UTILIZING AB 361 TO CONDUCT THIS BOARD MEETING VIA ZOOM VIDEOCONFERENCING – OCTOBER 12, 2021

HALL/WRIGHT

5/0

D. APPROVAL OF UTILIZING AB 361 TO CONDUCT THE NEXT SCHEDULED BOARD MEETING VIA ZOOM VIDEOCONFERENCING – NOVEMBER 09, 2021

HALL/STANNARD

5/0

E. APPROVAL OF AGENDA

HALL/POTTER

5/0

F. PUBLIC COMMENT FOR CLOSED SESSION

None

G. CLOSED SESSION

STANNARD/WRIGHT

5/0

The Board of Trustees, Superintendent James Berardi and Business Manager Nona Griesert moved into Closed Session *at 5:37pm* to discuss the following item(s):

1. Government Code 54957

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

H. RETURN TO OPEN SESSION and ADJOURN FOR BREAK *at 5:52pm*

I. 6:00PM – RECESS TO THE SIERRA COUNTY BOARD OF EDUCATION MEETING

WRIGHT/HALL

5/0

J. RECONVENE THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING *at 6:56pm*

K. REPORT OUT FROM CLOSED SESSION

MOORE: Direction was given to the Superintendent.

L. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Update on Sierraville School Site
BERARDI: Escrow is now open, so we are one step closer to being done with the sale.
- b. COVID-19 Prevention Program
BERARDI: Same as County – Written plan mandated by the state, protocols meant to help with control of employee exposures.
- c. Copy Kristie Jacobsen on Superintendent emails (kjacobsen@spjUSD.org)
BERARDI: Same as County – Reminder to please add Kristie to all emails to me, unless it is a private matter, so she can help me catch and respond to as much as possible in a timely manner.

2. Business Report

- a. Account Object Summary-Balance from 07/01/2021 to 09/30/2021

3. Staff Reports

LHS—MESCHERY: *Staff and students have been working well together through all of the different transitions this year. Homecoming was postponed, rescheduled for October 30th. Trying to work on the LHS website to utilize for additional communication channels. Internet connectivity is still a challenge for families in Sierra County, so hoping we can benefit from grant money to improve.*

LES—CERESOLA: *Staff and students are all doing their best to get through this stretch of online learning. Gearing up for our Annual Fall Festival and opening the Cub Store again. Internet connectivity is definitely a challenge that we see experience all the time, but especially during online learning.*

DES & DHS—BERARDI: *Echoing that the staff and students are all working hard to transition to and work through the online learning period. It's not ideal, but every site is making it work! Still planning for our Octoberfest/Halloween carnival at the end of the month.*

4. SPTA Report

PRESIDENT—PETTERSON: *Thank you to the SSF and all of the golf participants! The teachers look forward to applying for the grants made possible by the fundraiser. SPTA planned to present the Sunshine proposal at this meeting to open negotiations, but it appears that will have to come at a later date. Teachers continue to navigate and do their best this school year, and looking forward to being back in-person on Monday.*

5. Board Members' Report

WRIGHT: *I appreciate the effort and dedication from all of the staff making everything continue to work through these times with COVID.*

HALL: *Echoing that same thank you to all staff.*

STANNARD: *Happy to see the turnout at the SSF dinner after the golf tournament and the support it brings to our communities.*

POTTER: *Another thank you to all the staff working hard through these challenges.*

MOORE: *Thank you to all employees working through all of the different challenges we continue to face.*

6. Public Comment

JENNA HOLLAND—parent: *Thank you teachers, admin and staff for rolling with these numerous punches. We appreciate all you do!*

VICTORIA FISHER—Sierra Schools Foundation: *YES!! Thank you Nicole! We made over \$10,000 at the tournament and on top of that Sierra County has kindly donated \$5,000 to the Foundation to do more good work!*

TESSA JACKSON—parent, DVL grad, president of DVL Site Council: There is a pressing issue with leadership at Downieville Schools. Mr. Berardi cannot effectively act as Principal at Downieville along with his role as Superintendent.
DARCY WHITE—parent: How important is the state COVID testing for our schools this week?

M. CONSENT CALENDAR

1. Approval of minutes for the Regular Board Meeting held September 21, 2021
2. Approval of Board Report-Checks Dated 09/01/2021 through 09/30/2021
3. Approval of Quarterly Report on Williams Uniform Complaints for the quarter ending 09/30/2021

HALL/STANNARD

5/0

N. ACTION ITEMS

1. New Business

PUBLIC HEARING—Textbooks and Instructional Materials

- a. Public Hearing *opened at 7:21pm* to receive comments on the sufficiency of textbooks and instructional materials for Kindergarten through 12th 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. *Closed at 7:21pm with no comment.*
- b. Adoption of Resolution No. 22-008D, Sufficiency of Textbooks or Instructional Materials
WRIGHT/STANNARD
ROLL CALL VOTE:
STANNARD – AYE
POTTER – AYE
WRIGHT – AYE
HALL – AYE
MOORE – AYE
5/0
- c. Approval of ESSER III Expenditure Plan
STANNARD/WRIGHT
BERARDI: Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act. Community meeting held last week for public input. There are specific instructions for the use of these funds, but our plan is to place a lot of emphasis on mitigating and addressing learning loss and mental health/counseling.
5/0
- d. Approval of Contract 2022-007D with Sierra Transportation Company, LLC, Downieville Bus Agreement
HALL/WRIGHT
5/0
- e. Approval of Teacher in Charge Extra Duty Stipend for Downieville Schools for the 2021-2022 School Year
WRIGHT/HALL
5/0
- f. Approval of assignment of Katrina Bosworth, Downieville Schools, Teacher in Charge through the first semester of 2021-2022
HALL/WRIGHT
5/0

- g. Approval of Substitute Daily Rate increase to \$80 for Half Days and \$140 for Full Days
STANNARD/HALL
5/0
- h. Approval of updated Injury and Illness Prevention Plan
HALL/POTTER
5/0
- i. Approval of Addendum to Superintendent Contract 2020-07D, Addendum Contract 2022-009D
HALL/WRIGHT
5/0

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

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

- j. 0470—COVID-19 Mitigation Plan
 - 1. Board Policy, *revisions*
- k. 3516.5—Emergency Schedules
 - 1. Board Policy, *revisions*
- l. 4131—Staff Development (*certificated*)
 - 1. Board Policy, *revisions*

O. ADVANCED PLANNING

- 1. Next Regular Board Meetings will be held on November 09, 2021, beginning with Closed Session as needed at 5:00pm and the Regular Board Meetings at 6:00pm. Location TBD. Zoom videoconferencing will be available for the public. *Zoom videoconferencing for all per AB 361 – see agenda item D.*
- 2. Suggested Agenda Items
 - Downieville administration/leadership*
 - Downieville Site Council plan/update*
 - SPTA Sunshine*

P. ADJOURN at 7:40pm
HALL/POTTER
5/0

Christina Potter, Clerk

James Berardi, Superintendent

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT—SPJUSD
CLOSED SESSION REPORTING FORM**

DATE: October 12, 2021

CLOSED SESSION BEGAN AT: 5:37 P.M.

BOARD MEMBERS PRESENT:

Patty Hall Allen Wright Mike Moore Christina Potter Nicole Stannard

OTHERS PRESENT:

James Berardi, Superintendent
 Nona Griesert, Business Manager

I. SESSION TOPIC(S):

<p>Item #1—Government Code 54957 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE</p> <p>RESULT:</p> <p><input checked="" type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT</p> <p><input type="checkbox"/> THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN: HALL _____ WRIGHT _____ MOORE _____ POTTER _____ STANNARD _____</p> <p><input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION: HALL _____ WRIGHT _____ MOORE _____ POTTER _____ STANNARD _____</p>

II. MOTION TO ADJOURN CLOSED SESSION AT 5:52 P.M. AND RETURN TO OPEN SESSION

BY: Allen Wright (NAME) SECONDED: Patty Hall (NAME)

MOTION PASSED / FAILED

PRESIDED BY: Mike Moore
Mike Moore, PRESIDENT

RECORDED BY: Christina Potter
Christina Potter, CLERK

Checks Dated 10/01/2021 through 10/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00084993	10/12/2021	ALPINE PAINTING	01-5890	PAINTING		1,370.00
00084994	10/12/2021	AMAZON CAPITAL SERVICES	01-4300	classroom supplies	353.32	
				INTERVENTION SUPPLIES	37.30	
				Rolling file cabinet	125.46	
				Smartboard Bulbs	511.50	
				Supplies	421.97	
			01-4302	office supplies	2,178.87	
			01-4320	BUS CLEANING SUPPLIES	64.35	
				cleaning supplies	79.26	
				custodial equipment	85.79	
				Face sheilds	20.37	
			01-4330	Chrome Books	644.94	4,523.13
00084995	10/12/2021	AMERIGAS	01-5540	PROPANE	1,247.58	
			01-5899	PROPANE	253.00	1,500.58
00084996	10/12/2021	AT&T	01-5890	PHONE SERVICES	43.44	
			01-5899	PHONE SERVICES	6.30	
			01-5910	PHONE SERVICES	249.56	299.30
00084997	10/12/2021	B & C TRUEVALUE HOME CENTER	01-4320	MISC MAINT SUPPLIES		139.87
00084998	10/12/2021	BRADY INDUSTRIES	01-4320	cleaning supplies		279.92
00084999	10/12/2021	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00085000	10/12/2021	KATIE CAMPBELL	01-5200	REIMBURSEMENT		594.29
00085001	10/12/2021	CHILLERGY	13-5600	FREEZER REPAIR		597.07
00085002	10/12/2021	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	3,921.88	
			01-5899	WATER AND SEWER - LOYALTON SITES	234.47	4,156.35
00085003	10/12/2021	CPM EDUCATIONAL PROGRAM	01-4100	text books		503.71
00085004	10/12/2021	CURRENT ELECTRIC & ALARM, INC.	01-5600	ALARM MONITORING	573.75	
			01-5899	ALARM MONITORING	26.25	
			01-6500	SERVICE AGREEMENT	2,000.00	2,600.00
00085005	10/12/2021	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		608.90
00085006	10/12/2021	EXPLORELEARNING	01-4300	REFLEX MATH		700.00
00085007	10/12/2021	FLINN SCIENTIFIC, INC.	01-4300	AP Lab Bundle	1,002.79	
				Rulers	64.57	
				Scissors	57.06	1,124.42
00085008	10/12/2021	GRAINGER, INC.	01-4320	MAINTENANCE SUPPLIES		193.73
00085009	10/12/2021	CAROLINE GRIFFIN	01-5200	REIMBURSEMENT		407.40
00085010	10/12/2021	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00085011	10/12/2021	LEARNING WITHOUT TEARS	01-4300	curriculum		606.77

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 10/01/2021 through 10/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00085012	10/12/2021	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	5,988.04	
			01-5899	ELECTRIC - LOYALTON SITES	76.46	6,064.50
00085013	10/12/2021	SARAI MENDOZA	01-5200	MILEAGE		54.88
00085014	10/12/2021	MIKE MOORE	76-9576	H/W REIMBURSEMENT		967.73
00085015	10/12/2021	NEXVORTEX, INC	01-5899	PHONE SERVICES	27.48	
			01-5910	PHONE SERVICES	412.14	439.62
00085016	10/12/2021	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	65.64	
			13-4700	CAFE FOOD/SUPPLIES	1,382.57	1,448.21
00085017	10/12/2021	NORTHEASTERN JOINT POWERS AUTHORITY	01-3602	2019/20 ADDITIONAL AMOUNT DUE	906.03	
			01-9571	2019/20 ADDITIONAL AMOUNT DUE	2,630.54	
			76-9571	WORKER'S COMP	26,493.75	30,030.32
00085018	10/12/2021	OFFICE DEPOT	01-4330	OFFICE SUPPLIES	497.21	
			01-5899	OFFICE SUPPLIES	165.73	662.94
00085019	10/12/2021	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		3,029.57
00085020	10/12/2021	REED'S LOCKSMITHING, INC.	01-4320	ENTRY LEVER		201.88
00085021	10/12/2021	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		69.30
00085022	10/12/2021	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00085023	10/12/2021	SIERRA HARDWARE	01-4320	Misc Maintenance supplies		75.71
00085024	10/12/2021	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		270.20
00085025	10/12/2021	STAPLES ADVANTAGE	01-4300	Colored Pencils		106.12
00085026	10/12/2021	CDE, CASHIER'S OFFICE	13-4700	COMMODITIES	1,385.93	
			13-8221	COMMODITIES	1,269.08-	116.85
00085027	10/12/2021	TRI COUNTY SCHOOLS INS. GR.	01-3901	OCT21 HEALTH INSURANCE	4,174.14	
			01-9535	OCT21 HEALTH INSURANCE	9,724.86	
			76-9576	OCT21 HEALTH INSURANCE	64,427.82	78,326.82
00085028	10/12/2021	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	50.03	
			01-5910	CELL PHONE SERVICE	173.19	223.22
00085029	10/12/2021	ALLEN WRIGHT	01-5200	MILEAGE	21.00	
			76-9576	H/W REIMBURSEMENT	920.14	941.14
00085030	10/22/2021	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		206.90
00085031	10/22/2021	AMAZON CAPITAL SERVICES	01-4302	office supplies	299.70	
			01-4320	Face Masks	195.53	
				office supplies	166.08	
			01-4330	office supplies	67.19	728.50
00085032	10/22/2021	AT&T	01-5890	PHONE SERVICES	43.44	
			01-5899	PHONE SERVICES	6.30	

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Checks Dated 10/01/2021 through 10/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00085032	10/22/2021	AT&T	01-5910	PHONE SERVICES	203.02	252.76
00085033	10/22/2021	CRAIG JOHNSON PLUMBING	01-5600	WATER HEATERS/FAUCETS		8,900.00
00085034	10/22/2021	DUCTS & CLEATS	01-4400	ISO-AIRE UNITS	72,025.25	
				Unpaid Sales Tax	4,415.25-	67,610.00
00085035	10/22/2021	GOSECURE	01-5890	EMAIL/INTERNET FILTERING		3,016.18
00085036	10/22/2021	K 12 MANAGEMENT DBA FUELED	01-5890	Fuel Ed	8,294.52	
				ONLINE/ISP COURSES	6,394.00	14,688.52
00085037	10/22/2021	LES SCHWAB TIRE CENTER	01-4350	Explorer Repairs		1,534.65
00085038	10/22/2021	MERIDIAN	01-4300	Planners		854.65
00085039	10/22/2021	PRODUCERS DAIRY	13-4700	DAIRY PRODUCTS		951.13
00085040	10/22/2021	NSADA	01-5300	Dues & Registration		95.00
00085041	10/22/2021	OFFICE DEPOT	01-4302	office supplies		298.58
00085042	10/22/2021	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		2,722.73
00085043	10/22/2021	RAY MORGAN COMPANY	01-5600	COPIER AGREEMENT	363.13	
				COPIER MAINT.	138.47	
				COPIER MAINT. LHS/LES	1,056.38	
			01-5899	COPIER MAINT.	46.16	1,604.14
00085044	10/22/2021	RENAISSANCE LEARNING, INC.	01-5890	AR/STAR PROGRAMS		9,006.75
00085045	10/22/2021	SCHOOL SPECIALTY LLC	01-4300	classroom supplies		844.05
00085046	10/22/2021	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	579.84	
			01-5899	GARBAGE SERVICE	11.06	590.90
00085047	10/22/2021	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	227.33	
			01-4320	MAINT. SUPPLIES	216.45	
				MAINT/CUSTODIAL SUPPLIES	158.41	
			01-9510	MAINT. SUPPLIES	.06	602.25
00085048	10/22/2021	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		314.51
00085049	10/22/2021	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		64.00
00085050	10/22/2021	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		156.00
00085051	10/22/2021	TRI COUNTY SCHOOLS INS. GR.	01-5400	PROPERTY/CASUALTY/SELF		143,543.55
00085052	10/22/2021	U.S. BANK	01-4300	Chargers	1,339.50	
				CLASS SUPPLIES	198.78	
				classroom supplies	963.41	
				EASYCBM SUBSCRIPTION	149.97	
				USB SUPERDRIVE	69.68	
			01-4301	CLASSROOM SUPPLIES	68.15	
			01-4320	MAINT. SUPPLIES	679.92	
				WHITE BOARD	760.71	

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ESCAPE ONLINE

Checks Dated 10/01/2021 through 10/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00085052	10/22/2021	U.S. BANK	01-4330	ADOBE PRO SUBSCRIPTION	11.24	
				BUS SAFETY PENCILS	94.35	
				Chair	101.77	
				DOMAIN RENEWALS/ANTIVIRUS	41.88	
				GRADING SOFTWARE	59.00	
				TECH SUPPLIES	45.79	
			01-4350	FUEL/TIRE REPAIR	174.17	
			01-4400	TECH SUPPLIES	1,497.82	
			01-5200	Curriculum Renewal	499.00	
				REGISTRATION	453.00	
			01-5890	CREDIT CARD FEE	4.58	
				DOMAIN RENEWALS/ANTIVIRUS	13.97	
				ZOOM SUBSCRIPTION	56.55	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	7,286.99
00085053	10/22/2021	US FOODSERVICE, INC.	13-4340	CAFETERIA - FOOD AND SUPPLIES	369.28	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	2,318.61	2,687.89
00085054	10/22/2021	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	49.99	
			01-5910	CELL PHONE SERVICE	148.76	198.75
00085055	10/22/2021	U.S. BANK VOYAGER	01-4305	FUEL FOR ATHLETIC TRIPS	360.31	
			01-4351	BUS FUEL	931.92	
				Fuel for Maintenance	76.73	
			01-5200	FUEL FOR FFA	464.04	
				Fuel for Maintenance	76.81	
			01-5899	Fuel for Maintenance	16.29	1,926.10
Total Number of Checks					63	414,409.43

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	57	320,214.09
13	Cafeteria Fund	5	5,801.15
76	Warrant/Pass Though (payroll)	4	92,809.44
Total Number of Checks		63	418,824.68
Less Unpaid Sales Tax Liability			4,415.25
Net (Check Amount)			414,409.43

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

REAL PROPERTY PURCHASE AND SALE AGREEMENT

THIS REAL PROPERTY PURCHASE AND SALE AGREEMENT ("Agreement") is made and entered into as of the 19th day of October, 2021, by and between the County of Sierra ("Buyer") and Sierra-Plumas Joint Unified School District (Seller).

Buyer and Seller agree as follows:

1. Definitions: For the purposes of this Agreement the following terms shall have the following meanings:

- (a) "Buyer's Broker": None
- (b) "Closing" and "Close of Escrow" are terms used interchangeably in this Agreement. The Closing or the Close of Escrow will be deemed to have occurred when the Deed is recorded in the official records of the county in which the Property is located.
- (c) "Closing Date" shall mean the date that is thirty (30) days following the Effective Date.
- (d) "Deed" shall mean a deed to the Property in a form substantially similar to Exhibit "A", attached hereto, duly executed and acknowledged by Seller conveying the Property to Buyer.
- (e) "Deposit": The Deposit will be \$ 500.00, and will be placed into Escrow on the Opening of Escrow.
- (f) "Due Diligence Investigation" shall mean any and all inquiry, investigation, testing or analysis by Buyer concerning the Property, the condition of the Property, the uses to which the Property may be put and any other information about the Property or the Improvements.
- (g) "Due Diligence Period" shall mean that period of time beginning on the Effective Date and ending thirty (30) days from the Effective Date.
- (h) "Effective Date" shall mean the date of the Opening of Escrow.
- (i) "Escrow" shall mean the arrangement between Buyer, Seller and Escrow Holder under which documents, money and other items described in this Agreement will be held by Escrow Holder until the occurrence of certain events or conditions.
- (j) "Escrow Holder" shall mean _____.
- (k) Exhibits:
Exhibit "A" Form of Deed

- (l) "Improvements" shall mean any and all improvements constructed on or affixed to the land which comprises the Property as well as all fixtures which are part of or attached to the improvements. All references to the Property herein shall also include the Improvements.
- (m) "Opening of Escrow" shall mean the date on which, after the execution of this Agreement by Buyer and Seller, Escrow is opened with Escrow Holder by delivering to Escrow Holder an executed copy of this Agreement and the notice described in Paragraph 4, below, is received by the parties.
- (n) "Permitted Exceptions" shall mean a lien for real property taxes and assessments not then delinquent; matters of title respecting the Property approved by Buyer, accepted by Buyer or waived by Buyer in accordance with this Agreement; and matters affecting the condition of title to the Property created by or with the written consent of Buyer.
- (o) "Property" shall mean that certain real property located at the Sierraville School 305 S. Lincoln Street, Sierraville California and all real property and improvements thereon.
- (p) "Purchase Price": The Purchase Price for the Property is \$41,400.00.
- (q) "Seller's Broker": None.
- (r) "Title Company" shall mean First American Title, Attn: Terri Lopez, located at 10833 Donner Pass, Ste. 102 Truckee, CA 96161;
- (s) "Title Policy" shall mean an ALTA Standard Coverage Policy of title insurance with coverage in an amount equal to the Purchase Price showing title vested in Buyer subject only to the Permitted Exceptions and the standard printed exceptions and conditions in the policy.

2. Purchase and Sale. Upon and subject to the terms and conditions set forth in this Agreement, Seller agrees to sell to Buyer and Buyer agrees to buy from Seller the fee simple interest in the Property

3. Purchase Price. The Purchase Price for the Property will be paid as follows:

3.1 Deposit. Upon the Opening of Escrow, Buyer will deliver the Deposit to Escrow Holder in cash, by confirmed wire transfer or by Buyer's check or warrant, or by certified or cashier's check collectible in same-day funds. The Deposit shall be held in an interest-bearing account during the Due Diligence Period and interest shall be credited to Buyer. If Buyer terminates this Agreement for any reason during the due diligence period, then the Deposit, plus all accrued interest, shall be released promptly to Buyer.

3.2 Balance of Purchase Price. The balance of the Purchase Price shall be paid by Buyer, to Escrow Holder, in cash, by confirmed wire transfer or by certified or cashier's check collectible in same-day funds, two business days prior to Close of Escrow.

4. Escrow. Escrow Holder is hereby instructed to deliver to Seller and Buyer immediately after the Opening of Escrow a written notice which sets forth the date of Opening of Escrow, which notice shall conclusively establish such date. The purchase and sale of the Property will be completed through Escrow. Buyer and Seller agree to execute any additional instructions reasonably required by Escrow Holder.

5. Cancellation Fees and Expenses. In the event that the Closing does not occur at the time and in the manner provided in this Agreement because of the default of one of the parties, the non-defaulting party has the right to cancel Escrow by written notice to the defaulting party and to Escrow Holder. All escrow and title cancellation costs will be paid by the defaulting party.

6. Deliveries to Escrow Holder

6.1 By Seller. On or prior to the Closing Date, Seller will deliver or cause to be delivered to Escrow Holder the following items:

- (a) The Deed.
- (b) A closing statement executed by Seller consistent with the terms of this Agreement in the form required by Escrow Holder.

6.2 By Buyer On or prior to the Closing Date, Buyer will deliver or cause to be delivered to Escrow Holder the following items:

- (a) The balance of the Purchase Price in accordance with Paragraph 3.2.
- (b) The amount due to Seller, if any, after the prorations are computed in accordance with Paragraph 12.
- (c) A closing statement executed by Buyer consistent with the terms of this Agreement in the form required by Escrow Holder.

6.3 By Buyer and Seller. Buyer and Seller will each deposit such other instruments as are reasonably required by Escrow Holder or otherwise required to close Escrow. In addition, Seller and Buyer hereby designate Escrow Holder as the "Reporting Person" for the transaction pursuant to Section 6045(e) of the Internal Revenue Code.

7. Condition of Title

7.1 Preliminary Title Report. Seller shall order a preliminary title report for the Property from Title Company within five (5) business days following the Effective Date.

7.2 Buyer's Review of Title. Buyer agrees to review the preliminary title report promptly within ten (10) business days after receipt. In the event that Buyer reasonably objects to an exception contained in the title report, Buyer shall within ten (10) business days of receipt of the title report deliver written notice to Seller specifying any exception to which Buyer reasonably objects. If Buyer fails to deliver such notice within such period, then Buyer shall be deemed to have approved all exceptions to title contained in the title report. Seller shall have until Close of Escrow to attempt to cure any disapproved title exception but Seller shall have no obligation to expend any sum of money or institute litigation to cure or remove any exception. A disapproved title exception shall be considered to be cured and conclusively be deemed to be an approved title exception if such disapproved title exception (a) is removed as an exception to the title report (and will/does not appear as an exception to the Title Policy), (b) is curable by endorsement or other extended coverage, or (c) is otherwise resolved to the satisfaction of Buyer. The following shall not be considered exceptions which cause title to be

unmarketable: rights, reservations, covenants, conditions and restrictions presently of record and general to the area; easements and encroachments not materially affecting the value, or unduly restricting Buyer's reasonable use, of the Property; and reserved oil and/or mining rights. Buyer acknowledges that title to the Property may be subject to the rights of tenants in possession and such leases as are shown on the title report. If Seller elects not to cure any disapproved title exception specified in the notice of disapproval, Buyer may either elect to terminate this Agreement or to waive its objection to the title exception. Any exceptions deemed approved by Buyer, accepted by Buyer or waived by Buyer shall be deemed to be part of the Permitted Exceptions.

7.3 Conveyance at Closing. At the Close of Escrow, fee simple title to the Property will be conveyed to Buyer by Seller by the Deed, subject only to the Permitted Exceptions.

8. Conditions to the Close of Escrow

8.1 Conditions Precedent to Buyer's Obligations. The following conditions must be satisfied not later than the Closing Date or such other period of time as may be specified below. The conditions set forth in this Paragraph are solely for the benefit of Buyer and may be waived only by Buyer. Such waiver or waivers must be in writing and delivered to Seller as provided in Paragraph 19 hereof. If any conditions are not satisfied on or before the Closing Date, and Buyer has not waived the unsatisfied conditions, Seller will not be deemed to be in default.

8.1.1 Representations, Warranties and Covenants of Seller. Seller will have duly performed each and every agreement to be performed by Seller hereunder and, subject to the provisions of Paragraph 9, Seller's representations, warranties and covenants set forth in this Agreement will be true and correct as of the Closing Date. Failure to perform any such agreement shall entitle Buyer to cancel Escrow and to obtain return of the Deposit together with interest accrued through conclusion of the Due Diligence Period, in which case the cancellation costs shall be borne solely by Seller. In such event, Buyer shall only be entitled to avail itself of the remedy set forth in paragraph 20.1 of this Agreement.

8.1.2 Seller's Deliveries. Seller will have delivered the items described in Paragraph 6.1.

8.1.3 Title Insurance. As of the Close of Escrow, Title Company will issue or have committed to issue to Buyer the Title Policy.

8.2 Conditions Precedent to Seller's Obligations. The following conditions must be satisfied not later than the Closing Date or such other period of time as may be specified below. The conditions set forth in this Paragraph are solely for the benefit of Seller and may be waived only by Seller. At all times Seller has the right to waive any condition. Such waiver or waivers must be in writing and delivered to Buyer as provided in Paragraph 19 hereof.

8.2.1 Representations, Warranties and Covenants of Buyer. Buyer will have duly performed each and every agreement to be performed by Buyer hereunder and Buyer's representations, warranties and covenants set forth in this Agreement will be true and correct as of the Closing Date.

8.2.2 Buyer's Deliveries. Buyer will have delivered the items described in Paragraph 6.2.

9. Property "As-Is" No person acting on behalf of Seller is authorized to make, and by execution hereof, Buyer acknowledges that no person has made any representation, agreement, statement, warranty, guaranty or promise regarding the Property or the transaction contemplated herein or the zoning, construction, physical condition or other status of the Property except as may be expressly set forth in this Agreement. No representation, warranty, agreement, statement, guaranty or promise, if any,

made by any person acting on behalf of Seller which is not contained in this Agreement will be valid or binding on Seller. Buyer agrees that the Property is to be sold to and accepted by Buyer at Close of Escrow in its then condition AS-IS AND WITH ALL FAULTS. Buyer acknowledges that it is solely responsible for conducting any due diligence with respect to the Property.

9.1 Due Diligence Period.

9.1.1 Matters To Be Reviewed. Buyer must complete its Due Diligence Investigation and approve of the same within the Due Diligence Period. Seller will allow Buyer and/or its agents reasonable access to the Property during normal business hours to perform any and all investigations and inspections desired by Buyer, upon 48-hours advance request made by Buyer; provided, however, Buyer shall not conduct any additional invasive testing beyond that already completed except with the prior written consent of Seller, which consent shall not be unreasonably withheld. Any request by Buyer to conduct invasive testing shall be accompanied by a detailed report identifying the agents to be engaged, the testing to be conducted and the purposes to be served by the testing. Following any such entry, unless otherwise directed in writing by Seller, Buyer shall return the Property to the condition it was in prior to such entry, including the re-compaction or removal of any disrupted soil or material as Seller may reasonably direct. All such inspections and tests and any other work conducted or materials furnished with respect to the Property by or for Buyer shall be paid for by Buyer as and when due and Buyer shall indemnify, defend, protect and hold harmless Seller and the Property of and from any and all claims, liabilities, demands, losses, costs, expenses (including reasonable attorney's fees), damages or recoveries, including those for injury to person or property, arising out of or relating to any such work or materials or the acts or omissions of Buyer, its agents or employees in connection therewith. Buyer's obligations under this Paragraph 9.1.1 to pay its own investigative costs, restore the Property and indemnify Seller from and against the same shall survive any termination of this Agreement. To the extent Seller is in actual possession of any reports or studies concerning the Property, Seller shall make its files available for Buyer's inspection at Seller's office located at 109 Beckwith Road, Loyalton California 96118 within five (5) business days following the Effective Date and will promptly provide copies of any items requested by Buyer.

Buyer may, at any time prior to the conclusion of the Due Diligence Period, terminate the transaction contemplated by this Agreement and shall have no further liability with respect thereto and shall be entitled to the return of the Deposit together with interest accrued thereon. Any such termination by Buyer must be communicated in writing to Seller, such that it is actually received by Seller by no later than 5:00 p.m., Pacific Time, on the last day of the Due Diligence Period. In the event of such termination, or in the event that this Agreement is not consummated for any other reason, any reports generated by Buyer or any of its agents or those retained on Buyer's behalf, respecting the Property and/or the results of any testing or inspections thereof, shall be immediately turned over to Seller, and shall become Seller's property, and shall not be used by Buyer. If Buyer terminates this Agreement as provided in this subparagraph 9.1.1, then Buyer shall be entitled to cancel Escrow and to obtain return of the Deposit together with interest accrued through conclusion of the date the Deposit is returned.

10. Title Insurance. At the Close of Escrow, Seller will cause Title Company to issue the Title Policy to Buyer. In the event that Buyer elects to obtain an extended coverage policy of title insurance, Buyer shall pay the difference between the cost of the extended coverage and the standard coverage.

11. Costs and Expenses

11.1 Buyer. Buyer will pay:

- (a) all document recording charges;
- (b) All premiums for an _____ Standard Coverage Title Policy;
- (c) 100% of the escrow fees and costs Seller has negotiated with Escrow

Holder.

Buyer and Seller will each pay their own legal and professional fees and fees of other consultants incurred by Buyer and Seller, respectively. All other costs and expenses will be allocated between Buyer and Seller in accordance with the customary practice in the county in which the Property is located.

11.2 Broker. Seller represents and warrants to Buyer, and Buyer represents and warrants to Seller, that no broker or finder has been engaged by them, respectively, in connection with any of the transactions contemplated by this Agreement, or to their knowledge is in any way connected with any of such transactions. Buyer and Seller do each hereby agree to indemnify, protect and hold the other harmless from and against any costs, expenses or liability for compensation, commission or charges which may be claimed by any broker, finder or other similar party by reason of any dealings or acts of the indemnifying Party.

12. Disbursements and Other Actions by Escrow Holder. At the Close of Escrow, Escrow Holder will promptly undertake all of the following:

12.1 Funds. Deduct or credit all items chargeable to the account of Seller and/or Buyer pursuant to Paragraph 11 and disburse the balance of the Purchase Price to Seller and the remaining balance of the funds, if any, to Buyer promptly upon Close of Escrow.

12.2 Recording. Cause the Deed to be recorded in the official records of the County in which the Property is located (including payment of any fee for recording) and obtain conformed copies thereof for distribution to Buyer and Seller.

12.3 Title Policy. Direct the Title Company to issue the Title Policy to Buyer.

12.4 Documents. Deliver to Buyer any documents (or copies thereof) deposited into Escrow by Seller and deliver to Seller any documents (or copies thereof) deposited into Escrow by Buyer.

13. Joint Representations Warranties and Covenants. In addition to any express agreements of the parties contained herein, the following constitute representations, warranties and covenants of each party in favor of the other:

13.1 Authority. Each party has the legal power, right and authority to enter into this Agreement and the instruments referenced herein, and to consummate this transaction.

13.2 Actions. All requisite action (corporate, trust, partnership or otherwise) has been taken by each party in connection with entering into of this Agreement, the instruments referenced herein, and the consummation of this transaction. No further consent of any partner, shareholder, creditor, investor, judicial or administrative body, governmental authority or other party is required.

13.3 Due Execution. The individuals executing this Agreement and the instruments referenced herein on behalf of each party and the partners, officers or trustees of each party, if any, have the legal power, right, and actual authority to bind each party to the terms and conditions of those documents.

13.4 Valid and Binding. This Agreement and all other documents required to close this transaction are and will be valid, legally binding obligations of and enforceable against each party in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium laws or similar laws or equitable principles affecting or limiting the rights of contracting parties generally.

13.5 No Marketing. Neither Seller nor Buyer shall market the Property to prospective buyers or tenants during the time period between the Effective Date and the Close of Escrow without the prior consent of the other. In addition, Buyer shall not take any action in connection with marketing the Property that would jeopardize Seller's rights or interests as owner of the Property. Neither Seller nor Buyer shall execute any leases or other contracts with respect to the Property without the prior written consent of the other until and unless Escrow Closes as defined under this Agreement without the prior written consent of the other.

14. Seller's Warranties, Representations and Covenants. Seller makes the following representations, covenants and warranties and acknowledges that Buyer will rely on such representations, covenants, and warranties in acquiring the Property, each of which shall survive the Closing for a period of one (1) year and all claims related thereto shall be made within such one-year period:

14.1 Non-Foreign Entity. Seller is not a "foreign person" within the meaning of Section 1445(f)(3) of the Internal Revenue Code.

14.2 Pre-Closing Covenants.

(a) So long as this Agreement remains in full force and effect, without the prior written consent of Buyer, Seller will not convey any interest in the Property and will not subject the Property to any additional liens, encumbrances, covenants, conditions, easements, rights of way or similar matters after the date of this Agreement, except as may be otherwise provided for in this Agreement.

(b) Seller will not make any material alterations to the Property without Buyer's consent, which consent will not be unreasonably withheld or delayed.

(c) Seller will not enter into any contract or agreements providing for the provision of goods or services to or with respect to the Property or the operation thereof unless (i) such contracts or agreements can be terminated without penalty by the Closing Date, or (ii) Seller first obtains the written consent of Buyer, which will not be unreasonably withheld or delayed. Seller will not enter into any new leases for any portion of the Property.

15. Indemnification

15.1 Indemnification by Seller. Seller agrees to indemnify, defend and hold Buyer harmless for, from and against any and all claims, demands, liabilities, costs, expenses, damages and losses, cause or causes of action and suit or suits of any nature whatsoever arising from breach of representation or warranty by Seller.

15.2 Indemnification by Buyer. Buyer agrees to indemnify, defend and hold Seller harmless for, from and against any and all claims, demands, liabilities, costs, expenses, damages and losses, cause or causes of action and suit or suits of any nature whatsoever arising (i) from a breach of any representation or warranty by Buyer or any breach of any covenant of Buyer (ii) out of the ownership and/or operation of the Property after the Closing Date, or (iii) from any misrepresentation or breach of warranty or covenant by Buyer in this Agreement.

16. Notices. All notices or other communications required or permitted hereunder must be in writing, and must be personally delivered (including by means of professional messenger service) or sent by e-mail, or by registered or certified mail, postage prepaid, return receipt requested to the addresses set forth below. All notices sent by mail will be deemed received one day following the date of mailing and all notices personally delivered will be deemed received on the date delivered. All notices sent by e-mail will be deemed received on the date sent as shown on the sender's e-mail.

Notices shall be sent as follows to:

Seller: Sierra-Plumas Joint Unified
School District

P.O. Box 955, 109 Beckwith
Rd. Loyalton, CA 96118
Phone: 530-993-1660

Buyer: County of Sierra
Heather Foster, Clerk-Recorder
100 Courthouse Square
Room 11
Downieville, Ca 95936
Phone 530-289-3295

Escrow Holder: First American Title
Attn: Terri Lopez
10833 Donner Pass
Suite 102
Truckee, Ca 96161
Phone 530-563-2177

17. Assignment. Buyer will not assign this Agreement without obtaining Seller's prior written consent, which consent may be withheld by Seller in its sole and absolute discretion for any reason whatsoever. Any such attempted assignment without Seller's prior written consent will, at Seller's option, be voidable and constitute a material breach of this Agreement. No assignment shall be effective against Seller until Buyer delivers to Seller a fully-executed copy of the assignment instrument, which instrument must be satisfactory to Seller in both form and substance and pursuant to which the assignee assumes and agrees to perform for the benefit of Seller the obligations of Buyer under this Agreement, and pursuant to which the assignee makes the warranties and representations required of Buyer under this Agreement and such other representations and warranties as Seller may reasonably require. Under no circumstances, however, will any assignment of this Agreement relieve Buyer of any of its obligations under this Agreement.

18. Miscellaneous

18.1 Counterparts. This Agreement may be executed in counterparts.

18.2 Partial Invalidity. If any term or provision of this Agreement shall be deemed to be invalid or unenforceable to any extent, the remainder of this Agreement will not be affected thereby, and each remaining term and provision of this Agreement will be valid and be enforceable to the fullest extent permitted by law.

18.3 Waivers. No waiver of any breach of any covenant or provision contained herein will be deemed a waiver of any preceding or succeeding breach thereof, or of any other covenant or provision contained herein. No extension of time for performance of any obligation or act will be deemed an extension of the time for performance of any other obligation or act except those of the waiving party, which will be extended by a period of time equal to the period of the delay.

18.4 Successors and Assigns. This Agreement is binding upon and inures to the benefit of the permitted successors and assigns of the parties hereto.

18.5 Professional Fees. In the event any action or proceeding is brought by either party against the other related to this Agreement, the substantially prevailing party shall be entitled to recover from the other party its costs, including but not limited to reasonable attorneys' fees, incurred in such action or proceeding, including any trial, appeal, or bankruptcy proceeding, which amounts shall be included in any judgment entered in such action or proceeding; provided, however, that if more than one matter is disputed and each party prevails as to one or more of the disputed matters, then such costs, expenses and attorneys' fees shall be awarded in proportion to the monetary values of the matters on which each party prevailed.

18.6 Entire Agreement. This Agreement (including all exhibits attached hereto) constitutes the entire contract between the parties hereto and may not be modified except by an instrument in writing signed by the party to be charged.

18.7 Time of Essence. Seller and Buyer hereby acknowledge and agree that time is strictly of the essence with respect to each and every term, condition, obligation and provision hereof.

18.8 Construction. This Agreement has been prepared by Buyer and its professional advisors and reviewed by Seller and its professional advisors. Seller and Buyer and their respective advisors believe that this Agreement is the product of all of their efforts, that it expresses their agreement and that it should not be interpreted in favor or against either Buyer or Seller.

18.9 Governing Law. The parties hereto expressly agree that this Agreement will be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.

18.10 USA Patriot Act. Seller and Buyer are subject to the U.S.A. Patriot Act ("Act") and, as such, must comply with the provisions of the Act prior to the Closing. In particular, pursuant to the terms of the Act, Seller must obtain, verify, and record information from Buyer that identifies Buyer, which information includes the name, address, and social security number or tax identification number of Buyer and all of Buyer's direct and indirect owners ("Buyer Related Parties"). Accordingly, Buyer hereby agrees: a) to provide and cause to be provided such information to Seller, Buyer Identifying Information, not later than five (5) business days prior to the Closing Date, or five (5) business days following the date of the Agreement, whichever is earlier, b) to otherwise cooperate with Seller for purposes of complying with the Act, and c) that Seller's approval of Buyer and any Buyer Related Parties, following receipt of the required information, is a condition precedent to the closing of the sale of the Property.

[signature page to follow]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year hereinabove written.

“SELLER”

Sierra-Plumas Joint Unified School District

“BUYER”

The County of Sierra

Lee Adams, Chairman
Sierra County Board of Supervisors

ATTEST

Heather Foster
County Clerk

APPROVED AS TO FORM

David A. Prentice
County Counsel

BUYER'S INITIALS: _____

DATE: _____

SELLER'S INITIALS: _____

DATE: _____

Projected Cost Comparison

Location	Unit	Cash Price	60 Mo Lease Payment	Average Volume	Service Rate	Extended Service Cost
LES	IR6780i	\$8,792.44	\$175.82	30,568	\$0.005	\$152.84
LES	IR4751	\$5,405.69	\$108.10	9,307	\$0.005	\$46.54
LHS	IR6780i	\$8,792.44	\$175.82	19,525	\$0.005	\$97.63
DVL	IR4751	\$5,405.69	\$108.10	1,022	\$0.005	\$5.11
Totals		\$28,396.26	\$567.84	60,422		\$302.11

Lease Pmts Total
\$34,070.40

Purchase Savings:
\$5,674.14



Sierra Plumas JUSD

Business Technology Assessment



Joshua Lee McKelvey & Mike Zadra

September, 2021

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Mission – Vision – Values

Mission

Our mission is to ensure the ongoing trust and loyalty of our clients by providing them with uncommonly great customer service and value in the sales and support of document technology products and services.

Vision

Our vision is to be the top document technology provider in each of the markets we serve.

Values

- We keep all our promises. We do what we say we will do.
- We strive to build long-term relationships with every client at every level.
- We realize that our products and services affect the productivity of our clients, and as such we are committed to respond to their needs in a prompt manner and to operate without inefficient hierarchy and bureaucracy.
- We are committed to operational excellence; being known as a great company and a great place to work.
- We firmly believe in attracting, developing, and retaining the best people available; those who are reflective of our values carry out the highest ethical standards and share our passion to excel.
- We promise our clients to continuously look for ways to reduce their costs and improve the productivity of their operations.
- We constantly look for ways to improve our own efficiencies and to improve our customer's experience with our company.
- We take pride in our company. Our employees strive to preserve company resources by eliminating waste and treating all company assets with care and pride.
- We are responsible to the communities and the environment in which we live and work. We partner with companies that share a Green Earth vision – living and working together for the common good.
- We believe that our business must make a sound profit because profits are the sole guarantor of the ongoing viability of our company and its growth.

May 27th, 2020

SIERRA PLUMAS JUSD
James Berardi
109 Beckworth Rd
Loyalton, CA

James:

We appreciate the opportunity to provide business technology recommendations Black Oak Mine Unified School District Department. On behalf of the Ray Morgan Company (RMC), please accept our recommendation proposal as our best effort to provide SIERRA PLUMAS JUSD with the most comprehensive solution at the most affordable price. Our business technology assessment findings are the basis for the solutions criteria. SIERRA PLUMAS JUSD will realize exceptional benefits from their partnership with RMC regarding this important business technology, service, and support decision. We look forward to the ongoing opportunity to work with the SIERRA PLUMAS JUSD team regarding go forward business technology needs and solutions.

Note, in working with our RMC staff, you will find that we provide the benefits listed below:

- ❖ An active partnership with a local service/solutions vendor throughout the USA
- ❖ Account Management team with over 50 years combined experience working with Major Accounts
- ❖ Fax Server Solutions
- ❖ Document Management Solutions
- ❖ Consistency created through utilization of standardized multi-functional copy/print/scan technology deployment
- ❖ Maintenance and billing structure customizable to meet organizational needs
- ❖ Print Shop High Volume Production Solutions
- ❖ Electronic meter reads and toner replenishment to create efficiency
- ❖ On- going comprehensive training and implementation
- ❖ Quarterly reviews to ensure agreed upon benchmarks are met and exceeded
- ❖ RMC Maintenance Agreement is all-inclusive of toner, labor, parts, staples, service excludes paper only

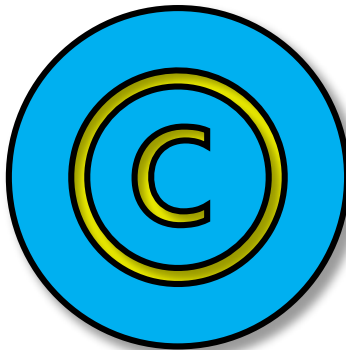
We are very confident that our proposed implementation will have a major positive impact for SIERRA PLUMAS JUSD.

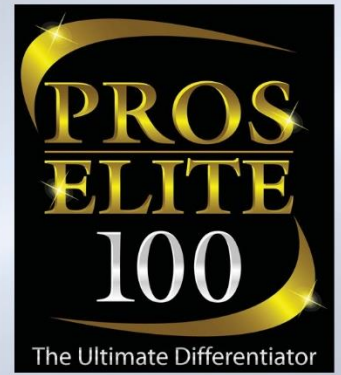
Best Regards,
Josh McKelvey and Mike Zadra
Ray Morgan Company

Copyright

The report contained here is the intellectual property of Ray Morgan Company and shall remain so throughout the project and after its completion. Under the terms of the project agreement, Ray Morgan Co agrees to license SIERRA PLUMAS JUSD to use this report to assist in the making of decisions related to their document technology environment.

SIERRA PLUMAS JUSD shall not reproduce or redistribute any portion of the report without the expressed written consent of the Ray Morgan Co. Further, SIERRA PLUMAS JUSD agrees to hold the contract of the Ray Morgan Company proprietary report in the strictest of confidence and not to share the information with any other party.



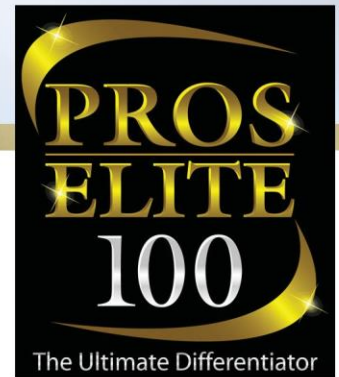


Ray Morgan Company
is proud to announce its
selection by

*PROs Elite, the co-authors of
the Document Imaging
Industry Service benchmark
model, as one of the*

**Top 100 Servicing dealers
in the United States.**

Only one dealer in any
Market can achieve this
Elite recognition and
Ray Morgan Company



The Commitment to achieve PROs Elite 100 certification began with a complete assessment of our current service operations by the PROs executive team.

An action plan for achieving PROs Elite 100 benchmark standards for Service Excellence was built off this assessment by the PROs expert staff.

- ❖ We committed to executing the action plan and achieved the customer benchmarks.
- ❖ We committed to train our Service Management in Advanced Service Management skills.
- ❖ We trained our Executive team in Customer focused leadership and strategic planning skills.
- ❖ We trained our whole organization in Elite Customer Relations Management skills.
- ❖ We taught our Sales Reps how to develop customer solutions based on this certification.
- ❖ We committed to having our Service results audited on an ongoing basis by the PROs Elite team.
- ❖ We committed to ongoing coaching in the tactics to ensure our audited customer results remain at or above the PROs standards.
- ❖ We annually attend roundtable discussions with other PROs Elite 100 dealers to develop technologies and solutions that resolve strategic issues facing the office imaging customer.
- ❖ We will earn certification annually to ensure that our customers' ongoing experience is consistent with the services offered by PROs Elite 100 dealers throughout the United States.



Objectives

Objectives

- Understand current cost per machine/school and how machines are used before recommending replacements
- Recommend a solution that is tailor fit for the district
- Increase reliability and productivity throughout district while maintaining budget.



Interviews

Ray Morgan is appreciative of the time and information shared during the Assessment process. Everyone expressed a genuine attitude of keeping SIERRA PLUMAS JUSD's best interests in mind. In speaking with the staff at SIERRA PLUMAS JUSD locations, the following was observed.

Blaine Donnelly

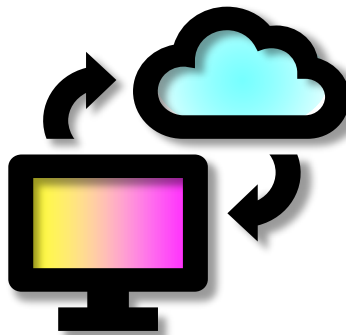
- Current decentralized environment works well. School district owns thousands of public IP addresses which a lot of the machines use.
- Not very many printers around the district. Most of the use comes from the big units
- Maybe one fax line used throughout the district which works fine and is inexpensive

Kristie Jacobsen

- Print and scans a lot
- Board packets put together each month that are mailed out. No advanced finishing needs for the board packets as they need to be lightweight for mail.
- Hole punch might be nice but honestly wouldn't use it all that often.
- Machine fits her current needs well

Amy – Loyalton Elementary

- Most of the volume going through the machine is "busywork" for the students
- Needs the functionality of the staple, hole punch, and large capacity drawers.
- Sees volume staying about the same going forward.
- Service is always very fast to arrive when the machine does have an issue.
- Would like some more training on the features of the machine that she may be underutilizing
- Loyalton Highschool uses their machine in a similar fashion
- One downside- every one thinks she's the expert on the machine and goes to her for help.



Ray Morgan Company's Recommendation

Multi-Function Devices (MFD)

Based on the interviews with staff, Ray Morgan has recommendations to upgrade the outdated equipment with a combination of new devices.

Ray Morgan's MFD recommendations for the District's include:

- Replace oldest MFDs in district with new technology. Current months in field for the units:
 - IR 6255: **72** months
 - IR 6255: **72** months
 - IR 4225 (Spec Ed): **54** months
 - IR 4245 (Downieville): **78** months
- Keep all accessories that were on units as they seem to actually be in use and helpful to the staff
- Have Ray Morgan provide in-depth training to power users on new equipment features and functionality (no added cost).
- Monitor printer usage over the next 6 months now that FM Audit is installed (particularly with the Loyalton Elementary HP Color LaserJet M553) as this unit reportedly gets decently high usage. Meter tracking did not turn up any high volume printers but this was also a downtime with most of the printers not being used period.

Benefits

Listed below are some of the key highlighted offerings from the Ray Morgan Company:

- Upgraded Technology, Simplified User Interface
- Solution includes the RMC Maintenance Service program
- ProIT Support & Services
- Solution Includes Parts, Supplies, Labor, IT Support & Training
- **4** new MFDS with similar spend to the current budget.
- Financial solution includes **RMC Maintenance Services**. Includes all labor, parts, service, and supplies except, paper. No Charge for scans.
- Includes Delivery, Set Up and Training. Training will be scheduled based on end user needs and is available at any time.
- Due to the durability, reliability, current customer service experience and manufacturers warranties Ray Morgan Company (RMC) offers a **“Total Satisfaction Guarantee,”** see attached details.

Detailed Financial Breakdown

Spending by Location per Month

<u>Loyalton Elementary</u>	\$ <u>382.18</u>
<u>Loyalton High School</u>	\$ <u>270.72</u>
<u>District Office</u>	\$ <u>161.23</u>
<u>Downieville</u>	\$ <u>181.28</u>
<u>Adult Ed</u>	\$ <u>12.95</u>

Existing Contract													
Location	Manufacturer	Model	Serial Number	BW AMY	CLR AMY	Mono Images Included	Color Images Included	Mono CPC Rate	Color CPC Rate	Covered Copies Expense	Overage Expense	Value Rental Expense	Total Expense
CN18376-01													
Loyalton Elementary School	Canon	IR 6255B	NMU19359	27,500		-	-	\$ 0.01340			\$ 368.50	\$ -	
Loyalton High School	Canon	IR 6255B	NMU19362	20,203		-	-	\$ 0.01340			\$ 270.72	\$ -	
Loyalton Elementary School	Canon	IR 4225	RKF10570	814		-	-	\$ 0.01680			\$ 13.68	\$ -	
Business Office	Canon	IR C5535	XUW04216	860	964	-	-	\$ 0.01200	\$ 0.08740		\$ 94.57	\$ -	
Business Office	Canon	IR 4545	XVR03434	3,665		6,000	-	\$ 0.01200		\$ 66.66	\$ -	\$ -	
Adult Ed	Canon	IR C5535	2KK05450	205	158	-	-	\$ 0.01200	\$ 0.06640		\$ 12.95	\$ -	
Downieville School	Canon	IR 4245	RKM03982	9,249		-	-	\$ 0.01960			\$ 181.28	\$ -	
Total				62,496	1,122						\$ 941.70		\$ 1,008.36
NEW CONTRACT													
Location	Manufacturer	Model	Serial Number	BW AMY	CLR AMY	Mono Images Included	Color Images Included	Mono CPC Rate	Color CPC Rate	Covered Copies Expense	Overage Expense	Value Rental/ Covered Expense	Total Expense
CN18376-01													
Loyalton Elementary School	Canon	IR 6780i	NMU19359	27500		50000	-	\$ 0.0050		\$ 250.00	\$ 38.33	\$ -	
Loyalton High School	Canon	IR 6780i	NMU19362	20203		0	-	\$ 0.0050				\$ -	
Loyalton Elementary School	Canon	IR 4751	RKF10570	814		0	-	\$ 0.0050				\$ -	
Business Office	Canon	IR C5535	XUW04216	860	964	-	-	\$ 0.0120	\$ 0.0874		\$ 94.57	\$ -	
Business Office	Canon	IR 4545	XVR03434	3,665		6,000	-	\$ 0.0120		\$ 66.66	\$ -	\$ -	
Adult Ed	Canon	IR C5535	2KK05450	205	158	-	-	\$ 0.0120	\$ 0.0664		\$ 12.95	\$ -	
Downieville School	Canon	IR 4751	RKM03982	9249		0	-	\$ 0.0050				\$ -	
Total				62,496	1,122					\$ 316.66	\$ 145.85	\$ 567.83	\$ 1,030.34
Savings													\$ (21.98)

Printer Inventory							
City	IP Address	Make	Model	SN	Location	BW Meter	CLR Meter
Loyalton	137.164.201.239	Lexmark	MS810	CAS181170C87	Highschool 103	6649	
Loyalton	10.10.10.224	Xerox	WorkCentre 3615		Special Ed	69408	
Loyalton	10.10.11.251	HP	MFP M227fdw	VNG3G25662	Special Ed	8157	
Loyalton	10.10.10.87	HP	OfficeJet Pro 8610		Special Ed	6971	17623
Loyalton	137.164.202.27	HP	LaserJet M507	PHBCMCS12X	RM 3	21548	
Loyalton	137.164.202.238	HP	Color Laserjet M553	JPBCK671DL	Elementary Mail Room	99908	
Loyalton	NA	HP	OfficeJet Pro 8710	CN792BW0WP	Special Ed	42294	26781
Downieville	10.199.98.4	HP	LaserJet 400 Color M451nw	CNDG169493	Principal	1627	4123
Downieville	10.199.98.113	Brother	HL-3710CDW	U63478M4J571148	Main Office	7346	12869
Downieville	NA	Brother	IntelliFax 2840	U63274F4J717603	Main Office	2531	
Downieville	10.199.98.73	Brother	HL-L8260CDW	BRWD46A6A53A80D	Learning Center	2325	5292
Downieville	10.199.98.168	HP	LaserJet Pro M118dw	VNB5F21084	Rm 5	NA	NA

Implementation schedule



Proposed Implementation Schedule

We do ask that we are assigned a point of contact to help coordinate installation and training schedules. RMC will have a few people on site the day of the installation to help answer questions, program devices and address special concerns. All RMC personal with be equipped with PPE and will accommodate extra safety provisions that Sierra Plumas JUSD's may have.

1. Confirm Recommendation with SIERRA PLUMAS JUSD's team
2. Execute documents.
3. Pre-install Call with RMC IT and to review device set-up and ensure easy integration
4. Deliver new Canon/HP equipment and train on-site
 - Senior Account Representative- Josh McKelvey
 - Pro IT Engineer – Paul Bruun
 - Analyst and Trainer – Mike Zadra
 - Delivery Crew – TBD
5. 90-day account review to review maintenance plan and volumes and then meeting every quarter thereafter or at Sierra Plumas JUSD's preferred cadence.

RMC Service

Equipment Maintenance

- RMC coordinates all service calls through a centralized dispatch desk as follows:
- Machine is experiencing a malfunction
- Customer or remote diagnostics system contact central dispatch
- Dispatch logs call noting make, model, serial # and problem
- A unique ticket number is assigned to the call
- The customer is given the ticket number for reference
- Dispatch places call with appropriate service technician
- Service technician responds back to dispatch upon completion
- Repair and total down time are then calculated
- Problem ticket is then closed
- Credit for service copies
- Monthly reports will be compiled for compliance of standards and exception for credit
- Similar equipment will be furnished to ARC San Joaquin at no charge loaner basis within one business day, if equipment covered by the maintenance will be out of service for more than two business days

Technical Support

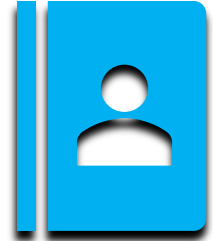
- RMC will provide local technical support to SIERRA PLUMAS JUSD as follows:
- RMC will assist SIERRA PLUMAS JUSD with installation and configuration of hardware/software for networked printing in a timely manner.
- RMC calls are handled by LIVE operators during business hours 7AM to 5PM. Placing a service/technical/network support/supply call is quick and easy since all phone operators are cross-trained, which Eliminates the need for multiple transfers.
- Our on-site response time is 4 to 6 hours from the time a service call is placed.
- Once a service call has been entered by a live operator, the service call info is paged to the technician's cell phone.
- All service requests are processed with the highest priority regardless of circumstance. The only exception would be Production systems which receive a 2- hour response time.
- The technician is **required to contact the customer within one hour** of receiving the page with an acknowledgement of the service call and ETA. In addition, all technicians carry laptops with Cellular Wireless communication devices. Technicians access a Service Website that they use to

manage their service calls remotely. Error Codes and problem descriptions are transmitted to the technicians via text page and are displayed on the Service Website.

- Should it be determined that the call is determined to be a software/network support call your call will be transferred to a ProIT Coordinator to schedule a time to handle your need promptly.
- We provide both remote and onsite support for software and hardware based on the challenge and need of the client.

For our client's convenience we also offer the ability to place service by via:

- By Phone: (Addressed above) Toll Free 866-754-7677
- By Email: service@raymorgan.com or supplies@raymorgan.com
- By Fax: 530-343-5021
- By Internet: www.raymorgan.com



RMC supports the products we sell in house; in addition, we have additional resources available from each of the vendors we partner with.

Call Escalations – RMC reviews performance of all systems on a daily- basis. If an account has 3 service calls within 30 days an “Excessive Call Report” is generated automatically and sent to the Service Manager, Account Representative and Regional Vice President. This then generates a call to the specific site (customer) to determine the next course of action. If the problem cannot be resolved a loaner system is provided and the system is brought in house for repair, at this time a call is logged with the manufacturer and technical support is requested, provided it has not been requested yet. If the repairs fail the manufacturer is then required to come out and resolve the problem. If after these attempts this still fails a like for like loaner is provided.

Please note during this time frame customer is assured that they will have a system to use.

Service Guarantee Commitments

Up-time Performance Guarantee

The Systems provided under this Agreement will be operational with a quarterly uptime average of 98%, excluding preventative maintenance time, or we will, upon your request, provide a loaner of similar or upgraded features at no additional cost, until the system is operational at the committed level of performance or client requests to have unit replaced under Performance Guarantee Exchange program.

RMC Performance Guarantee

At the Ray Morgan Company, we measure our success by one standard: TOTAL CUSTOMER SATISFACTION. Every one of our employees is committed to ensuring that this is not just a marketing slogan but part of our everyday company culture.

As part of the above commitment, we are pleased to extend to all our customers who purchase a new or reconditioned product from us the following Performance Guarantee:

If at any time and for a period of up to 5 years from the date of purchase of any copier equipment from RMC, and as long as the unit is continually covered under an RMC Maintenance Agreement, we will, at your request and for cause, replace the machine in question with another one of same or similar model, age or newer and meter at absolutely no cost to you.



All we ask is that you will provide us with a written description of what your equipment complaint is and give us 30 days to resolve the problem to your satisfaction. Should we fail with a remedy within the stated timeframe we will then promptly exchange the machine in question.

Reporting

Your RMC representative is required to conduct performance reviews. Based on customer request they can be set up in quarterly, semi-annual, or annual time frames and will provide the following reports in hard copy or soft copy. These meetings will be scheduled upon completion of project completion. Below are some of the topics and details reviewed during the RMC account reviews:

Performance and Population of Digital Copiers and Laser printers sorted by:







- Model
- Serial Number
- Location
- Install date
- Average Monthly Volume
- Response time
- Repair time
- Uptime
- Total service calls
- Operational costs sorted by Department, or as otherwise requested
- Billing and Invoicing Review
- Ray Morgan and Industry updates
- Discussions on SIERRA PLUMAS JUSD future initiatives

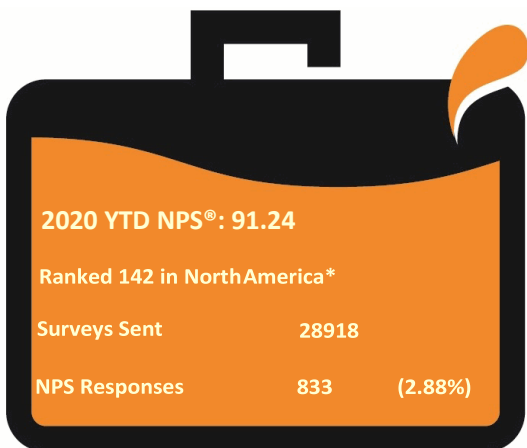
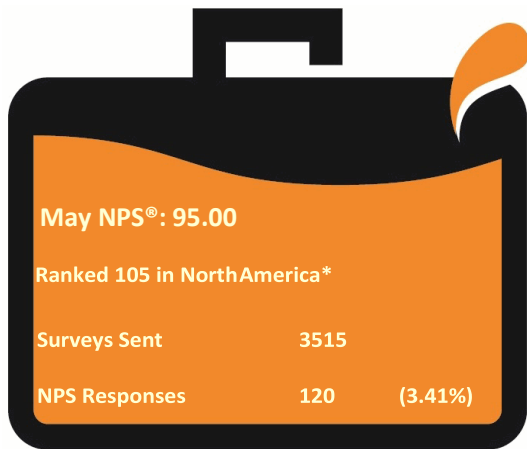
RMC agrees to provide other reports as reasonably requested by SIERRA PLUMAS JUSD at no additional cost.

Many companies claim that they have the "Best service in the business" but few even have a way to measure how happy customers are. Here at Ray Morgan Company - RMC we have a system that allows us to capture feedback after every service call. We use the Net Promoter Score system www.netpromoter.com

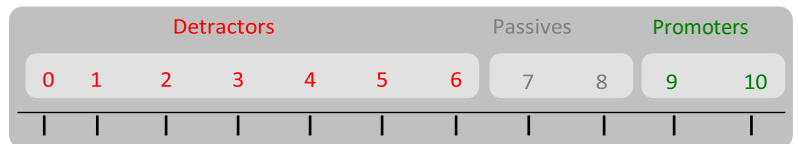
The average North American company has a Net Promoter Score® of 30.

Some well-loved companies reach scores into the 70s and 80s

NPS® Leaders - N. America 2019		
Company		NPS
Costco		79
Ritz Carlton		78
USAA		75
Amazon		73
Netflix		62
Virgin America		62



How likely are you to recommend to a colleague or friend?



$$\text{NPS}^{\circledR} = \text{\% of PROMOTERS (9s and 10s)} - \text{\% of DETRACTORS (0 through 6)}$$

95.00

$$\text{NPS}^{\circledR} = \text{\% of PROMOTERS (9s and 10s)} - \text{\% of DETRACTORS (0 through 6)}$$

91.24

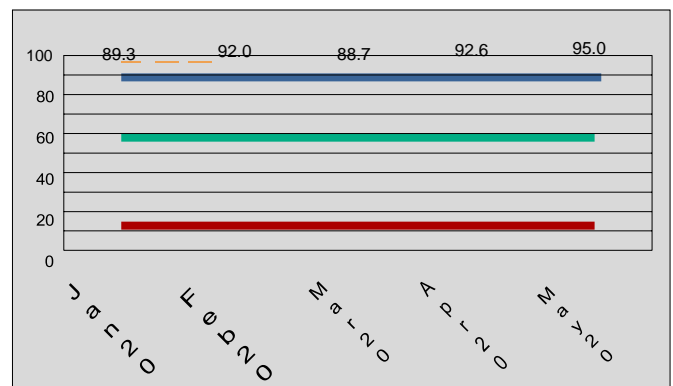
The Net Promoter Score (NPS)®, is a straightforward loyalty metric that holds companies and employees accountable for how they treat customers. It is both a loyalty metric and a discipline for using customer feedback to fuel profitable growth in your business.

Employees at all levels of the organization understand it, opening doors to customer centric change and improved performance.



Data Collection and NPS® Verification powered by CEO Juice Inc.

Net Promoter Score®



* Ranking among US and Canada copier dealers using the NPS® system provided by CEO Juice.

** Net Promoter, NPS, and Net Promoter Score are trademarks of Satmetrix Systems, Inc., Bain & Company, and Fred Reichheld

Total Performance Guarantee

At the Ray Morgan Company, we measure our success by one standard: TOTAL CUSTOMER SATISFACTION. Every one of our employees is committed to ensuring that this is not just a marketing slogan but part of our everyday company culture.

As part of the above commitment, we are pleased to extend to all of our customers who purchase a new or reconditioned product from us the following Performance Guarantee.

If at any time and for a period of up to 5 years from the date of purchase of any copier equipment from RMC, and as long as the unit is continually covered under an RMC Maintenance Agreement, we will at your request and for cause, replace the machine in question with another one of the same of similar model, age or newer and meter at absolutely no cost to you.

All we ask is that you will provide us with a written description of what your equipment complaint is and give us 30 days to resolve the problem to your satisfaction. Should we fail with a remedy within the stated timeframe we will then promptly exchange the machine in question.

This Performance Guarantee is extended only to the original purchaser and is not transferrable to a third party should the original purchaser relinquish title of the equipment in question. Additionally, acts of God or other damages or act of user negligence not covered under RMC's Maintenance Agreements are not included.





imageRUNNER
ADVANCE DX
4751i/4745i
4735i/4725i

imageRUNNER ADVANCE DX 4700 Series

Black-and-white
Mid-volume
Multifunction

Print up to 51 ppm (BW)

Scan up to 270 ipm (300 dpi) (BW/color, duplex)

Print up to 11" × 17"

6,350-sheet maximum paper capacity

Canon's comprehensive portfolio of imageRUNNER ADVANCE multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive.¹
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder, and automatically print with predefined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*,² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for crisp text and consistent images in rich black-and-white tones.
- Designed to achieve maximum uptime with status notifications to help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE DX models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

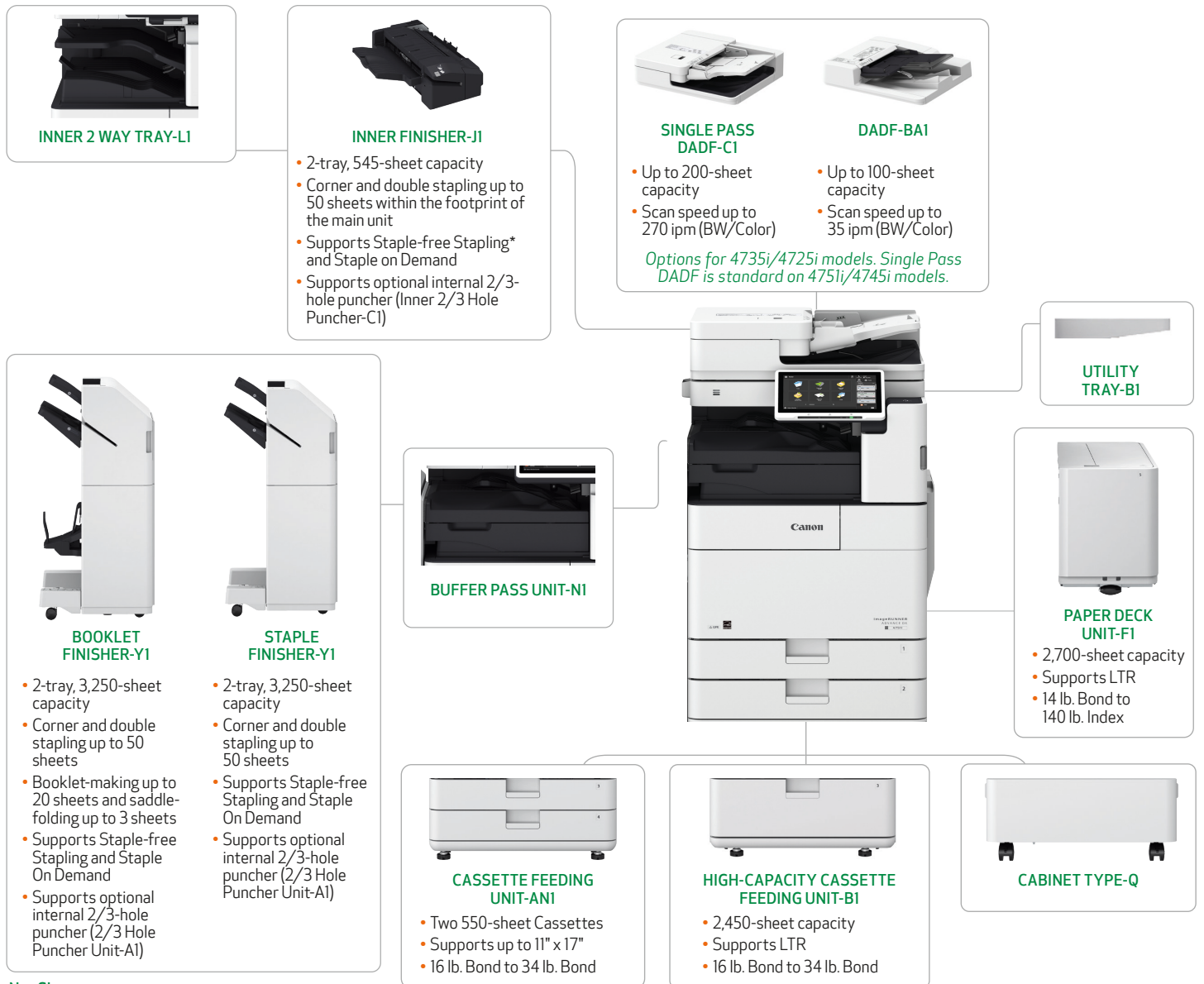
- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally-conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold.⁵

CONFIGURATION OPTIONS



Not Shown

- Inner 2/3 Hole Puncher-C1 (for Inner Finisher-J1)
- 2/3 Hole Puncher Unit-A1 (for External Finishers)
- Platen Cover Type-W

* Staple-Free stapling, up to 5 pages of 17 lb. Bond.

SPECIFICATIONS

Main Unit

Type
Monochrome Laser Multifunctional

Core Functions
Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Processor
1.75 GHz Dual Core Processor

Control Panel
10.1" TFT LCD WSVGA Color Touch-panel

Memory
3.0 GB RAM

Hard Disk Drive
Standard: 250 GB
Maximum: 1 TB

Print Resolution
1200 dpi x 1200 dpi

Interface Connection

Network
Standard: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)
Optional: NFC, Bluetooth Low Energy

Others
Standard: USB 2.0 x1 (Host), USB 3.0 x1 (Host),
USB 2.0 x1 (Device)
Optional: Copy Control Interface

Paper Capacity (LTR, 20 lb. Bond)
Standard: 1,200 Sheets
Maximum: 6,350 Sheets

Paper Sources (LTR, 20 lb. Bond)
Standard: Two 550-sheet Paper Cassettes,
100-sheet Stack Bypass
Optional: Two 550-sheet Paper Cassettes (Cassette
Feeding Unit-ANI), 2,450-sheet Paper Deck
(High Capacity Cassette Feeding Unit-B1),
2,700-sheet Paper Deck (Paper Deck
Unit-F1)

Paper Output Capacity (LTR, 20 lb. Bond)
Standard: 250 Sheets
3,350 Sheets (with Buffer Pass-N1 + Staple)
Maximum: Finisher-Y1 or Booklet Finisher-Y1

Finishing Capabilities
Standard: Collate, Group
With Finishers: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Eco Staple, Staple On Demand

Supported Media Types
Upper/Lower Cassette: Thin, Plain, Recycled, Color, Heavy,
Pre-punched
Multi-purpose Tray: Thin, Plain, Recycled, Color, Heavy,
Pre-punched, Bond, Transparency,
Label, Envelope

Supported Media Sizes
Upper Cassette: Legal, Letter, Letter-R, Executive,
Statement-R, Custom Size
(5-1/2" x 7-1/8" to 11-3/4" x 15-3/8")
Lower Cassette: 11" x 17", Legal, Letter, Letter-R, Executive,
Statement-R, Custom Size
(5-1/2" x 7-1/8" to 11-3/4" x 17"), Envelope⁶:
[No.10 (COM10), Monarch, DL, ISO-C5]
Multi-purpose Tray: 11" x 17", Legal, Letter, Letter-R, Executive,
Statement-R, Envelope [No.10 (COM10),
Monarch, DL, ISO-C5], Custom Size/Free
Size (3-7/8" x 5-7/8" to 11-3/4" x 17")

Supported Media Weights
Upper/Lower Cassette: 16 lb. Bond to 80 lb. Cover (60 to 220 g/m²)
Multi-purpose Tray: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)
Duplexing: 16 lb. Bond to 28 lb. Bond (60 to 105 g/m²)

Print/Copy Speed
4751i: Up to 51 ppm (Letter), Up to 37 ppm
(Letter-R), Up to 25 ppm (Legal),
Up to 25 ppm (11" x 17")
4745i: Up to 45 ppm (Letter), Up to 32 ppm
(Letter-R), Up to 25 ppm (Legal),
Up to 22 ppm (11" x 17")
4735i: Up to 35 ppm (Letter), Up to 32 ppm
(Letter-R), Up to 25 ppm (Legal),
Up to 22 ppm (11" x 17")
4725i: Up to 25 ppm (Letter), Up to 17 ppm
(Letter-R), Up to 13 ppm (Legal),
Up to 15 ppm (11" x 17")

Warm-up Time
From Power On: Approx. 24 Seconds⁷
From Sleep Mode: Approx. 10 Seconds⁸
Quick Startup Mode: Approx. 4 Seconds⁹

Dimensions (W x D x H)
4751i/4745i: 24" x 28-1/2" x 36-3/4"
(608 mm x 722 mm x 932 mm)
4735i/4725i: With Platen Cover-Y2: 24" x 28-1/8" x 32-3/8"
(608 mm x 713 mm x 822 mm)
With Single Pass DADF-C1: 24" x 28-1/2" x
36-3/4" (608 mm x 722 mm x 932 mm)
With DADF-BA1: 24" x 28-3/8" x 36-1/2"
(608 mm x 719 mm x 926 mm)

Installation Space (W x D)
Basic: 44" x 45-5/8" (1,116 x 1,160 mm) (with Platen
Cover-Y2 + Multi-purpose Tray open/extension
tray extended + Paper Cassette open)
44" x 46" (1,116 x 1,169 mm) (with Single
Pass DADF-C1 + Multi-purpose Tray open/
extension tray extended + Paper Cassette
open)
44" x 45-7/8" (1,116 x 1,166 mm) (with DADF-
BA1 + Multi-purpose tray open/extension
tray extended + Paper Cassette open)
71-3/8" x 46" (1,811 x 1,169 mm) (with Single
Pass DADF-C1 + Paper Deck Unit-F1 + Booklet
Finisher-Y1 with extension tray extended and
Saddle unit drawn)
71-3/8" x 45-7/8" (1,811 x 1,166 mm) (with
DADF-BA1 + Paper Deck Unit F1 + Booklet
Finisher-Y1 with extension tray extended and
Saddle unit drawn)

Fully Configured:

Weight¹⁰
4751i/4745i: Approx. 193.8 lb. (87.9 kg)
With Platen Cover: Approx. 165.3 lb. (75 kg)
With Single Pass DADF-1: Approx. 193.8 lb.
(87.9 kg)
4735i/4725i: With DADF-BA1: Approx. 179.5 lb

Print Specifications

Standard Page Description Languages
UFR II, PCL[®]6, Adobe[®] PS[®] 3

Supported File Types for Direct Print
PDF, TIFF, JPEG, EPS, XPS

Printing from Mobile Devices and Cloud-based Services
A range of standard and optional software and MEAP-based
solutions (including AirPrint, Mopria, Universal Print by
Microsoft[®], Canon PRINT Business, and uniFLOW Online)
are available to provide printing from mobile devices or
internet-connected devices and cloud-based services
depending on your requirements. Please contact your
sales representative for further information.

Fonts
PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹¹
Barcode Fonts¹²
PS: 136 Roman

Operating System¹³
UFR II/PS: Windows[®] 7/8.1/10/Server 2008/Server
2008 R2/Server 2012/Server 2012 R2/
Server 2016/Server 2019, Mac OS X (10.10
or later)
PCL: Windows[®] 7/8.1/10/Server 2008/Server
2008 R2/Server 2012/Server 2012 R2/
Server 2016/Server 2019
PPD: Windows[®] 7/8.1/10, Mac OS X (10.9 or later)

Copy Specifications

First-Copy-Out Time (Letter)
4751i: As fast as 3.7 seconds
4745i: As fast as 3.8 seconds
4735i: As fast as 3.8 seconds
4725i: As fast as 5.2 seconds

Copy Resolution (dpi)
600 x 600

Multiple Copies
Up to 9,999 Copies

Copy Exposure
Automatic or Manual (9 Levels)

Magnification
25%-400% (1% Increments)

Preset Reduction/Enlargement
25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%, 129%,
200%, 400%

Scan Specifications

Type
4751i/4745i: Standard Single Pass Duplexing Automatic
Document Feeder
4735i/4725i: Optional Single Pass Duplexing Automatic
Document Feeder, Duplexing Automatic
Document Feeder, or Platen Cover

Document Feeder Paper Capacity

Single Pass DADF: Up to 200 Sheets
DADF: Up to 100 Sheets

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R

Document Feeder Supported Media Weights

Single Pass DADF-C1
Single-sided Scanning: 13.3 lb. Bond to 80 lb. Cover
(50 to 220 g/m²)
Double-sided Scanning: 13.3 lb. Bond to 80 lb. Cover (50 to 220 g/m²)
DADF-BA1
Single-sided Scanning: 13.3 lb. Bond to 34 lb. Bond (50 to 128 g/m²)
17 lb. Bond to 34 lb. Bond (64 to 128
g/m²) (CL)
Double-sided Scanning: 13.3 lb. Bond to 34 lb. Bond (50 to 128 g/m²)
17 lb. Bond to 34 lb. Bond (64 to 128
g/m²) (CL)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Platen Supported Media Size

Up to 11-3/4" x 17" (297 mm x 431.8 mm)

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported OS: Windows[®] 7/8.1/10/Server 2008/Server 2008
R2/Server 2012/Server 2012 R2/Server 2016

Scan Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to
mobile devices and cloud-based services depending on
your requirements.

Scan Speed (Letter)

Single Pass DADF-C1
Single-sided Scanning
BW/Color: 135/135 (300 x 300 dpi, send)
80/80 (600 x 600 dpi, copy)
Double-sided Scanning
BW/Color: 270/270 (300 x 300 dpi, send)
60/90 (600 x 600 dpi, copy)

DADF-BA1

Single-sided Scanning
BW/Color: 70/70 (300 x 300 dpi, send)
51/51 (600 x 600 dpi, copy)
Double-sided Scanning
BW/Color: 35/35 (300 x 300 dpi, send)
25.5/25.5 (600 x 600 dpi, copy)

Send Specifications

Destination

Standard: E-mail/Internet FAX (SMTP), SMB 3.0, FTP, WebDAV, Mail Box
Optional: Super G3 Fax, IP Fax

Address Book

LDAP (2,000)/Local (1,600)/Speed dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP (TCP/IP), SMB 3.0 (TCP/IP), WebDAV
Email: SMTP, POP3

File Format

TIFF, JPEG, PDF (Compact, Searchable, Apply Policy, Optimize for Web, PDF/A-1b, Trace & Smooth, Encrypted, Device Signature, User Signature), XPS (Compact, Searchable, Device Signature, User Signature), Office Open XML (PowerPoint, Word)

Fax Specifications (Optional)

Maximum Number of Connection Lines

4

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 Jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, 30,000 Maximum Pages Stored (2,000 Jobs Stored)

Advanced Box

Communication Protocol: SMB or WebDAV Supported
Client PC: Windows (Windows 8.1/10)
Concurrent Connections (Max.)
SMB: 64
WebDAV: 3 (Active Sessions)

Advanced Box Available Disk Space

Approx. 16 GB (Standard HDD)
Approx. 480 GB (With Optional 1 TB HDD)

Memory Media

Standard: USB

Security Specifications

Authentication

Standard: Universal Login Manager, uniFLOW Online Express,⁴ User Authentication, Department ID Authentication, Access Management System, Device and Function Level Log-in
Optional: uniFLOW

Data

Standard: Trusted Platform Module (TPM), Hard Disk Password Lock, Hard Disk Drive Erase, Mail Box Password Protection, Hard Disk Drive Encryption (FIPS140-2 Validated), Verify System at Startup, McAfee Embedded Control³
Optional: Hard Disk Drive Mirroring, IEEE 2600.2 Common Criteria Certification, Data Loss Prevention (Requires uniFLOW)

Network

Standard: Encrypted Secure Print, IP/Mac Address Filtering, IPsec, TLS Encrypted Communication (v1.0/1.1/1.2/1.3), SNMP V3.0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME, SIEM Integration

Document

Standard: Secure Watermark, Secure Print, Forced Hold Printing, Adobe LiveCycle® Rights Management ES2.5 Integration, Encrypted PDF, Encrypted Secure Print, Device Signature, User Signature

Environmental Specifications

Operating Environment

Temperature: 50 to 86°F
Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

110-127V, 60Hz, 10.4A

Power Consumption

Maximum: Approx. 1,500 W
Standby: Approx. 39 W¹⁵
Sleep Mode: Approx. 0.9 W¹⁶
Typical Electricity Consumption (TEC) Rating¹⁷
475i: 0.71 kWh
4745i: 0.62 kWh
4735i: 0.51 kWh
4725i: 0.34 kWh

Standards

ENERGY STAR® Certified
Rated EPEAT® Gold⁵

Consumables

Toner

GPR-57 Toner BK

Toner Yield (Estimated @ 6% Coverage)

Black: 42,100 Images

- ¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.
- ² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.
- ³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.
- ⁴ Requires additional option.
- ⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.
- ⁶ Envelope Feeder Attachment-D1 is required.
- ⁷ Time from device power-on until copy ready (not print reservation).
- ⁸ Time from exiting Sleep mode to when printing is operational.
- ⁹ Time from device power on to when the copy icon appears and is enabled to operate on the touch panel display.
- ¹⁰ Includes toner.
- ¹¹ Requires the optional PCL International Font Set-A1.
- ¹² Requires the optional Barcode Printer Kit-D1.
- ¹³ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.
- ¹⁴ No charge for this solution; however, activation is required.
- ¹⁵ Reference Value (measured one unit).
- ¹⁶ 0.9 W Sleep mode not available in all circumstances due to certain settings.
- ¹⁷ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

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Canon



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imageRUNNER ADVANCE DX 6780i

Black-and-white
Mid- to High-volume
Multifunction

Print up to 80 ppm (BW)

Scan up to 270/270 ipm (300 dpi) (BW/color, duplex)

Print up to 11" × 17"

8,020-sheet maximum paper capacity

Canon's comprehensive portfolio of imageRUNNER ADVANCE multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive.¹
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder, and automatically print with predefined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for crisp text and consistent images in rich black-and-white tones.
- Designed to achieve maximum uptime with status notifications to help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally-conscious work practices by enabling multiple settings that can help save paper and energy.

CONFIGURATION OPTIONS



STAPLE FINISHER-AC1

- 3-tray, 3,500-sheet capacity
- Corner and double stapling up to 65 sheets
- Supports Staple-free* Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



BOOKLET FINISHER-AC1

- 3-tray, 3,500-sheet capacity
- Corner and double stapling up to 65 sheets
- Booklet-making up to 20 sheets and saddle-folding up to 3 sheets
- Supports Staple-free Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



DOCUMENT INSERTION/ FOLDING UNIT-J1

- Insert pre-printed sheets
- Up to 11" x 17"
- 1-tray, 100-sheet capacity
- Z-fold, C-fold



DOCUMENT INSERTION UNIT-P1

- Insert pre-printed sheets
- Up to 11" x 17"
- 1-tray, 100-sheet capacity



COPY TRAY-R2



UPRIGHT CONTROL PANEL-J1



UTILITY TRAY-B1



POD DECK LITE-C1

- 3,660-sheet capacity
- 14 lb. Bond to 140 lb. Index
- Supports up to 11" x 17"
- User adjustable



imagePASS-Y3 v1.1

- Delivers fast processing speed, outstanding image quality, and time-saving workflow
- Integrates print production workflows with EFI™ management information systems, Web-to-Print systems, and popular prepress workflows for end-to-end automation
- Communicates with the full suite of optional uniFLOW modules



PAPER DECK UNIT-E1

- 3,660-sheet capacity
- 14 lb. Bond to 140 lb. Index
- Supports LTR

* Staple-free stapling, up to five pages of 17 lb. Bond.

SPECIFICATIONS

Main Unit

Type
Monochrome Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Processor

1.75GHz Dual Core Processor

Control Panel

Standard: 10.1" TFT LCD WSVGA Color Flat Touch-panel
Optional: 10.4" TFT LCD SVGA Color Upright Touch-panel

Memory

3.0 GB RAM

Hard Disk Drive

Standard: 250 GB
Maximum: 1 TB

Interface Connection

Network
Standard: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)

Optional: NFC, Bluetooth Low Energy
Others
Standard: USB 2.0 x1 (Host), USB 3.0 x1 (Host),
USB 2.0 x1 (Device)

Optional: Copy Control Interface

Paper Capacity (LTR, 20 lb. Bond)

Standard: 4,360 Sheets
Maximum: 8,020 Sheets

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 1,560-sheet Paper Drawers, Dual
570-sheet Paper Cassettes, 100-sheet
Multipurpose Tray
Optional: 3,660-sheet Paper Deck
(Paper Deck Unit-E1 or POD Deck Lite-C1)

Paper Output Capacity (LTR, 20 lb. Bond)

With Copy Tray: 250 Sheets
With External Finishers: 3,500 Sheets (with Staple Finisher-AC1 or
Booklet Finisher-AC1)

Finishing Capabilities

With External Finishers: Collate, Group, Offset, Staple,
Saddle-Stitch, Hole Punch, Eco Staple,
Staple On Demand, Document Insertion,
Z-fold, C-fold

Supported Media Types

Paper Cassettes: Thin, Plain, Recycled, Color, Heavy, Bond,
Pre-punched, Letterhead, Tab⁵
Multipurpose Tray: Thin, Plain, Recycled, Color, Heavy, Tracing,⁶
Bond, Transparency, Label, Pre-punched,
Letterhead, Tab
Paper Decks: Thin, Plain, Recycled, Color, Heavy,
Pre-punched, Letterhead, Bond,
Transparency, Labels, Tab

Supported Media Sizes

Multipurpose Tray: 11" x 17", Legal, Letter, Letter-R, Executive,
Statement-R, Custom Size/Free Size
(4" x 5-7/8" to 11-3/4" x 19-1/4")
Paper Decks: Letter
Paper Cassettes: 11" x 17", Legal, Letter, Letter-R, Executive,
Statement-R, Custom size (5-1/2" x 7-1/8" to
11-3/4" x 19-1/4")

Supported Media Weights

Paper Decks: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)
Paper Cassettes: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)
Multipurpose Tray: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)
Duplexing: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)

Print/Copy Speed

6780i: Up to 80 ppm (Letter)
Up to 61 ppm (Letter-R)
Up to 48 ppm (Legal)
Up to 40 ppm (11" x 17")

Warm-up Time

From Power On: Approx. 30 Seconds⁷
From Sleep Mode: Approx. 30 Seconds⁸
Quick Startup Mode: Approx. 4 Seconds⁹

Dimensions (W x D x H)

26-3/8" x 30-3/8" x 46-5/8" (670 x 770 x 1,185 mm)

Installation Space (W x D)

Basic: 60-3/8" x 53-1/4" (1,533 mm x 1,353 mm)
(with Multi-purpose Tray/upper-right cover
open + front cover open + Copy Tray)
Fully Configured: 95-7/8" x 53-1/4" (2,436 mm x 1,353 mm)
(with POD Deck Lite-C1 + Document
Insertion/Folding Unit-J1 + Booklet Finisher-
AC1/Staple Finisher-AC1 + Main unit front
cover open)

Weight

Approx. 491.6 lb (223 kg)¹⁰

Print Specifications

Print Resolution (dpi)

1200 x 1200

Standard Page Description Languages

UFR II, PCL[®] 6, Adobe[®] PS[®] 3

Supported File Types

PDF, TIFF, JPEG, EPS,¹¹ XPS

Printing from Mobile and Cloud

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft[®], Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR
fonts, Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹²
Barcode Fonts¹³
PS: 136 Roman

Operating System¹⁴

UFR II/PS: Windows[®] 7/8.1/10/Server 2008/Server
2008 R2/Server 2012/Server 2012 R2/
Server 2016/Server 2019, MAC OS X
(10.10 or later)
PCL: Windows[®] 7/8.1/10/Server 2008/Server
2008 R2/Server 2012/Server 2012 R2/
Server 2016/Server 2019
PPD: Windows[®] 7/8.1/10, MAC OS X (10.9 or later)

Copy Specifications

First-Copy-Out Time (Letter)

6780i: As fast as 3.1 seconds

Copy Resolution (dpi)

600 x 600

Multiple Copies

Up to 9,999 Copies

Magnification

25%-400% (1% Increments)

Preset Reductions/Enlargements

25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%,
129%, 200%, 400%

Scan Specifications

Type

Single-pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

Up to 200 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R,
Custom size: 2-3/4" x 5-1/2" to 12" x 17"

Document Feeder Supported Media Weights

Single-sided/Double-sided scanning:
13.3 lb Bond to 80 lb. Cover (50 to 220 gsm)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects
Max. Platen
Scanning Size: Up to 11-3/4" x 17" (297 mm x 431.8 mm)

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported OS: Windows 7/8.1/10
Server 2008/Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600
Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/IFAX),
(Pull) 600 x 600
Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to mobile devices and cloud-based services depending on your requirements.

Scan Speed (Letter)

Single-sided Scanning
BW/Color: 135 (300 dpi)/80 (600 dpi)
Double-sided Scanning
BW/Color: 270 (300 dpi)/160 (600 dpi)

Send Specifications

Destination

Email/Internet Fax (SMTP), SMB, FTP, WebDAV, Mail Box,
Super G3 Fax (Optional), IP Fax (Optional)

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP, SMB v3.0, WebDAV
Email: SMTP, POP3

File Format

TIFF, JPEG, PDF(Compact, Searchable, Apply policy,
Optimize for Web, PDF/A-1b, Trace & Smooth, Encrypted,
Device Signature, User Signature), XPS (Compact,
Searchable, Device Signature, User Signature), Office
Open XML (PowerPoint, Word)

Fax Specifications (Optional)

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 30,000 Pages (2,000 jobs) Stored

Advanced Box

Communication Protocol: SMB or WebDAV
Supported Windows (Windows 8.1/10)
Client PC:
Concurrent Connections (Max.):
SMB: 64
WebDAV: 3 (Active Sessions)

Advanced Box Available Disc Space

Approx. 16 GB (Standard HDD);
480 GB (With Optional 1 TB HDD)

Security Specifications

Authentication

Standard: Universal Login Manager, uniFLOW Online Express,¹⁵ User Authentication, Department ID Authentication, (Device and Function Level Log-in), Access Management System

Optional: uniFLOW

Data

Standard: Trusted Platform Module (TPM), Hard Disk Password Lock, Hard Disk Drive Erase, Mail Box Password Protection, Hard Disk Drive Encryption (FIPS140-2 Validated), Verify System at Startup,³ McAfee Embedded Control³

Optional: Hard Disk Drive Mirroring, IEEE 2600.2 Common Criteria Certification, Data Loss Prevention (Requires uniFLOW)

Network

Standard: Encrypted Secure Print, IP/Mac Address Filtering, IPsec, TLS Encrypted Communication (v1.0/1.1/1.2/1.3), SNMP V3.0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME, SIEM Integration

Document

Standard: Secure Watermark, Secure Print, Adobe LiveCycle[®] Rights Management ES2.5 Integration, Encrypted PDF, Encrypted Secure Print, Device Signature, User Signature

Environmental Specifications

Operating Environment

Temperature: 50 to 86 °F
Humidity: 20 to 80 % RH (Relative Humidity)

Power Requirements

110-127 V AC, 60 Hz, 16 A

Power Consumption

Maximum: Approx. 2,032 W
Standby: Approx. 278 W¹⁶
Sleep Mode: 0.9 W¹⁷
Typical Electricity Consumption (TEC) Rating:¹⁸ 1.65 kWh

Standards

ENERGY STAR Certified
Rated EPEAT Gold

Consumables

Toner

GPR-38 Black Toner

Toner Yield (Estimated @ 6% Coverage)

56,000 Pages

- ¹ Subscription to a third-party cloud service required. Subject to third-party cloud service provider's Terms and Conditions.
- ² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.
- ³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.
- ⁴ Requires additional option.
- ⁵ Tab Feeding Attachment-B1 is required.
- ⁶ Some types of tracing paper cannot be used.
- ⁷ Time from device power-on until copy ready (not print reservation).
- ⁸ Time from exiting Sleep mode to when printing is operational.
- ⁹ Time from device power on to when the copy icon appears and is enabled to operate on the touch panel display.
- ¹⁰ Including ADF, optional Upright Touch Panel and the toner bottle.
- ¹¹ EPS can be printed directly only from the Remote User Interface.
- ¹² Requires the optional PCL International Font Set-A1.
- ¹³ Requires the optional Barcode Printer Kit-D1.
- ¹⁴ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix, may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.
- ¹⁵ No charge for this solution; however, activation is required.
- ¹⁶ Standby Reference Value: measured one unit.
- ¹⁷ 0.9 W Sleep mode not available in all circumstances due to certain settings.
- ¹⁸ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

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0421-iRADX6700SR5B-PDF-IH



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EDUCATIONAL RESEARCH TECHNICIAN

DEFINITION: Under the general or direct supervision of County Superintendent or designee, the Educational Research Technician performs technical research studies on a variety of programs and projects relevant to county and district programs and policies.

EXAMPLES OF DUTIES: Duties include, but are not limited to, the following:

- Collect, organize, and analyze information and data
- Gather, summarize and distribute research study and data collection in written reports
- Prepare and present oral and written reports with explanations and interpretations of researched-based findings
- Provide input into the development of projects and curriculum
- Collaborate with internal and external resources
- Use a variety of computer applications to retrieve information and data
- Prepare and maintain data related to research on computer programs
- Assist in the application process for grants and funding considerations
- Perform other related duties as required

MINIMUM QUALIFICATIONS: Knowledge of:

- Basic research procedures, methods and techniques
- Methods to collect data, information and research materials
- Methods to critically analyze data and information for relevancy to project
- California Department of Education curriculum and standards
- Basic competitive application process for grants and funding considerations
- Correct English usage, spelling, grammar, composition and basic mathematics
- Computer applications and programs

ABILITY TO:

- Plan and develop methods of research for project and programs
- Determine and organize schedules and timelines

ABILITY TO:

- Perform a variety of research studies related to district projects and programs
- Effectively gather and summarize research information and data
- Critically analyze research information and data using independent judgment
- Prepare and present oral and written reports of researched-based findings
- Work confidentially; demonstrate flexibility and work independently
- Create and maintain a collaborative working relationship with others
- Maintain accurate records and files
- Operate standard office equipment including personal computers and related software applications

WORKING CONDITIONS:

Office environment

PHYSICAL REQUIREMENTS:

- Physical abilities include sitting/squatting, lifting/carrying, reaching/handling, bending/twisting, talking/hearing, near and far visual acuity/depth perception
- Dexterity of arms, hands and fingers to operate equipment and computer

EDUCATION AND EXPERIENCE:

Possess a high school diploma or education equivalent to graduation from high school and passing score on District Proficiency Test or CBEST. A combination of education and experience related to the criteria defined in duties and knowledge as described. Tuberculin test, physical fitness clearance and fingerprint scan required.

First Reading and Adoption: June 8, 2010

z:job descriptions/SCOE Educational Research Tech 215.2

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 EDUCATIONAL RESEARCH TECHNICIAN SALARY SCHEDULE

Position	A	B	C	D	E Yr 5	F Yr 8	G Yr 11	H Yr 14	I Yr 17	J Yr 20	K Yr 25
Educational Research Technician	17.96	18.77	19.61	20.50	21.42	22.38	23.39	24.44	25.54	26.69	27.89

Proposed November 9, 2021 (Add to SPJUSD)

Downieville Site Council
Downieville Schools
130 School St/Drawer B
Downieville, CA 95936

October 30th, 2021

SPJUSD/SCOE School Board
P.O. Box 955,
109 Beckwith Rd,
Loyalton, CA 96118

Dear SPJUSD Board Members:

We are writing to you on behalf of the Downieville School Site Council to voice our support for more administrative presence at Downieville School. This was the number one issue voiced at the Site Council meetings and we find it imperative for the future success of the school that this problem be addressed. Currently, Downieville School has a "lead teacher" position that has been eliminated and replaced with a less intensive position, Teacher in Charge, and a superintendent who has committed to act as a principal 3 days a week, starting Oct 18th, 2021. Since then, of the 6 days left in October for the principal to meet this commitment, he missed 2 of the 6 days. We are concerned this will be a continued pattern since the superintendent has made it clear that his presence is conditional based on district needs and superintendent duties.

You do not need us to tell you all the reasons that Downieville School needs an administrator, the WASC report that we received last year clearly states, "At Downieville Schools there is less separation of roles and responsibilities than in most schools" and that "Downieville Schools struggles to provide adequate administrative support at the small rural school. The superintendent, who has been in the role of the principal this year, noted that 'he cannot be an effective principal working (at the school) two days a week.' During the 2020-21 [year] a half-time lead teacher will act as the school administrator. The Visiting Committee concluded that it is unlikely that the new administrative support model will be effective to address the academic, social-emotional and safety needs during the continued pandemic. Progress has not been made on this goal." This report was shared with the Board on February 10, 2021, along with the status that we were granted WASC accreditation, however, we must now do yearly visits from WASC.

It is clear that if we wish to remain accredited, we need to address the lack of administration at Downieville School, officially, with designated roles outlined in a contract and with accountability for the person who assumes this position. There is currently no principal duty outlined in the superintendent's contract language, and it would be difficult for the superintendent to act as the full principal and instructional leader that Downieville School currently needs. Solving this problem will likely also help with the other problems pointed out by the WASC committee, such as below average test scores (math proficiency dropped from 8% two years ago to 0% at or above state standards while the gap between urgent and proficient continues to widen in our ELA data, doubling the number of students identified to need reading and language support) and lack of a formal discipline program, safety and facility maintenance hazards, among other concerns.

In the current health crisis, we need now more than ever to have quick, responsive leadership for our site--its imperative for health and safety. The Downieville Site Council is formally requesting that the Board fly a position for a principal with the remaining .6 admin FTE we have available to the district as reported by the District Office, see email attached.

We appreciate your time and efforts to support our schools and our students. Thank you for hearing our concerns.

Warm regards,
Niecea Freeman
Allison Baca

UMF
Amber Baca-Sainsbury
Tessa M Jackson
Teresa Taylor
Sonya Meline

Downieville Site Council
Siobhan Markee, Niecea Freeman, Teresa Taylor, Sonya Meline, Amber Baca-Sainsbury, Tessa Jackson, Melissa Kinneer,
Lindsay McIntosh, Allison Baca, James Berardi
(In Loyalton) (abstained)

RE: SpjUSD admin ratio

Nona Griesert <ngriesert@spjUSD.org>

Tue 10/19/2021 5:44 PM

To: Tessa Jackson <gc441@hotmail.com>

Cc: James Berardi <jberardi@spjUSD.org>

Sure, here you go...

LHS Principal, Megan Meschery	FTE: 1.0
Superintendent, James Berardi	FTE: 0.85
Total FTE: 1.85	

-----Original Message-----

From: Tessa Jackson [mailto:gc441@hotmail.com]

Sent: Friday, October 15, 2021 11:00 AM

To: Nona Griesert <ngriesert@spjUSD.org>

Cc: James Berardi <jberardi@spjUSD.org>

Subject: Re: SpjUSD admin ratio

Thanks so much, Nona. Can you also give me the names and titles of the administrators and their FTE? I appreciate your help.

Thank you,

Tessa

Sent from my iPhone

> On Oct 13, 2021, at 10:54 AM, Nona Griesert <ngriesert@spjUSD.org> wrote:

>

> Hi Tessa,

>

> I'm happy to provide that information for you... Our calculation for 21/22 is 30.76 certificated FTE to 1.85 FTE Administrators. Maximum allowable administrators is 2.46, we have an excess of 0.61 FTE. Keep in mind this ratio does not include Annie White, LES Principal, due to the fact that she is a Sierra COE employee and not counted in this ratio presently.

>

> Let me know if you have any other questions.

>

>

> Nona Griesert, MBA, MAFM

> Director of Business Svcs/CBO

> Sierra County Office of Education

> Sierra-Plumas Joint Unified School District P.O. Box 955 ~ 109

> Beckwith Road Loyalton, CA 96118

> Office: (530) 993-1660, Ext. 120 ~ Cell: (530) 414-6318

> Email: ngriesert@spjUSD.org

>
>
>

> -----Original Message-----

> From: Tessa Jackson [<mailto:gc441@hotmail.com>]

> Sent: Tuesday, October 12, 2021 8:09 PM

> To: Nona Griesert <ngriesert@spjUSD.org>

> Subject: SpjUSD admin ratio

>

> Hi Nona! I was wondering if you could give me the information on the ratio of administrative employees to teachers in Sierra county. Specifically, the information that you would report to the California department of education on the Administrator to Teacher Ratio Worksheet. If you don't have the worksheet, you can just give me whatever information that you report to the department of education. If you are not the one who has this information, can you tell me who does?

>

> Thank you so much for your help!

>

> Tessa Jackson

> President, Downieville School Site Council

> Cell: (530)354-6315

>

> Sent from my iPhone