

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

July 11, 2023

5:30pm CLOSED Session

6:00pm Regular Session

Meeting Location:

Loyalton: Sierra County Office of Education, Room 4, 109 Beckwith Rd, Loyalton CA 96118

Zoom for the public:

Link: <https://us02web.zoom.us/j/84641361131>

Phone dial-in: 669-900-9128 (Press *6 to unmute)

Webinar ID: 846 4136 1131

Board Members:

Area 1: Patty Hall – phall@spjUSD.org

Area 2: Annie Tipton (Vice President) – atipton@spjUSD.org

Area 3: Christina Potter – cpotter@spjUSD.org

Area 4: Kelly Champion (President) – kchampion@spjUSD.org

Area 5: Dorie Gayner (Clerk) – dgayner@spjUSD.org

Any individual who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.

Public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting, will be made available at Sierra County Office of Education, Room 3, 109 Beckwith Road, Loyalton, CA, 96118, and posted with the online agenda at <http://www.sierracountyofficeofeducation.org> (Government Code 54957.5).

A. CALL TO ORDER

Please be advised that this meeting will be recorded.

B. ROLL CALL

C. APPROVAL OF AGENDA

D. PUBLIC COMMENT FOR CLOSED SESSION

At this time, the meeting opens for any public comments regarding the Closed Session item(s).

E. CLOSED SESSION

The Board of Trustees, County Superintendent, James Berardi, Interim District Superintendent, Andrea Ceresola, and Director of Business Services, Nona Griesert, will move into Closed Session to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator for the Board: James Berardi, County Superintendent &

Andrea Ceresola, Interim District Superintendent

Employee Organizations:

Unrepresented Employees:

Superintendents

Sierra-Plumas Teachers' Association

Classified Employees

Confidential Employees

Administrative Employees

- 2. Government Code 54957
PUBLIC EMPLOYMENT, District Superintendent
- F. RETURN TO OPEN SESSION and ADJOURN FOR BREAK
- G. 6:00PM – RECONVENE
- H. FLAG SALUTE
- I. REPORT OUT FROM CLOSED SESSION
- J. INFORMATION ITEMS
 - 1. Superintendent Reports
 - COUNTY
 - a. School Attendance Review Board (SARB) 2022-2023 Annual Report**
 - b. County Personnel Items:
 - 1. Assignment of Marcos Martinez, Technology Specialist, 1.0 FTE, effective July 31, 2023
 - DISTRICT
 - c. Update as Interim
 - 2. Business Report
 - a. Account Object Summary-Balance from 07/01/2022 to 06/30/2023
 - 1. SCOE**
 - 2. SPJUSD**
 - 3. Staff Reports
 - a. SCOE
 - b. SPJUSD
 - 4. SPTA Report
 - 5. Committee/Board Member Reports
 - 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. Three (3) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.
- K. CONSENT CALENDAR
 - 1. Approval of minutes for the Special District Meeting held June 15, 2023**
 - 2. Approval of minutes for the Regular Joint Meeting held June 21, 2023**
 - 3. Approval of Board Report-Checks Dated 06/01/2023 through 06/30/2023
 - a. SCOE**
 - b. SPJUSD**
 - 4. Approval of Quarterly Report on Williams Uniform Complaints for the quarter ending 06/30/2023
 - a. SCOE**
 - b. SPJUSD**
 - 5. Authorization for SPJUSD to enter into an agreement with Einen Grandi for July 1, 2023- June 30, 2028 (renewal), for agriculture, Contract 2024-004D**
 - 6. Approval of Agricultural Career Technical Incentive Grant 2023-2024 Application**

L. ACTION ITEMS

1. New Business

COUNTY

- a. Adoption of Resolution 24-002C, Fund Transfers between SCOE and SPJUSD for the 2023-2024 Fiscal Year**

ROLL CALL VOTE

DISTRICT

- b. Adoption of Resolution 24-001D, Fund Transfers between SPJUSD and SCOE for the 2023-2024 Fiscal Year**

ROLL CALL VOTE

- c. Approval of Job Description for Student Services Liaison**
d. Approval of Salary Schedule for Student Services Liaison**
e. Authorization to fill Student Services Liaison, Districtwide, .68 FTE (not to exceed 27 hours per week)

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."

- f. 0420.41—Charter School Oversight
1. Board Policy, *revisions***
2. Exhibit, *revisions***
g. 1113—District and School Websites
1. Board Policy, *revisions***
2. Exhibit, *revisions***
h. 9322—Agenda/Meeting Materials
1. Board Bylaw, *revisions***

M. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on August 08, 2023, at Downieville School, 130 School St, Downieville CA 95936 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

N. ADJOURN



James Berardi,
County Superintendent



Andrea Ceresola,
Interim District Superintendent

** enclosed

* handout

^^ prior meeting handout

James Berardi, County Superintendent – jberardi@spjUSD.org
Andrea Ceresola, Interim District Superintendent – awhite@spjUSD.org
Kristie Jacobsen, Administrative Assistant to the Superintendent – [kjacobson@spjUSD.org](mailto:kjacobsen@spjUSD.org)
Nona Griesert, Director of Business Services/CBO – ngriesert@spjUSD.org
Office: 530-993-1660 x0

Email schoolinfo@spjUSD.org to be added to the agenda email list.

COUNTY/DISTRICT SCHOOL ATTENDANCE REVIEW BOARD (SARB)						
Annual Summary for 2022-23						
Sierra County Office of Education ~ Sierra-Plumas Joint Unified School District						
PO Box 955, Loyalton CA 96118						
James Berardi, Chairperson						
CASES REFERRED TO SARB FOR HEARINGS IN 2022-23						
<i>**As of May 18, 2023 (last meeting of the school year)</i>						
STUDENT ID NUMBER	GRADE LEVEL	GENDE R	AREA OF CONCERN	DATE	Parent Attendance	Action
10896	9	F	Habitual Truancy	10/20/2022	No	N/A - disenrolled
11405	5	F	Habitual Truancy	11/17/2022	No	N/A - disenrolled
11406	9	M	Habitual Truancy	11/17/2022	No	N/A - disenrolled
10707	11	M	Habitual Truancy	5/18/2023	Yes	Meeting set up with multiple agencies to offer support and suggest alternatives
Downieville Elementary School: 4 students on Watch List						
Downieville Jr/Sr High School: 1 student on Watch List						
Loyalton Elementary School: 5 students on Watch List						
Loyalton Jr/Sr High School: 5 students on Watch List						
Sierra Pass: 5 students on Watch List						

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund						
1100	Teachers Salaries	374,473.00	397,085.00		292,685.00	104,400.00
1115	Certificated Extra Duty	1,000.00	1,000.00		4,974.01	3,974.01-
1120	Certificated Substitutes	10,416.00	10,416.00		4,440.00	5,976.00
1200	Certificated Pupil Support Ser	37,716.00	40,716.00		36,836.17	3,879.83
1300	Certificated Supervisor Admini	216,098.00	220,098.00		215,382.82	4,715.18
1310	Teacher in Charge	10,000.00	10,000.00			10,000.00
	Total for Object 1000	649,703.00	679,315.00	.00	554,318.00	124,997.00
2100	Instructional Aides' Salaries	168,282.00	185,258.00		150,412.43	34,845.57
2115	Classified Extra Duty	1,000.00	1,000.00		264.47	735.53
2120	Classified Substitutes	7,500.00	7,500.00		4,941.12	2,558.88
2200	Classified Support Salaries	86,325.00	97,725.00		50,902.65	46,822.35
2215	Classified Support Extra Duty	1,000.00	1,000.00			1,000.00
2220	Classified Substitute Salaries	4,000.00	4,000.00			4,000.00
2300	Classified Supervisors' Admini	170,982.00	178,482.00		145,920.00	32,562.00
2400	Clerical Technical Office Staf	218,422.00	232,422.00		215,027.59	17,394.41
2900	Other Classified Salaries	20,520.00	20,520.00		9,621.75	10,898.25
	Total for Object 2000	678,031.00	727,907.00	.00	577,090.01	150,816.99
3101	STRS Certificated Positions	189,095.00	194,751.00		101,498.12	93,252.88
3102	STRS Classified Positions	1,719.00	1,719.00		573.00	1,146.00
3201	PERS Certificated Positions				35.52	35.52-
3202	PERS Classified Positions	163,936.00	176,591.00		139,598.37	36,992.63
3301	OASDI Certificated Positions	4,081.00	4,081.00		95.48	3,985.52
3302	OASDI Classified Positions	41,647.00	44,740.00		35,030.95	9,709.05
3311	Medicare Certificated Position	9,371.00	9,802.00		7,987.34	1,814.66
3312	Medicare Classified Positions	9,742.00	10,468.00		8,308.72	2,159.28
3401	Health & Welfare Benefits Cert	103,992.00	103,992.00		97,688.97	6,303.03
3402	Health & Welfare Benefits Clas	111,030.00	162,662.00		148,429.64	14,232.36
3501	SUI Certificated	3,327.00	3,476.00		2,889.26	586.74
3502	SUI Classified	3,392.00	3,641.00		2,902.08	738.92
3601	Workers' Compensation Certific	23,090.00	24,332.00		22,238.24	2,093.76
3602	Workers' Compensation Classifi	24,012.00	26,026.00		23,130.27	2,895.73
3901	Golden Handshake	15,689.00	15,689.00		15,688.50	.50
	Total for Object 3000	704,123.00	781,970.00	.00	606,094.46	175,875.54
4100	Approved Textbooks Core Curric	1,300.00	6,081.00			6,081.00
4300	Materials and Supplies	44,714.00	66,786.00	5,426.97	48,271.93	13,087.10

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund (continued)						
4320	Custodial Grounds Supplies	1,250.00	1,478.00		27.84	1,450.16
4330	Office Supplies	1,750.00	1,750.00		696.14	1,053.86
4350	Vehicle Upkeep	3,500.00	3,500.00	526.04	414.65	2,559.31
4399	Mat & Sup Undesignated Bal	8,433.00	4,208.00			4,208.00
4400	Noncapitalized Equipment	9,714.00	10,714.00	2,225.42	2,418.07	6,070.51
	Total for Object 4000	70,661.00	94,517.00	8,178.43	51,828.63	34,509.94
5100	Subagreements for Services	40,000.00	40,000.00			40,000.00
5200	Travel and Conference	15,948.00	43,087.00	126.05	22,929.12	20,031.83
5300	Dues and Membership	19,847.00	32,847.00		29,647.25	3,199.75
5400	Insurance	15,000.00	25,000.00		24,457.60	542.40
5500	Operation Housekeeping Service	14,500.00	14,500.00	525.39	18,602.25	4,627.64-
5600	Rentals, Leases, Repairs, Nonc	3,000.00	3,000.00	72.45	1,029.87	1,897.68
5801	Legal Services	18,500.00	25,415.00	1,283.00	3,717.00	20,415.00
5805	Personnel Expense	1,000.00	1,000.00	100.00	130.00	770.00
5808	Other Services & Fees	1,500.00	1,500.00		913.77	586.23
5810	Contracted Services	462,653.00	695,097.00	114,203.45	434,550.76	146,342.79
5899	SPJUSD to Reimburse			5,667.05	18,563.27	24,230.32-
5900	Communications	12,500.00	17,602.00	623.56	11,930.02	5,048.42
	Total for Object 5000	604,448.00	899,048.00	122,600.95	566,470.91	209,976.14
6200	Building and Improvement of Bu		77,935.00			77,935.00
6400	Equipment	20,000.00	20,000.00			20,000.00
6500	Equipment Replacement	25,855.00	25,855.00			25,855.00
	Total for Object 6000	45,855.00	123,790.00	.00	.00	123,790.00
7110	County Tuition Inter Dist Agre	25,000.00	25,000.00			25,000.00
7141	Tuition, excess cost etc betwe	24,428.00	24,428.00			24,428.00
7310	Direct Support/Indirect Costs				5.04-	5.04
	Total for Object 7000	49,428.00	49,428.00	.00	5.04-	49,433.04
	Total for Fund 01 and Expense accounts	2,802,249.00	3,355,975.00	130,779.38	2,355,796.97	869,398.65
Fund 11 - ADULT ED						
1100	Teachers Salaries	4,500.00	40,952.00		43,166.62	2,214.62-
1300	Certificated Supervisor Admini	110,566.00	138,208.00		110,566.08	27,641.92
	Total for Object 1000	115,066.00	179,160.00	.00	153,732.70	25,427.30
2100	Instructional Aides' Salaries	2,000.00	4,500.00			4,500.00
2200	Classified Support Salaries	3,415.00				.00

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 11 - ADULT ED (continued)						
2400	Clerical Technical Office Staf	27,394.00	32,947.00		32,570.54	376.46
	Total for Object 2000	32,809.00	37,447.00	.00	32,570.54	4,876.46
3101	STRS Certificated Positions	27,178.00	39,420.00		21,992.34	17,427.66
3202	PERS Classified Positions	8,173.00	9,402.00		7,953.43	1,448.57
3301	OASDI Certificated Positions				2,392.55	2,392.55-
3302	OASDI Classified Positions	2,035.00	2,322.00		1,860.31	461.69
3311	Medicare Certificated Position	1,668.00	2,597.00		2,211.72	385.28
3312	Medicare Classified Positions	475.00	543.00		435.05	107.95
3401	Health & Welfare Benefits Cert	13,019.00	14,918.00		13,018.80	1,899.20
3402	Health & Welfare Benefits Clas	17,536.00	29,313.00		14,613.80	14,699.20
3501	SUI Certificated	576.00	896.00		768.68	127.32
3502	SUI Classified	164.00	188.00		162.86	25.14
3601	Workers' Compensation Certific	4,111.00	6,721.00		6,157.19	563.81
3602	Workers' Compensation Classifi	1,172.00	1,459.00		1,211.21	247.79
	Total for Object 3000	76,107.00	107,779.00	.00	72,777.94	35,001.06
4100	Approved Textbooks Core Curric	3,000.00	10,000.00		8,416.41	1,583.59
4300	Materials and Supplies	12,967.00	48,349.00	1,265.54	3,315.06	43,768.40
4320	Custodial Grounds Supplies	1,000.00	2,500.00		1,222.18	1,277.82
4330	Office Supplies	2,500.00	2,050.00	174.59	195.58	1,679.83
4350	Vehicle Upkeep	2,000.00	3,000.00		1,809.39	1,190.61
4400	Noncapitalized Equipment	5,000.00	59,223.00		5,542.22-	64,765.22
	Total for Object 4000	26,467.00	125,122.00	1,440.13	9,416.40	114,265.47
5200	Travel and Conference	6,500.00	6,500.00	483.74	2,181.72	3,834.54
5203	MILEAGE	1,000.00	1,000.00			1,000.00
5300	Dues and Membership	1,500.00	1,500.00		1,130.00	370.00
5500	Operation Housekeeping Service	4,200.00	10,000.00	256.51	5,806.19	3,937.30
5600	Rentals, Leases, Repairs, Nonc	2,600.00	3,679.00	109.00	342.78	3,227.22
5801	Legal Services	1,000.00	1,000.00			1,000.00
5805	Personnel Expense	100.00	100.00	51.00	2.00-	51.00
5808	Other Services & Fees	1,000.00	1,000.00			1,000.00
5810	Contracted Services	21,500.00	22,000.00		21,861.93	138.07
5900	Communications	1,600.00	3,500.00	151.40	2,236.26	1,112.34
	Total for Object 5000	41,000.00	50,279.00	1,051.65	33,556.88	15,670.47
6200	Building and Improvement of Bu	34,054.00	212,087.00	89,064.29	5,129.37-	128,152.08
6400	Equipment	5,000.00	10,709.00			10,709.00

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 11 - ADULT ED (continued)						
	Total for Object 6000	39,054.00	222,796.00	89,064.29	5,129.37-	138,861.08
7619	Other Authorized Interfund Tra	6,722.00	18,604.00			18,604.00
	Total for Fund 11 and Expense accounts	337,225.00	741,187.00	91,556.07	296,925.09	352,705.84
Fund 16 - FOREST RES						
7211	Transfers of Pass-through Rev	262,000.00	262,000.00			262,000.00
7619	Other Authorized Interfund Tra	46,000.00	46,000.00			46,000.00
	Total for Fund 16, Expense accounts and Object 7000	308,000.00	308,000.00	.00	.00	308,000.00
	Total for Org 001 - Sierra County Office of Education	3,447,474.00	4,405,162.00	222,335.45	2,652,722.06	1,530,104.49

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	2,121,520.00	2,478,498.00		2,075,996.20	402,501.80
1115	Extra Duty Hourly	2,000.00	75,217.00		21,819.06	53,397.94
1120	Certificated Substitutes	37,000.00	40,277.00		59,520.00	19,243.00
1300	Certificated Superv/Admin Sala	246,305.00	273,805.00		246,304.20	27,500.80
1310	Teacher In Charge/Head Teacher	14,000.00	14,000.00		14,000.00	.00
	Total for Object 1000	2,420,825.00	2,881,797.00	.00	2,417,639.46	464,157.54
2100	Instructional Aides Salaries	260,790.00	262,216.00		239,178.48	23,037.52
2115	Inst. Aide Extra Duty	1,000.00	28,000.00		2,223.46	25,776.54
2120	Instructional Aides Substitute	3,500.00	3,500.00		1,929.30	1,570.70
2200	Classified Support Salaries	409,531.00	393,563.00		368,880.62	24,682.38
2201	Bus Driver	62,442.00	62,755.00		50,315.94	12,439.06
2215	Classified Extra Duty	7,500.00	7,500.00		2,416.73	5,083.27
2220	Classified Support Substitute	25,000.00	25,000.00		24,774.01	225.99
2300	Classified Sup/Admin Salaries	2,700.00	77,700.00		2,430.00	75,270.00
2400	Clerical & Office Salaries	166,820.00	207,585.00		191,251.58	16,333.42
2420	Clerical & Office Sub Salaries	5,000.00	5,000.00		3,912.49	1,087.51
2900	Other Classified Salaries	4,513.00	4,513.00		1,906.50	2,606.50
	Total for Object 2000	948,796.00	1,077,332.00	.00	889,219.11	188,112.89
3101	State Teachers Retirement Syst	658,067.00	732,637.00		425,221.03	307,415.97
3102	State Teachers Retirement Syst	9,567.00	9,567.00			9,567.00
3201	Public Employees Retirement Sy	1,000.00	1,000.00		476.96	523.04
3202	Public Employees Retirement Sy	239,492.00	266,295.00		178,086.49	88,208.51
3311	OASDI-Certificated Positions	1,878.00	2,748.00		2,002.17	745.83
3312	OASDI-Classified Positions	57,766.00	65,159.00		54,197.35	10,961.65
3321	Medicare-Certificated Position	33,649.00	39,955.00		33,083.59	6,871.41
3322	Medicare-Classified Positions	13,523.00	15,241.00		12,675.19	2,565.81
3401	Health & Welfare -Certificated	453,215.00	601,261.00		457,054.31	144,206.69
3402	Health & Welfare-Classified Po	159,027.00	231,427.00		209,340.98	22,086.02
3501	State Unemployment Insurance-C	12,371.00	14,497.00		12,598.20	1,898.80
3502	State Unemployment Insurance-	4,743.00	5,380.00		4,485.54	894.46
3601	Workers' Compensation Insuranc	74,912.00	98,652.00		82,685.64	15,966.36
3602	Workers' Compensation Insuranc	29,260.00	37,369.00		31,084.78	6,284.22
3901	Other Benefits, Certificated P	52,610.00	52,610.00		52,609.62	.38
	Total for Object 3000	1,801,080.00	2,173,798.00	.00	1,555,601.85	618,196.15
4100	Textbooks	26,605.00	267,506.00		235,679.40	31,826.60

Balances through June						Fiscal Year 2022/23
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4300	Class Mat'l and Supplies	54,724.00	97,258.00	1,211.11	57,446.45	38,600.44
4301	Class Consumable Mat'l	6,000.00	6,000.00		5,269.13	730.87
4302	Class Paper/Toner	9,000.00	9,000.00		12,016.78	3,016.78-
4305	Other Student M&S	28,500.00	29,500.00	62.82	26,398.17	3,039.01
4320	Custodial Grounds Supplies	30,000.00	115,582.00	1,667.64	42,495.40	71,418.96
4330	Office Supplies	19,500.00	34,500.00	561.12	12,054.74	21,884.14
4350	Vehicle Maint. M&S	18,000.00	20,000.00	1,780.46	7,304.78	10,914.76
4351	Vehicle FUEL	20,500.00	40,000.00	2,836.58	26,919.73	10,243.69
4399	M&S Misc -undesignated	469.00	23,703.00			23,703.00
4400	Non-Capital Equipment (Up to \$	65,933.00	172,300.00	4,328.24	112,201.17	55,770.59
	Total for Object 4000	279,231.00	815,349.00	12,447.97	537,785.75	265,115.28
5100	Subagreement for Services	185,000.00	185,000.00	174,000.00		11,000.00
5200	Travel & Conferences	22,577.00	175,983.00	1,967.66	42,082.53	131,932.81
5300	Dues & Membership	10,000.00	10,128.00	3.00	9,058.00	1,067.00
5400	Insurance-Fire, liability, etc	160,000.00	210,000.00		207,851.59	2,148.41
5510	Power	153,000.00	153,902.00	5,569.19	135,353.86	12,978.95
5520	Garbage	7,000.00	7,000.00	165.02	6,702.30	132.68
5530	Water	60,000.00	60,000.00	7,431.56	52,568.44	.00
5540	Propane	132,000.00	161,500.00	11,066.71	159,273.35	8,840.06-
5590	Miscellaneous Utilities	15,000.00	15,000.00		17,694.39	2,694.39-
5600	Rentals, Leases & Repairs	83,500.00	83,500.00	44,833.41	33,770.05	4,896.54
5800	Services & Operating Expense		37,500.00		13,525.01	23,974.99
5810	Legal Expenses	20,000.00	113,698.00		11,177.70	102,520.30
5812	Board Election Expense	2,000.00	2,000.00		2,464.99	464.99-
5840	Audit Expense	14,523.00	14,523.00	8,875.17	7,261.50	1,613.67-
5860	Solid Waste Tax	10,000.00	12,500.00		11,820.20	679.80
5890	Contracts/Servic	613,910.00	1,446,666.00	214,714.09	584,930.34	647,021.57
5899	SCOE Interagency Reimburse			1,786.65	14,068.08	15,854.73-
5900	Communications	3,500.00	28,500.00		26,450.96	2,049.04
5910	Telephone-Monthly Service	12,275.00	22,075.00	3,280.00	15,221.13	3,573.87
	Total for Object 5000	1,504,285.00	2,739,475.00	473,692.46	1,351,274.42	914,508.12
6200	Building & Improvements		172,972.00	133,908.53	19,992.13	19,071.34
6400	Equipment	25,000.00	108,000.00	7,803.66	41,642.24	58,554.10
6500	Equipment Replacement	55,000.00	80,000.00	25,964.44	15,352.16	38,683.40
	Total for Object 6000	80,000.00	360,972.00	167,676.63	76,986.53	116,308.84

Balances through June						Fiscal Year 2022/23
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	2,103.83	2,103.83-
7310	Direct Support/Indirect Costs				5.04	5.04-
7616	Trans fr Gen Fund to Cafeteria	100,654.00	115,713.00			115,713.00
	Total for Object 7000	205,104.00	220,163.00	104,450.00	2,108.87	113,604.13
	Total for Fund 01 and Expense accounts	7,239,321.00	10,268,886.00	758,267.06	6,830,615.99	2,680,002.95
Fund 13 - Cafeteria						
2200	Classified Support Salaries	92,270.00	103,918.00		97,351.05	6,566.95
2215	Classified Extra Duty	1,500.00	1,500.00		1,186.54	313.46
2220	Classified Support Substitute	1,500.00	1,500.00		1,407.95	92.05
	Total for Object 2000	95,270.00	106,918.00	.00	99,945.54	6,972.46
3202	Public Employees Retirement Sy	22,055.00	23,954.00		21,102.57	2,851.43
3312	OASDI-Classified Positions	5,716.00	6,312.00		6,005.83	306.17
3322	Medicare-Classified Positions	1,337.00	1,476.00		1,404.53	71.47
3402	Health & Welfare-Classified Po	17,537.00	17,537.00		17,536.60	.40
3502	State Unemployment Insurance-	476.00	525.00		499.72	25.28
3602	Workers' Compensation Insuranc	2,893.00	3,621.00		3,444.64	176.36
	Total for Object 3000	50,014.00	53,425.00	.00	49,993.89	3,431.11
4340	Food Service	7,500.00	7,500.00	802.24	6,019.55	678.21
4400	Non-Capital Equipment (Up to \$	4,900.00	4,900.00		4,783.64	116.36
4700	Food	55,000.00	69,341.00		75,743.85	6,402.85-
	Total for Object 4000	67,400.00	81,741.00	802.24	86,547.04	5,608.28-
5200	Travel & Conferences	500.00	500.00			500.00
5600	Rentals, Leases & Repairs	8,070.00	8,070.00		5,353.37	2,716.63
5800	Services & Operating Expense	400.00	400.00	300.00		100.00
5890	Contracts/Servic	500.00	500.00		406.00	94.00
	Total for Object 5000	9,470.00	9,470.00	300.00	5,759.37	3,410.63
	Total for Fund 13 and Expense accounts	222,154.00	251,554.00	1,102.24	242,245.84	8,205.92
Fund 40 - Dist Build						
6200	Building & Improvements		113,093.00		75,464.84	37,628.16
	Total for Fund 40, Expense accounts and Object 6000	.00	113,093.00	.00	75,464.84	37,628.16
Fund 73 - Bechen						
5800	Services & Operating Expense	15,000.00	15,000.00	25,000.00	13,000.00	23,000.00-

Balances through June		Fiscal Year 2022/23				
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	25,000.00	13,000.00	23,000.00-
Fund 78 - Gottardi Fund						
5800	Services & Operating Expense		7,516.00	500.00		7,016.00
Total for Fund 78, Expense accounts and Object 5000		.00	7,516.00	500.00	.00	7,016.00
Total for Org 006 - Sierra-Plumas Joint Unified School District		<u>7,476,475.00</u>	<u>10,656,049.00</u>	<u>784,869.30</u>	<u>7,161,326.67</u>	<u>2,709,853.03</u>

**MINUTES for the Joint *SPECIAL* Meeting of the
Sierra-Plumas Joint Unified School District Governing Board**

June 15, 2023

4:30pm

Loyalton: Sierra County Office of Education, Room 4, 109 Beckwith Rd, Loyalton CA 96118

Zoom videoconferencing was not used.

A. CALL TO ORDER

President KELLY CHAMPION called the meeting to order at 4:30pm.

B. ROLL CALL

PRESENT: *Annie Tipton, Vice President, Area 2*

Christina Potter, Area 3

Kelly Champion, President, Area 4

Dorie Gayner, Clerk, Area 5

ABSENT: *Patty Hall, Area 1*

C. APPROVAL OF AGENDA

TIPTON/GAYNER

4/0

D. FLAG SALUTE

E. PUBLIC COMMENT FOR CLOSED SESSION

Special Meeting Agenda Items only, please.

None

F. CLOSED SESSION

The Board of Trustees moved into Closed Session *at 4:30pm* to discuss the following item:

1. Government Code 54957

PUBLIC EMPLOYMENT, District Superintendent

G. RETURN TO OPEN SESSION *at 5:06pm*

H. REPORT OUT FROM CLOSED SESSION

CHAMPION: The board will continue to advertise and interview for the District Superintendent position until filled.

I. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on **June 21**, 2023, at Downieville School, 130 School St, Downieville CA 95936 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.

J. ADJOURN

CHAMPION adjourned the meeting at 5:10pm.

Dorie Gayner,
Clerk

Andrea Ceresola,
Interim District Superintendent

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD
Closed Session Reporting Form

DATE: June 15, 2023

CLOSED SESSION BEGAN AT: 4:30 P.M.

BOARD MEMBERS PRESENT:

 Patty Hall Annie Tipton Christina Potter Kelly Champion Dorie Gayner

OTHERS PRESENT:

- James Berardi, Superintendent
- Nona Griesert, Director of Business Services
- _____
- _____

I. SESSION TOPIC(S): Hiring a superintendent, interim, continue to fly position.

<p>Item #1—Government Code 54957 PUBLIC EMPLOYMENT, District Superintendent</p> <p>RESULT:</p> <p><input 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 _____ TIPTON _____ POTTER _____ CHAMPION _____ GAYNER _____</p> <p>_____</p>
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II. ENDED CLOSED SESSION AT 5:06 P.M. AND RETURNED TO OPEN SESSION

PRESIDED BY: Kelly Champion RECORDED BY: Dorie Gayner
Kelly Champion, PRESIDENT Dorie Gayner, CLERK

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

June 21, 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.

A. CALL TO ORDER

President KELLY CHAMPION called the meeting to order at 5:09pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall, Area 1
Area 2: Annie Tipton (Vice President)
Area 4: Kelly Champion (President)
Area 5: Dorie Gayner (Clerk)*

ABSENT: *Area 3: Christina Potter*

C. APPROVAL OF AGENDA

*GAYNER/HALL
4/0*

D. PUBLIC COMMENT FOR CLOSED SESSION

None

E. CLOSED SESSION

The Board of Trustees, ~~Superintendent James Berardi~~ and Director of Business Services Nona Griesert moved into Closed Session at 5:10pm to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator for the Board: James Berardi, Superintendent

Employee Organizations:

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

2. Government Code 54957

PUBLIC EMPLOYMENT, District Superintendent

F. RETURN TO OPEN SESSION at 5:40pm and ADJOURN FOR BREAK

G. 6:04PM – RECONVENE

H. FLAG SALUTE

I. REPORT OUT FROM CLOSED SESSION

TIPTON: Received an update from GRIESERT on the May Revise to see if it was pertinent to negotiations. Discussed the District Superintendent position.

J. PRESENTATIONS

1. Team One Networking – phones, speakers, bell systems
Presentation by Stryder Inpyn
2. Sierra Nevada Children’s Services (SNCS) – Universal PreKindergarten grants
Presentation by Jessica Norman

K. INFORMATION ITEMS

1. Superintendent’s Report
 - a. SCOE Personnel Items:
 1. Acceptance of resignation for Hayley Price, Instructional Aide, Loyalton Elementary School, .67 FTE (4 hours/day), effective June 9, 2023
 2. Acceptance of resignation for Andy Genasci, Instructional Aide, Loyalton High School, .71 FTE (4.25 hours/day), effective June 9, 2023
2. Business Report
 - a. Letter from the California Department of Education confirming positive certification for the 2022-2023 Second Interim Reports
 - b. Account Object Summary-Balance from 07/01/2022 to 05/31/2023
 1. SCOE
 2. SPJUSD
 - c. Ninth Month SPJUSD Enrollments for the 2022-2023 School Year
 - d. Tenth Month SPJUSD Enrollments for the 2022-2023 School Year
3. Staff Reports
 - a. SCOE
SELPA—BETHKE: I’m here for questions on the SELPA Annual Budget and Service Plan coming up later on the agenda.
ADULT ED—JACKSON: Not present
 - b. SPJUSD
LES—CERESOLA: We had a ton of great things happening towards the end of the year. Finished out State testing, music performances held and all of our fun end-of-year activities. Our annual Olympics event was huge and went really well. Spelling Bee and 6th Grade Promotion held. The year really ended well. We’re excited for next year, and have everyone (staff) returning.
LHS & SP—MESCHERY: We had a terrific end to the school year. Four graduates from Sierra Pass. LHS had a lot of celebrations – sports banquet, FFA banquet, senior awards banquet. A huge thank you to our community organizations! This year seniors were awarded over \$66K in local scholarships. Excited to have all of our teachers returning next school year. We are looking for Instructional Aides for open positions. Bleachers and front door projects will be worked on over the summer. Prepping schedule for next school year. Looking forward to Prop 28 money helping to fund a full-time music teacher if approved.
DES & DHS—ROBIN BOLLE: We had a nice awards ceremony the week before school ended. Some different field trips held for some of the kids. Had a great performance by elementary students down at the theatre. The graduation

ceremony was really nice for seniors. Working on the school building and the grounds – new shed from Sierra Schools Foundation for the garden program.

4. SPTA Report

PRESIDENT—PETTERSON: SPTA wishes everybody a happy and restful summer. Negotiations were postponed at the end of this year and we look forward to getting back to that when we return in August.

5. Committee/Board Member Reports

HALL: Thank you to everyone who made the Downieville graduation so awesome. This year reminded me how much the kids give back to the community through senior projects and other ways.

TIPTON: I attended some of the end-of-year activities in Loyalton. The senior class was phenomenal in everything I saw – kudos to the students and their educators.

GAYNER:

-Budget Committee: Meeting next week Tuesday.

-Facilities Committee: As soon as we have leadership in place again it will be easier to figure out how to fulfill all of the facility needs.

CHAMPION:

-Facilities Committee: Still working out the kinks – need help with getting estimates on the list of facility needs.

-Budget Committee: Trying to keep up with meeting monthly.

-I did a two-day grant workshop with one of my jobs and it was really good information. We'll see how we can support Amanda Wattenburg in her work (on grant writing for the District).

-LHS graduates: Helped with judging senior projects and participated in the graduation ceremony. It was a neat experience knowing many of these kids since they were little.

-Have been doing a lot of work on the continued search for a District Superintendent.

6. Public Comment

Megan Meschery—Sierra Schools Foundation: Update on grant awards from the Spring Grant Cycle. Awarded \$15K in educator grants and school grants for 2023-24 between Loyalton and Downieville.

L. CONSENT CALENDAR

HALL motioned to approve items 1-5. Second by TIPTON.

4/0

1. Approval of minutes for the Regular Joint Meeting held May 09, 2023
2. Approval of minutes for the Special Joint Meeting held May 19, 2023
3. Approval of minutes for the Special District Meeting held May 26, 2023
4. Approval of Board Report-Checks Dated 05/01/2023 through 05/31/2023
 - a. SCOE
 - b. SPJUSD
5. Authorization to submit 2022-2023 Consolidated Application
 - a. SCOE
 - b. SPJUSD

Items 6 and 7 postponed.

6. Authorization to enter into a Memorandum of Understanding between Sierra County Office of Education and Sierra-Plumas Joint Unified School District, Contract 2024-001C
7. Authorization to enter into a Memorandum of Understanding between Sierra-Plumas Joint Unified School District and Sierra County Office of Education, Contract 2024-001D

GAYNER motioned to approve item 8. Second by TIPTON.

4/0

8. Approval of agreement with the County of Sierra for the 2023-2024 Fiscal Year for Friday Night Live services, Contract No. 2024-002C

TIPTON motioned to approve items 9-11. Second by HALL.

4/0

9. Authorization for Superintendent to enter into agreement with School Services of California for the 2023-2024 Fiscal Year, Contract 2024-002D
10. Approval of the California Interscholastic Federation Representatives for the 2023-2024 School Year
11. Approval of the following SPJUSD Personnel Items:

a. Assignment of the following:

1. Sara Kernitz, Cook, Downieville School, .68 FTE (5.4 hours/day), effective August 23, 2023
2. 2023-2024 Extra Duty Athletic stipend positions
3. Robin Bolle, 2023-2024 Non-Athletic Extra Duty, WASC Lead (Maintenance Year), Downieville School
4. Emma Shaffer, 2023-2024 Non-Athletic Extra Duty, Site Technology Coordinator, Loyalton High School

b. Increase FTE for the following:

1. Brian Devlin, Plant Maintenance Worker, Loyalton Elementary School, increase from .50 FTE to 1.0 FTE (adding Loyalton High School hours), effective July 1, 2023
2. Taya Hernandez, Instructional Aide, Loyalton Elementary School, from .58 FTE to .63 FTE (adding 15 minutes per day), effective August 23, 2023
3. Annie Siqueido, Instructional Aide, Loyalton Elementary School, from .75 FTE to .83 FTE (adding 30 minutes per day), effective August 23, 2023

M. ACTION ITEMS

1. Old Business

DISTRICT

- a. Updated quotes from Team One Networking

TIPTON motioned to approve quote SI-20230607-1030 (\$76K).

Second by GAYNER.

4/0

2. New Business

COUNTY

- a. Approval of the 2023-2024 Local Control and Accountability Plan

TIPTON/GAYNER

4/0

PUBLIC HEARING – SELPA

- b. Public Hearing *opened at 7:00pm* to receive public comment on the 2023-2024 Sierra County SELPA Annual Service and Budget Plan (item c). *Overview given by BETHKE. Closed at 7:03pm with no comment.*
- c. Approval of the 2023-2024 Sierra County SELPA Annual Budget and Service Plan
TIPTON/GAYNER
4/0

PUBLIC HEARING – SCOE Budget

- d. Public Hearing *opened at 7:04pm* to receive public comment on the 2023-2024 SCOE Budget (item e). *Overview given by GRIESERT. Closed at 7:06pm with no comment.*
- e. Approval of the 2023-2024 Budget and the Criteria and Standards Report
TIPTON/HALL
4/0

DISTRICT

PUBLIC HEARING – SPJUSD Budget

- f. Public Hearing *opened at 7:07pm* to receive public comment on the 2023-2024 SPJUSD Budget (item g). *Overview given by GRIESERT.*

TIPTON: The Legislature hasn't approved Forest Reserves, but that's not to say that there's no chance for it in future years, correct?

GRIESERT: We used to get millions each year. Forest Reserves were set up to supplement districts that don't get as much revenue from property taxes, but over the years Forest Reserves have continued to get cut. Now it's to the point where Legislature will only approve a year or two at a time, or sometimes not at all and it's been cut down to where we will only get about \$300-\$340K the next year or two if approved.

CHAMPION: There is a lot of one-time funding listed. It appears we would have been in this position sooner if not for these one-time funds that will be going away. Fund 40 – \$750K annually going for Deferred Maintenance and/or Capital Improvement Assignments. If we removed this, it would significantly help with the deficit spending, but we wouldn't make any progress on facility goals. I tend to want to have a longer look at budgets, especially one that has these kinds of troubles, but I understand budgets can be amended?

GRIESERT: One-time funding has helped us over the last couple of years along with funding based on the 2019-20 ADA numbers, but that will not be the case going into 2023-24. Enrollment and ADA have dropped since 2019-20. Fund 40, if you want to reverse the \$750k allotment, we can make amendments and changes at First Interim to look at reducing the deficit spending pattern further, but we must have an approved budget by July 1st in order to pay bills.

Public Hearing closed at 7:19pm.

- g. Approval of the 2023-2024 Budget and the Criteria & Standards Report
TIPTON/HALL
4/0

- h. Appointment of an Interim District Superintendent (*effective July 1, 2023*)
TIPTON motioned to appoint Andrea Ceresola. Second by HALL.
4/0
- i. Adoption of Resolution No. 23-007D, Authorize transfer of funds to Special Fund 40
HALL/GAYNER
ROLL CALL VOTE:
HALL – AYE
TIPTON – NO
CHAMPION – AYE
GAYNER – AYE
3/1
- j. Authorization to fill Music Teacher, Loyalton, 1.0 FTE – contingent on available funding:
GAYNER/TIPTON
3/1 (HALL)
 - 1. Prop 28 – anticipated \$49,193
 - 2. Musica Sierra letter of commitment, 15% years 1-2, 17% years 3-5
 - 3. Sierra Schools Foundation letter of commitment, 10% for 5 years
 - 4. Sierra County Arts Council letter of commitment, 2% for 2 years
 - 5. SPJUSD contribution to health & welfare benefits capped at \$17,536.60
- k. Approval to add EMT and EMR courses offered by Sierra County School for Adults for High School credit
GAYNER/TIPTON
4/0

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.”

From January 2023

GAYNER motioned to approve l-m as presented. Second by HALL.
4/0

- l. 9220—Governing Board Elections
 - 1. Board Bylaw, *revisions*
- m. 9223—Filling Vacancies
 - 1. Board Bylaw, *revisions*

Annual Review 2023

GAYNER motioned to approve n-o with no changes. Second by HALL.
4/0

- n. 5116.1—Intradistrict Open Enrollment
 - 1. Board Policy, *annual review*
 - 2. Administrative Regulation, *annual review*
 - 3. Exhibit (1), *annual review*
 - 4. Exhibit (2), *annual review*

- o. 6145—Extracurricular and Cocurricular Activities
 - 1. Board Policy, *annual review*
 - 2. Administrative Regulation, *annual review*

N. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting **may be held on July 11th or 19th**, 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
 - MOUs between SCOE and SPJUSD*

O. ADJOURN

CHAMPION adjourned the meeting at 7:43pm.

James Berardi,
County Superintendent

Andrea Ceresola,
Interim District Superintendent

Dorie Gayner, Clerk

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

DATE: June 21, 2023

CLOSED SESSION BEGAN AT: 5:10 P.M.

BOARD MEMBERS PRESENT:

Patty Hall Annie Tipton Christina Potter Kelly Champion Dorie Gayner

OTHERS PRESENT:

- James Berardi, Superintendent
 Nona Griesert, Director of Business Services

I. SESSION TOPIC(S):

<p>Item #1—Government Code 54957.6 CONFERENCE WITH LABOR NEGOTIATORS Agency Negotiator for the Board: James Berardi, Superintendent Employee Organizations: Unrepresented Employees: Superintendent Sierra-Plumas Teachers' Association Classified Employees Confidential Employees Administrative Employees</p> <p>RESULT: <input type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT <input checked="" type="checkbox"/> THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN. <input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN: HALL _____ TIPTON _____ POTTER _____ CHAMPION _____ GAYNER _____</p> <hr/> <p>Item #2—Government Code 54957 PUBLIC EMPLOYMENT, District Superintendent</p> <p>RESULT: <input type="checkbox"/> DIRECTION WAS GIVEN TO SUPERINTENDENT <input checked="" type="checkbox"/> THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN. <input type="checkbox"/> A ROLL CALL VOTE WAS TAKEN: HALL _____ TIPTON _____ POTTER _____ CHAMPION _____ GAYNER _____</p>
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II. ENDED CLOSED SESSION AT 5:40 P.M. AND RETURNED TO OPEN SESSION

PRESIDED BY: Kelly Champion
Kelly Champion, PRESIDENT

RECORDED BY: Dorie Gayner
Dorie Gayner, CLERK

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00016645	06/12/2023	ALHAMBRA	11-4330	WATER SERVICE		32.96
00016646	06/12/2023	KIMBERLY ASKEW	01-5200	AIRLINE/PER DIEM	93.00	
				MILEAGE	166.37	259.37
00016647	06/12/2023	AT&T	11-5900	PHONE		144.37
00016648	06/12/2023	FIRST-CITIZENS BANK & TRUST	01-5900	PHONE SYSTEM/MAINTENANCE		640.92
00016649	06/12/2023	DONALD BERGSTROM	01-5810	SPED BUILDING CLEANING	1,925.00	
			01-5899	GROUNDS MAINTENANCE	35.00	
			11-5500	GROUNDS MAINTENANCE	35.00	1,995.00
00016650	06/12/2023	CDE CASHIER'S OFFICE	01-5810	UNSPENT FUNDS 20-21/21-22		6,424.85
00016651	06/12/2023	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		5,733.55
00016652	06/12/2023	DFA-ACTUARIES, LLC	01-5810	ACTUARIALS		3,750.00
00016653	06/12/2023	EAGLE LAKE PLUMBING	11-6200	SEWER LINE INSTALL		14,143.30
00016654	06/12/2023	JAMES MORANTE DBA ENGAGE! STRATEGIES	01-5810	SBHIP CONSULTING SERVICES		6,000.00
00016655	06/12/2023	JULIE HAMMOND, DPT FEATHER RIVER PHYSICAL THERAPY	01-5810	PHYSICAL THERAPY SERVICES		2,391.19
00016656	06/12/2023	GRANT WRITING USA	11-5200	REGISTRATION		445.00
00016657	06/12/2023	KELLI GROCK	01-5810	COUNSELING SERVICES		4,598.00
00016658	06/12/2023	JUNE RAKESTRAW	01-5200	STUDENT FIELD TRIP		319.54
00016659	06/12/2023	DONITA KING	01-5810	COUNSELING SERVICES		2,006.40
00016660	06/12/2023	LYNNE KOELLER	01-5810	CONTRACTED SERVICES		1,098.25
00016661	06/12/2023	LASSEN COUNTY OFFICE OF EDUCATION	01-5810	ADAPTIVE PE SERVICES		534.92
00016662	06/12/2023	LAUREN JONES BEHAVIORAL CONSULTANT	01-5810	BEHAVIORAL CONSULTANT		10,285.71
00016663	06/12/2023	LIBERTY UTILITIES CPEC	01-5500	ELECTRICAL SERVICE	890.10	
			11-5500	ELECTRICAL SERVICE	149.28	1,039.38
00016664	06/12/2023	MASTERCRAFT HARDWOOD LUMBER INC.	01-4300	SHOP SUPPLIES	535.43	
				Unpaid Sales Tax	37.75-	497.68
00016665	06/12/2023	NATIONAL ASSOCIATION OF EMS EDUCATORS	11-5200	REGISTRATION		1,495.00
00016666	06/12/2023	NCS PEARSON, INC.	01-4300	KTEA-3 FORM		132.35
00016667	06/12/2023	PLUMAS-SIERRA TELECOMMUNICATIONS	11-5600	BROADBAND SERVICE		109.00
00016668	06/12/2023	UBEO WEST LLC	11-5600	COPIER/MAINTENANCE		49.51
00016669	06/12/2023	RESOLVE TECHNOLOGY GROUP, INC.	01-5810	TECHNOLOGY ASSISTANCE		2,406.25
00016670	06/12/2023	RIVERSIDE INSIGHTS	01-4300	COGNITIVE TESTS		420.47
00016671	06/12/2023	SCHOOL SERV OF CALIFORNIA INC.	01-5200	WORKSHOP REGISTRATIONS	68.75	
			01-5899	WORKSHOP REGISTRATIONS	206.25	275.00
00016672	06/12/2023	LARAIN SEI	01-5200	MILEAGE	85.15	
			01-5899	MILEAGE	255.45	340.60
00016673	06/12/2023	SIERRA VALLEY HOME CENTER	01-4300	SHOP SUPPLIES		1,005.50

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00016674	06/12/2023	SISKIYOU COUNTY OFFICE OF EDUCATION	01-5300	COALITION DUES		1,928.66
00016675	06/12/2023	CORINA TIDWELL	11-4300	REIMBURSEMENT		120.94
00016676	06/12/2023	TINYEYE THERAPY SERVICES	01-5899	THERAPY SERVICES		5,311.20
00016677	06/12/2023	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	1,661.00	
			76-9576	HEALTH INSURANCE	22,051.60	23,712.60
00016678	06/12/2023	U.S. BANK	01-5200	AIRLINE/PER DIEM	270.00	
			01-5899	WASC VISIT	1,615.67	
			11-4300	NEW BUILDING SUPPLIES	25.96	1,911.63
00016679	06/12/2023	U.S. BANK VOYAGER	01-4300	FUEL EXPENSE	310.26	
			01-5899	FUEL EXPENSE	164.27	
			11-5200	FUEL EXPENSE	39.33	513.86
00016680	06/26/2023	AMAZON CAPITAL SERVICES	01-4300	HOMELESS STUDENT SUPPLIES		64.36
00016681	06/26/2023	MEGAN ANDALUZ	01-5810	TRANSPORTATION REIMBURSE		325.35
00016682	06/26/2023	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		2,580.00
00016683	06/26/2023	EDWARDS, STEVENS AND TUCKER, LLP	01-5801	LEGAL FEES		177.00
00016684	06/26/2023	INTERMOUNTAIN DISPOSAL, INC.	11-5500	GARBAGE SERVICE		32.04
00016685	06/26/2023	KEENAN & ASSOCIATES	01-2200	OVER PAYMENT		871.75
00016686	06/26/2023	DONITA KING	01-5810	COUNSELING SERVICES		1,003.20
00016687	06/26/2023	LASSEN COUNTY OFFICE OF EDUCATION	01-5810	ADAPTIVE PE SERVICES		534.92
00016688	06/26/2023	PLUMAS RURAL SERVICES	01-5810	TRANSITIONAL SERVICES		1,877.50
00016689	06/26/2023	PRESENCELEARNING, INC.	01-5810	PRESENCE LEARNING		7,416.20
00016690	06/26/2023	REMSA CENTER FOR INTEGRATED HEALTH CARE & COMMUNITY EDU	11-4300	CPR CARDS		527.00
00016691	06/26/2023	RENO PRINT STORE	01-4300	LAST DAY OF SCHOOL EVENT	2,177.36	
				Unpaid Sales Tax	29.36-	2,148.00
00016692	06/26/2023	SCHOOL SERV OF CALIFORNIA INC.	01-5200	WORKSHOP REGISTRATIONS	73.75	
			01-5899	WORKSHOP REGISTRATIONS	221.25	295.00
00016693	06/26/2023	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		143.05
00016694	06/26/2023	U.S. BANK	01-4300	ADOBE SUBSCRIPTION	239.88	
				MUSIC TUPE T-SHIRTS	3,086.23	
			01-4400	REPLACEMENT MONITOR	665.65	
			01-5200	PER DIEM/TRAVEL	489.96	
				STAFF MEETING LUNCH	137.72	
			01-5810	TUPE END OF YEAR EVENT	3,791.00	
			11-4300	EMBOSSING STAMP	104.29	
				GRAD SUPPLIES	82.59	
				INSTRUCTIONAL SUPPLIES	345.35	

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00016694	06/26/2023	U.S. BANK	11-5200	REFRESHMENTS FOR TRAINING	502.49	
			11-9500	CAR WASHING	16.00	
				Unpaid Sales Tax	7.05-	9,454.11
00016695	06/26/2023	WENDY CHURCH-BERGSTROM	11-5200	PER DIEM		22.00
Total Number of Checks					51	129,544.44

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	40	89,145.59
11	ADULT EDUCATION	16	18,421.41
76	Payroll Clearing	1	22,051.60
Total Number of Checks		51	129,618.60
Less Unpaid Sales Tax Liability			74.16
Net (Check Amount)			129,544.44

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Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086125	06/12/2023	AMAZON CAPITAL SERVICES	01-4300	CLASSROOM AND WASC ORIENTATION BINDERS	152.31	
				CLASSROOM SUPPLIES	27.86	
				HOMELESS STUDENT SUPPLIES	53.50	
				INSTRUCTION SUPPLIES	166.37	
				Supplies		
			01-4305	DIPLOMA & COVER	18.16	
			01-4320	BLINDS	48.25	
				CIRCUIT BREAKER	158.70	
				EMERGENCY PERSONAL	114.83	
				HYDRATION STATIONS	170.52	
				maintance	89.00	
			01-4330	Medical Supplies	116.14	
				nursing supplies	91.52	
				Office supplies	257.12	
				Supplies	75.82	1,540.10
00086126	06/12/2023	AMERIGAS	01-5540	PROPANE	1,660.78	
			01-5899	PROPANE	431.54	2,092.32
00086127	06/12/2023	AT&T	01-5890	PHONE SERVICES	50.87	
			01-5899	PHONE SERVICES	24.27	
			01-5910	PHONE SERVICES	553.47	628.61
00086128	06/12/2023	JAMES BERARDI	01-5200	MILEAGE		129.69
00086129	06/12/2023	CARA BOWLING	01-5890	MHSSA GRANT SERVICES		1,251.30
00086130	06/12/2023	BRADY INDUSTRIES	01-4320	Floor Wax and Finish		940.55
00086131	06/12/2023	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00086132	06/12/2023	BUREAU OF EDUCATION & RESEARCH ATTN: ACCOUNTS RECEIVABLE	01-5200	BLOCK SCHEDULE TRAINING		279.00
00086133	06/12/2023	BURNETT ELECTRIC	01-6200	BLEACHER/DOOR ELECTRICAL		4,980.19
00086134	06/12/2023	CALIFORNIA AGRICULTURAL TEACHERS' ASSN.	01-5200	Summer Conference		550.00
00086135	06/12/2023	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	4,181.19	
			01-5899	WATER AND SEWER - LOYALTON SITES	250.86	4,432.05
00086136	06/12/2023	COLLEGE BOARD	01-5890	AP Exams		4,447.00
00086137	06/12/2023	COYOTE HOME INSPECTIONS, LLC	01-5890	MOLD INSPECTION		580.00
00086138	06/12/2023	DECKER EQUIPMENT	01-4320	Locker parts		206.51
00086139	06/12/2023	DFA-ACTUARIES LLC	01-5890	ACTUARIAL VALUATION/DISCLOSURE		3,750.00
00086140	06/12/2023	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		876.45
00086141	06/12/2023	FEATHER RIVER OFFICIALS ASSN.	01-5800	Football Officials		1,310.00
00086142	06/12/2023	GREENHORN RANCH	01-5890	EVERY 15 MINUTES LODGING		1,680.00

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086143	06/12/2023	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00086144	06/12/2023	JOANNA HAUG	01-4305	FIELD TRIP SUPPLIES		537.62
00086145	06/12/2023	HMR ARCHITECTS	01-6200	BLEACHER PROJECT		480.00
00086146	06/12/2023	JOSTENS	01-4305	DIPLOMAS/COVERS	51.05	
			01-5890	Diplomas & Covers	171.81	222.86
00086147	06/12/2023	LES SCHWAB TIRE CENTER	01-4350	Vehicle Maintenance		76.65
00086148	06/12/2023	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	7,495.59	
			01-5899	ELECTRIC - LOYALTON SITES	207.69	7,703.28
00086149	06/12/2023	LOYALTON BOOSTER CLUB	01-4305	FUEL REIMBURSEMENT		345.72
00086150	06/12/2023	SARAI MENDOZA	01-5200	MILEAGE		66.16
00086151	06/12/2023	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		1,376.46
00086152	06/12/2023	NEVADA POWER PRODUCTS, INC	01-4320	TRACTOR WATER PUMP		327.18
00086153	06/12/2023	BCM ONE	01-5899	PHONE SERVICES	26.35	
			01-5910	PHONE SERVICES	395.26	421.61
00086154	06/12/2023	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	147.31	
			13-4700	CAFE FOOD/SUPPLIES	2,171.40	2,318.71
00086155	06/12/2023	ODP BUSINESS SOLUTIONS LLC	01-4301	Supplies	39.62	
			01-4302	office supplies	830.99	
				Supplies	557.34	
			01-4330	OFFICE SUPPLIES	189.73	
				Supplies	19.69	
			01-5899	OFFICE SUPPLIES	63.24	1,700.61
00086156	06/12/2023	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		3,871.73
00086157	06/12/2023	RESERVE ACCOUNT PITNEY BOWES	01-5899	POSTAGE	600.00	
			01-5900	POSTAGE	1,800.00	2,400.00
00086158	06/12/2023	UBEO WEST LLC	01-5600	COPIER MAINT.	369.85	
			01-5899	COPIER MAINT.	75.51	445.36
00086159	06/12/2023	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		91.20
00086160	06/12/2023	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00086161	06/12/2023	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE		27.45
00086162	06/12/2023	SIERRA HARDWARE	01-4320	Misc Maintenance supplies		214.75
00086163	06/12/2023	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	108.72	
			01-4305	Sand	92.11	
			01-4320	MAINT. SUPPLIES	344.06	
				MAINT/CUSTODIAL SUPPLIES	82.26	
			01-6200	GARDEN GRANT SUPPLIES	583.79	

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086163	06/12/2023	SIERRA VALLEY HOME CENTER	01-6200	PRE-HUNG DOORS	1,673.08	2,884.02
00086164	06/12/2023	STAPLES ADVANTAGE	01-4330	OFFICE SUPPLIES	146.42	
			01-5899	OFFICE SUPPLIES	48.81	195.23
00086165	06/12/2023	SYSCO SACRAMENTO	13-4340	CAFETERIA - FOOD AND SUPPLIES	443.05	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	3,008.15	3,451.20
00086166	06/12/2023	TERMINIX PROCESSING CENTER	01-5890	PEST CONTROL -LES/LHS		158.00
00086167	06/12/2023	THOMPSON GARAGE DOORS	40-6200	EXTERIOR DOOR - FOOTBALL STORAGE		2,981.00
00086168	06/12/2023	TRI COUNTY SCHOOLS INS. GR.	01-9535	HEALTH INSURANCE	7,620.24	
			76-9576	HEALTH INSURANCE	73,309.12	80,929.36
00086169	06/12/2023	U.S. BANK	01-4300	EPOXY	304.24	
				INSTRUCTIONAL SUPPLIES	30.86	
				MICROSOFT OFFICE	160.86	
				SHOP SUPPLIES	123.49	
			01-4320	Directional Switch	85.92	
				Replacement Lens	261.58	
				Supplies	468.21	
			01-4330	ADOBE PRO SUBSCRIPTION	11.24	
			01-4350	FUEL FOR MAINT.	82.96	
			01-5200	SCIENCE FAIR	500.00	
			01-5890	Chairs for Graduation	95.00	
				ZOOM SUBSCRIPTION	216.02	
			01-5899	ADOBE PRO SUBSCRIPTION	3.75	
				MICROSOFT OFFICE	613.32	
				Unpaid Sales Tax	20.02-	2,937.43
00086170	06/12/2023	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	155.44	
			01-5900	CELL PHONE SERVICE	228.06	
			01-5910	CELL PHONE SERVICE	362.32	745.82
00086171	06/12/2023	U.S. BANK VOYAGER	01-4305	FIELD TRIP FUEL	252.93	
				FUEL FOR ATHLETIC TRIPS	2,144.92	
			01-4351	BUS FUEL	2,061.52	
				Fuel for Maintenance	407.12	
			01-5200	FUEL FOR FFA	170.06	5,036.55
00086172	06/12/2023	WASHOE COUNTY SCHOOL DISTRICT	01-7110	2021-22 TUITION	2,103.83	
			01-9510	2021-22 TUITION	104,450.00	106,553.83
00086173	06/26/2023	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		309.98
00086174	06/26/2023	AMAZON CAPITAL SERVICES	01-4302	office supplies	14.26	
			01-4305	DIPLOMA & COVER	11.31	

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086174	06/26/2023	AMAZON CAPITAL SERVICES	01-4330	office supplies	2.10	27.67
00086175	06/26/2023	MEGAN ANDALUZ	01-5200	PER DIEM/PARKING		226.70
00086176	06/26/2023	AT&T	01-5890	PHONE SERVICES	47.43	
			01-5899	PHONE SERVICES	22.75	
			01-5910	PHONE SERVICES	527.90	598.08
00086177	06/26/2023	CARA BOWLING	01-5890	MHSSA GRANT SERVICES		1,222.20
00086178	06/26/2023	BURNETT ELECTRIC	01-6200	BLEACHER/DOOR ELECTRICAL		1,660.07
00086179	06/26/2023	COMMERCIAL APPLIANCE SERVICE	13-4400	DISPOSAL INSTALL/REPAIR	4,783.64	
			13-5600	DISPOSAL INSTALL/REPAIR	1,491.97	
				WALK-IN FREEZER REPAIR	1,573.77	7,849.38
00086180	06/26/2023	EDWARDS, STEVENS AND TUCKER, LLP	01-5810	SUPT CONTRACT		1,091.50
00086181	06/26/2023	MAUL FOSTER & ALONGI, INC	01-5890	REDISTRICTING		1,285.00
00086182	06/26/2023	STACEY HOOD	01-5890	U-Haul Rental Grad chairs		164.69
00086183	06/26/2023	JOSTENS	01-5890	Diplomas & Covers		291.45
00086184	06/26/2023	K 12 MANAGEMENT DBA FUELED	01-5890	ONLINE/ISP COURSES		350.00
00086185	06/26/2023	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		163.17
00086186	06/26/2023	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		117.80
00086187	06/26/2023	NEVADA POWER PRODUCTS, INC	01-4320	MOWER PARTS		211.97
00086188	06/26/2023	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		3,605.83
00086189	06/26/2023	PROMEVO, LLC	01-4300	CHROMEBOOKS		10,339.00
00086190	06/26/2023	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	617.06	
			01-5899	GARBAGE SERVICE	11.76	628.82
00086191	06/26/2023	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES	496.66	
			13-4340	BANK SERVICE FEES	10.65	507.31
00086192	06/26/2023	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		243.00
00086193	06/26/2023	U.S. BANK	01-4300	STAFF GOWNS	552.88	
			01-4301	Kiln Element	150.00	
			01-4320	Flags	86.56	
				Sprinkler	634.52	
			01-4330	ADOBE PRO SUBSCRIPTION	22.48	
			01-4350	FUEL FOR MAINT.	196.00	
				WINDSHIELD REPLACEMENT	771.16	
			01-5200	PER DIEM/PARKING	19.00	
				science training	35.00	
			01-5890	U-Haul Rental Grad chairs	234.81	
				ZOOM SUBSCRIPTION	132.24	
			01-5899	ADOBE PRO SUBSCRIPTION	7.50	2,842.15

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ESCAPE ONLINE

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086194	06/26/2023	UNITED RENTALS (NORTH AMERICA), INC.	01-6400	Scissor Lift		13,312.94
00086195	06/26/2023	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	155.44	
			01-5900	CELL PHONE SERVICE	228.06	
			01-5910	CELL PHONE SERVICE	879.31	1,262.81
00086196	06/26/2023	AMANDA WATTENBURG	01-5200	MILEAGE		64.19
00086197	06/26/2023	WHITE'S SIERRA STATION, INC	01-5200	SUPT INTERVIEWS		163.65
Total Number of Checks					73	307,202.42

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	67	215,762.75
13	Cafeteria Fund	6	15,169.57
40	Special Reserve for Capital Ou	1	2,981.00
76	Warrant/Pass Through (payroll)	1	73,309.12
Total Number of Checks		73	307,222.44
Less Unpaid Sales Tax Liability			20.02
Net (Check Amount)			307,202.42

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ESCAPE ONLINE

SIERRA COUNTY OFFICE OF EDUCATION

PO Box 955, 109 Beckwith Rd
Loyalton CA 96118
Office: 530-993-1660
Fax: 530-993-0828

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

To: James Berardi
County Superintendent

Person completing this form: Kristie Jacobsen
Administrative Assistant to the Superintendent

2022-2023 School Year

Quarterly Report Submission Date: October 2022 (Jul-Aug-Sep)
 January 2023 (Oct-Nov-Dec)
 April 2023 (Jan-Feb-Mar)
 July 2023 (Apr-May-Jun)

Date for information to be reported publicly at a governing board meeting:
July 11, 2023

Please check the box that applies:

- No complaints were filed with any school in the County during the quarter indicated above.
- Complaints were filed with schools in the County during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Signature of County Superintendent

Date

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

PO Box 955, 109 Beckwith Rd
Loyalton CA 96118
Office: 530-993-1660
Fax: 530-993-0828

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

To: Andrea Ceresola
Interim District Superintendent

Person completing this form: Kristie Jacobsen
Administrative Assistant to the Superintendent

2022-2023 School Year

Quarterly Report Submission Date: October 2022 (Jul-Aug-Sep)
 January 2023 (Oct-Nov-Dec)
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Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Signature of Interim District Superintendent

Date

**AGREEMENT BETWEEN
SIERRA-PLUMAS JOINT SCHOOL DISTRICT
AND
EINEN M. GRANDI**

This Agreement is effective on July 1, 2023, between the Sierra-Plumas Joint Unified School District, hereinafter referred to as "DISTRICT," with principle offices located at 109 Beckwith Road, Loyalton, California, and EINEN M. GRANDI, referred to herein as "CONTRACTOR."

Recitals

- A. DISTRICT owns property consisting of about 13.29 acres, APN# 016-020-0520, in Sierra County, California, more particularly described in Exhibit A, attached to this lease and made a part of it.
- B. The property is currently unimproved land, covered by a Land Conservation Act or Farmland Security Zone contract, zoned Agriculture by Sierra County.
- C. DISTRICT and CONTRACTOR desire to encompass share cropping for the purpose of growing hay crops.

For the reasons above stated, and in consideration of the covenants contained in this agreement, the parties agree as follows:

OPERATIVE PROVISIONS

1. CONTRACTOR'S RESPONSIBILITY.

CONTRACTOR shall provide all labor and costs associated with farming the land to grow said crop, including, but not limited to, seed, fertilizer, herbicides, disking, harrowing, planting, spraying, and the costs of harvesting said crop such as cutting, raking, baling and hauling.

CONTRACTOR shall furnish all equipment, and other materials, which may be required to harvest the undeveloped agricultural pursuant to this Agreement.

2. DISTRICT'S RESPONSIBILITY.

Provide the farm ground for growing the crop, generally alfalfa, and irrigation.

3. TERM.

Commencement Date: July 1, 2023

Termination Date: June 30, 2028

5. ADDITIONAL PROVISIONS.

Those additional provisions unique to this Agreement are set forth in Attachment "A".

6. GENERAL PROVISIONS.

The general provisions set forth in Attachment "B" are part of this Agreement. Any inconsistency between said general provisions and any other terms or conditions of this Agreement shall be controlled by the other terms or conditions insofar as the latter are inconsistent with the general provisions.

7. DESIGNATED REPRESENTATIVES.

Andrea Ceresola, Interim Superintendent is the designated representative of the DISTRICT and appoints DISTRICT Agricultural Teacher to administer this Agreement for the DISTRICT. Eimen M. Grandi is the authorized representative for CONTRACTOR. Changes in designated representatives shall occur only by advance written notice to the other party.

8. ATTACHMENTS.

All attachments referred to herein are attached hereto and by this reference incorporated herein. Attachments include:

Attachment A - Additional Provisions
Attachment B - General Provisions

9. AGREEMENT DATE. The Agreement Date is July 1, 2023.

ATTACHMENT A
ADDITIONAL PROVISIONS

1. Harvested crops will be split 50/50 between CONTRACTOR and the DISTRICT.
2. Option to renew on a year to year basis at the end of the five-year term.

ATTACHMENT B GENERAL PROVISIONS

1. INDEPENDENT CONTRACTOR. For all purposes arising out of this Agreement, CONTRACTOR shall be an independent contractor and CONTRACTOR and each and every employee, agent, servant, partner, and shareholder of CONTRACTOR (collectively referred to as "The CONTRACTOR") shall not be, for any purpose of this Agreement, an employee of DISTRICT. Furthermore, this Agreement shall not under any circumstance be construed or considered to be a joint powers agreement as described in *Government Code Section 6000, et seq.*, or otherwise. As an independent CONTRACTOR, the following shall apply:

- 1.1 CONTRACTOR shall determine the method, details and means of performing the services to be provided by CONTRACTOR as described in this Agreement.
- 1.2 CONTRACTOR shall be responsible to DISTRICT only for the requirements and results specified by this Agreement and, except as specifically provided in this Agreement, shall not be subject to DISTRICT'S control with respect to the physical actions or activities of CONTRACTOR in fulfillment of the requirements of this Agreement.
- 1.3 CONTRACTOR shall be responsible for its own operating costs and expenses, property and income taxes, workers' compensation insurance and any other costs and expenses in connection with performance of services under this Agreement.
- 1.4 CONTRACTOR is not, and shall not be, entitled to receive from or through DISTRICT, and DISTRICT *shall* not provide or be obligated to provide the CONTRACTOR with workers' compensation coverage, unemployment insurance coverage or any other type of employee or worker insurance or benefit coverage required or provided by any federal, state or local law or regulation for, or normally afforded to, any employee of DISTRICT.
- 1.5 The CONTRACTOR shall not be entitled to have DISTRICT withhold or pay, and DISTRICT shall *not withhold or pay*, on behalf of the CONTRACTOR any tax or money relating to the Social Security Old Age Pension Program, Social Security Disability Program or any other type of pension, annuity or disability program required or provided by any federal, state or local law or regulation for, or normally afforded to, an employee of DISTRICT.
- 1.6 The CONTRACTOR shall not be entitled to participate in, or receive any benefit from, or make any claim against any DISTRICT fringe benefit program including, but not limited to, DISTRICT's pension plan, medical and health care plan, dental plan, life insurance plan, or other type of benefit program, plan or coverage designated for, provided to, or offered to DISTRICT's employees.
- 1.7 DISTRICT shall not withhold or pay on behalf of CONTRACTOR any federal, state or local tax including, but not limited to, any personal income tax owed by CONTRACTOR.
- 1.8 The CONTRACTOR **is**, and at all times during the term of this Agreement shall represent and conduct itself as, an independent CONTRACTOR and not as an employee of DISTRICT.
- 1.9 CONTRACTOR shall not have the authority, express or implied, to act on behalf of, bind or obligate the DISTRICT in any way without the written consent of the DISTRICT.

2. LICENSES, PERMITS, ETC. CONTRACTOR represents and warrants to DISTRICT that it has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONTRACTOR to perform its profession. CONTRACTOR represents and warrants to DISTRICT that CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for CONTRACTOR to perform its profession at the time the services are performed.

3. CHANGE IN STATUTES OR REGULATIONS. If there is a change of statutes or regulations applicable to the subject matter of this Agreement, both parties agree to be governed by the new provisions, unless either party gives notice to terminate pursuant to the terms of this Agreement.
4. TIME. CONTRACTOR shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory performance of CONTRACTOR's obligations pursuant to this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party.
5. INSURANCE.

5.1

Prior to rendering services provided by the terms and conditions of this Agreement, CONTRACTOR shall acquire and maintain during the term of this Agreement insurance coverage through and with an insurer acceptable to DISTRICT, naming the DISTRICT and DISTRICT's officers, employees, as additional insured (hereinafter referred to as "the insurance"). The insurance shall contain the coverage indicated by the checked items below.

- 5.1.1 During the term of this Agreement, CONTRACTOR shall maintain in full force and effect a policy of professional errors and omissions insurance with policy limits of not less than Five Hundred Thousand Dollars (\$500,000) per incident and Five Hundred Thousand (\$500,000) annual aggregate, with deductible or self-insured portion not to exceed Two Thousand Five Hundred Dollars (\$2,500).
- 5.1.2 Comprehensive automobile liability insurance with minimum coverage of One Hundred Thousand Dollars (\$100,000) per occurrence and with not less than Three Hundred Thousand Dollars (\$300,000) on reserve in the aggregate, with combined single limit including owned, non-owned and hired vehicles.
- 5.1.3 Workers' Compensation Insurance coverage for all CONTRACTOR employees and other persons for whom CONTRACTOR is responsible to provide such insurance coverage, as provided by Division 4 and 4.5 of the *Labor Code*.

5.2 The limits of insurance herein shall not limit the liability of the CONTRACTOR hereunder.

5.3 In respect to any insurance herein, if the aggregate limit available becomes less than that required above, other excess insurance shall be acquired and maintained immediately. For the purpose of any insurance term of this Agreement, "aggregate limit available" is defined as the total policy limits available for all claims made during the policy period.

5.4 The insurance shall include an endorsement that no cancellation or material change adversely affecting any coverage provided by the insurance may be made until twenty (20) days after written notice is delivered to DISTRICT.

5.5 Prior to CONTRACTOR rendering services provided by this Agreement, and immediately upon acquiring additional insurance, CONTRACTOR shall deliver a certificate of insurance describing the insurance coverage's and endorsements to:

Sierra-Plumas Joint Unified School District
P.O. Box 955
Loyalton, CA 96118

5.6 CONTRACTOR shall not render services under the terms and conditions of this Agreement unless each type of insurance coverage and endorsement is in effect and CONTRACTOR has delivered the certificate(s) of insurance to DISTRICT as previously described. If CONTRACTOR shall fail to

procure and maintain said insurance, DISTRICT may, but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by CONTRACTOR to DISTRICT upon demand. The policies of insurance provided herein which are to be provided by CONTRACTOR shall be for a period of not less than one year, it being understood and agreed that twenty (20) days prior to the expiration of any policy of insurance, CONTRACTOR will deliver to DISTRICT a renewal or new policy to take the place of the policy expiring.

5.7 Any subcontractors(s), independent contractor(s) or any type of agent(s) performing or hired to perform any term or condition of this Agreement on behalf of CONTRACTOR, as may be allowed by this Agreement (hereinafter referred to as the "SECONDARY PARTIES"), shall comply with each term and condition of this Section 5 entitled "INSURANCE". Furthermore, CONTRACTOR shall be responsible for the SECONDARY PARTIES' acts and satisfactory performance of the terms and conditions of this Agreement.

6. INDEMNITY. CONTRACTOR shall defend, indemnify, and hold harmless DISTRICT, its selected and appointed councils, boards, commissions, officers, agents, and employees from any liability for damage or claims for damage for any economic loss or personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of CONTRACTOR in the performance of services rendered under this Agreement by CONTRACTOR, or any of CONTRACTOR'S officers, agents, employees, contractors, or subcontractors.

7. CONTRACTOR NOT AGENT. Except as DISTRICT may specify in writing, CONTRACTOR shall have no authority, express or implied, to act on behalf of DISTRICT in any capacity whatsoever as an agent. CONTRACTOR shall have no authority, express or implied, pursuant to this Agreement to bind DISTRICT to any obligation whatsoever.

8. ASSIGNMENT PROHIBITED. CONTRACTOR may not assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no legal effect.

9. PERSONNEL. CONTRACTOR shall assign only competent personnel to perform services pursuant to this Agreement. In the event that DISTRICT, in its sole discretion at any time during the term of this Agreement, desires the removal of any person or persons assigned by CONTRACTOR to perform services pursuant to this Agreement, CONTRACTOR shall remove any such person immediately upon receiving written notice from DISTRICT of its desire for removal of such person or persons.

10. STANDARD OF PERFORMANCE. CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONTRACTOR is engaged. All products of whatsoever nature which CONTRACTOR delivers to DISTRICT pursuant to this Agreement shall be prepared in a first class and workmanlike manner and shall conform to the standards of quality normally observed by a person practicing in CONTRACTOR'S profession.

11. POSSESSORY INTEREST. The parties to this Agreement recognize that certain rights to property may create a "possessory interest", as those words are used in the *California Revenue and Taxation Code (107)*. For all purposes of compliance by DISTRICT with Section 107.6 of the *California Revenue and Taxation Code*, this recital shall be deemed full compliance by the DISTRICT. All questions of initial determination of possessory interest and valuation of such interest, if any, shall be the responsibility of the DISTRICT and the contracting parties hereto. A taxable possessory interest may be created by this, if created, and the party in whom such an interest is vested will be subject to the payment of property taxes levied on such an interest.

12. TAXES. CONTRACTOR hereby grants to the DISTRICT the authority to deduct from any payments to CONTRACTOR any DISTRICT imposed taxes, fines, penalties and related charges which are delinquent at the time such payments under this Agreement are due to CONTRACTOR.

13. TERMINATION.

13.1 DISTRICT may terminate this Agreement upon sixty (60) working days written notice to the CONTRACTOR without liability for damages. DISTRICT shall not in any manner be liable for lost profits which might have been made by CONTRACTOR had CONTRACTOR completed the services required by this Agreement.

13.2 CONTRACTOR may terminate its services under this Agreement upon sixty (60) working days written notice to the DISTRICT, without liability for damages.

14. OWNERSHIP OF INFORMATION. All professional and technical information developed under this Agreement and all work sheets, reports, and related data shall become and/or remain the property of DISTRICT, and CONTRACTOR agrees to deliver reproducible copies of such documents to DISTRICT on completion of the services hereunder. The DISTRICT agrees to indemnify and hold CONTRACTOR harmless from any claim arising out of reuse of the information for other than this project.

15. COMPLETENESS OF INSTRUMENT. This Agreement, together with its specific references and attachments, constitutes all of the agreements, understandings, representations, conditions, warranties and covenants made by and between the parties hereto. Unless set forth herein, neither party shall be liable for any representations made, express or implied.

16. SUPERSEDES PRIOR AGREEMENTS. It is the intention of the parties hereto that this Agreement shall supersede any prior agreements, discussions, commitments, representations, or agreements, written or oral, between the parties hereto.

17. CAPTIONS. The captions of this Agreement are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

18. DEFINITIONS. Unless otherwise provided in this Agreement, or unless the context otherwise requires, the following definitions and rules of construction shall apply herein.

18.1 NUMBER AND GENDER. In this Agreement, the neuter gender includes the feminine and masculine, the singular includes the plural, and the word "person" includes corporations, partnerships, firms or associations, wherever the context so requires.

18.2 MANDATORY AND PERMISSIVE. "Shall" and "will" and "agrees" are mandatory. "May" is permissive.

19. TERM INCLUDES EXTENSIONS. All references to the term of this Agreement or the Agreement Term shall include any extensions of such term.

20. SUCCESSORS AND ASSIGNS. All representations, covenants and warranties specifically set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns.

21. MODIFICATION. No modification or waiver of any provisions of this Agreement or its attachments shall be effective unless such waiver or modification shall be in writing, signed by all parties, and then shall be effective only for the period and on the condition, and for the specific instance for which given.

22. COUNTERPARTS. This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

23. OTHER DOCUMENTS. The parties agree that they shall cooperate in good faith to accomplish the object of this Agreement and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.

24. **PARTIAL INVALIDITY.** If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

25. **VENUE.** It is agreed by the parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a court of competent jurisdiction in the district of Sierra, State of California.

26. **CONTROLLING LAW.** The validity, interpretation and performance of this Agreement shall be controlled by and construed under the laws of the State of California.

27. **CALIFORNIA TORT CLAIMS ACT.** Notwithstanding any term or condition of the Agreement, the provisions, and related provisions, of the California Tort Claims Act, Division 3.6 of the *Government Code*, are not waived by DISTRICT and shall apply to any claim against DISTRICT arising out of any acts or conduct under the terms and conditions of this Agreement.

28. **TIME IS OF THE ESSENCE.** Time is of the essence of this Agreement and each covenant and term herein.

29. **AUTHORITY.** All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, estates or firms represented or purported to be represented by such entity(s), person(s), estate(s) or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement are in full compliance. Further, by entering into this Agreement, neither party hereto shall have breached the terms nor conditions of any other contract or agreement to which such party is obligated, which such breach would have a material effect hereon.

30. **CORPORATE AUTHORITY.** If CONTRACTOR is a corporation or public agency, each individual executing this Agreement on behalf of said corporation or public agency represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said corporation, in accordance with a duly adopted resolution of the Board of Directors of said corporation or in accordance with the bylaws of said corporation or Board or Commission of said public agency, and that this Agreement is binding upon said corporation or public entity in accordance with its terms. If CONTRACTOR is a corporation, CONTRACTOR shall, within thirty (30) days after execution of this Agreement, deliver to DISTRICT a certified copy of a resolution of the Board of Directors of said corporation authorizing or ratifying the execution of this Agreement.

31. **CONFLICT OF INTEREST.**

31.1 **LEGAL COMPLIANCE.** CONTRACTOR agrees at all times in performance of this Agreement to comply with the law of the State of California regarding conflicts of interest, including, but not limited to, Article 4 of Chapter 1, Division 4, Title 1 of the *California Government Code*, commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 87100, including regulations promulgated by the California Fair Political Practices Commission.

31.2 **ADVISEMENT.** CONTRACTOR agrees that if any facts come to its attention which raises any questions as to the applicability of this law, it will immediately inform the DISTRICT designated representative and provide all information needed for resolution of the question.

31.3 **ADMONITION.** Without limitation of the covenants in subparagraphs 31.2, CONTRACTOR is admonished hereby as follows:

The statutes, regulations and laws referenced in this provision 31 include, but are not limited to, a prohibition against any public officer, including CONTRACTOR for this purpose, from making any decision on behalf of DISTRICT in which such officer has a direct or indirect financial interest. A

violation occurs if the public officer influences or participates in any DISTRICT decision which has the potential to confer any pecuniary benefit on CONTRACTOR or any business firm in which CONTRACTOR has an interest of any type, with certain narrow exceptions.

32. **NONDISCRIMINATION.** During the performance of this Agreement, CONTRACTOR shall not unlawfully discriminate against any employee of the CONTRACTOR or of the DISTRICT or applicant for employment or for services or any member of the public because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age or sex. CONTRACTOR shall ensure that in the provision of services under this Agreement, its employees and applicants for employment and any member of the public are free from such discrimination. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (*Government Code* Section 12900 et seq.). The applicable regulations of the Fair Employment Housing Commission implementing *Government Code* Section 12900, set forth in Chapter 5, Division 4 of Title 2 of the California *Administrative Code* are incorporated into this Agreement by reference and made a part hereof as if set forth in full. CONTRACTOR shall also abide by the Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and regulation issued pursuant to said Act. CONTRACTOR shall give written notice of its obligations under this clause to any labor agreement. CONTRACTOR shall include the nondiscrimination and compliance provision of this paragraph in all subcontracts to perform work under this Agreement.

33. **JOINT AND SEVERAL LIABILITY.** If any party consists of more than one person or entity, the liability of each person or entity signing this Agreement shall be joint and several.

34. **ATTORNEY FEES.**

34.1 **NEGOTIATION.** In the event any dispute arising under the terms of this Agreement, the Parties involved in the dispute shall meet and confer within seventy-two hours of the request of any Party with the objective of negotiation in good faith to resolving such disputes. If, within seven (7) calendar days of this meeting, or such longer period as may be agreed upon by the Parties' mutual satisfaction, the Parties agree to submit the dispute to mediation unless either Party elects arbitration, in which case the dispute shall be submitted to arbitration without first requiring mediation.

34.2 **MEDIATION.** In the event of mediation, the Parties shall mutually select a mediator to facilitate the resolution of the dispute by mediation. The Parties requesting mediation shall request a list of three mediators from the Judicial Arbitrator Group ("JAG") in Sacramento, California. Each Party, beginning with the Party requesting mediation, will strike one name from the list until one name remains, which shall be the mediator. The mediator shall conduct such proceedings, as he or she deems appropriate to resolve the dispute. The fees and expense of the mediator shall be divided equally between the Parties, provided each Party shall be responsible for their own costs, including the cost of counsel, related to the mediation. Absent written agreement of the Parties to the contrary, the mediation process shall be completed or terminated within sixty (60) calendar days of the initial request for mediation.

34.3 **ARBITRATION.** In the event either Party elects arbitration in place of mediation or if mediation was not successful in resolving the dispute, the Parties agree to submit the dispute to arbitration conducted by a neutral arbitrator ("Arbitrator"). The Arbitrator shall be from the Judicial Arbitration Mediation Services ("JAMS"), and the arbitration shall allow for reasonable discovery as agreed to by the Parties, or as directed by the arbitrator. The results of such arbitration shall be reduced to writing and will be binding. The prevailing Party in the arbitration proceeding shall be entitled to recover reasonable costs, including attorney's fees, as determined by the Arbitrator. The Parties further agree that in any dispute resulting in arbitration, arbitration venues shall be in Sierra County, California.

35. NOTICES. All notices and demands of any kind which either party may require or desire to serve on the other in connection with this Agreement must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the party so to be served as follows:

If to "DISTRICT":
Sierra-Plumas Joint Unified School District Office
Post Office Box 955
Loyalton, CA 96118
530 993-1660
530 993-0828 FAX

If to "CONTRACTOR":
Einen M. Grandi
P. O. Box 770
Loyalton CA 96118
530 993-4798
775 750-4798

DISTRICT:
Sierra-Plumas Joint Unified School District

Andrea Ceresola, Interim Superintendent
Sierra-Plumas Joint Unified School District

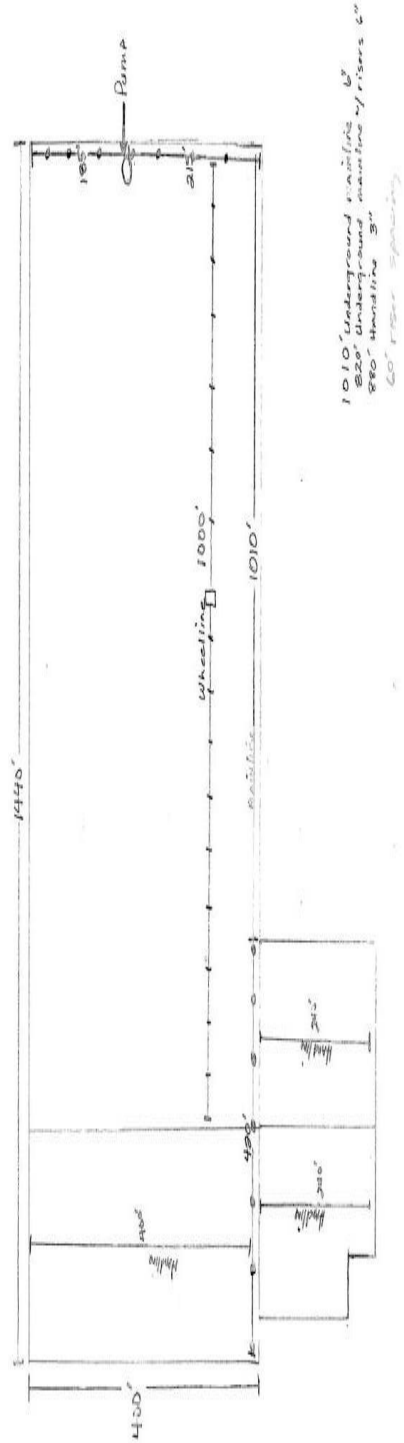
Date: _____

CONTRACTOR:

Einen M. Grandi, Individual

Date: _____

EXHIBIT A



LMS Irrigation Project

California Department of Education
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE
GRANT**

2023–24 APPLICATION FOR FUNDING

(Due Date: To be received in Regional Supervisor's Office by August 1, 2023)

PROJECT DURATION: JULY 1, 2023 TO JUNE 30, 2024

School Site: Loyalton

District: Sierra Plumas Joint Unified

Certification:

I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Nona Griesert
Nona Griesert (Jun 29, 2023 16:21 PDT)

Electronic Signature of Authorized Agent

CS Griffin

[Signature]
Electronic Signature of Principal

Electronic Signature of Agriculture Teacher
Responsible for Program

Agriculture Teacher Summer Contact Cell Number: 530-320-1149

Local Education Agency (LEA) Board Approval Date: July, 2023

Printed Name of Agriculture Teachers:

Caroline Griffin

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PART A – Base Level Funding

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

NOTE: Stand-alone middle school programs will only be required to complete PART A. However, they may elect to complete the additional parts if they qualify for additional funding.

Please check each criterion currently being met:

- 1. Properly Credentialed Teachers
 - Log onto CTC and provide printout of credentials or provide a copy of current credentials.
- 2. Professional Development
 - Provide printout from teacher journal in AET verifying professional development activities.
- 3. Course Sequence
 - Provide documents/evidence of at least one three-year course sequence.
- 4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE)
 - Provide copy of course syllabus identifying grading of FFA and SAE.
- 5. Alternative Credits
 - Submit description of at least one course meeting A-G, Dual Enrollment, Articulation, etc.
- 6. Future Farmers of America Constitution and By-Laws
 - Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted.
- 7. Future Farmers of America Meetings
 - Use meeting manager in AET or provide minutes for a minimum of six-chapter meetings.
- 8. Agriculture Advisory Committee
 - Provide meeting minutes for two Agriculture Advisory Committee meetings.

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criteria must be provided to the Regional Supervisor.

Qualified Program (\$4,500 to each site)	<u>\$ 4,500</u>
Number of Agriculture Teachers teaching at least one approved agriculture course?	<u>1</u>
Teacher based funding (Number of teachers x \$500)	<u>\$ 500</u>
Number of Students as identified on the 2022-23 FFA Membership roster?	<u>50</u>

Student based funding (Number of students x \$10)	<u>\$ 500</u>
Class size funding A (number of teachers meeting level A in all classes – 30 in classroom/25 in shop classes)	<u> </u>
Class size A funding (Number of teachers meeting level A class size x \$1,000)	<u>\$ 0</u>
Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)	<u>1</u>
Class size B funding (Number of teachers meeting level B class size x \$2,000)	<u>\$ 2000</u>
TOTAL PART A FUNDING	<u>\$ 7500</u>

PART B – Additional Funding

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the Agricultural Experience Tracker (AET). The AET report will be developed based on data as of June 30. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2022-23 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive \$2,250 plus \$250 per qualified teacher. LEA's meeting the bonus level shall receive an additional \$2,250 plus an additional \$250 per qualified teacher.

Note: An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

Classroom Section

Level A Funding Points – 355-535	Level B Funding Points – 536+
Points Earned as Identified in the AET Report	<u>1075.6</u>
Level A Funding (number of teachers x \$250) + \$2,250	<u>\$</u>
Level B Funding (number of teachers x \$500) + \$4,500	<u>\$ 5000</u>
TOTAL CLASSROOM SECTION FUNDING	<u>\$ 5000</u>

Leadership Section

Level A Funding Points – 285-445

Level B Funding Points – 446+

Points Earned as Identified in the AET Report

872

Level A Funding (number of teachers x \$250) + \$2,250

\$

Level B Funding (number of teachers x \$500) + \$4,500

\$ 5000

TOTAL LEADERSHIP SECTION FUNDING

\$ 5000

Experiential Learning (SAE) Section

Level A Funding Points – 595-935

Level B Funding Points – 936+

Points Earned as Identified in the AET Report

1782.6

Level A Funding (number of teachers x \$250) + \$2,250

\$

Level B Funding (number of teachers x \$500) + \$4,500

\$ 5000

TOTAL EXPERIENTIAL LEARNING (SAE) SECTION FUNDING

\$ 5000

TOTAL PART B FUNDING

\$ 15000

PART C – Program Funding

LEA's may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

To qualify for PART C – Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for PART C funding.

- Each teacher (50% of their teaching load in agriculture) must have participated in eight approved professional development activities.
- Agenda and Minutes for three Agriculture Education Advisory Committee meetings.
- Each teacher (50% of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria they are eligible for funding and must complete the following Sections.

Section A – Earn one point for each criteria met.

Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities.

In addition to the Agricultural Education Advisory Committee the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter. 1

Program hosted a Student Teacher. 0

Total Points Section A (3 points possible) 11

Section B – Earn points based on AET "California Ag CTE Incentive Grant Application Report

Points Earned as Identified in the AET Report for D-Program 134.2

Total Points Part C (Section A + Section B) 145.2

Level A Funding Points – 120-139

Level B Funding Points – 140+

Level A Funding (\$5,000) \$

Level B Funding (\$7,500) \$ 7500

TOTAL PART C FUNDING \$ 7500

PART A Base Level Funding \$ 7500

PART B Additional Funding \$ 15000

PART C Program Funding \$ 7500

GRAND TOTAL FUNDING \$ 30000

California Department of Education
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE
 GRANT**
2023–24 APPLICATION FOR FUNDING
Budget and Expenditure Report

(Due Date: Budget is due in Regional Supervisor's Office by August 1, 2023 – Complete columns A and B)

(Due Date: Expenditure Report is due in Regional Supervisor's Office by October 15, 2024 Complete columns C and D)

School Site: Loyalton High School District: Plumas Joint Unified School D

***Each line item in object codes 5000 and 6000 must be matched.**

Budget Classification	Item	A Budget	B Budget Match	C Actual Expenditures	D Actual Match
4000 – Books and Supplies					
1.	Curriculum	3000			
Total 4000		3000	0	0	0
5000 – Services and Operating Expenses, Travel, Conferences, Rentals, etc.					
1.	Travel and Conference	7000			
2.	Power and Propane	2000			
3.					
4.					
5.					
6.					
7.					
Total 5000		9000	0	0	0
6000 – Capital Outlay					
1.	Trailer for Scale	3000			
2.	Other Equipment, supplies, repairs etc	15000			
3.					
4.					
5.					
Total 6000		18000	0	0	0
Grand Total		30000	0	0	0

Which funding sources are used to match Incentive Grant Funds? Check all that apply.

- CTEIG
 Strong Workforce
 Perkins
 General Fund
 Other (please list) _____

Nona Griesert

Nona Griesert (Jun 29, 2023 16:33 PDT)

Electronic Signature of Person Preparing Report

C. S. Griffin

Electronic Signature of Agriculture Teacher Responsible for Program

**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA COUNTY OFFICE OF EDUCATION
CALIFORNIA**

RESOLUTION 24-002C

FUND TRANSFERS for 2023-2024 FISCAL YEAR

The Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION hereby authorizes the Superintendent and Director of Business Services/CBO to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the County/District incurred during the 2023-2024 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION on the 11th day of July 2023, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

VACANT: _____

Dorie Gayner, Clerk

**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CALIFORNIA**

RESOLUTION 24-001D

FUND TRANSFERS for 2023-2024 FISCAL YEAR

The Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT hereby authorizes the Superintendent and Director of Business Services/CBO to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the County/District incurred during the 2023-2024 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT on the 11th day of July 2023, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

VACANT: _____

Dorie Gayner, Clerk

Student Services Liaison

Definition:

Under general direction from the Superintendent, or designee, along with site administrators, the Student Services Liaison will work as part of site student services teams to support students in the areas of prevention, intervention, recovery, and resiliency. This person coordinates with on-site behaviorists/psychologists and principals to ensure students are connected to the appropriate social-emotional services available at each school site. In coordination with site administrators, the SpEd departments, and staff, the Student Services Liaison will put a counseling schedule in place for all students needing one-on-one social-emotional services and ensure that those students attend the services provided (SPJUSD has on-site psychologist services as well as online counseling services).

Essential Functions:

(Duties include but are not limited to the following):

- Display the highest ethical and professional behavior when working with students, parents, school personnel, and other agencies associated with the school.
- Assist students and their families by coordinating counseling services to facilitate the well-being of the students.
- Work with site admins to ensure counseling services referrals are filled out and supplied to the appropriate online counseling service.
- Create schedules for student counseling services based on 1) need, 2) student attendance, 3) availability of counselor/psychologist.
- Serves as mentor to students in need.
- Supervises students during the school as needed.
- Promotes the school and District through positive relations with the community, businesses, parents and students.
- Communicate with appropriate staff in regards to keeping 504s, IEPs, and SSTs in regards to counseling services.
- Protect confidentiality of information and records gained while performing the duties of Student Services Liaison.
- Maintain a positive, safe learning environment for students by assisting with student behavior management.
- Adjust schedule to accommodate services provided to students.
- Participate in the ongoing safety and security of pupils, building, parking areas, and grounds.
- Maintain reports, records, or files pertaining to counseling services.
- Assists with students daily and on-time attendance, interventions, and supports consistent with educational objectives.
- Communicate directly and immediately with site administrators about any immediate social-emotional or safety issues that need to be addressed with parents, teachers, law enforcement officers, or social services.
- Perform all mandated reporter responsibilities.
- Ensure that computer hardware is working for the purpose of online counseling.
- Perform related duties as assigned.

Minimum Qualifications:

Knowledge of:

- Interpersonal relationship skills using patience, courtesy and tact, especially as they relate to students.
- Operation of various office machines including computers.

- Appropriate playground and classroom conduct.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Report writing methods and techniques.
- Oral and written communication skills.
- Mandated duties through Safe Schools Training through Keenan.

Ability to:

- Establish and maintain effective working relationships with those contacted in the course of duties, including employees, students, and the public.
- Maintain appropriate confidentiality and a professional demeanor.
- Write clearly and legibly.
- Operate a variety of office equipment, including computers.
- Meet schedules and time lines.
- Communicate effectively both orally and in writing.
- Understand and follow oral and written directions in English.
- Work effectively with frequent interruptions.
- Complete pre-service training activities and participate in staff development activities as required.

Working Conditions:

- Indoor classroom areas, outdoor playground areas.

Physical Requirements:

- Seeing to read, prepare and proofread documents.
- Hearing and speaking to exchange information in person and on the telephone.
- Sitting or standing for extended periods of time.
- Dexterity of arms, hands and fingers to operate a computer keyboard and other office equipment.
- Kneeling, squatting, bending at the waist and reaching overhead, above the shoulders, horizontally and downward to retrieve and store files.
- Light lifting.

Education and Experience:

High School Diploma or higher. Prefer previous experience working with students in an organized setting.

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULE

JOB CLASSIFICATION	RANGE	
Noon Supervisor	1	
Cafeteria Work	1	
Cashier	1	
Instructional Aide	2	
Cook I	9	
Library Aide	5	
Custodian	11	
Maintenance Custodian	16	
Classroom Specialist	27	
Plant Maint./Bus Driver	23	
Transportation Clerk	4	
School Secretary - LES	12	
School Secretary - LHS/DVL	14	
Administrative Assistant	22	
Bilingual Parent Liaison/ELPAC Coord	14	
Educational Research Technician	21	
Student Services Liaison	14	<i>*pending Board approval 7/11/2023</i>

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT USD
CLASSIFIED SALARY SCHEDULE 7-1-2022

RANGE	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	1	2	3	4	5	6	7	8	9	Yr 10	Yr 15	Yr 20	Yr 25	Yr 30
		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	5.00%	5.00%	5.00%	5.00%	10.00%
1	\$ 15.50	\$ 15.97	\$ 16.44	\$ 16.94	\$ 17.45	\$ 17.97	\$ 18.51	\$ 19.06	\$ 19.63	\$ 20.62	\$ 21.65	\$ 22.73	\$ 23.87	\$ 26.25
2	\$ 15.73	\$ 16.20	\$ 16.69	\$ 17.19	\$ 17.71	\$ 18.24	\$ 18.79	\$ 19.35	\$ 19.93	\$ 20.93	\$ 21.97	\$ 23.07	\$ 24.22	\$ 26.65
3	\$ 15.97	\$ 16.45	\$ 16.94	\$ 17.45	\$ 17.97	\$ 18.51	\$ 19.07	\$ 19.64	\$ 20.23	\$ 21.24	\$ 22.30	\$ 23.42	\$ 24.59	\$ 27.05
4	\$ 16.21	\$ 16.69	\$ 17.20	\$ 17.71	\$ 18.24	\$ 18.79	\$ 19.35	\$ 19.93	\$ 20.53	\$ 21.56	\$ 22.64	\$ 23.77	\$ 24.96	\$ 27.45
5	\$ 16.45	\$ 16.94	\$ 17.45	\$ 17.98	\$ 18.52	\$ 19.07	\$ 19.64	\$ 20.23	\$ 20.84	\$ 21.88	\$ 22.98	\$ 24.12	\$ 25.33	\$ 27.86
6	\$ 16.70	\$ 17.20	\$ 17.71	\$ 18.25	\$ 18.79	\$ 19.36	\$ 19.94	\$ 20.54	\$ 21.15	\$ 22.21	\$ 23.32	\$ 24.49	\$ 25.71	\$ 28.28
7	\$ 16.95	\$ 17.46	\$ 17.98	\$ 18.52	\$ 19.08	\$ 19.65	\$ 20.24	\$ 20.84	\$ 21.47	\$ 22.54	\$ 23.67	\$ 24.85	\$ 26.10	\$ 28.71
8	\$ 17.20	\$ 17.72	\$ 18.25	\$ 18.80	\$ 19.36	\$ 19.94	\$ 20.54	\$ 21.16	\$ 21.79	\$ 22.88	\$ 24.03	\$ 25.23	\$ 26.49	\$ 29.14
9	\$ 17.46	\$ 17.98	\$ 18.52	\$ 19.08	\$ 19.65	\$ 20.24	\$ 20.85	\$ 21.47	\$ 22.12	\$ 23.22	\$ 24.39	\$ 25.61	\$ 26.89	\$ 29.57
10	\$ 17.72	\$ 18.25	\$ 18.80	\$ 19.37	\$ 19.95	\$ 20.55	\$ 21.16	\$ 21.80	\$ 22.45	\$ 23.57	\$ 24.75	\$ 25.99	\$ 27.29	\$ 30.02
11	\$ 17.99	\$ 18.53	\$ 19.08	\$ 19.66	\$ 20.25	\$ 20.85	\$ 21.48	\$ 22.12	\$ 22.79	\$ 23.93	\$ 25.12	\$ 26.38	\$ 27.70	\$ 30.47
12	\$ 18.26	\$ 18.81	\$ 19.37	\$ 19.95	\$ 20.55	\$ 21.17	\$ 21.80	\$ 22.46	\$ 23.13	\$ 24.29	\$ 25.50	\$ 26.77	\$ 28.11	\$ 30.92
13	\$ 18.53	\$ 19.09	\$ 19.66	\$ 20.25	\$ 20.86	\$ 21.48	\$ 22.13	\$ 22.79	\$ 23.48	\$ 24.65	\$ 25.88	\$ 27.18	\$ 28.54	\$ 31.39
14	\$ 18.81	\$ 19.37	\$ 19.96	\$ 20.55	\$ 21.17	\$ 21.81	\$ 22.46	\$ 23.13	\$ 23.83	\$ 25.02	\$ 26.27	\$ 27.58	\$ 28.96	\$ 31.86
15	\$ 19.09	\$ 19.66	\$ 20.25	\$ 20.86	\$ 21.49	\$ 22.13	\$ 22.80	\$ 23.48	\$ 24.19	\$ 25.39	\$ 26.66	\$ 28.00	\$ 29.40	\$ 32.34
16	\$ 19.38	\$ 19.96	\$ 20.56	\$ 21.18	\$ 21.81	\$ 22.47	\$ 23.14	\$ 23.83	\$ 24.55	\$ 25.78	\$ 27.06	\$ 28.42	\$ 29.84	\$ 32.82
17	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49	\$ 24.19	\$ 24.92	\$ 26.16	\$ 27.47	\$ 28.84	\$ 30.29	\$ 33.31
18	\$ 19.96	\$ 20.56	\$ 21.18	\$ 21.82	\$ 22.47	\$ 23.14	\$ 23.84	\$ 24.55	\$ 25.29	\$ 26.55	\$ 27.88	\$ 29.28	\$ 30.74	\$ 33.81
19	\$ 20.26	\$ 20.87	\$ 21.50	\$ 22.14	\$ 22.81	\$ 23.49	\$ 24.20	\$ 24.92	\$ 25.67	\$ 26.95	\$ 28.30	\$ 29.72	\$ 31.20	\$ 34.32
20	\$ 20.57	\$ 21.18	\$ 21.82	\$ 22.47	\$ 23.15	\$ 23.84	\$ 24.56	\$ 25.30	\$ 26.05	\$ 27.36	\$ 28.73	\$ 30.16	\$ 31.67	\$ 34.84
21	\$ 20.88	\$ 21.50	\$ 22.15	\$ 22.81	\$ 23.50	\$ 24.20	\$ 24.93	\$ 25.68	\$ 26.45	\$ 27.77	\$ 29.16	\$ 30.61	\$ 32.14	\$ 35.36
22	\$ 21.19	\$ 21.83	\$ 22.48	\$ 23.15	\$ 23.85	\$ 24.56	\$ 25.30	\$ 26.06	\$ 26.84	\$ 28.18	\$ 29.59	\$ 31.07	\$ 32.63	\$ 35.89
23	\$ 21.51	\$ 22.15	\$ 22.82	\$ 23.50	\$ 24.21	\$ 24.93	\$ 25.68	\$ 26.45	\$ 27.24	\$ 28.61	\$ 30.04	\$ 31.54	\$ 33.12	\$ 36.43
24	\$ 21.83	\$ 22.48	\$ 23.16	\$ 23.85	\$ 24.57	\$ 25.31	\$ 26.07	\$ 26.85	\$ 27.65	\$ 29.04	\$ 30.49	\$ 32.01	\$ 33.61	\$ 36.97
25	\$ 22.16	\$ 22.82	\$ 23.51	\$ 24.21	\$ 24.94	\$ 25.69	\$ 26.46	\$ 27.25	\$ 28.07	\$ 29.47	\$ 30.95	\$ 32.49	\$ 34.12	\$ 37.53
26	\$ 22.49	\$ 23.16	\$ 23.86	\$ 24.58	\$ 25.31	\$ 26.07	\$ 26.85	\$ 27.66	\$ 28.49	\$ 29.91	\$ 31.41	\$ 32.98	\$ 34.63	\$ 38.09
27	\$ 22.83	\$ 23.51	\$ 24.22	\$ 24.94	\$ 25.69	\$ 26.46	\$ 27.26	\$ 28.07	\$ 28.92	\$ 30.36	\$ 31.88	\$ 33.47	\$ 35.15	\$ 38.66
28	\$ 23.17	\$ 23.86	\$ 24.58	\$ 25.32	\$ 26.08	\$ 26.86	\$ 27.67	\$ 28.50	\$ 29.35	\$ 30.82	\$ 32.36	\$ 33.98	\$ 35.68	\$ 39.24
29	\$ 23.52	\$ 24.22	\$ 24.95	\$ 25.70	\$ 26.47	\$ 27.26	\$ 28.08	\$ 28.92	\$ 29.79	\$ 31.28	\$ 32.84	\$ 34.49	\$ 36.21	\$ 39.83
30	\$ 23.87	\$ 24.59	\$ 25.32	\$ 26.08	\$ 26.87	\$ 27.67	\$ 28.50	\$ 29.36	\$ 30.24	\$ 31.75	\$ 33.34	\$ 35.00	\$ 36.75	\$ 40.43
DIRECTOR	\$ 46.93	\$ 49.05	\$ 50.52	\$ 52.04	\$ 53.60	\$ 55.21	\$ 56.86	\$ 58.57	\$ 60.33	\$ 63.34	\$ 66.51	\$ 69.83	\$ 73.33	\$ 80.66
TECH SPEC.	\$ 26.57	\$ 27.76	\$ 29.01	\$ 29.88	\$ 30.78	\$ 31.70	\$ 32.66	\$ 33.63	\$ 34.64	\$ 36.38	\$ 38.19	\$ 40.10	\$ 42.11	\$ 46.32

CSBA POLICY GUIDE SHEET – July 11, 2023

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0420.41 - Charter School Oversight

Policy updated to reflect that the Governing Board may deny a request for an expansion that constitutes a material revision to a charter if the request to expand operations is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate or the district is not in a position to absorb the fiscal impact of the proposed charter school, and to include a general reference to exemptions from the geographic boundary requirement that charter schools be located within the geographic boundaries of the authorizing district. Policy also updated to include that the district may charge the charter school for the actual costs of supervisory oversight up to one percent of the charter school's revenue if the district provides the charter school with facilities and charges the charter school a pro-rata share of the facilities costs. Additionally, policy updated to reference additional components that must be included in the procedures specified in the charter for when a charter school ceases operation.

Exhibit(1) 0420.41 - Charter School Oversight

Exhibit updated to include that admission preferences may not result in limited enrollment access for specified students and that mandatory parental volunteer hours may not be the basis of a preference or criterion for admission or continued enrollment, reflect **NEW LAW (AB 181, 2022)** which requires identified schools to complete and adopt an Individuals with Disabilities Act Addendum as part of the local control and accountability adoption and annual update, delete the requirement, based on changed guidance from the California Department of Education, to offer transitional kindergarten if the charter school offers a kindergarten program, add material regarding exemption for eligible students with disabilities from coursework and other requirements adopted by the charter school board that are in addition to the statewide course requirements, reflect **NEW LAW (AB 748, 2022)** which requires each school serving students in any of grade 6-12 to create and prominently display, as specified, a student mental health poster, and clarify that the charter school's policy on bullying and harassment be posted on the charter school's website.

Board Policy 1113 - District and School Websites

Policy updated to incorporate concepts from **NEW LAW (AB 2273, 2022)** which, although not necessarily applicable to districts, requires a business that provides an online service, product, or feature likely to be accessed by children to comply with specified requirements and provides good guidance for districts seeking to create a safe online space for students.

Exhibit(1) 1113 - District and School Websites

Exhibit updated to reflect that the California Department of Fair Employment and Housing is now named the Civil Rights Department, amend the title of one of the employment related posters for consistency with other sample policy materials, reflect **NEW LAW (SB 1479, 2022)** which requires the district to post on its website its COVID-19 testing plan, **NEW LAW (AB 185, 2022)** which requires the district to post on its website interim expenditure reports on the use of Learning Recovery Emergency Funds and **NEW LAW (AB 748, 2022)** which requires each school site serving students in any of grades 6-12 to have a digitized mental health poster that is distributed online to students through social media, web sites, portals, and learning platforms at the beginning of each school year.

Board Bylaw 9322 - Agenda/Meeting Materials

Bylaw updated to move material regarding public comments to be with content related language, amend language to be more closely aligned with code language, add material regarding the means for in-person and remote public comments, reflect **NEW LAW (AB 2449, 2022)**, which requires boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation to board meetings for individuals with disabilities. Bylaw also updated to provide that each agenda for a regular meeting is required to list the address designated by the Superintendent or designee for public inspection of documents related to records of a statement threatening litigation against the district to be discussed in closed

session, in addition to documents related to open session, when such documents have been distributed to the Governing Board less than 72 hours before a Board meeting, clarify that the Board president and Superintendent decide when an item is placed on the agenda, include that public records under the Public Records Act and which relate to an agenda item which contain a claim or written threat of litigation which will be discussed in closed session are required to be made available to the public, in addition to documents which relate to an agenda item scheduled for the open session of a regular meeting, and **NEW LAW (AB 2647, 2022)** which clarifies how districts can, without opening their offices after normal business hours, comply with the portion of the Brown Act that requires writings or documents distributed to a majority of a local legislative body less than 72 hours before a meeting to also be distributed to the public.

Board Policy Manual
Sierra County/Sierra-Plumas Joint Unified School District

Philosophy, Goals, Objectives and Comprehensive Plans

Policy 0420.41: Charter School Oversight

CSBA NOTE: The following optional policy may be revised to reflect district practice. The Governing Board is obligated to monitor the performance of any charter school it authorizes in order to ensure the school's compliance with legal requirements and progress toward meeting measurable outcomes specified in the charter. Information about the school's performance is necessary when determining whether to grant a renewal of the charter or whether a revocation of the charter is warranted; see BP 0420.42 - Charter School Renewal and BP 0420.43 - Charter School Revocation. In addition, pursuant to Education Code 47604, if the district complies with all oversight responsibilities required by law, it will not be liable for the debts or obligations of any charter school that operates as or is operated by a nonprofit public benefit corporation pursuant to Corporations Code 5110-6910.

Pursuant to Education Code 47605, if the State Board of Education (SBE) approves a petition upon appeal after the Board and County Board of Education have denied the petition, SBE is required to designate, in consultation with the petitioner, either the Board or the County Board as the chartering authority.

The Governing Board recognizes its ongoing responsibility to oversee that any charter school authorized by the Board is successfully fulfilling the terms of its charter and is providing a high-quality educational program for students enrolled in the charter school.

The Superintendent or designee shall identify at least one staff member to serve as a contact person for each charter school authorized by the Board. -(Education Code 47604.32)

CSBA NOTE: Education Code 47604.32 requires the district to visit each charter school at least once every year. CSBA's publication, "Charter Schools: A Guide for Governance Teams," recommends more frequent visits, perhaps two or three times during the school year, in order to monitor school operations more closely and develop relationships with the staff at the charter school.

The Superintendent or designee shall visit each charter school at least annually and may inspect or observe any part of a charter school at any time. -(Education Code 47604.32, 47607)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. Pursuant to Education Code 47604, if a charter school operates as or is operated by a nonprofit public benefit corporation, the Board is entitled to a single representative on the board of directors of the nonprofit public benefit corporation. CSBA's publication, "Charter Schools: A Guide for Governance Teams," recommends that the district consult with legal counsel and consider any potential conflict of interest that may arise from having an individual Board member vote as a member of the charter board of directors on issues on which the Board will need to provide oversight. CSBA's guide suggests that an alternative approach may be for the district to designate its charter school contact, appointed pursuant to Education Code 47604.32, to attend meetings of the charter school board.

The Superintendent or designated charter school contact shall attend meetings of the charter school governing body whenever possible and shall periodically meet with a representative of the charter school.

Waivers

CSBA NOTE: A charter school is not authorized to submit general waiver requests to SBE on its own behalf, unless an exception applies. Rather, a charter school may submit a waiver request through the district. A general waiver request form is available on the California Department of Education's (CDE) web site.

If the charter school wishes to request a general waiver of any state law or regulation applicable to it, it shall request that the district submit a general waiver request to the State Board of Education (SBE) on its behalf. Upon approval of the Board, the Superintendent or designee shall submit such a waiver request to SBE on behalf of the charter school.

Provision of District Services

CSBA NOTE: The following optional section may be revised to reflect district practice. CSBA's, "Charter Schools: A Guide for Governance Teams," recommends one or more memoranda of understanding to clarify the financial and operational agreements between the district and the charter school, including any services that will be provided by the district; see BP 0420.4 - Charter School Authorization.

The charter school may purchase administrative or other services from the district or any other source. -(Education Code 47613)-

Whenever the district agrees to provide administrative or support services to a charter school, the district and the charter school shall develop a memorandum of understanding (MOU) which clarifies the financial and operational agreements between them.

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System or Public Employees' Retirement System on behalf of the charter school. The district may charge the charter school for the actual costs of the reporting services, but shall not require the charter school to purchase payroll processing services from the district as a condition for creating and submitting these reports. (Education Code 47611.3)

Material Revisions to Charter

Material revisions to a charter may only be made with Board approval. Material revisions shall be governed by the same standards and criteria that apply to petitions for the authorization of charter schools as set forth in Education Code 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement for charter schools enacted into law after the charter was originally granted or last renewed. (Education Code 47607)

The Board shall determine whether a proposed change in charter school operations would constitute a material revision of the approved charter.

If an approved charter school proposes to expand operations to one or more additional sites or grade levels, whether concurrently with or unrelated to a renewal, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations or grade levels. The Board shall consider approval of the additional locations or grade levels at an open, public meeting. (Education Code 47605, 47607)

CSBA NOTE: Pursuant to Education Code 47607, a district may deny a proposed expansion of an existing charter school constituting a material revision on the basis of community impact and/or fiscal impact of the proposed material revision, as described below. If a finding is made that, due to any of the conditions specified below, the district is not positioned to absorb the fiscal impact of the proposed expansion, the charter school requesting the expansion is subject to a rebuttable presumption of denial of the request for expansion.

Pursuant to Education Code 47605, the Board may deny a request to expand operations if it finds that the proposed expansion would render the charter school demonstrably unlikely to serve the interests of the entire community in which the school is located or proposes to locate. In making this finding, the Board shall consider all of the following:

1. The fiscal impact of the proposed expansion on the district
2. The extent to which the expansion would substantially undermine existing services, academic offerings, or programmatic offerings

3. Whether the expansion would duplicate a program currently offered within the district that has sufficient capacity for the students proposed to be served

Additionally, pursuant to Education Code 47605, the Board may deny a request to expand charter school operations if it finds that the district is not positioned to absorb the fiscal impact of the proposed charter school expansion. The Board shall make this finding if the district has a qualified interim certification pursuant to Education Code 42131 and the County Superintendent of Schools, in consultation with the County Office Fiscal Crisis and Management Assistance Team, certifies that approving the charter school would result in the district having a negative interim certification pursuant to Education Code 42131, or if the district has a negative interim certification pursuant to Education Code 42131, or is under state receivership.

Location of Charter Schools

CSBA NOTE: Education Code 47605 and 47605.1 establish geographic and site requirements for charter schools. Pursuant to Education Code 47605, a charter school must be located within the geographic boundaries of the authorizing district. However, Education Code 47605 permits the location of some charter schools outside of the authorizing district's boundaries under specified conditions. For example, a charter school in operation before October 1, 2019, on a federally recognized California Indian tribe is exempted from the geographic restrictions of Education Code 47605.1. For information about geographic and site requirements for new charter schools, see AR 0420.4 - Charter School Authorization.

Except when permitted to operate outside district boundaries pursuant to Education Code 47605 and 47605.1, a charter school shall be located within district boundaries. (Education Code 47605.1)

Monitoring Charter School Performance

CSBA NOTE: The district has a responsibility to oversee that the charter school complies with all applicable legal requirements. Violation of any law may subject the charter school to revocation pursuant to Education Code 47607. See the accompanying Exhibit for a list of legal requirements pertaining to the operation of charter schools.

Any charter school authorized by the Board shall be monitored by the Superintendent or designee to determine whether the charter school complies with all legal requirements applicable to charter schools, including all reports required of charter schools by law, as specified in Education Code 47604.32. Any violations of law shall be reported to the Board.

CSBA NOTE: Education Code 47605 requires that measurable student outcomes for all students of the charter school, including numerically significant student subgroups as defined in Education Code 52052, be included in the school's charter petition and that these outcomes be aligned with the state priorities for the local control and accountability plan (LCAP) as stated in Education Code 52060; see AR 0420.4 - Charter School Authorization.

Pursuant to Education Code 52052, numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when the subgroup consists of at least 30 students (or at least 15 foster youth or homeless students) in the school.

Education Code 47605 requires that the charter petition include methods for measuring the charter school's progress toward achieving student outcomes. Although the measures of the school's progress may vary, Education Code 47605 requires that charter schools conduct any statewide assessments applicable to other public schools. In addition, charter schools are included in the California School Dashboard, which reports the status of school performance on multiple state and local indicators and is intended to assist schools and districts in identifying strengths and areas in need of improvement in each priority area addressed by the LCAP. Charter schools that serve high-risk students may qualify for the state's Dashboard Alternative School Status program, which uses modified methods of measurement for accountability indicators when appropriate.

The Board shall monitor each charter school to determine whether it is achieving the measurable student outcomes set forth in the charter, both schoolwide and for each numerically significant student subgroup served by the school as defined in Education Code 52052. This determination shall be based on the measures specified in the approved charter and any applicable MOU, and on the charter school's annual review and assessment of its progress toward the goals and actions identified in its local control and accountability plan (LCAP), as reported in the California School Dashboard.

The Board shall monitor the fiscal condition of the charter school based on any financial report or information obtained from the charter school, including, but not limited to, the charter school's preliminary budget, LCAP and annual update of the charter school's LCAP, first and second interim financial reports, and final unaudited report for the full prior year. (Education Code 47604.32, 47604.33, 47606.5)

Fees/Charges for Supervisorial Oversight

CSBA NOTE: Education Code 47613 authorizes the district to charge the charter school, within specified limits, for the costs of supervisorial oversight of the school. Education Code 47613 provides that the costs of supervisorial oversight include, but are not limited to, costs incurred for technical assistance or intervention pursuant to Education Code 47607.3; see the section "Technical Assistance/Intervention" below. CSBA's, "Charter Schools: A Guide for Governance Teams," suggests that supervisorial oversight activities also might include site visits and site visit protocols, development of memorandums of understanding, reviews of performance data and financial reports, review of governance procedures, monitoring of teacher credentialing and assignments, facilities compliance, and legal auditing.

The district may charge for district supervisorial oversight as follows: (Education Code 47613; 5 CCR 11969.7)

1. Actual costs up to one percent of the charter school's revenue.
2. Actual costs up to three percent of the charter school's revenue if the district provides the charter school substantially rent-free facilities~~if~~

If the district provides the charter school with facilities under Education Code 47614 and charges the charter school a pro-rata share of the facilities~~cost-~~
-costs calculated pursuant to 5 CCR 11969.7, the district may only charge the charter school for the actual costs of supervisorial oversight up to one percent of the charter school's revenue.
3. Actual costs if the district is assigned supervisorial oversight responsibility for the charter school by SBE when authorized on appeal-

Technical Assistance/Intervention

CSBA NOTE: Education Code 47607.3 establishes criteria for the provision of technical assistance to charter schools including, but not limited to, the option to request assistance from the California Collaborative for Educational Excellence (CCEE). If, after providing technical assistance, the CCEE informs the Board that the charter school has failed or is unable to implement CCEE's recommendations or continues to have persistent or acute inadequate performance, then the Board must consider revocation of the charter; see BP 0420.43 - Charter School Revocation.

Whenever a charter school is identified for technical assistance based on the performance of one or more numerically significant student subgroups on SBE-established criteria, the charter school shall receive technical assistance from the County Superintendent ~~of Schools~~. Such technical assistance shall be focused on building the charter school's capacity to develop and implement actions and services responsive to student and community needs, including, but not limited to, any of the following: ~~(Education Code 47607.3)~~

1. Assisting the charter school to identify its strengths and weaknesses in regard to the state priorities applicable to the charter school pursuant to Education Code 47605(c). This shall include working collaboratively with the charter school to review performance data on the state and local indicators included in the California School Dashboard and other relevant local data and to identify effective, evidence-based programs or practices that address any areas of weakness.
2. Working collaboratively with the charter school to secure assistance from an academic, programmatic, or fiscal expert or team of experts to identify and implement effective programs and practices that are designed to improve performance in any areas of weakness identified by the charter school. Another service provider, including, but not limited to, a school district, county office of education, or charter school, may be solicited to act as a partner to the charter school in need of technical assistance.
3. Obtaining from the charter school timely documentation demonstrating that it has completed the activities described in Items #1 and 2 or substantially similar activities, or has selected another service provider to work with the charter school to complete the activities described in Items #1 and 2 or substantially similar activities, and ongoing communication with the Board to assess the charter school's progress in improving student outcomes.

In addition, if, in three out of four consecutive school years, a charter school fails to improve outcomes for three or more numerically significant student subgroups, or for all of the student subgroups if the school has fewer than three subgroups, in regard to one or more state or school priorities identified in the charter, the County Superintendent may request that the Superintendent of Public Instruction (SPI), with SBE approval, assign the California Collaborative for Educational Excellence to provide advice and assistance to the charter school pursuant to Education Code 52074. (Education Code 47607.3; 52072)

CSBA NOTE: Education Code 47607 requires the Board to consider specified criteria of academic performance when determining whether to deny a petition for charter renewal or to revoke a charter, with achievement of all student subgroups served by the charter school being the most important factor; see BP 0420.42 - Charter School Renewal and BP 0420.43 - Charter School Revocation. In addition, Education Code 47607.3 requires the Board to consider revocation of a charter whenever it finds that the charter school has failed, or is unable, to implement the recommendations of CCEE or continues to demonstrate persistent or acute inadequate performance.

In accordance with law, the Board may deny a charter school's renewal petition or may revoke a charter based on the charter school's poor performance, especially with regard to inadequate academic achievement of all numerically significant subgroups of students served by the charter school.- (Education Code 47607, 47607.2)

Complaints

CSBA NOTE: Pursuant to Education Code 52075, charter schools are required to establish policies and procedures for addressing complaints of noncompliance with Education Code 47606.5 (annual update of school goals, actions, and related expenditures) or 47607.3 (technical assistance or intervention based on the school's failure to improve student outcomes). See AR 1312.3 - Uniform Complaint Procedures for applicable procedures.

Each charter school shall establish and maintain policies and procedures in accordance with the uniform complaint procedures as specified in 5 CCR 4600-4670 to enable any person alleging the school's noncompliance with Education Code 47606.5 or 47607.3 to file a complaint with the charter school. -(Education Code 52075)

A complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance. -A complainant who is not satisfied with the decision may appeal the decision to the SPI. -(Education Code 52075)-

If the charter school finds merit in the complaint or the SPI finds merit in an appeal, a remedy shall be provided to all affected students and parents/guardians. -(Education Code 52075)-

School Closure

CSBA NOTE: The following optional section may be revised to reflect district practice. Pursuant to Education Code 47605, procedures to be followed in the event a charter school ceases operation for any reason must be specified in the charter; see AR 0420.4 - Charter School Authorization. 5 CCR 11962 lists components that must be included in these procedures, including (1) designation of a responsible entity to conduct closure-related activities; (2) notifications to specified persons and entities; (3) provision of information about students' grade level, course completion, and district of residence; (4) transfer and maintenance of student and personnel records; (5) completion of an independent final audit; (6) disposal of any net assets remaining after all liabilities of the charter school have been paid or otherwise addressed; (7) completion and filing of any annual reports required pursuant to Education Code 47604.33; and (8) identification of funding for the activities identified in Items #1-7.

Depending on the terms of the charter, these duties may be performed by the charter school, the district, or another specified entity. However, Education Code 47604.32 specifies that it is the responsibility of the district to notify CDE when a charter school ceases operation for any reason. CSBA's, "Charter Schools: A Guide for Governance Teams," recommends that, in addition to the notifications required by 5 CCR 11962, either the district or the charter school should announce the closure to any school districts that may be responsible for providing education services to the former students of the charter school.

In the event that the Board revokes or denies renewal of a charter or the charter school ceases operation for any reason, the Superintendent or designee shall, when applicable in accordance with the charter and/or an MOU, provide assistance to facilitate the transfer of the charter school's former students and to finalize financial reporting and close-out of the charter school.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, if renewal of a charter is denied, a charter is revoked, or a charter school will cease operation for any reason.

Such notification shall include, but not be limited to, a description of the circumstances of the closure, the effective date of the closure, and the location of student and personnel records. -(Education Code 47604.32; 5 CCR 11962.1)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 14, 2020
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Philosophy, Goals, Objectives and Comprehensive Plans
Exhibit 0420.41: Charter School Oversight

Sierra County/Sierra-Plumas Joint USD

Philosophy, Goals, Objectives, and Comprehensive Plans

Exhibit 0420.41 – Charter School Oversight

REQUIREMENTS FOR CHARTER SCHOOLS

CSBA NOTE: Pursuant to Education Code 47610, charter schools are exempt from Education Code provisions governing school districts unless otherwise specified in law. However, charter schools, like other public schools, are subject to the state and federal constitutions, applicable federal laws, state laws that apply to governmental agencies in general, and state laws that are expressly applicable to charter schools. The following Exhibit lists some, but not necessarily all, legal requirements that apply to charter schools and may be used by districts to monitor a charter school's compliance with law. Violation of any law may subject the charter school to revocation pursuant to Education Code 47607; see BP 0420.43 - Charter School Revocation.

A charter school shall be subject to the terms of its charter; any memorandum of understanding between the school and the district Governing Board; the state and federal constitutions; applicable federal laws; state laws that apply to governmental agencies in general; and other legal requirements that are expressly applicable to charter schools, including, but not limited to, the following requirements:

Governance

1. Comply with the Ralph M. Brown Act (Government Code 54950-54963), California Public Records Act (Government Code ~~6250-6270~~7920.000- 7930.215), conflict of interest laws (Government Code 1090-1099), and Political Reform Act (Government Code 81000-91014), including the adoption of a conflict of interest code pursuant to Government Code 87300 (Education Code 47604.1)
2. Except as otherwise authorized by Government Code 54954, hold the meetings of its governing body within the physical boundaries of the county in which the charter school is located or, if a nonclassroom-based charter school that does not have a facility or operates one or more resource centers, hold governing body meetings within the physical boundaries of the county in which the greatest number of students enrolled in the charter school reside. In addition, a two-way teleconference location shall be established at the school site and/or resource center, as applicable. (Education Code 47604.1)
3. The charter school's executive director or any of the charter school's employees shall not serve as a member of the county board of education in the county where the charter school is located (Education Code 1006; Government Code 1099)-

Operations

4. Not be operated as, or be operated by, a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)
5. Be nonsectarian in its programs, admission policies, employment practices, and all other operations (Education Code 47605)

Admission/Enrollment

6. Adhere to all laws establishing the minimum age for public school attendance (Education Code

47610)

7. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965 (Education Code 47612)

CSBA NOTE: Education Code 56145 requires charter schools to serve students with disabilities in the same manner as other public schools. Pursuant to Education Code 47646, districts must ensure that each charter school that is deemed to be a public school of the district, and is not its own local educational agency (LEA) for special education purposes, receives an equitable share of special education funding and services for students with disabilities who are enrolled in the charter school.

If a charter school is operating as a public school of the district for purposes of special education, the district retains responsibility and must determine how to ensure that students with disabilities receive a free appropriate public education (FAPE). However, as indicated in the California Office of Administrative

Hearings ruling in Student v. Horizon Instructional Systems Charter School, a charter school operating as its own LEA for purposes of special education, including a charter school offering an independent study program, is the entity responsible for providing FAPE.

8. Serve students with disabilities in the same manner as such students are served in other district schools (Education Code 47646, 56145)
9. Admit all students who wish to attend the charter school, according to the following criteria and procedures:
 - a. Admission to the charter school shall not be determined according to the student's or parent/guardian's place of residence within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within that school's former attendance area. (Education Code 47605)

If a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced-price meals, it may also establish an admission preference for students who are currently enrolled in that public elementary school and for students who reside in the public school attendance area. (Education Code 47605.3)
 - b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing, with preference extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5. (Education Code 47605)
 - c. Other admission preferences may be permitted by the Board of the district on an individual school basis consistent with law. Preferences shall not result in limited enrollment access for students with disabilities, academically low-achieving students, English learners, neglected or delinquent students, students experiencing homelessness, foster youth, students who are economically disadvantaged, or on the basis of nationality, race, ethnicity, or sexual orientation. Mandatory parental volunteer hours shall not be the basis of a preference or a criterion for admission or continued enrollment. (Education Code 47605)
10. Not discourage a student from enrolling or seeking to enroll in the charter school, nor encourage a current student from disenrolling, for any reason, including, but not limited to, the student's academic performance, nationality, race, ethnicity, or sexual orientation or because the student is a student with disabilities, academically low achieving, an English learner, neglected or delinquent, homelessexperiencing homelessness, economically disadvantaged, or a foster youth. The charter school shall not request or require a student's records to be submitted before enrollment. The charter school shall post on its web-sitewebsite the California Department of Education's (CDE) notice of these requirements and shall provide the notice to parents/guardians or students age 18 and older when the parent/guardian or student inquires about enrollment, before conducting an enrollment lottery, and before disenrollment of a student.

(Education Code 47605)

11. Comply with the requirements of Education Code 48850-48859 regarding enrollment, identification, and placement of homeless children students experiencing homelessness and unaccompanied youth (Education Code 48850, 48851, 48852.5, 48852.6; 42 USC 11431-11435)
12. Comply with the requirements of Education Code 48850-48859 regarding the enrollment and placement of foster youth (Education Code 48853.5, 48859)
13. Allow a student who is enrolled in the charter school but receiving individual instruction at home or a hospital due to a temporary disability to return to the charter school when well enough to do so, provided the student returns during the school year in which the individual instruction was initiated (Education Code 48207.3)

Nondiscrimination

14. Not discriminate against any student on the basis of the characteristics listed in Education Code 220 (Education Code 47605)
15. Adopt policy that is consistent with the model policy developed by the California Attorney General addressing the charter school's response to immigration enforcement, notify parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, prohibit the collection of information or documents regarding the immigration status of students or their family members, and fulfill other requirements of Education Code 234.7
16. Post specified information related to the prohibition against discrimination under Title IX of the Education Amendments of 1972 in a prominent and conspicuous location on the school ~~web-site~~website or on the ~~web-site~~website of the charter operator (Education Code 221.61)
- ~~17.~~17. If the charter school offers competitive athletics, annually post on the school's ~~web-site~~website or on the ~~web-site~~website of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9)
- ~~2.~~18. Provide specified accommodations to pregnant and parenting students, including, but not limited to, the provision of parental leave and reasonable accommodations on campus to a lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. The charter school shall notify pregnant and parenting students and parents/guardians of the rights and options available to pregnant and parenting students. (Education Code 222, 222.5, 46015)
- ~~17.~~19. If a direct-funded charter school, adopt and implement uniform complaint procedures to resolve complaints of unlawful discrimination or alleged violation of a state or federal law or regulation governing educational programs, in accordance with 5 CCR 4600-4670 (5 CCR 4600)

Tuition and Fees

- ~~18.~~20. Not charge tuition (Education Code 47605)

CSBA NOTE: Education Code 47605 specifically prohibits a charter school from charging tuition, but does not mention fees or other charges. As clarified in the California Department of Education's (CDE) advisory, "Pupil Fees, Deposits, and Other Charges," because charter schools are subject to the California Constitution, the free school guarantee of the California Constitution, Article 9, Section 5, applies to charter schools. Charter schools may only charge fees which are explicitly authorized by law for charter schools.

- ~~3.~~21. Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools.

(Education Code 49010, 49011)

- ~~4.22.~~ Not bill, nor take any negative action against, a student or former student for a debt owed to the charter school. The school shall provide an itemized invoice for any amount owed by the parent/guardian on behalf of a student or former student before pursuing payment of the debt and shall provide a receipt to the parent/guardian for each payment made to the school. (Education Code 49014)

School Plans

CSBA NOTE: Pursuant to Education Code 52064.3, as added by AB 181 (Ch. 52, Statutes of 2022), by January 31, 2025, charter schools that are identified by CDE as needing an improvement plan pursuant to 34 CFR 300.600-300.647 are required to complete an Individuals with Disabilities Education Act Addendum adopted by SBE relating to improvements in services for students with disabilities. See BP 0460 - Local Control and Accountability Plan for more information.

- ~~19.23.~~ Adopt a local control and accountability plan (LCAP) and update the plan by July 1 each year, after holding a public hearing, consulting with specified stakeholders, and using the template adopted by the State Board of Education (SBE). As part of the LCAP adoption and annual update to the LCAP, the governing body of the charter school shall separately adopt a local control funding formula budget overview for parents/guardians and as appropriate, an Individuals with Disabilities Education Act Addendum, based on the ~~template~~templates developed by ~~the~~ SBE. (Education Code 47604.33, 47606.5, 52064, 52064.1, 52064.3)
- ~~20.24.~~ If the charter school applies for federal and/or state categorical program funding through the state's consolidated application, establish a school site council to develop and annually review a school plan for student achievement, unless the school chooses to use its LCAP for this purpose (Education Code 64000-64001, 65000-65001)
- ~~21.25.~~ Develop a comprehensive safety plan in accordance with Education Code 32282 and review and update the plan by March 1 each year (Education Code 47605)
- ~~5.26.~~ Develop a transportation safety plan that includes procedures to ensure that a student is not left unattended on a school bus, student activity bus, youth bus, or child care motor vehicle and procedures for designating an adult chaperone, other than the driver, to accompany students on a school activity bus. In addition, ensure that each school bus, student activity bus, youth bus, or child care motor vehicle is equipped with a child safety alert system that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting, unless the student activity bus is exempted by law. (Education Code 39831.3; Vehicle Code 28160)

Curriculum and Instruction

CSBA NOTE: Education Code 47612.5 specifies, by grade level, the minimum number of instructional minutes that must be offered each fiscal year. Any charter school that fails to meet this requirement will have its state apportionment reduced in proportion to the percentage of instructional minutes that the school fails to offer. Education Code 47612.5 and 47612.6 provide that neither the State Board of Education nor the Superintendent of Public Instruction may waive the required number of instructional minutes but may waive the fiscal penalties under specified conditions.

- ~~22.27.~~ Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school (Education Code 47612.5)
- ~~23.~~ If the charter school offers a kindergarten program, also offer a transitional kindergarten (TK) program to students in accordance with Education Code 48000
- ~~24.28.~~ If the charter school serves students in grade 9, adopt a fair, objective, and transparent mathematics placement policy with specified components (Education Code 51224.7)
- ~~25.29.~~ If the charter school serves students in any of grades 7-12, provide comprehensive sexual

health education and human immunodeficiency virus (HIV) prevention education at least once in junior high or middle school and once in high school (Education Code 51931, 51934)

- ~~26~~.30. If the charter school serves students in any of grades 6-12, identify and implement methods of informing parents/guardians of human trafficking prevention resources (Education Code 49381)
- ~~27~~.31. If the charter school serves students in middle or high school and offers one or more courses in health education, include in those courses instruction in mental health, as specified (Education Code 51925-51929)
- ~~28~~.32. If the charter school serves students in grade 12, comply with the requirements for student completion and submission of the Free Application for Federal Student Aid and California Dream Act Application (Education Code 51225.7, 51225.8)
- ~~29~~.33. If the charter school is planning to hold a college or career fair, the charter school shall notify each apprenticeship program in the same county as the charter school with the planned date, time, and location of the fair (Labor Code 3074.2)

CSBA NOTE: Education Code 47612.5 provides that charter schools offering independent study are subject to Education Code 51745-51749.6. Education Code 51745 requires that no course included among the courses required for graduation may be offered solely through independent study. However, pursuant to 5 CCR 11705, a charter school offering grades 9-12 shall be deemed to be an "alternative school" for purposes of independent study and thus, according to CDE, would comply with this provision because students in such alternative schools are enrolled voluntarily and, if they wished, could attend any other district high school in which the courses were offered via classroom instruction.

- ~~30~~.34. If the charter school provides independent study, meet the requirements of Education Code 51745-51749.6, except that the school may offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)
- ~~31~~.35. Develop a plan for offering independent study to affected students pursuant to Education Code 46393 if the governing body of the charter school submits an affidavit pursuant to Education Code 46392 necessitated by an emergency condition that resulted in a school closure (Education Code 46392, 46393)
- ~~32~~. Accept and provide full or partial credit for coursework satisfactorily completed by a foster youth, ~~homeless~~ student experiencing homelessness, former juvenile court school student, child of a military family, migrant student, or a student participating in a newcomer program while attending another
- ~~36~~. school (Education Code 51225.2)
- ~~33~~.37. Meet all statewide standards and conduct any statewide assessments applicable to noncharter public schools (Education Code 47605, 47612.5, 60605)

Special Education

- ~~34~~.38. Provide assistive technology devices in a student's home or other settings if the individualized education program team determines that such access is necessary. The charter school shall also provide an assistive technology device or comparable device to a student who enrolls in another local educational agency, for two months after the student leaves the charter school or until alternative arrangements can be made, whichever occurs first. (Education Code 56040.3)
- ~~35~~.39. If the charter school is an independent member of a special education local plan area and has a master contract with a nonpublic, nonsectarian school:
- a. Pay the full amount of the tuition or fees for students with disabilities enrolled in programs or services provided pursuant to that contract (Education Code 56365)

- b. Conduct at least one onsite visit to the nonpublic, nonsectarian school prior to a student's placement and at least once each school year (Education Code 56366.1)

High School Graduation

- ~~36.40.~~ Exempt a foster youth, ~~homeless~~ student experiencing homelessness, former juvenile court school student, child of a military family, or migrant student who transfers between schools after the second year of high school, or a student participating in a newcomer program for newly immigrant students in grades 11-12, from any of the charter school's graduation requirements that exceed state requirements, unless the charter school determines that the student is reasonably able to complete the requirements by the end of the fourth year of high school (Education Code 51225.1, 51225.2)
41. In accordance with Education Code 51225.31, exempt an eligible student with disabilities from all coursework and other requirements adopted by the charter school board that are in addition to the statewide course requirements specified in Education Code 51225.3, and award such student a high school diploma (Education Code 51225.31)
- ~~37.42.~~ Grant a high school diploma to any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination (Education Code 51413)
- ~~38.43.~~ Require students to meet the state minimum course requirements for graduation as specified in Education Code 51225.3, as well as any additional graduation requirements required by the governing body (Education Code 51225.3)

Student Expression

- ~~39.44.~~ Allow a student to wear traditional tribal regalia or recognized objects of religious or cultural significance as an adornment at school graduation ceremonies, unless the charter school determines that an item is likely to cause a substantial disruption of, or material interference with, the ceremony (Education Code 35183.1)

CSBA NOTE: Education Code 48907 requires charter schools to establish a written "publications code" related to students' rights to freedom of speech and of the press. These written rules and regulations must include reasonable provisions for the time, place, and manner in which free expression may take place within the charter school's jurisdiction.

- ~~40.~~ Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official ~~45.~~ publications (Education Code 48907, 48950)

Staffing

- ~~41.46.~~ Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) as required for the teacher's certificated assignment. Teachers employed by the charter school during the 2019-20 school year shall have until July 1, 2025 to obtain the required certificate required. (Education Code 47605, 47605.4)
- ~~42.47.~~ If the charter school offers TK, require credentialed teachers first assigned to a TK class to meet one of three specified criteria establishing qualification for the position by August 1, 2023, and to maintain adult to student ratios as specified in Education Code 48000 (Education Code 48000)
- ~~43.48.~~ Review potential misassignments and vacant positions in the charter school, including data from CTC, respond to the County Superintendent of Schools when necessary to show that an employee is legally authorized for an assignment, and correct any misassignments if notified by the County Superintendent that an assignment is not legally authorized (Education Code 44258.9)

- 44.49. Not hire any person who has been convicted of a violent or serious felony except as otherwise provided by law, and, if the charter school contracts with an entity for specified services, verify that any employee of that entity who interacts with students outside of the immediate supervision and control of the student's parent/guardian or a school employee has a valid criminal records summary, unless an exception applies (Education Code 44830.1, 45122.1, 45125.1)
- 45.50. Report to CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending (Education Code 44030.5)
- 46.51. If the charter school chooses to make the state teachers' retirement plan and/or the public employees retirement system available to its employees, meet the requirements of Education Code 47611 (Education Code 47610)
- 47.52. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)
- 48.53. If the charter school employs security officers and/or security officers work on the charter school campus, provide the latest course of training developed by the Bureau of Security and Investigative Services of the Department of Consumer Affairs in consultation with the Commission on Peace Officer Standards and Training, as specified (Education Code 38001.5; Business and Professions Code 7583.45)

Parent/Guardian Involvement

- 49.54. On a regular basis, consult with parents/guardians and teachers regarding the charter school's educational programs (Education Code 47605)
- 50.55. Notify parents/guardians of applicant students and currently enrolled students that parental involvement is not a requirement for acceptance to, or continued enrollment at, the charter school (Education Code 47605)
- 51.56. If 15 percent or more of the students at the charter school speak a single primary language other than English, provide all notices, reports, statements, or records sent to parents/guardians in English and in the primary language (Education Code 48985)

Nutrition

- 52.57. Provide breakfast and/or lunch free of charge during each school day to students requesting a meal regardless of the student's free or reduced-price meal eligibility. If the charter school participates in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and is a ~~very~~ high poverty school, as defined, the charter school shall apply to operate a federal universal meal service provision, and upon approval, apply such service. (Education Code 49501.5, 49564.3)
- 53.58. ~~Not~~If the charter school participates in the NSLP or SBP, not promote any food or beverage during the school day that does not comply with state nutritional standards pursuant to Education Code 49430-49434, and not participate in a corporate incentive program that offers free or discounted non-nutritious foods or beverages as rewards for students who reach certain academic goals (Education Code 49431.9)

Student Health

- 54.59. Adopt a policy on suicide prevention, intervention, and postvention for grades 7-12, and an age-appropriate policy for grades K-6, and review the policy at least every five years (Education Code 215)

2022), each school serving students in any of grades 6-12 is required to create a poster that identifies approaches and resources about student mental health, and prominently display such poster in public areas that are accessible to and commonly frequented by students at each school site. See 5141.5 - Mental Health

60. Each charter school that serves students in any of grades 6-12 shall create and prominently display an age appropriate and culturally relevant poster that identifies approaches and resources about student mental health. (Education Code 49428.5)
- ~~55-61.~~ If the charter school serves grades 7-12 and issues student identification cards, print the telephone numbers of the National Suicide Prevention Lifeline and the National Domestic Violence Hotline on the identification cards (Education Code 215.5)
- ~~56-62.~~ Notify students and parents/guardians at least twice during the school year on how to initiate access to available student mental health services on campus or in the community (Education Code 49428)
- ~~57-63.~~ Provide annual training on child abuse and neglect reporting requirements to employees and persons working on the charter school's behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment (Education Code 44691)
- ~~58-64.~~ If the charter school offers an athletic program, annually provide information sheets about concussions/head injuries and sudden cardiac arrest to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury, passes out, or faints during or immediately after participation in an athletic activity, the student shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to the activity until the student is evaluated by a licensed health care provider and receives written clearance to do so. (Education Code 33479-33479.5, 49475)
- ~~59-65.~~ If the charter school offers an interscholastic athletic program, develop and post a written emergency action plan that describes procedures to be followed in the event of sudden cardiac arrest and other medical emergencies, acquire at least one automated external defibrillator (AED) for the school, and make the AED available at on-campus athletic activities or events (Education Code 35179.4, 35179.6)
- ~~6-66.~~ If the charter school sponsors or hosts an on-campus event in or around a swimming pool that is not part of an interscholastic athletic program, provide for the presence of at least one adult with a valid certification of cardiopulmonary resuscitation training throughout the duration of the event (Education Code 35179.6)
- ~~60-67.~~ Provide school nurses or other voluntary, trained personnel with emergency epinephrine auto-injectors of the type required pursuant to Education Code 49414 (Education Code 49414)
- ~~61-68.~~ If the charter school chooses to make an opioid antagonist available to persons suffering, or reasonably believed to be suffering, from an opioid overdose, comply with the requirements of Education Code 49414.3, including, but not limited to, providing training to personnel who volunteer to administer the opioid antagonist

Student Conduct/Discipline

- ~~62-69.~~ Adopt a policy on bullying and cyberbullying prevention, post specified information on bullying and harassment prevention on the charter school's website, and annually make CDE's online training module on bullying prevention available to school site certificated employees and other employees who have regular interaction with students (Education Code 234.4, 234.6, 32283.5)
- ~~63-70.~~ Adopt and display a written policy on sexual harassment, include the policy as part of any orientation for new and continuing students, and post a poster notifying students of the policy (Education Code 231.5, 231.6)
- ~~7-71.~~ Prohibit seclusion and behavioral restraint of students as a means of discipline, and only use such

methods to control student behavior that poses a clear and present danger of serious physical harm to a student or others that cannot be immediately prevented by a less restrictive response (Education Code 49005-49006.4)

~~64.72.~~ Neither recommend for expulsion a student in grades K-12 nor suspend a student in grades K-8 for disrupting school activities or otherwise willfully defying the authority of school personnel in the performance of their duties (Education Code 48901.1)

~~8.73.~~ Upon request, provide a student who is suspended for two or more days with the homework assigned during the period of suspension (Education Code 47606.2, 48913.5)

Student and Parent/Guardian Records

~~65.74.~~ Not collect or solicit social security numbers or the last four digits of social security numbers from students or their parents/guardians unless otherwise required to do so by state or federal law (Education Code 49076.7)

~~66.75.~~ Upon written request, not include the directory information of a student or the personal information of a parent/guardian, as defined, in the minutes of a meeting of the governing body (Education Code 49073.2)

~~67.76.~~ If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information (Education Code 47605)

~~68.77.~~ If the charter school serves high school students, submit to the Student Aid Commission (CSAC), for use in the Cal Grant program, the grade point average (GPA) of all students in grade 12 and verification of high school graduation or its equivalent for students who graduated in the prior academic year. However, such information shall not be submitted when students opt out or are permitted by the rules of CSAC to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)

~~69.78.~~ Upon receipt of government-issued documentation of a change of name or gender or, if such documentation is not available, upon request in accordance with the procedure in Education Code 49070, update, and reissue if requested, a former student's records to include the student's updated legal name or gender. (Education Code 49062.5, 49070)

Facilities

~~70.79.~~ Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions: (Education Code 47610, 47610.5)

- a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.
- b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.

~~71.80.~~ If the charter school serves students in any of grades 6-12, stock the school's restrooms at all times with an adequate supply of menstrual products available and accessible free of cost in all women's restrooms, all-gender restrooms, and in at least one men's restroom (Education Code 35292.6)

Finance

~~72.81.~~ Promptly respond to all reasonable inquiries from the district, the county office of

education, or the Superintendent of Public Instruction (SPI), including, but not limited to, inquiries regarding the charter school's financial records (Education Code 47604.3)

~~73:82.~~ 73:82. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)

~~74:83.~~ 74:83. Identify and report to the SPI any portion of the charter school's average daily attendance that is generated through nonclassroom-based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2; 5 CCR 11963.2)

~~75:84.~~ 75:84. Annually prepare and submit financial reports to the Board and the County Superintendent in accordance with the following reporting cycle:

- a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)
- b. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)
- c. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)
- d. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)
- ~~e.~~ e. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the State Controller and e. CDE. (Education Code 47605)

~~76:85.~~ 76:85. If the charter school receives state facilities funding pursuant to the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30), annually report a detailed list of all expenditures of state funds, and of the school's matching funds for completed projects, and submit an audit of completed facilities projects within one year of project completion (Education Code 41024)

Accountability

~~9:86.~~ 9:86. Annually adopt a school accountability report card (Education Code 33126, 47612; California Constitution, Article 16, Section 8.5)

SIERRA COUNTY OFFICE OF EDUCATION
 SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Exhibit version: April 14, 2020
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Board Policy Manual
Sierra County/Sierra-Plumas Joint Unified School District

Community Relations

Policy 1113: District And School Websites

CSBA NOTE: The following optional policy is for use by districts that maintain their own website(s) and may be revised to reflect district practice. District strategies for effective use of websites may be incorporated into the district's comprehensive communications plan; see BP 1100 - Communication with the Public.

To enhance communication with students, parents/guardians, staff, and community members, the Governing Board of Education encourages the Superintendent or designee to develop and maintain district and school web siteswebsites. The use of district and school web siteswebsites shall support the district's vision and goals and shall be coordinated with other district communications strategies.

Design Standards

The Superintendent or designee shall establish design standards for district and school web siteswebsites in order to maintain a consistent identity, professional appearance, and ease of use.

CSBA NOTE: The following paragraph is optional. Pursuant to Civil Code 1798.99.28-1798.99.40, as added by AB 2273 (Ch. 320, Statutes of 2022), businesses that provide online services, products, or features that are likely to be accessed by children are required to prioritize the best interests of students in designing such products or features, to ensure that children are not exposed to harmful or potentially harmful content, contact, or conduct. Though this law is not necessarily applicable to districts, it is good guidance for districts seeking to create a safe online space for students.

District design standards shall require an evaluation of products, features, and content accessible to students on district and school websites to prevent access to harmful or potentially harmful material.

CSBA NOTE: Pursuant to Title II of the Americans with Disabilities Act (42 USC 12131-12134) and Section 504 of the Rehabilitation Act of 1973 (29 USC 705, 794; 34 CFR 104.1-104.39), districts have an obligation to provide an equal opportunity to individuals with disabilities to participate in and receive the benefits of the educational program, and must provide accommodations or modifications when necessary to ensure equal treatment. The U.S. Department of Education's Office for Civil Rights June 2010 and May 2011 Dear Colleague Letters interpret that such obligations include the requirement that district websites be accessible to individuals with disabilities.

A U.S. Department of Justice technical assistance publication, "Accessibility of State and Local Government Websites to People with Disabilities", states that an agency with a website that is otherwise inaccessible to individuals with disabilities may meet its legal obligations by providing an alternative accessible way for them to use the programs or services (e.g., a staffed telephone information line), but points out that these alternatives are unlikely to provide an equal degree of access in terms of hours of operation or range of options and programs available. See the accompanying administrative regulation for accessibility guidelines.

The district's design standards shall address the accessibility of district and school web siteswebsites to individuals with disabilities, including compatibility with commonly used assistive technologies.

Web SiteWebsite Content

The Superintendent or designee shall develop content guidelines for district and school web siteswebsites and assign staff to review and approve content prior to posting.

CSBA NOTE: The following optional paragraph ensures consistency of district policies regarding advertising and may be revised to reflect district practice.

Board policy pertaining to advertising in district and school publications, as specified in BP 1325 - Advertising and Promotion, shall also apply to advertising on district and school ~~web sites~~websites.

Privacy Rights

CSBA NOTE: Business and Professions Code 22580-22582 prohibit an operator of a website from knowingly using, disclosing, compiling, or allowing a third party to use, disclose, or compile the personal information of a minor for the purpose of marketing or advertising specified types of products or services. Business and Professions Code 22584-22585 prohibit the operator of a website that provides services to K-12 students from selling or disclosing specified student information or knowingly using that student information to engage in targeted advertising to students or parents/guardians or to amass a profile about a student. Business and Professions Code 22586 provides

a similar prohibition for the operator of a website used, designed, and marketed primarily for preschool or prekindergarten purposes from knowingly engaging in specified activities, including targeted advertising, selling, or disclosing a student's information, and using specified information to amass a profile about a student except in furtherance of preschool or prekindergarten purposes. See BP 5125 - Student Records for further information regarding protection of student information.

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on district and school ~~web sites~~websites.

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. The district should carefully consider whether to place personally identifiable information on district or school websites since release of such information may put individuals, including students, at risk and also may violate Education Code 49073 which prohibits disclosure of student directory information to any private profit-making entity; see BP/AR/E 5125.1 - Release of Directory Information.

Telephone numbers and home and email addresses of students and/or their parents/guardians shall not be published on district or school ~~web sites~~websites.

CSBA NOTE: The following options address the use of students' photographs on district or school websites. Option 1 is for use by districts that, pursuant to Education Code 49061 and 34 CFR 99.3, include photographs in the definition of directory information, as specified in AR 5125.1 - Release of Directory Information, and publish student photographs along with student names unless a parent/guardian requested in writing that no photographs of the child be released without prior written consent. Option 2 is for use by districts that do not allow student photographs to be published along with student names unless specific consent for such publication is received from the parent/guardian.

OPTION 1: ~~The district regards photographs as a category of directory information that would not generally be considered harmful or an invasion of privacy if disclosed. Therefore, a student's photograph, together with his/her the student's name, may be published on district or school ~~web sites~~websites unless the student's parent/guardian has notified the district in writing to not release the student's photograph without prior written consent, in accordance with BP/AR 5125.1— Release of Directory Information.~~

END OF OPTION 1

OPTION 2: ~~Photographs of individual students shall not be published on district or school websites, accompanied by the student's name or other personally identifiable information without the prior written consent of the student's parent/guardian.~~

END OF OPTION 2

CSBA NOTE: The remainder of this policy is for use by all districts.

If students' names are not included, photographs of individual students or groups of students, such as at a school event, may be published on school or district websites.

CSBA NOTE: Posting of Employees' home addresses, personal telephone numbers, or personal email addresses on district or school websites is prohibited by law in certain circumstances in order to maintain employee privacy and safety. See BP 1340 - Access to District Records, AR 3580 - District Records, and BB 9012 - Board Member Electronic Communications.

Employees' home addresses, personal telephone numbers, and personal email addresses shall not be posted on district or school ~~web-sites~~websites.

The home address or telephone number of any elected or appointed official including, but not limited to, a Board member or public safety official, shall not be posted on district or school ~~web-sites~~websites without the prior written permission of that individual. (Government Code 3307.5, ~~6254.21,~~ 6254.247928.205, 7920.535)

No public safety official shall be required to consent to the posting on the Internet of ~~his/her~~the public safety official's photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation, or harm to the officer or ~~his/her~~the officer's family. (Government Code 3307.5)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
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Board Policy Manual
Sierra County/Sierra-Plumas Joint Unified School District

Community Relations

Exhibit 1113: District and School Websites

Sierra County/Sierra-Plumas Joint USD

Community Relations

Exhibit 1113 – District and School Websites

MATERIALS REQUIRED TO BE POSTED ON DISTRICT ~~WEB SITE~~WEBSITE

CSBA NOTE: The following exhibit lists material which the law explicitly requires be posted on district or school websites. See the referenced Board policy, administrative regulation, or Board bylaw for further information about related requirements. The exhibit does not include other postings that may recommended throughout CSBA's sample policy manual but are not required by law.

Materials to Prominently Display

The following must be posted in a prominent location on the district's ~~web site~~website, such as on the home page when required by law:

1. The district's local control and accountability plan (LCAP), any updates or revisions to the LCAP, and the local control funding formula budget overview (Education Code 52064.1, 52065). See AR 0460 - Local Control and Accountability Plan.
2. A direct link to the current board agenda containing the time and location of the meeting and a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session, or a link to the district's agenda management platform where the current agenda shall be the first available (Government Code 54954.2, 54956). Post at least 72 hours before a regular board meeting or 24 hours before a special meeting. See BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.
3. The district's policy on student suicide prevention including, for grades K-6, the age appropriateness of the policy (Education Code 234.6). See BP 5141.52 - Suicide Prevention.
4. The district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media (Education Code 234.6). See AR 5131.2 - Bullying and AR 5145.3 - Nondiscrimination/Harassment.
5. The district's policy on preventing and responding to hate violence, if the district has adopted such a policy (Education Code 234.6). See BP 5145.9 - Hate-Motivated Behavior.
6. The definition of discrimination and harassment based on sex as described in Education Code 230, including the rights set forth in Education Code 221.8 (Education Code 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
7. Information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the name and contact information of the Title IX Coordinator, the rights of students and the public as specified in Education Code 221.8, the responsibilities of the district under Title IX, web links to information about those rights and responsibilities on the ~~web sites~~websites of the Office for

Equal Opportunity and the U.S. Department of Education's Office for Civil Rights, a description of how to file a complaint of noncompliance under Title IX with specified components, and a link to Title IX information posted on the California Department of Education's (CDE) [web site website](#) (Education Code 221.6, 221.61, 234.6; 34 CFR 106.8). See AR 5145.3 - Nondiscrimination/Harassment and AR 5145.7 - Sexual Harassment.

8. A link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5, 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
9. Posters published by the California [Civil Rights Department of Fair Employment and Housing \(DFEH/CRD\)](#) including, "California Law Prohibits Workplace Discrimination and Harassment," and for districts with five or more employees, "[The Rights of Employees Who Are Transgender Rights in the Workplace or Gender Nonconforming](#)," "Your Rights and Obligations as a Pregnant Employee," and "Family Care and Medical Leave and Pregnancy Disability Leave" (Government Code 12950). See AR 4030 - Nondiscrimination in Employment and AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave.
10. If the district has formed a community facilities district (Mello-Roos district) for the acquisition or improvement of school facilities, a copy of the annual report for the fiscal year if requested pursuant to Government Code 53343.1, the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5, and the report provided to the State Controller's office pursuant to Government Code 12463.2 (Government Code [53343.2](#)). [Post within seven months after the last day of the fiscal year. See BP 7212 - Mello-Roos Districts.](#)
~~53343.2). Post within seven months after the last day of the fiscal year. See BP 7212 - Mello-Roos Districts.~~

Other Postings

The following materials are also required to be posted on the district [web site website](#). However, there are no specific requirements related to where they are posted on the [web site website](#).

1. The Special Education Local Plan Area's approved comprehensive local plan for special education, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans (Education Code 56205.5). See AR 0430 - Comprehensive Local Plan for Special Education.
2. The district's nondiscrimination policy and regulation, including the complaint procedure and the compliance coordinator's contact information (34 CFR 100.6, 106.8). See BP 0410 - Nondiscrimination in District Programs and Activities and AR 4030 - Nondiscrimination in Employment.
3. Training materials used to train the Title IX Coordinator, investigator(s), decisionmaker(s), and any person(s) who ~~facilitate~~[facilitates](#) an informal resolution process in response to a Title IX sexual harassment complaint (34 CFR 106.45). See AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.
4. Contact information for the district's liaison(s) for homeless students and other persons as required by Education Code 48852.6, and information regarding the educational rights and resources available to persons experiencing homelessness (Education Code 48852.6). See AR 6173 - Education for Homeless Children.
5. For all schools offering competitive athletics, the total enrollment of the school classified by gender, the number of students enrolled at the school who participate in competitive athletics

classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9). The information shall be posted at the end of the school year on the school's ~~web site~~website or, if the school does not have a ~~web site~~website, on the district's ~~web site~~website. See AR 6145.2 - Athletic Competition.

6. If the district has interdistrict attendance agreement(s), the procedures and timelines for requesting an interdistrict transfer permit, including, but not limited to, a link to the board's policy on interdistrict attendance, the date that the district will begin accepting applications, reasons that the district may approve/deny the request, the process for appeal, that failure to meet timelines will be deemed an abandonment of the request, and the condition under which an existing interdistrict transfer permit may be revoked or rescinded (Education Code 46600.2). See AR 5117 - Interdistrict Transfer.
7. If the district has elected to be a school district of choice, application information including, at a minimum, any applicable form, the timeline for a transfer, and an explanation of the selection process (Education Code 48301). See AR 5117 - Interdistrict Transfer.
8. For districts that offer grade 9, the district's policy and protocols related to student placement in mathematics courses (Education Code 51224.7). See AR 6152.1 - Placement in Mathematics Courses.
9. The section(s) of the district's employee code of conduct addressing interactions with students-~~(Education Code 44050). Post these. These~~ section(s) or a link to them shall be posted on each school's ~~web site~~website or, if a school does not have its own ~~web site~~website, on the district's ~~web site~~website in a manner that is accessible to the public without a password. (Education Code 44050) See BP 4119.21/4219.21/4319.21 - Professional Standards and BP 4119.24/4219.24/4319.24 - ~~Maintaining Appropriate Adult-Student Interactions~~ - Maintaining Appropriate Adult-Student Interactions.
10. The district's meal payment collection policy and procedures (U.S. Department of Agriculture (USDA) Memorandum SP 46-2016). See BP/AR 3551 - Food Services Operations/Cafeteria Fund.
11. If the district includes information about the free and reduced-priced meal program on its ~~web site~~website, a nondiscrimination statement about the district's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against the district (USDA FNS Instruction 113-1). For the required wording of the statement, see E(1) 3555 - Nutrition Program Compliance.
12. The school's or district's integrated pest management plan, whenever a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5 ~~(Education Code 17611.5). Post The~~ plan shall be posted on the school's ~~web site~~website or, if the school does not have a ~~web site~~website, then on the district's ~~web site~~website. (Education Code 17611.5) See AR 3514.2 Integrated Pest Management.
13. When the California Environmental Quality Act requires an environmental impact report, negative declaration, or mitigated negative declaration, those environmental review documents, public notice of the preparation and availability of such documents within a reasonable period of time prior to certification of the environmental impact report, adoption of a negative declaration, or determination that a proposed subsequent project will have no additional significant effect on the environment, and specified notices when written requests for notices have been filed (Public Resources Code 21082.1, 21092, 21092.2).
14. When a citizens' oversight committee is formed after the approval of a bond under the 55 percent majority threshold, the committee's minutes, documents received, and reports issued (Education Code 15280). See AR 7214 - General Obligation Bonds.

15. Copy of each school's school accountability report card, on or before February 1 of each year (Education Code 35258). See BP 0510 - School Accountability Report Card.
16. Results of the Western Association of Schools and Colleges (WASC) or other accrediting agency's inspection of a school, within 60 days of receiving the results. (This notification could be made in writing to parents/guardians instead of or in addition to posting the results on the district's ~~web site~~website.) In addition, if a school loses its WASC or other agency's accreditation, the district and school shall post on their ~~web sites~~websites a notice of the loss of accreditation and potential consequences (Education Code 35178.4). See BP 6190 - Evaluation of the Instructional Program.

CSBA NOTE: Pursuant to Education Code 32096, as added by SB 1479 (Ch. 850, Statutes of 2022), a district is required to publish its COVID-19 testing plan on the district website.

17. The district's COVID-19 testing plan (Education Code 32096).

CSBA NOTE: Pursuant to Education Code 32526, as amended by AB 185 (Ch. 571, Statutes of 2022), a district is required to make publicly available on its website interim expenditure reports on the use of Learning Recovery Emergency Funds by December 1, 2024 and December 1, 2027, and a final report on expenditures no later than December 1, 2029.

18. Using the template developed by CDE, the use of Learning Recovery Emergency Funds, with interim reports posted by December 1, 2024 and December 1, 2027, and a final report by December 1, 2029. (Education Code 32526)

CSBA NOTE: Pursuant to Education Code 49428.5, as added by AB 748 (Ch. 431, Statutes of 2022), each school site serving students in any of grades 6-12 is required to have a digitized mental health poster that is distributed online to students through social media, websites, portals, and learning platforms at the beginning of each school year.

19. An age appropriate and culturally relevant digitized poster that identifies approaches and shares resources about student mental health, distributed to students online at the beginning of each school year. (Education Code 49428.5)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
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Board Policy Manual
Sierra County/Sierra-Plumas Joint Unified School District

Board Bylaws**Bylaw 9322: Agenda/Meeting Materials**

Agenda Content

Governing Board meeting agendas shall reflect the county/district's vision and goals and the Board's focus on student learning and well-being.

CSBA NOTE: Government Code 54954.2 requires Governing Board meeting agendas to briefly describe each item to be discussed, including closed session items, and states that a brief general description of an item generally need not exceed 20 words. For information regarding the different types of meetings and meeting location requirements, including teleconferenced meetings, see BB 9320 - Meetings and Notices. For agenda requirements regarding closed session agenda items, see BB 9321 - Closed Session.

Each agenda shall state the meeting time and location and shall briefly describe each item to be transacted or discussed, including items to be discussed in closed session.- (Government Code 54954.2)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. ~~However, the~~ The agenda for a regular meeting shall also provide members of the public an opportunity to address the Board regarding matters within the subject matter jurisdiction of the Board which are not on the agenda. (Education Code 35145.5; Government Code 54954.3)

The agenda does not need ~~notto~~ provide an opportunity for public comment ~~when the agenda on an~~ item ~~that~~ has previously been considered at an open meeting by a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item, before or during the committee's consideration of the item, and the item has not been substantially changed since the committee considered it.- (Government Code 54954.3)

The notice and agenda ~~for a regular Board meeting shall also provide members of~~ describe the means available for the public ~~an opportunity to provide comment on matters which are not on the agenda but which are within~~ access the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

~~Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for meeting and provide public inspection of documents related comment in-person and, if a Board member is appearing remotely due to an open session item that have been distributed emergency circumstance or for just cause pursuant to the Board less than 72 hours before the meeting.- Government Code 54953, through an internet-based service or call-in option. (Government Code 54957.5)54953)~~

CSBA NOTE: Government Code 54954.2 requires that the agenda include information regarding how, when, and to whom a request for a disability-related accommodation or modification may be made. Additionally, Government Code 54953, as amended by AB 2449 (Ch. 285, Statutes of 2022), requires boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the Americans with Disabilities Act, and to resolve any doubt in favor of accessibility. See BB 9320 - Meetings and Notices. The following paragraph should be modified to reflect district practice as to when and to whom such a request should be made.

The agenda shall include information regarding how, when, and to whom a request for disability-related accommodations or modifications, including auxiliary aids and services, may be made by an individual who requires accommodations or modifications in order to participate in the Board meeting. ~~-, as well as~~ the procedure for receiving and resolving such requests as required by law. (Government Code 54954.2), 54953)

CSBA NOTE: Pursuant to Government Code 54957.5, the agenda for a regular meeting must include the address of the location where the public can inspect any materials that are related to an open session item and are distributed to the Board less than 72 hours before that meeting. In Fowler v. City of Lafayette, the court clarified that the disclosure requirements of Government Code 54957.5 also apply to claims or written threats of litigation pursuant to Government Code 54956.9.

See the section below entitled "Agenda Dissemination to Members of the Public."

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item, or for records of a statement threatening litigation against the district to be discussed in closed session, when such documents have been distributed to the Board less than 72 hours before the meeting. (Government Code 54956.9, 54957.5)

CSBA NOTE: The following paragraph is optional. Pursuant to Education Code 49073.2, the Board is prohibited from including in its minutes a student's directory information, as defined in Education Code 49061, or a parent/guardian's personal information, as defined in Education Code 49073.2, when the student or

parent/guardian has provided the Board with a written request that such information be excluded; see BB 9324 - Minutes and Recordings. In order to notify students and parents/guardians of the right to request that such information be withheld, the Board should consider including a statement in each agenda.

Each agenda shall include a statement regarding the option for students and parents/guardians to request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. The agenda shall also state that the request must be made in writing to the secretary or clerk of the Board.

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting.

CSBA NOTE: Education Code 35145.5 mandates that the Board adopt reasonable regulations to ensure that members of the public can place matters directly related to district business on Board meeting agendas. The following paragraph, including the timeline, should be revised to reflect district practice. Districts are free to establish their own timeline for placing an item on the agenda, taking into account staff time and resources, as long as the established timeline is a reasonable one. In Caldwell v. Roseville Joint Union High School District, a federal district court upheld a district bylaw requiring members of the public to submit a written request in order to place items on a meeting agenda. The case involved an alleged violation of the plaintiff's First Amendment rights when the district did not place an item on the agenda in response to the plaintiff's oral request because the district disagreed with the plaintiff's religious beliefs. However, the court held that the district's bylaw requiring that requests first be made in writing was content-neutral and thus a reasonable restriction.

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, ~~if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.~~

CSBA NOTE: In Mooney v. Garcia, a California appeals court reaffirmed the Board's discretion in determining whether an agenda item is within the subject matter jurisdiction of a governing board.

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of

the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information, and if so, respond accordingly.

CSBA NOTE: The following paragraph is optional and may be revised to reflect district practice.

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board ~~to~~ take action during a Board meeting to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, ~~and~~ whether the item should be an action item subject to Board vote or an information item, and when the item is placed on the agenda.

CSBA NOTE: The following optional paragraph is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. It is important for such boards to limit the use of the consent agenda to noncontroversial matters and to establish rules that help ensure that any use of the consent agenda does not reduce transparency in the Board's conduct of district business or result in violation of the open meeting laws. In addition, boards should be aware that, by law, certain items may not be placed on the consent agenda. For example, pursuant to Government Code 54960.2, a board's decision to approve or rescind its unconditional commitment to refrain from taking certain actions in violation of the Brown Act must be made as a separate item and not on the consent agenda. See BB 9323.2 - Actions by the Board.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a ~~regular~~separate agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item unless such item has been previously considered at an open meeting of a committee comprised exclusively of Board members. -(Government Code 54954.3)

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. -(Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Agenda Dissemination to Board Members

CSBA NOTE: The following section is optional and should be modified to reflect district practice. Pursuant to Government Code 7921.310, when the Board, in the conduct of its duties, is authorized by law to access any writing of the Board or district, including agenda and supporting documents, the district is prohibited from discriminating between or among Board members as to when and which writing will be made available.

CSBA's GAMUT Meetings, an electronic board meeting agenda service for use by districts, county offices of education, and the public allows development of and access to Board meeting agendas, supporting documents, and minutes from any computer that has Internet access. Further information can be found on CSBA's website.

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available supporting documents

pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. -(Government Code 54956)

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act (PRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting or which contain a claim or written threat of litigation which will be discussed in closed session shall be made available to the public. -(Government Code 54956.9, 54957.5)

CSBA NOTE: Pursuant to Government Code 54954.2, the agenda for a regular meeting of the Board must be posted at least 72 hours prior to the meeting on the district's website, if it has one, and at a location that is freely accessible to the public. The Attorney General has determined in 78 Ops.Cal.Atty.Gen. 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular meeting. In the same opinion, the Attorney General found that the term "freely accessible" requires that the agenda be posted in a location where it can be read by the public at any time, including evening hours, during the 72 hours immediately preceding the meeting. Also see BB 9320 - Meetings and Notices.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. -(Government Code 54954.2)

CSBA NOTE: Government Code 54954.2 requires that the agenda be posted on the homepage of the district website, if it has one, in accordance with law. Districts that use an integrated agenda management platform, such as CSBA's GAMUT Meetings, may provide a direct link on the homepage of the district's website to access agendas posted on the platform. Pursuant to Government Code 54954.2, the link must not be solely accessible through a contextual menu, and the agenda must be posted in a format which is retrievable, downloadable, indexable, electronically searchable by commonly used Internet search applications, available to the public free of charge, and without any restriction that would impede the reuse or redistribution of the agenda.

The Attorney General has opined in 99 Ops. Cal. Atty. Gen. 11 (2016) that the Brown Act regular meeting online agenda posting provision contained within Government Code 54954.2 is not necessarily violated when a local agency's website experiences technical difficulties that cause the agenda to become inaccessible to the public for a portion of the 72 hours that precede the scheduled meeting. If the local agency has otherwise substantially complied with the Brown Act agenda posting requirements, the legislative body may lawfully hold its regular meeting as scheduled.

Pursuant to Government Code 54957.5, as amended by AB 2647, the district may post on the district's website any writing related to an open session item of a regular Board meeting which is distributed to Board members less than 72 hours before the meeting, when, due to the closure of the location designated for inspection, the writing is not available for inspection by the public. To post such a writing, the requirements specified in Items #1-4 below must be met. Districts with questions regarding this exception are encouraged to consult CSBA's District and County Office of Education Legal Services or district legal counsel.

In addition, the Superintendent or designee shall post the agenda on the homepage of the district ~~web-site~~website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the ~~web-site~~website with the district's agendas, and the current agenda shall be the first available. ~~(Government Code 54954.2)~~

If a ~~document~~writing which relates to an open session agenda item ~~of~~for which contains a claim or written threat of litigation which will be discussed in closed session during a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the ~~document~~writing available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. ~~(Government Code 54957.5)~~

However, if the writing is distributed to at least a majority of the Board at a time when the designated location is closed to the public, this requirement may be satisfied by posting the writing on the district website if the following conditions are met: (Government Code 54957.5)

1. An initial staff report or similar document containing an executive summary and any staff recommendations related to the agenda item is made available for public inspection at the designated location at least 72 hours before the meeting
2. The writing is immediately posted on the district's website in a position and manner that makes it clear that the writing relates to an agenda item for the upcoming meeting
3. The district lists the website address where such writings may be accessed on all Board meeting agendas
4. A physical copy of the document is made available for public inspection at the designated location at the beginning of the next regular business hours, but not less than 24 hours before the relevant Board meeting

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. ~~The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)~~

CSBA NOTE: The following paragraph is for districts that have a website and should be deleted by districts that do not have a website. Pursuant to Government Code 54954.1, any district with a website is required to email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet if a person requests that such items be delivered by email, as specified below.

The Superintendent or designee shall email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet to any person who requests such items to be delivered by email. If the Superintendent or designee determines that it is technologically infeasible to do so, a copy of the agenda or a website link to the agenda and a copy of all other documents constituting the agenda packet shall be sent to the person who has made the request in accordance with mailing requirements specified in law. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. ~~(Government Code 54954.1)~~

CSBA NOTE: The following optional paragraph is for use by districts that charge a fee for mailing the agenda or agenda packet. Government Code 54954.1 authorizes districts to charge a fee for mailing the agenda or agenda packet as long as the fee does not exceed the cost of providing the service. Pursuant to Government Code 54957.5, a surcharge may not be imposed for providing the agenda and other public record documents in alternative formats to persons with disabilities.

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service. ~~(Government Code 54954.1)~~

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the PRA. (Government Code 54957.5)

CSBA NOTE: Pursuant to Government Code 54954.1, upon request, the agenda and supporting documentation must be made available in appropriate alternative formats to persons with a disability, as required under the Americans with Disabilities Act (42 USC 12132). Examples of alternative formats, also referred to as "auxiliary aids and services," are listed in 28 CFR 36.303 and include accessible electronic and information technology, audio recordings, or Braille materials.

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

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