

**MINUTES for the Joint Meeting of the  
Sierra County Board of Education  
and the  
Sierra-Plumas Joint Unified School District Governing Board**

August 08, 2023

5:00pm CLOSED Session

6:00pm Regular Session

*Downieville: Downieville School, 130 School St, Downieville CA 95936*

*Zoom videoconferencing was also available for the public.*

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A. CALL TO ORDER

*President KELLY CHAMPION called the meeting to order at 5:06pm.*

B. ROLL CALL

PRESENT: *Area 1: Patty Hall, Area 1 (arrived at 6:00pm)*

*Area 2: Annie Tipton (Vice President)*

*Area 3: Christina Potter*

*Area 4: Kelly Champion (President)*

*Area 5: Dorie Gayner (Clerk) (attending via Zoom under "Just Cause" pursuant to Government Code 54953)*

ABSENT: *None*

C. APPROVAL OF AGENDA

*TIPTON/GAYNER*

*4/0*

D. PUBLIC COMMENT FOR CLOSED SESSION

*None*

E. CLOSED SESSION

The Board moved into Closed Session at 5:07pm to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board:

James Berardi, County Superintendent

Andrea White, Interim District Superintendent

Employee Organizations:

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

2. Government Code 54957

PUBLIC EMPLOYMENT, District Superintendent

F. RETURN TO OPEN SESSION at 5:36pm and ADJOURN FOR BREAK

G. 6:04PM – RECONVENE

H. FLAG SALUTE

I. REPORT OUT FROM CLOSED SESSION

*TIPTON: We had a brief discussion on negotiations and another brief discussion on a contract for a potential new superintendent.*

J. INFORMATION ITEMS

1. Superintendent Reports

COUNTY

a. Counseling update

*BERARDI: Using Tiny Eyes again this year, an online service. It has been working well for us so far.*

DISTRICT

b. Snow Day Procedures

*WHITE: This is an informational letter that will be going out to parents. We will have a meeting in the fall with the new Superintendent and bus drivers to go over the procedures as the Superintendent will play an integral part in making the calls on snow days.*

c. FEMA and Cal OES update

*BERARDI: Submitted a request for close to \$1 million to cover damages to different sites in the district from the storms this past winter.*

d. Phone/PA update

*WHITE: Wiring is good to go in Loyalton.*

*BERARDI: Wiring is good to go in Downieville as well. Equipment has been ordered. They should be able to starting installing within a few of weeks.*

e. Professional Development days

*WHITE: In-service days August 21-22. Bringing in a guest speaker on the first day, Brandon Beck from New York, talking to teachers about their "Why." Be ready to dance! We will also spend time on ALICE training the first afternoon. All staff are invited for the first day. Teachers will be at their sites the second day for meetings and class prep.*

2. Business Report

a. Account Object Summary-Balance from 07/01/2023 to 07/31/2023

1. SCOE

2. SPJUSD

b. Most recent Inter-District Attendance Agreements approved

3. Staff Reports

a. SCOE

*SELPA—BETHKE: Started our second half of the Extended School Year this week. We still have two vacancies: an Aide position and a Teacher position.*

*ADULT ED—JACKSON: Adult Ed served 138 students last year with over 100 of those in the Emergency Medical and Healthcare Services program. 83% of the EMT students took the national registry test and passed. Our Consortium is eligible to receive \$150K to expand regionally. Starting two EMS classes, Advanced EMT in Loyalton and Basic EMT in Downieville. Received approval from NorCal EMS to offer Continuing Education units to those in the EMS and Healthcare industries.*

b. SPJUSD

*LES—WHITE (CERESOLA): Busy with getting the building ready for the first day of school—floors, keys, intercoms, etc.*

*DES & DHS—BERARDI: School was used quite a bit throughout the summer for community events. Working to get buildings prepared for start of the school year. Expecting enrollment here to go up slightly this year.*

*LHS—MESCHERY: Lots going on—painting projects, deep cleaning, new bleachers are in, new store front install in the works. Grizzlies Day coming up August 17<sup>th</sup> at 6pm. Will be attending Feather River College Educational Summit August 15<sup>th</sup> with Cali Griffin and Amanada Wattenburg. Hoping to make more connections, especially around concurrent enrollment. The Freshman take off for Grizzly Ranch Sept 6-7<sup>th</sup>. Sports kicking off with football August 26<sup>th</sup>, volleyball August 31<sup>st</sup> and soccer September 12<sup>th</sup>. Preparing for WASC Accreditation this year. We need Instructional Aides and Safety Monitors at LHS.*

4. SPTA Report

*PRESIDENT—PETTERSON: Teachers are savoring those last days of summer. A lot have already been back in their classrooms to gear up for the school year.*

5. Committee/Board Member Reports

*HALL: Apologize for missing Closed Session.*

*CHAMPION:*

*-Finance Committee—Meeting monthly, trying to work on solutions.*

*-Have been attending City of Loyalton Water Infrastructure Ad Hoc committee meetings. GAYNER: They are currently waiting on an engineering report.*

*Working on grant funds to get series of leaks fixed.*

*-First Five Community Grants—\$18K this year went to teachers and GCPC.*

6. Public Comment

*Megan Meschery—Sierra Schools Foundation: Thank you to everyone who worked on the Prop 28 grant and leveraging that money to hire a Music Teacher. SSF is happy to work with Musica Sierra and Sierra County Arts Council for funding in Loyalton.*

K. CONSENT CALENDAR

1. Approval of minutes for the Regular Joint Meeting held July 11, 2023
2. Approval of Board Report-Checks Dated 07/01/2023 through 07/31/2023
  - a. SCOE
  - b. SPJUSD
3. Approval of the 2023-2024 Certificated Substitute Lists
  - a. SCOE
  - b. SPJUSD

*HALL/POTTER*

*5/0*

L. ACTION ITEMS

1. Old Business

- a. Authorization to enter into a Memorandum of Understanding between SCOE and SPJUSD to bill for services provided, Contract 2024-001C

*TIPTON/POTTER*

*5/0*

- b. Authorization to enter into a Memorandum of Understanding between SPJUSD and SCOE to bill for services provided, Contract 2024-001D  
*TIPTON/POTTER*  
5/0

2. New Business

**COUNTY & DISTRICT**

***PUBLIC HEARING – Declaration of Need for Fully Qualified Educators***

- a. Public Hearing *opened at 6:37pm* to receive public comment regarding the Declaration of Need for Fully Qualified Educators for the 2023-2024 School Year (Items b & c). *Closed at 6:38pm with no comment.*
- b. Adoption of Resolution No. 24-003C/24-002D, Declaration of Need for Fully Qualified Educators for the 2023-2024 School Year  
*TIPTON/POTTER*  
ROLL CALL VOTE:  
*GAYNER – AYE*  
*HALL – AYE*  
*POTTER – AYE*  
*TIPTON – AYE*  
*CHAMPION – AYE*  
5/0
- c. Approval of the Declaration of Need for Fully Qualified Educators for the 2023-2024 school year. *A diligent search to recruit fully prepared teacher(s) was made and an insufficient number of certificated persons met the employment criteria for the position(s).*
  - 1. SCOE
  - 2. SPJUSD*TIPTON/POTTER*  
5/0
- d. Approval of CBEST Waiver for Substitute Teachers  
*The Sierra COE and Sierra-Plumas JUSD have been unable to recruit enough day-to-day substitute teachers who have not had an opportunity to take and pass all sections of the California Basic Educational Skills Test. The SCOE and SPJUSD anticipates employing no greater than five (5) day-to-day substitutes on variable term CBEST waiver for the 2023-2024 school year.*  
*CHAMPION/HALL*  
5/0

**DISTRICT**

- e. Approval of the contract with Sierra Transportation Company, LLC, for bus services in Downieville for the 2022-2023 school year, Contract No. 2023-014D  
*TIPTON/HALL*  
5/0
- f. Authorization for SPJUSD to enter into a Memorandum of Understanding with Sierra Schools Foundation, Musica Sierra and Sierra County Arts Council for funding a full-time music teacher, Contract No. 2024-005D  
*CHAMPION/TIPTON*  
5/0

- g. Tentative appointment of new Interim District Superintendent, effective August 21, 2023, until a full-time District Superintendent is seated  
*No action*
- h. Tentative approval of Contract 2024-006D, Employment Agreement for new Interim Superintendent  
*No action*
- i. Tentative approval of Contract 2024-007D, Employment Agreement for new District Superintendent  
*TIPTON/POTTER*  
*5/0*
- j. Approval of resignation for Aimee Phebus, Instructional Aide, Loyalton High School, .88 FTE (5.25 hours/day), effective July 18, 2023  
*POTTER/TIPTON*  
*5/0*
- k. Approval of assignment of Carlynn Wills, Student Services Liaison, Districtwide, .68 FTE (not to exceed 27 hours per week)  
*TIPTON/POTTER*  
*5/0*
- l. Approval of updated Job Description for Safety Aide, Physical Education  
*POTTER/HALL*  
*5/0*
- m. Approval of Salary Schedule for Safety Aide, Physical Education  
*TIPTON/GAYNER*  
*5/5*
- n. Authorization to fill Safety Aide, Physical Education, Loyalton High School, .88 FTE (5.25 hours/day)  
*TIPTON/CHAMPION*  
*5/0*
- o. Authorization to fill shared Custodian, site assignment(s) TBD, up to 1.0 FTE (8 hours/day)  
*POTTER/TIPTON*  
*5/0*
- p. Authorization to fill Cafeteria Worker, Loyalton Elementary School, .5 FTE (4 hours/day)  
*TIPTON/GAYNER*  
*5/0*
- q. Approval of the Job Description for the Executive Assistant to the Superintendent(s)  
*TIPTON/HALL*  
*5/0*
- r. Approval of the Salary Schedule for the Executive Assistant to the Superintendent(s), retro to July 1, 2023  
*POTTER/HALL*  
*5/0*

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

Board Bylaw 9310: "The Superintendent or designee shall develop and present a first reading at a public Board meeting and action may be taken on the proposed policy.

The Board may require additional readings if necessary."

*TIPTON* motioned to approve s-x as presented. Second by *HALL*.

5/0

- s. 4112.2—Certification (*Certificated Staff*)
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- t. 4140/4240/4340—Bargaining Units (*All Staff*)
  - 1. Board Policy, *revisions*
- u. 5117—Interdistrict Attendance
  - 1. Board Policy, *revisions*
- v. 5141.5—Mental Health
  - 1. Board Policy, *revisions*
- w. 5141.6—School Health Services
  - 1. Board Policy, *revisions*
  - 2. Administrative Regulation, *revisions*
- x. 5145.6—Parent/Guardian Notifications
  - 1. Board Policy, *revisions*
  - 2. Exhibit, *revisions*

**M. ADVANCED PLANNING**

- 1. The next Regular Joint Board Meeting will be held on September 12, 2023, at Sierra County Office of Education, Room 4, 109 Beckwith Rd, Loyalton CA 96118 at 6:00pm. If needed, Closed Session may be held before the Regular session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

- 2. Suggested Agenda Items

*-approval of compensation for Interim District Superintendent*

**N. ADJOURN**

*CHAMPION* adjourned the meeting at 7:00pm.



James Berardi,  
County Superintendent



Sean Snider,  
District Superintendent



Dorie Gayner, Clerk

**SIERRA COUNTY BOARD OF EDUCATION  
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD  
Closed Session Reporting Form**

DATE: August 08, 2023

CLOSED SESSION BEGAN AT: 5:07 P.M.

**BOARD MEMBERS PRESENT:**

     Patty Hall  Annie Tipton  Christina Potter  Kelly Champion  Dorie Gayner (remote)

**OTHERS PRESENT:**

- James Berardi, County Superintendent
- Andrea White, Interim District Superintendent
- Nona Griesert, Director of Business Services
- \_\_\_\_\_

**I. SESSION TOPIC(S):**

<p><b>Item #1—Government Code 54957.6</b> CONFERENCE WITH LABOR NEGOTIATORS Agency Negotiator(s) for the Board:</p> <p style="text-align: right;">James Berardi, County Superintendent Andrea White, Interim District Superintendent</p> <p>Employee Organizations:</p> <p style="text-align: right;">Sierra-Plumas Teachers' Association Classified Employees Confidential Employees Administrative Employees</p> <p>Unrepresented Employees:</p> <p style="text-align: right;">Sierra-Plumas Teachers' Association Classified Employees Confidential Employees Administrative Employees</p> <p><b>RESULT:</b></p> <p><input type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT</p> <p><input checked="" 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 _____ TIPTON _____ POTTER _____ CHAMPION _____ GAYNER _____</p> <hr/> <p><b>Item #2—Government Code 54957</b> PUBLIC EMPLOYMENT, District Superintendent</p> <p><b>RESULT:</b></p> <p><input type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT</p> <p><input checked="" 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 _____ TIPTON _____ POTTER _____ CHAMPION _____ GAYNER _____</p>
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**II. ENDED CLOSED SESSION AT 5:30 P.M. AND RETURNED TO OPEN SESSION**

PRESIDED BY:

Kelly Champion  
Kelly Champion, PRESIDENT

RECORDED BY:

Dorie Gayner  
Dorie Gayner, CLERK