

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

November 14, 2023

3:00pm 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/85771322104>

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

Webinar ID: 857 7132 2104

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(s) or designee in writing.

Any student or parent/guardian who wishes to have directory information or personal information, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes should contact the Superintendent(s) 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 will move into Closed Session to discuss the following item(s):

1. Government Code 54957
PUBLIC EMPLOYMENT PERFORMANCE EVALUATION
Title: District Superintendent
2. Government Code 54957.6
CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board: James Berardi, County Superintendent
Sean Snider, District Superintendent

Employee Organizations:

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

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. Correspondence

- a. Letter from the California Department of Education verifying receipt of the 2022-2023 Unaudited Actual Financial Reports for SCOE**
- b. Letters from the California Department of Education approving the 2022-2023 Form J-13A Request for Allowance of Attendance Due to Emergency Conditions for SCOE and SPJUSD**

2. Superintendent Reports

COUNTY—SCOE

a. SCOE Personnel Items:

1. Resignation for Nona Griesert, Director of Business Services/CBO, 1.0 FTE, effective December 08, 2023
- b. Contract with Ryland School Business Consulting
- c. Differentiated Assistance
- d. Old Middle School Gym parking lot paving project
- e. Advocacy work

DISTRICT—SPJUSD

- f. First reading of the proposed Board Meeting Calendars for 2024**
- g. FEMA/Cal OES
- h. Deferred maintenance/facility projects
- i. Phone System/P.A. update
- j. Career Technical Education (CTE) 2022-2023 report
- k. California Assessment of Student Performance and Progress (CAASPP) 2022-2023 report**

3. Business Report

- a. Account Object Summary-Balance from 07/01/2023 to 10/31/2023
 1. SCOE**
 2. SPJUSD**
- b. Second Month SPJUSD Enrollments for the 2023-2024 School Year**

4. Staff Reports

- a. SCOE
- b. SPJUSD

5. SPTA Report

6. Committee/Board Member Reports

7. **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 Regular Joint Meeting held October 10, 2023**
2. Approval of Board Report-Checks Dated 10/01/2023 through 10/31/2023
 - a. SCOE**
 - b. SPJUSD**
3. Approval of the following SPJUSD Personnel Items:
 - a. Assignment of the following:
 1. Katie Epps, Noon Supervisor, Downieville School, .25 FTE (1.5 hours/day), effective October 23, 2023
 2. Mason Williams, 2023-2024 Athletic Extra Duty, 7th Grade Boys Basketball Coach, Loyalton High School
 3. Mason Williams, 2023-2024 Athletic Extra Duty, 8th Grade Boys Basketball Coach, Loyalton High School
 4. Riz Martinetti, 2023-2024 Athletic Extra Duty, 7th Grade Girls Basketball Coach, Loyalton High School
 5. Carlie Sheridan, 2023-2024 Athletic Extra Duty, 8th Grade Girls Basketball Coach, Loyalton High School

L. ACTION ITEMS

1. New Business

DISTRICT—SPJUSD

- a. Approval of Custom Glass proposal for Loyalton High School storefront replacement**
- b. Adoption of Resolution No. 24-008D, authorize change of transfer amount to Special Fund 40**
- c. Consideration of Williams & Associates, LLC, proposal for School Facilities Planning Services**
- d. Approval to surplus a vehicle in Downieville: 2014 Dodge Grand Caravan

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.”

- e. 5141.21—Administering Medication and Monitoring Health Conditions
 1. Board Policy, *revisions**
 2. Administrative Regulation, *revisions***
- f. 4151~4251~4351—Employee Compensation (*All Staff*)
 1. Board Policy, *revisions***
- g. 4217.3—Layoff/Rehire (*Classified Staff*)
 1. Administrative Regulation, *revisions***
- h. 5131.9—Academic Honesty
 1. Board Policy, *revisions***

- i. 6154—Homework/Makeup Work
 - 1. Board Policy, *revisions***
- j. 6162.5—Student Assessment
 - 1. Board Policy, *revisions***
- k. 7140—Architectural and Engineering Services
 - 1. Administrative Regulation, *revisions***
- l. 9124—Attorney
 - 1. Board Bylaw, *revisions***

M. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting will be held on December 12, 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



Sean Snider,
District Superintendent

- ** enclosed
- * handout
- ^^ prior meeting handout

James Berardi, County Superintendent – jberardi@spjUSD.org
 Sean Snider, District Superintendent – ssnider@spjUSD.org
 Kristie Jacobsen, Executive Assistant to the Superintendents – [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.



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

October 24, 2023
Sent by electronic mail

Nona Griesert, Business Manager
Sierra County Office of Education
P.O. Box 955
Loyalton, CA 96118

Dear Ms. Griesert:

Thank you for your timely submittal of the 2022-23 unaudited actual financial reports.

The CDE appreciates the effort expended at all levels to accomplish the timely filing of the year-end reports and commends you and your staff for this accomplishment. Our office is currently reviewing the data and will contact you if additional information is needed during this process.

Again, thank you for your help in this cooperative process. If you require further assistance, please contact us by email at unauditedactuals@cde.ca.gov.

Sincerely,

/s/

John Miles, Administrator
Fiscal Oversight and Support Office

JM:kt

2023-2104-46

cc: James Berardi, Superintendent, Sierra County Office of Education



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

November 7, 2023

James Berardi, Superintendent
Sierra County Office of Education
P.O. Box 955
Loyalton, CA 96118

Dear Superintendent Berardi:

Subject: Request for Allowance of Attendance Due to Emergency Conditions
(Fiscal Year 2022–2023), Form J-13A

The California Department of Education (CDE) has approved the request for emergency days on January 10, 2023; February 24 and 27–28, 2023; and March 1–3, 6–8, and 28, 2023, at Sierra County Special Education as detailed below. These school closure days may be used to meet the instructional time requirements pursuant to California *Education Code* sections 46200.5 and 46201.5.

School Site	Dates of Closure	Total Days
Sierra County Special Education operating at Downieville Elementary	March 1–3 and 6–8, 2023	6
Sierra County Special Education operating at Downieville Junior-Senior High	March 1–3 and 6–8, 2023	6
Sierra County Special Education operating at Loyalton Elementary	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6
Sierra County Special Education operating at Loyalton High	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6
Sierra County Special Education operating at Sierra Pass (Continuation)	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6

The attached CDE Summary of Form J-13A Modifications reflects substantive revisions to the Form J-13A submitted by the local educational agency to the CDE. This letter and copy of the original Form J-13A should be used to substantiate compliance with statutory instructional time requirements. A copy of this letter and Form J-13A have been emailed to all contact persons listed on the form.

James Berardi, Superintendent

November 7, 2023

Page 2

Information on how to report average daily attendance as a result of this approval is available in the Reporting Approvals section on the Form J-13A Frequently Asked Questions (FAQs) web page, located at

<https://www.cde.ca.gov/fg/aa/pa/formj13afaq.asp>. Any additional questions not addressed in the FAQs should be emailed to attendanceaccounting@cde.ca.gov.

Sincerely,

Dean
Patterson

Digitally signed by
Dean Patterson
Date: 2023.11.07
10:38:06 -08'00'

Dean Patterson, Administrator
School Fiscal Services Division

DP:at
Attachment

California Department of Education Summary of Form J-13A Modifications

The following information reflects substantive revisions to the Form J-13A submitted by the local educational agency (LEA) to the California Department of Education (CDE).

J-13A Request Information

LEA:	Sierra County Office of Education
CDS Code:	46-10462
Fiscal Year:	2022–23
Type of J-13A:	Closure
School Sites:	Sierra County Special Education
Dates of Emergency:	September 13, 2022; November 8, 2022; December 1, 2022; January 10, 2023; February 24 and 27–28, 2023; and March 1–3, 6–7, and 28, 2023

Form J-13A Section	Summary of Modifications
Section B: School Closure, Part II, Column H	<ul style="list-style-type: none"> • The Closure Dates Requested for Sierra County Special Education operating at Downieville Elementary are 3/1/23–3/3/23 and 3/6/23–3/8/23. • The Closure Dates Requested for Sierra County Special Education operating at Downieville Junior-Senior High are 3/1/23–3/3/23 and 3/6/23–3/8/23. • The Closure Dates Requested for Sierra County Special Education operating at Loyaltton Elementary are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. • The Closure Dates Requested for Sierra County Special Education operating at Loyaltton High are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. • The Closure Dates Requested for Sierra County Special Education operating at Sierra Pass (Continuation) are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. <p style="text-align: center;">Note: Built-in emergency days should be used for closures as they arise, therefore the built-in emergency days were utilized for the closures on either 2/24/23 and 2/27/23–2/28/23 or 9/13/22; 11/8/22; and 12/1/22 and the approved closure dates are listed above.</p>



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

November 7, 2023

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

Dear Superintendent Berardi:

Subject: Request for Allowance of Attendance Due to Emergency Conditions
(Fiscal Year 2022–2023), Form J-13A

The California Department of Education (CDE) has approved the request for six emergency days on January 10, 2023; February 24 and 27–28, 2023; March 1–3, 6–7, and 28, 2023, for all schools in Sierra-Plumas Joint Unified School District as detailed below. These school closure days may be used to meet the instructional time requirements pursuant to California *Education Code* sections 46207 and 46208.

School Site	Dates of Closure	Total Days
Downieville Elementary	March 1–3 and 6–8, 2023	6
Downieville Junior-Senior High	March 1–3 and 6–8, 2023	6
Loyalton Elementary	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6
Loyalton High	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6
Sierra Pass (Continuation)	January 10, 2023; February 24 and 27–28, 2023; March 1 and 28, 2023	6

The attached CDE Summary of Form J-13A Modifications reflects substantive revisions to the Form J-13A submitted by the local educational agency to the CDE. This letter and copy of the original Form J-13A should be used to substantiate compliance with statutory instructional time requirements. A copy of this letter and Form J-13A have been emailed to all contact persons listed on the form. Information on how to report average daily attendance as a result of this approval is available in the Reporting Approvals section on the Form J-13A Frequently Asked Questions (FAQs) web page, located at <https://www.cde.ca.gov/fq/aa/pa/formj13afaq.asp>. Any additional questions not addressed in the FAQs should be emailed to attendanceaccounting@cde.ca.gov.

Sincerely,

Dean
Patterson

Digitally signed by
Dean Patterson
Date: 2023.11.07
10:39:02 -08'00'

Dean Patterson, Administrator
School Fiscal Services Division

DP:at
Attachment

California Department of Education Summary of Form J-13A Modifications

The following information reflects substantive revisions to the Form J-13A submitted by the local educational agency (LEA) to the California Department of Education (CDE).

J-13A Request Information

LEA:	Sierra-Plumas Joint Unified School District
CDS Code:	46-70177
Fiscal Year:	2022–23
Type of J-13A:	Closure
School Sites:	All schools
Dates of Emergency:	September 13, 2022; November 8, 2022; December 1, 2022; January 10, 2023; February 24 and 27–28, 2023; and March 1–3, 6–7, and 28, 2023

Form J-13A Section	Summary of Modifications
Section B: School Closure, Part II, Column H	<ul style="list-style-type: none"> • The Closure Dates Requested for Downieville Elementary are 3/1/23–3/3/23 and 3/6/23–3/8/23. • The Closure Dates Requested for Downieville Junior-Senior High are 3/1/23–3/3/23 and 3/6/23–3/8/23. • The Closure Dates Requested for Loyalton Elementary are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. • The Closure Dates Requested for Loyalton High are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. • The Closure Dates Requested for Sierra Pass (Continuation) are 1/10/23; 2/24/23, 2/27/23–2/28/23; 3/1/23 and 3/28/23. <p style="text-align: center;">Note: Built-in emergency days should be used for closures as they arise, therefore the built-in emergency days were utilized for the closures on either 2/24/23 and 2/27/23–2/28/23 or 9/13/22; 11/8/22; and 12/1/22 and the approved closure dates are listed above.</p>

**SIERRA COUNTY BOARD OF EDUCATION
and
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
GOVERNING BOARD**

2024 Joint Meeting Schedule

All regular meetings are held on the second Tuesday of the month with the exception of *July* and *December*.

JANUARY 09, 2024	Loyalton
FEBRUARY 13, 2024.....	Downieville
MARCH 12, 2024.....	Loyalton
APRIL 09, 2024	Downieville
MAY 14, 2024.....	Loyalton
JUNE 11, 2024	Downieville
JULY 30, 2024 (<i>last Tuesday</i>).....	Loyalton
AUGUST 13, 2024	Downieville
SEPTEMBER 10, 2024.....	Loyalton
OCTOBER 08, 2024.....	Downieville
NOVEMBER 12, 2024	Loyalton
DECEMBER 13, 2024 (<i>second Friday</i>).....	Downieville

The **Sierra County Board of Education** and the **Sierra-Plumas Joint Unified School District Governing Board** joint regular meetings will begin at 6:00 pm.

Closed Session may be held before or after the regular meeting.

Special Meetings and Emergency Meetings will be held in Loyalton unless otherwise noted on the agenda.

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

**SIERRA COUNTY BOARD OF EDUCATION
and
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
GOVERNING BOARD**

2024 Schedule of Annual Governance Matters

Timelines are subject to change based on the availability of information for each corresponding item at the time of the agenda postings

JANUARY 09, 2024..... Loyaltton

- Acceptance of the 2022-2023 Audited Actuals
- Approval of the Quarter 2 report on Williams Uniform Complaints
- Approval of the SARC reports
- Approval of the Pesticide Use Reporting for 2023
- Approval of the Integrated Pest Management Plan for 2024

FEBRUARY 13, 2024..... Downieville

- Approval of the 2024-2025 Interlocal Contract with Washoe County School District
- Annual review of Safe Schools Plan

MARCH 12, 2024 Loyaltton

- Begin 2023-2024 District Superintendent Evaluation process - complete by May 1, 2024
- Approval of the 2023-2024 Second Interim reports
- Approval of the 2024-2025 School Calendars

APRIL 09, 2024..... Downieville

- Approval of the Quarter 3 report on Williams Uniform Complaints
- 2024-2025 Extra Duty Assignments and Stipends to be filled

MAY 14, 2024 Loyaltton

- Presentation of 2024-2025 proposed LCAP
- Public Hearing for the 2024-2025 LCAP
- Public Hearings for the 2024-2025 Budgets
- Public Hearings for the 2024-2025 Proposition 30 (EPA) Funding

JUNE 11, 2024 Downieville

- Annual Services Agreements between SPJUSD and SCOE
- Public Hearing for the 2024-2025 SELPA Annual Service and Budget Plan
- Approval of the 2024-2025 SELPA Annual Service and Budget Plan
- Approval of the 2024-2025 LCAP
- Adoption of the 2024-2025 Budgets
- Annual review of policies:
 - 5116.1—Intradistrict Open Enrollment
 - 6145—Extracurricular and Cocurricular Activities

JULY 30, 2024 (*last Tuesday*)..... Loyalton

- Approval of the Quarter 4 report on Williams Uniform Complaints
- Authorization to submit the 2024-2025 Consolidated Applications
- Resolutions authorizing 2024-2025 Fund Transfers between SPJUSD and SCOE

AUGUST 13, 2024 Downieville

- Public Hearings for the Declaration of Need for Fully Qualified Educators
- Approval of the Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year
- Approval of the CBEST Waiver for Substitute Teachers
- Approval of the Certificated Substitute Lists
- Approval of Assignments to Teach Core Subjects out of Credential Authorization for the 2024-2025 School Year

SEPTEMBER 10, 2024 Loyalton

- Resolutions for Adopting the Gann Limits
- Adoption of Unaudited Actuals for the Fiscal Year Ending June 30, 2024

OCTOBER 08, 2024 Downieville

- Approval of the Quarter 1 report on Williams Uniform Complaints
- Public Hearings regarding the Sufficiency of Textbooks and Instructional Materials
- Resolutions declaring Sufficiency of Textbooks or Instructional Materials for the 2024-2025 School Year

NOVEMBER 12, 2024 Loyalton

- Begin 2025-2026 Negotiations

DECEMBER 13, 2024 (*second Friday*)..... Downieville

- Annual Organizational Meetings
- County Office of Education/District Office closed to the public for Winter Break: TBD
- 2024-2025 First Interim Reports
- First reading of SARC reports
- Begin review of budget for potential layoffs ~ notices must be delivered by March 15th

CAASPP 2022-2023

SPJUSD CAASPP RESULTS

1

CAASPP: ALL THE WAYS WE ASSESS LEARNING

- Smarter Balanced Assessments
 - ELA, MATH, CAST (California Science Test)
- ELPAC
 - English Language Proficiency Assessment of California
- CAA
 - California Alternate Test (ELA, Math, Science)
- CSA
 - California Spanish Assessment
- PFT
 - Physical Fitness Test of California

2

WHO TESTS

- ELA & Math: All students, grades 3-8, and grade 11
- CAST: All 5th, 8th, and one year in high school when students finish science pathway
- ELPAC: All students, grades 3-12 until they are redesignated out of English language support services
- PFT: All students in grades 5, 7, and 9

3

WHY WE TEST: ELA, Math, Science

The purpose of the Smarter Balanced Summative Assessments is to assess student knowledge and skills in English language arts/literacy, mathematics, science, and English language, as well as how much students have improved since the previous year (student growth). These measures help identify and address gaps in knowledge or skills early on so students get the support they need for success in higher grades and become ready for college or a career.

4

HOW WE USE RESULTS

- To support students over time
- To identify gaps in learning so our instruction can focus on needs
- To have another piece of data to help guide instruction and support student learning



SPJUSD COMPARED TO STATE IN ELA

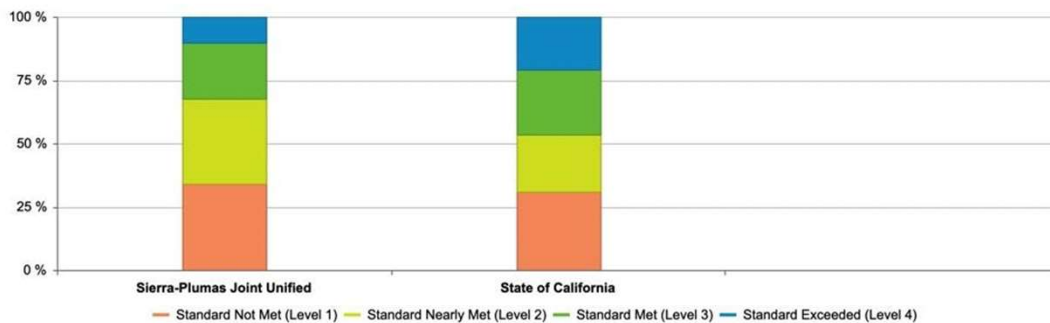
2022–23 Overall Achievement - All Grades
Results for All Students

ENGLISH LANGUAGE ARTS/LITERACY

SPJUSD = 32.5%
CA = 46.7%

▼ Data Detail - All Students (accessible data)

2022–23 Achievement Level Distribution - All Grades

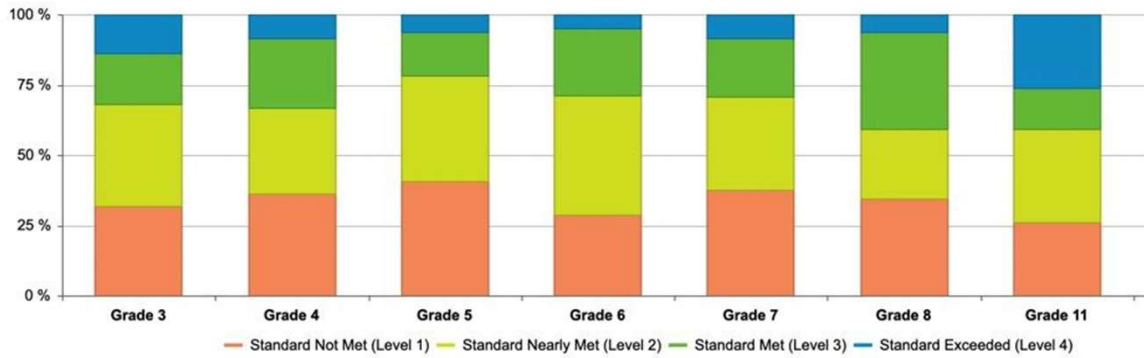


SPJUSD BY GRADE LEVEL: ELA

ENGLISH LANGUAGE ARTS/LITERACY

▼ Data Detail - All Students (accessible data)

Achievement Level Distribution



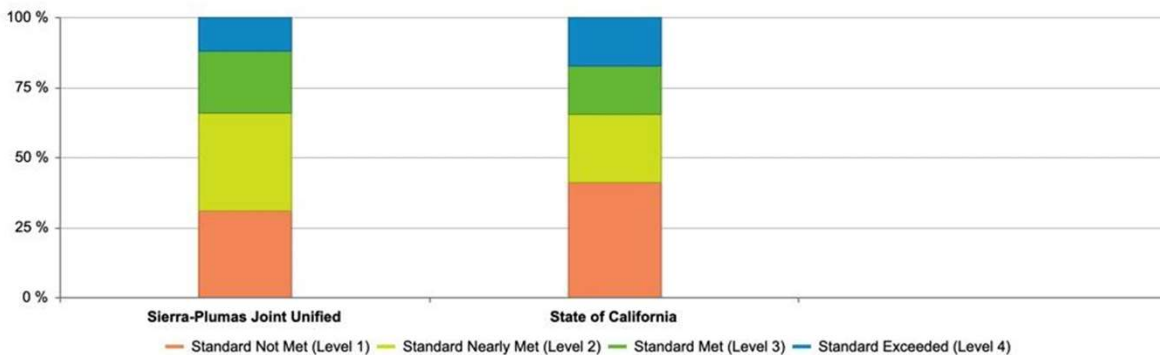
WE SEE THE GREATEST NEED IN THE AREA OF WRITING WITH ALMOST 40% AT "BELOW STANDARD"

SPJUSD COMPARED TO STATE IN MATH

MATHEMATICS

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - All Grades



SPJUSD=34.2%
CA = 34.6%

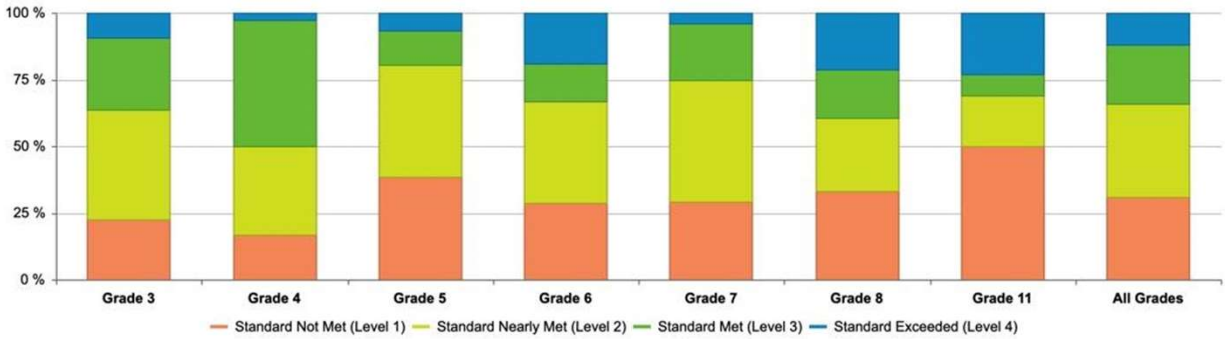
SPJUSD BY GRADE LEVEL: MATH

WE SEE THE GREATEST NEED IN THE AREA OF CONCEPTS & PROCEDURES WITH ALMOST 32% AT "BELOW STANDARD"

MATHEMATICS

▼ Data Detail - All Students (accessible data)

Achievement Level Distribution



SPJUSD COMPARED TO STATE IN SCIENCE

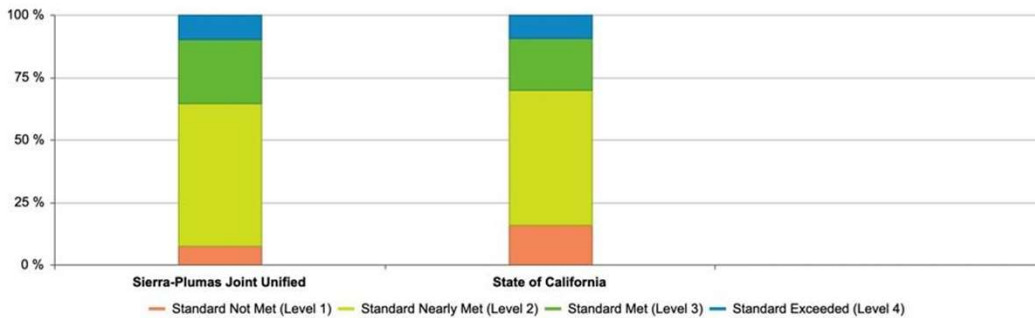
2022-23 Overall Achievement - All Grades
Results for All Students

SPJUSD = 35.5%
CA = 30.18%

SCIENCE

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - All Grades

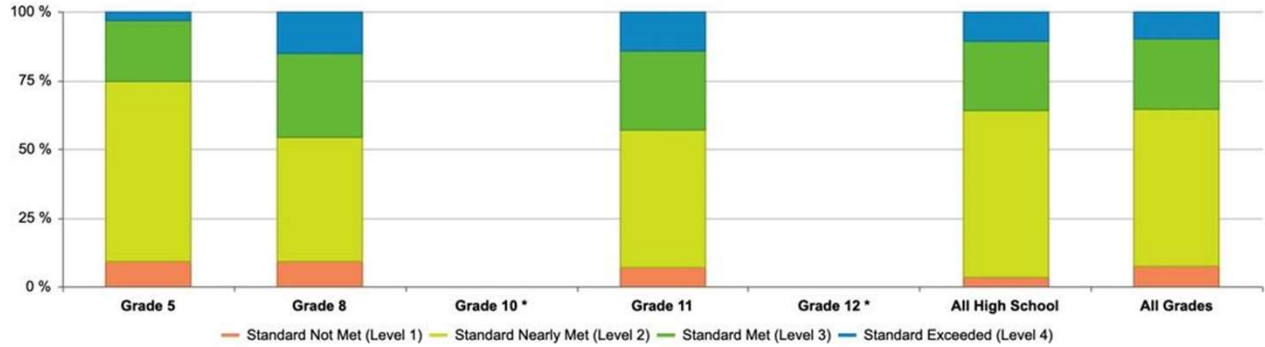


SPJUSD BY GRADE LEVEL: SCIENCE

SCIENCE

▼ Data Detail - All Students (accessible data)

Achievement Level Distribution



SPJUSD COMPARED TO STATE IN ELPAC SCORES

2022–23 Overall Performance - All Grades Results for All Students

SPJUSD = 64.3% 3 & 4
CA = 50.3% 3 & 4

▼ Data Detail - All Students (accessible data)

In order to protect student privacy, an asterisk () will be displayed for enrolled and tested counts for fewer than 4 students and for assessment scores. An asterisk will be displayed instead of a number on test results where no data is found for the specific report.*

Overall Performance

Reporting Categories	Sierra-Plumas Joint Unified	State of California
Mean Scale Score	N/A	N/A
Level 4 ⓘ	14.29 %	16.50 %
Level 3 ⓘ	50.00 %	33.77 %
Level 2 ⓘ	28.57 %	29.40 %
Level 1 ⓘ	7.14 %	20.33 %

SPJUSD COMPARED TO SIMILAR DISTRICTS: ELA

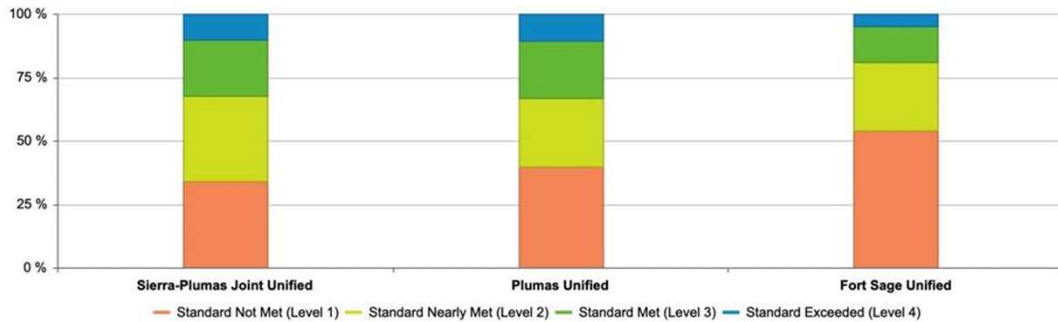
2022-23 Overall Achievement - All Grades
Results for All Students

ENGLISH LANGUAGE ARTS/LITERACY

SPJUSD: 32.37%
PLUMAS: 33.2%
FORT SAGE: 19.7%

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - All Grades



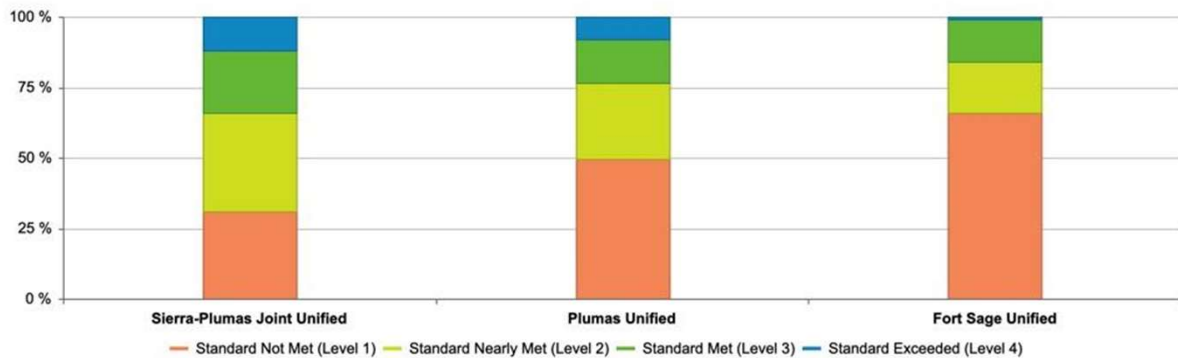
SPJUSD COMPARED TO SIMILAR DISTRICTS: MATH

MATHEMATICS

SPJUSD: 34.2%
PLUMAS: 23.2%
FORT SAGE: 15.7%

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - All Grades



SPJUSD COMPARED TO SIMILAR DISTRICTS: SCIENCE

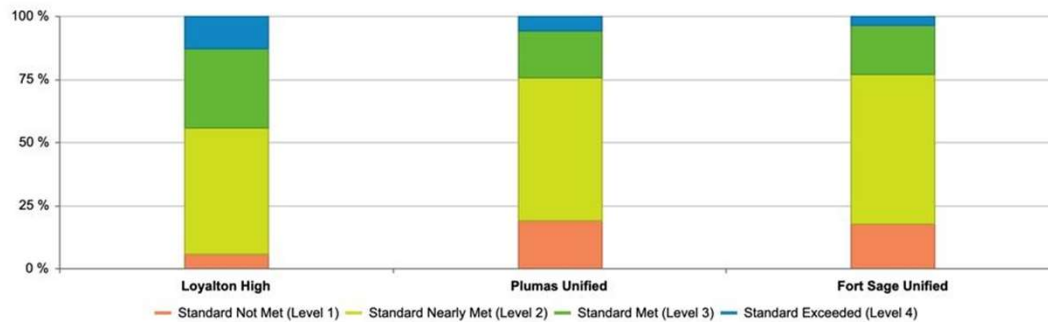
2022–23 Overall Achievement - All Grades
Results for All Students

SCIENCE

SPJUSD: 44.4%
PLUMAS: 24.5%
FORT SAGE: 22.8%

▼ Data Detail - All Students (accessible data)

2022–23 Achievement Level Distribution - All Grades



15

TAKEAWAYS

- AS A WHOLE (GRADES 3-12 AND ALL SCHOOLS) SLIGHTLY LOWER THAN STATE AVERAGE IN ELA AND 11TH GRADERS. MATH AND SCIENCE ABOVE STATE AVERAGE
- AS A WHOLE (GRADES 3-12 AND ALL SCHOOLS) HIGHER THAN DISTRICTS WITH SIMILAR DEMOGRAPHICS
- WITH 2021-2022 AS THE BASELINE DUE TO COVID, THERE IS AN INCREASE IN MATH AND SCIENCE, WITH ELA SLIGHTLY LOWER
- 11TH GRADE IS HIGHER THAN STATE AND NEIGHBORING SCHOOLS' AVERAGES IN ELA, MATH, AND SCIENCE

<https://caaspp-elpac.ets.org/caaspp/Default>

16

NEXT STEPS TO ADDRESS CHALLENGES

- ALL SCHOOLS ARE USING STEP-UP-TO-WRITING TO ADDRESS WRITING NEEDS ACROSS THE CURRICULUM
 - TRAINING TO HAPPEN IN THE NEW YEAR, BUT CURRICULUM IS BEING USED
- NEW SCIENCE CURRICULUM HAS BEEN A POSITIVE CHANGE AND TEACHER CONFIDENCE USING IT IS GROWING
- NEED TO ADOPT MATH CURRICULUM AND BE TRAINED IN COHORT GROUPS WITH SAME CURRICULUM (K-2; 3-5; 6-8; 9-12)
- ACCELERATED MATH AND ELA WORKSHOPS FOR LHS, GRADE 8 STUDENTS
- COMMON CORE STRATEGIES AND SCHOOL-WIDE STRATEGIES TO LIFT TIER 1 INSTRUCTION AND LITERACY

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund						
1100	Teachers Salaries	414,703.00	414,703.00	258,592.56	78,069.88	78,040.56
1115	Certificated Extra Duty	2,500.00	2,500.00		211.67	2,288.33
1120	Certificated Substitutes	8,490.00	8,490.00		360.00	8,130.00
1200	Certificated Pupil Support Ser	35,927.00	35,927.00	22,810.72	12,119.60	996.68
1300	Certificated Supervisor Admini	230,335.00	230,335.00	141,481.76	70,740.88	18,112.36
1310	Teacher in Charge	10,000.00	10,000.00			10,000.00
	Total for Object 1000	701,955.00	701,955.00	422,885.04	161,502.03	117,567.93
2100	Instructional Aides' Salaries	196,459.00	196,459.00	136,738.87	33,893.09	25,827.04
2115	Classified Extra Duty	1,000.00	1,000.00		423.32	576.68
2120	Classified Substitutes	5,000.00	5,000.00		2,927.50	2,072.50
2200	Classified Support Salaries	110,860.00	110,860.00	32,672.80	11,683.92	66,503.28
2215	Classified Support Extra Duty	1,000.00	1,000.00			1,000.00
2220	Classified Substitute Salaries	1,773.00	1,773.00			1,773.00
2300	Classified Supervisors' Admini	180,092.00	180,092.00	17,138.38	50,716.00	112,237.62
2400	Clerical Technical Office Staf	246,910.00	246,910.00	162,151.11	72,900.11	11,858.78
2900	Other Classified Salaries	14,760.00	14,760.00			14,760.00
	Total for Object 2000	757,854.00	757,854.00	348,701.16	172,543.94	236,608.90
3101	STRS Certificated Positions	199,074.00	199,074.00	80,771.20	29,506.08	88,796.72
3102	STRS Classified Positions	1,719.00	1,719.00			1,719.00
3201	PERS Certificated Positions				58.69	58.69-
3202	PERS Classified Positions	197,841.00	197,841.00	91,297.10	46,909.50	59,634.40
3301	OASDI Certificated Positions	2,134.00	2,134.00		13.64	2,120.36
3302	OASDI Classified Positions	45,852.00	45,852.00	20,745.87	10,368.10	14,738.03
3311	Medicare Certificated Position	9,986.00	9,986.00	5,817.12	2,473.36	1,695.52
3312	Medicare Classified Positions	10,748.00	10,748.00	4,851.92	2,424.84	3,471.24
3401	Health & Welfare Benefits Cert	127,707.00	127,707.00	84,856.96	26,232.52	16,617.52
3402	Health & Welfare Benefits Clas	155,738.00	155,738.00	115,140.84	46,915.65	6,318.49-
3501	SUI Certificated	3,588.00	3,588.00	211.44	222.12	3,154.44
3502	SUI Classified	3,789.00	3,789.00	174.54	215.78	3,398.68
3601	Workers' Compensation Certific	27,795.00	27,795.00	15,950.40	6,783.35	5,061.25
3602	Workers' Compensation Classifi	29,912.00	29,912.00	13,303.82	6,648.78	9,959.40
3901	Golden Handshake	15,689.00	15,689.00		15,688.48	.52
	Total for Object 3000	831,572.00	831,572.00	433,121.21	194,460.89	203,989.90
4100	Approved Textbooks Core Curric	1,300.00	1,300.00			1,300.00
4300	Materials and Supplies	23,467.00	23,467.00	9,034.21	7,476.72	6,956.07

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund (continued)						
4320	Custodial Grounds Supplies	1,250.00	1,250.00			1,250.00
4330	Office Supplies	1,750.00	1,750.00	240.00		1,510.00
4350	Vehicle Upkeep	3,000.00	3,000.00	1,794.45	188.39	1,017.16
4400	Noncapitalized Equipment	3,214.00	3,214.00		4,338.90	1,124.90-
	Total for Object 4000	33,981.00	33,981.00	11,068.66	12,004.01	10,908.33
5100	Subagreements for Services	40,000.00	40,000.00			40,000.00
5200	Travel and Conference	25,638.00	25,638.00	2,921.07	3,244.97	19,471.96
5300	Dues and Membership	32,798.00	32,798.00	3,228.64	23,099.22	6,470.14
5400	Insurance	25,000.00	25,000.00		647.52	24,352.48
5500	Operation Housekeeping Service	22,000.00	22,000.00	7,032.37	967.63	14,000.00
5600	Rentals, Leases, Repairs, Nonc	1,500.00	1,500.00	529.95	120.01	850.04
5801	Legal Services	18,500.00	18,500.00	3,042.50	1,957.50	13,500.00
5805	Personnel Expense	500.00	500.00	200.00	100.00	200.00
5808	Other Services & Fees	1,500.00	1,500.00	715.06	284.94	500.00
5810	Contracted Services	437,789.00	437,789.00	279,359.90	102,762.65	55,666.45
5899	SPJUSD to Reimburse			65,111.72	36,573.41	101,685.13-
5900	Communications	16,000.00	16,000.00	786.32	2,563.68	12,650.00
	Total for Object 5000	621,225.00	621,225.00	362,927.53	172,321.53	85,975.94
6200	Building and Improvement of Bu			43,235.01	13,530.00	56,765.01-
6400	Equipment	20,000.00	20,000.00			20,000.00
6500	Equipment Replacement	15,000.00	15,000.00			15,000.00
	Total for Object 6000	35,000.00	35,000.00	43,235.01	13,530.00	21,765.01-
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					.00
	Total for Object 7000	49,428.00	49,428.00	.00	.00	49,428.00
	Total for Fund 01 and Expense accounts	3,031,015.00	3,031,015.00	1,621,938.61	726,362.40	682,713.99
Fund 11 - ADULT ED						
1100	Teachers Salaries	12,500.00	12,500.00		17,901.43	5,401.43-
1300	Certificated Supervisor Admini	116,095.00	116,095.00	73,710.72	36,855.36	5,528.92
	Total for Object 1000	128,595.00	128,595.00	73,710.72	54,756.79	127.49
2200	Classified Support Salaries	3,572.00	3,572.00			3,572.00
2400	Clerical Technical Office Staf	63,900.00	63,900.00	22,371.07	8,369.48	33,159.45
	Total for Object 2000	67,472.00	67,472.00	22,371.07	8,369.48	36,731.45

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 11 - ADULT ED (continued)						
3101	STRS Certificated Positions	29,762.00	29,762.00	14,078.72	7,039.36	8,643.92
3202	PERS Classified Positions	18,218.00	18,218.00	5,698.88	2,241.55	10,277.57
3301	OASDI Certificated Positions				1,109.88	1,109.88-
3302	OASDI Classified Positions	4,184.00	4,184.00	1,156.75	432.57	2,594.68
3311	Medicare Certificated Position	1,864.00	1,864.00	1,068.80	793.97	1.23
3312	Medicare Classified Positions	979.00	979.00	270.50	101.16	607.34
3401	Health & Welfare Benefits Cert	10,745.00	10,745.00	9,551.20	4,775.60	3,581.80-
3402	Health & Welfare Benefits Clas	17,536.00	17,536.00	12,753.84	4,782.69	.53-
3501	SUI Certificated	643.00	643.00	36.88	80.63	525.49
3502	SUI Classified	338.00	338.00	11.22	4.18	322.60
3601	Workers' Compensation Certific	5,191.00	5,191.00	2,930.64	2,177.07	83.29
3602	Workers' Compensation Classifi	2,723.00	2,723.00	741.79	277.39	1,703.82
	Total for Object 3000	92,183.00	92,183.00	48,299.22	23,816.05	20,067.73
4300	Materials and Supplies			4,029.95	5,260.01	9,289.96-
4330	Office Supplies	500.00	500.00	408.12	91.88	.00
4350	Vehicle Upkeep	88.00	88.00	274.68		186.68-
	Total for Object 4000	588.00	588.00	4,712.75	5,351.89	9,476.64-
5200	Travel and Conference			1,965.06	1,409.94	3,375.00-
5300	Dues and Membership			1,400.00		1,400.00-
5500	Operation Housekeeping Service			5,307.18	692.82	6,000.00-
5600	Rentals, Leases, Repairs, Nonc			1,513.55	495.60	2,009.15-
5801	Legal Services	500.00	500.00			500.00
5805	Personnel Expense	100.00	100.00	100.00		.00
5810	Contracted Services			572.07	11,697.93	12,270.00-
5900	Communications			1,179.54	620.46	1,800.00-
	Total for Object 5000	600.00	600.00	12,037.40	14,916.75	26,354.15-
6200	Building and Improvement of Bu			78,526.59	41,768.00	120,294.59-
7619	Other Authorized Interfund Tra	14,187.00	14,187.00			14,187.00
	Total for Fund 11 and Expense accounts	303,625.00	303,625.00	239,657.75	148,978.96	85,011.71-
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

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Total for Org 001 - Sierra County Office of Education		<u>3,642,640.00</u>	<u>3,642,640.00</u>	<u>1,861,596.36</u>	<u>875,341.36</u>	<u>905,702.28</u>

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD						
1100	Teachers Salaries	2,311,566.00	2,311,566.00	1,679,707.41	446,039.45	185,819.14
1115	Extra Duty Hourly	8,000.00	8,000.00		7,268.01	731.99
1120	Certificated Substitutes	57,000.00	57,000.00		9,580.00	47,420.00
1300	Certificated Superv/Admin Sala	421,444.00	421,444.00	267,981.44	134,999.69	18,462.87
1310	Teacher In Charge/Head Teacher	10,000.00	10,000.00			10,000.00
	Total for Object 1000	2,808,010.00	2,808,010.00	1,947,688.85	597,887.15	262,434.00
2100	Instructional Aides Salaries	276,535.00	276,535.00	193,019.71	44,519.45	38,995.84
2115	Inst. Aide Extra Duty	2,000.00	2,000.00		1,880.54	119.46
2120	Instructional Aides Substitute	3,000.00	3,000.00		464.04	2,535.96
2200	Classified Support Salaries	386,184.00	386,184.00	242,591.25	119,417.11	24,175.64
2201	Bus Driver	91,744.00	91,744.00	40,541.24	11,228.45	39,974.31
2215	Classified Extra Duty	2,500.00	2,500.00		612.90	1,887.10
2220	Classified Support Substitute	25,000.00	25,000.00		4,011.77	20,988.23
2300	Classified Sup/Admin Salaries	2,700.00	2,700.00	1,858.60	540.00	301.40
2400	Clerical & Office Salaries	198,902.00	198,902.00	136,410.80	53,448.74	9,042.46
2420	Clerical & Office Sub Salaries	4,000.00	4,000.00		1,186.24	2,813.76
2900	Other Classified Salaries	25,277.00	25,277.00			25,277.00
	Total for Object 2000	1,017,842.00	1,017,842.00	614,421.60	237,309.24	166,111.16
3101	State Teachers Retirement Syst	728,447.00	728,447.00	359,755.21	108,392.24	260,299.55
3102	State Teachers Retirement Syst	9,472.00	9,472.00			9,472.00
3201	Public Employees Retirement Sy	1,000.00	1,000.00		192.10	807.90
3202	Public Employees Retirement Sy	265,911.00	265,911.00	130,853.61	53,501.41	81,555.98
3311	OASDI-Certificated Positions	2,076.00	2,076.00	28.06	151.14	1,952.92
3312	OASDI-Classified Positions	62,143.00	62,143.00	36,430.38	13,946.78	11,765.84
3321	Medicare-Certificated Position	38,138.00	38,138.00	25,904.55	8,053.58	4,179.87
3322	Medicare-Classified Positions	14,537.00	14,537.00	8,519.83	3,261.69	2,755.48
3401	Health & Welfare -Certificated	503,060.00	503,060.00	412,256.96	107,740.64	16,937.60
3402	Health & Welfare-Classified Po	201,550.00	201,550.00	160,130.32	70,736.35	29,316.67
3501	State Unemployment Insurance-C	14,217.00	14,217.00	973.82	1,736.85	11,506.33
3502	State Unemployment Insurance-	5,177.00	5,177.00	307.12	267.99	4,601.89
3601	Workers' Compensation Insuranc	95,889.00	95,889.00	68,026.26	21,091.36	6,771.38
3602	Workers' Compensation Insuranc	35,643.00	35,643.00	21,895.81	8,382.54	5,364.65
3901	Other Benefits, Certificated P	35,074.00	35,074.00	23,382.08	10,229.66	1,462.26
3902	Other Benefits, Classified Pos	17,537.00	17,537.00	11,691.04	4,384.14	1,461.82
	Total for Object 3000	2,029,871.00	2,029,871.00	1,260,098.93	412,068.47	357,703.60

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
4100	Textbooks	26,605.00	26,605.00		4,681.21	21,923.79
4300	Class Mat'l and Supplies	50,843.00	50,843.00	6,228.76	30,910.51	13,703.73
4301	Class Consumable Mat'l	7,000.00	7,000.00		1,273.24	5,726.76
4302	Class Paper/Toner	14,000.00	14,000.00	1,164.44	4,699.32	8,136.24
4305	Other Student M&S	25,000.00	25,000.00	6,087.28	6,875.26	12,037.46
4320	Custodial Grounds Supplies	38,000.00	38,000.00	7,114.79	23,548.04	7,337.17
4330	Office Supplies	17,000.00	17,000.00	2,400.94	4,729.77	9,869.29
4350	Vehicle Maint. M&S	11,500.00	11,500.00	5,800.59	726.34	4,973.07
4351	Vehicle FUEL	30,000.00	30,000.00	22,057.03	5,221.33	2,721.64
4400	Non-Capital Equipment (Up to \$	58,895.00	58,895.00	9,388.05	15,551.20	33,955.75
	Total for Object 4000	278,843.00	278,843.00	60,241.88	98,216.22	120,384.90
5100	Subagreement for Services	185,000.00	185,000.00		118,477.39-	303,477.39
5200	Travel & Conferences	55,802.00	55,802.00	25,927.10	14,266.41	15,608.49
5300	Dues & Membership	10,129.00	10,129.00	1,680.08	8,493.04	44.12-
5400	Insurance-Fire, liability, etc	210,000.00	210,000.00		9,989.77	200,010.23
5510	Power	159,000.00	159,000.00	127,196.64	31,800.42	2.94
5520	Garbage	7,000.00	7,000.00	4,615.42	3,120.56	735.98-
5530	Water	60,000.00	60,000.00	44,217.53	15,782.47	.00
5540	Propane	171,000.00	171,000.00	157,948.64	13,051.36	.00
5590	Miscellaneous Utilities	20,000.00	20,000.00	18,889.30	1,110.70	.00
5600	Rentals, Leases & Repairs	83,500.00	83,500.00	57,348.93	46,490.89	20,339.82-
5800	Services & Operating Expense	7,500.00	7,500.00	900.00	1,550.00	5,050.00
5810	Legal Expenses	20,000.00	20,000.00	9,907.00	93.00	10,000.00
5812	Board Election Expense	2,000.00	2,000.00			2,000.00
5840	Audit Expense	14,959.00	14,959.00		1,346.43-	16,305.43
5860	Solid Waste Tax	12,500.00	12,500.00	11,500.00		1,000.00
5890	Contracts/Servic	819,579.00	819,579.00	563,664.02	130,930.00	124,984.98
5899	SCOE Interagency Reimburse			13,277.55	18,311.78	31,589.33-
5900	Communications	3,500.00	3,500.00	2,320.10	679.90	500.00
5910	Telephone-Monthly Service	22,075.00	22,075.00	13,672.31	4,265.19	4,137.50
	Total for Object 5000	1,863,544.00	1,863,544.00	1,053,064.62	180,111.67	630,367.71
6200	Building & Improvements			15,455.07	110,290.71	125,745.78-
6400	Equipment	60,000.00	60,000.00	37,623.30	32,748.67	10,371.97-
6500	Equipment Replacement	55,000.00	55,000.00	72,087.23	30,748.52	47,835.75-
	Total for Object 6000	115,000.00	115,000.00	125,165.60	173,787.90	183,953.50-

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - General FD (continued)						
7110	Out-of-State Tuition	104,450.00	104,450.00	104,450.00		.00
7310	Direct Support/Indirect Costs					.00
7616	Trans fr Gen Fund to Cafeteria	111,053.00	111,053.00			111,053.00
7619	Other Interfund Transfers Out	750,000.00	750,000.00		750,000.00	.00
Total for Object 7000		965,503.00	965,503.00	104,450.00	750,000.00	111,053.00
Total for Fund 01 and Expense accounts		9,078,613.00	9,078,613.00	5,165,131.48	2,449,380.65	1,464,100.87
Fund 13 - Cafeteria						
2200	Classified Support Salaries	104,277.00	104,277.00	67,166.84	16,040.09	21,070.07
2215	Classified Extra Duty	1,000.00	1,000.00		947.82	52.18
2220	Classified Support Substitute	500.00	500.00			500.00
Total for Object 2000		105,777.00	105,777.00	67,166.84	16,987.91	21,622.25
3202	Public Employees Retirement Sy	21,628.00	21,628.00	11,710.96	3,066.32	6,850.72
3312	OASDI-Classified Positions	6,242.00	6,242.00	3,911.06	991.27	1,339.67
3322	Medicare-Classified Positions	1,460.00	1,460.00	914.66	231.84	313.50
3402	Health & Welfare-Classified Po	17,537.00	17,537.00	14,029.28	3,433.42	74.30
3502	State Unemployment Insurance-	529.00	529.00	33.60	8.49	486.91
3602	Workers' Compensation Insuranc	3,580.00	3,580.00	2,350.60	595.78	633.62
Total for Object 3000		50,976.00	50,976.00	32,950.16	8,327.12	9,698.72
4340	Food Service	8,000.00	8,000.00	7,008.37	2,318.55	1,326.92-
4400	Non-Capital Equipment (Up to \$	2,000.00	2,000.00			2,000.00
4700	Food	60,000.00	60,000.00	41,663.86	21,519.48	3,183.34-
Total for Object 4000		70,000.00	70,000.00	48,672.23	23,838.03	2,510.26-
5200	Travel & Conferences	500.00	500.00	121.00	121.00	258.00
5600	Rentals, Leases & Repairs	6,000.00	6,000.00		2,758.56	3,241.44
5800	Services & Operating Expense	400.00	400.00			400.00
5890	Contracts/Servic	500.00	500.00		406.00	94.00
Total for Object 5000		7,400.00	7,400.00	121.00	3,285.56	3,993.44
Total for Fund 13 and Expense accounts		234,153.00	234,153.00	148,910.23	52,438.62	32,804.15
Fund 40 - Dist Build						
6200	Building & Improvements	750,000.00	750,000.00		11,801.00	738,199.00
Total for Fund 40, Expense accounts and Object 6000		750,000.00	750,000.00	.00	11,801.00	738,199.00
Fund 73 - Bechen						
5800	Services & Operating Expense	25,000.00	25,000.00			25,000.00

Selection Filtered by User Permissions, (Org = 6, Online/Offline = N, Fiscal Year = 2024, Period = 4, Unposted JEs? = N, Assets and Liabilities? = N, Restricted Accts? = Y, Object = 1-7, SACS Fund? = N, Fund Page Break? = N, Obj Lvl = 4, Obj Digits = 1, Page Break? = N)

Balances through October						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
	Total for Fund 73, Expense accounts and Object 5000	25,000.00	25,000.00	.00	.00	25,000.00
	Total for Org 006 - Sierra-Plumas Joint Unified School District	<u>10,087,766.00</u>	<u>10,087,766.00</u>	<u>5,314,041.71</u>	<u>2,513,620.27</u>	<u>2,260,104.02</u>

ENROLLMENT BY SCHOOL MONTH - 2023-2024

****As of 10/18/2023**

	Downieville Elementary	Loyalton Elementary	Downieville Jr High	Loyalton Jr High	Downieville Sr High	Loyalton Sr High	Sierra Pass Continuation	Long-Term ISP/SDC	TOTAL
Ending 2022-2023	23	190	9	57	11	95	9	included in site #	394
1st Day 2023-2024	31	191	10	40	10	112	4	included in site #	398

	Month									
September	1	28	190	10	40	10	114	4	included in site #	396
08/23/23-09/15/23										
October	2	29	194	10	40	10	116	5	included in site #	404
09/18/23-10/13/23										
November	3								included in site #	0
10/16/23-11/09/23										
December	4								included in site #	0
11/13/23-12/08/23										
January	5								included in site #	0
12/11/23-01/19/24										
February	6								included in site #	0
01/22/24-02/16/24										
March	7								included in site #	0
02/20/24-03/15/24										
April	8								included in site #	0
03/18/24-04/19/24										
May	9								included in site #	0
04/22/24-05/17/24										
June	10								included in site #	0
05/20/24-06/07/24										

2022-2023	SPJUSD	SCOE	Washoe
P1 ADA	354.53	0.70	13.50
P2 ADA	351.20	0.70	12.97
Annual	352.11	0.70	13.46

Long-Term ISP	
DES	0
LES	0
DHS	0
LHS	2

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

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

October 10, 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 5:03pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall
Area 2: Annie Tipton (Vice President)
Area 3: Christina Potter
Area 4: Kelly Champion (President)
Area 5: Dorie Gayner (Clerk)*

ABSENT: *None*

C. APPROVAL OF AGENDA

TIPTON motioned to amend the agenda as follows:

- *Add under County Superintendent Report—SCOE accepting authority as fiscal agent for new Adult Education program, Healthcare pathway*
- *Remove from Action Items-- “Approval of Retirement Incentive for Certificated Employees” (L, 2, d)*

Second by GAYNER.

5/0

D. PUBLIC COMMENT FOR CLOSED SESSION

None

E. CLOSED SESSION

The Board moved into Closed Session at 5:05pm to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board: James Berardi, County Superintendent
Sean Snider, District Superintendent

Employee Organizations:
Unrepresented Employees: Sierra-Plumas Teachers’ Association
Classified Employees
Confidential Employees
Administrative Employees

F. RETURN TO OPEN SESSION at 5:58pm and ADJOURN FOR BREAK

G. 6:05PM – RECONVENE

H. FLAG SALUTE

I. REPORT OUT FROM CLOSED SESSION

TIPTON: SNIDER reported out what had occurred at negotiations with SPTA and then we talked about what direction we would go moving forward.

J. INFORMATION ITEMS

1. Correspondence

- a. Letter from the California Department of Education approving the 2023-2024 Local Control and Accountability Plan for SCOE and SPJUSD
- b. Letter from the California Department of Education approving the 2023-2024 Budgets for SCOE and SPJUSD

2. Superintendent Reports

COUNTY

a. SCOE accepting authority as fiscal agent for ELL Healthcare Pathways grant through FRAEC for Sierra County School for Adults

BERARDI: We received a grant for \$150,000 to help the healthcare program move forward.

a.b. Director of Business Services/CBO job posting, minor revisions to job description

BERARDI: Our current business official will be leaving us, no official end date known yet, but we are flying the position and looking for qualified applicants.

b.c. Surplus vehicle donation from Sierra County

BERARDI: This vehicle will mostly be used for basic transportation for staff. Typically, staff drive from Loyalton to Downieville for several different things, but we have other transportation needs that this will help us fulfill as well.

e.d. County Personnel Items:

1. Assignment of Cheyenne Wilkinson, SH Instructional Aide, Loyalton High School, 1.0 FTE (6 hours/day), effective September 20, 2023

e. Single District County Consortium

BERARDI: Attended a meeting in Sacramento last week with other single-districts in California to network and share our commonalities that differ from the larger multi-district counties.

DISTRICT

e.f. FEMA/Cal OES

SNIDER: BERARDI and I have been meeting with FEMA weekly to ensure things are progressing as they should with repairs from snow damage. The roof inspection in Downieville is complete. Roof inspections in Loyalton are expected to be completed next week. October 18th and 20th we have “tabletop inspections” to determine if the projects meet qualifications and are ready to move forward. More to come in November.

e.g. Girls’ softball field

SNIDER: I started with a walk of the facility with the athletic director and a coach from the school site. Looking into water options and what is needed for

pumping water from a well. Making progress—slowly, but surely. This work is ongoing.

f.h. Deferred maintenance

SNIDER: I have reached out to a couple of project managers who would come in and do a facilities quick study to help prioritize what we can do and when based on more accurate costs and timelines needed.

g.i. New website

SNIDER: As of today, we are switching over to our new website. Please visit www.sierracountyschools.org going forward.

h.j. Phone System/P.A. update

SNIDER: Phone numbers will be released from current carriers this Friday, so the new phones and system should be installed all throughout the district and working well before the next board meeting in November.

i.k. Most recent Inter-District Attendance Agreements approved

3. Business Report

- a. Account Object Summary-Balance from 07/01/2023 to 9/30/2023
 1. SCOE
 2. SPJUSD
- b. First Month SPJUSD Enrollments for the 2023-2024 School Year

4. Staff Reports

a. SCOE

SELPA—BETHKE: Last week there was a State Director of Special Education meeting. One topic of interest for Sierra County was about the various pathways for diplomas for students with disabilities as well as foster youth, homeless, migrant, and active military. There are many new options to be aware of when going through IEP meetings. Also, want to welcome Cheyenne Wilkinson! She is doing an excellent job. Very professional and intuitive when it comes to our students.

ADULT ED—JACKSON: I wanted to share that work on the Adult Ed site is moving along on the parking lot and the new building. We hope to start holding classes in the new building starting by the end of December.

b. SPJUSD

LES—WHITE (CERESOLA): Second Annual Bike Rodeo was a success! Put on by local CHP, lots of kids bring bikes and learn bike safety. Fall Festival on October 31st put on by 6th Graders. GCPC fundraiser, Barn Dinner, turned out great! Basketball sign-ups for 3rd-8th grades are open. LES celebrated homecoming along with the high school and had a blast. Students enjoyed the Chanticleer music performance. Carlynn, our Student Services Liaison, is doing great with coordinating the Tiny Eyes services for counseling. Last year we had 20-some students, and this year Carlynn is managing 51 students plus students at LHS. I would like to recognize a student for jumping to action during a choking incident! She will be recognized again at our site in November at our first assembly for the year.

LHS—MESCHERY: A big focus for our school is on career and college readiness. We had the Grizzly Ranch freshman trip which is a leadership bonding retreat for all freshman to get ready for high school. Juniors and Seniors went to the FRC career day on September 11th. College night was on September 20th. Also took a trip to UNR to get to know the library system and tour the campus. Middle school Club Live and Friday Night Live officer training and conference last weekend. In FFA, GRIFFIN took a group of freshman to the fall speaking competition and leadership conference today. Thursday she is heading to Shasta College Field Day. In November she will go to the National FFA Conference to receive her honorary degree. With the Sierra Strong grant there will be a tour for 9-12 students of Sierra College and UC Davis at the end of this month. PSAT and ASFAB at the end of this month. Homecoming festivities went well. Football game rescheduled. Other sports going well. Upcoming middle school dance for Halloween. Working through WASC process.

DES & DHS—BERARDI: The Sierra Schools Foundation annual golf tournament this past weekend was great! Downieville Site Council meeting was held with a great turnout. Looking forward to outcomes from the participation there throughout the year. Halloween Carnival will be on October 27th in the gym. A lot of teachers and kids out sick the last couple weeks, but we're getting through it. We are participating in the Statewide Shake Out for earthquake drills on the 19th. We also had some students go up to Ashland to see the Shakespeare Festival which is a great opportunity.

5. SPTA Report

PRESIDENT—PETTERSON: We met with the district last week and had good discussions. No new proposals were exchanged. The district will get back to us about our next meeting date.

6. Committee/Board Member Reports

HALL: Thank you to Katrina and the chaperones for the Disneyland trip and Ashland trip!

CHAMPION: Downieville is trying to reestablish their parents club. Meeting on October 24th at 5pm. I've been trying to follow CSBA and all of the updates on assembly bills just trying to stay informed.

7. Public Comment

Megan Meschery—Sierra Schools Foundation: Thank you to everyone who helped and participated in the golf tournament! Probably on of the best we've had! Owen McIntosh is working out really well for our music program. I got to observe the music class today and it was great to watch the 7th Graders playing in sync. Senior grants are starting to go out for Senior Projects—still accepting applications through November 1st.

Kelly Champion—I saw online that Owen is asking for instrument donations for the music program if anyone has any instruments they would like to donate.

K. CONSENT CALENDAR

1. Approval of minutes for the Regular Joint Meeting held September 12, 2023
2. Approval of Board Report-Checks Dated 09/01/2023 through 09/30/2023
 - a. SCOE
 - b. SPJUSD
3. Approval of Quarterly Report on Williams Uniform Complaints for the quarter ending 09/30/2023
 - a. SCOE
 - b. SPJUSD
4. Approval of the following SPJUSD Personnel Items:
 - a. Assignment of Miranda Prakash, 2023-2024 Athletic Director for Grades 6-8, Loyalton
 - b. Acceptance of resignation for Misty Painter, Custodian, Downieville Schools, .38 FTE (3 hours/day), effective October 13, 2023
 - c. Authorization to fill Custodian, Downieville Schools, .38 FTE (3 hours/day)
 - d. Authorization to increase FTE for Carla Truhett, Custodian, Loyalton Elementary School/Portables, from .075 FTE (3 hours/week) to .125 FTE (5 hours/week), effective September 27, 2023

TIPTON/HALL

5/0

L. ACTION ITEMS

1. Old Business
 - a. Authorization for SPJUSD to enter into a Memorandum of Understanding with Sierra Schools Foundation, Musica Sierra and Sierra County Arts Council for funding a full-time music teacher, Contract No. 2024-005D – revised for 10/10/2023

POTTER/TIPTON

5/0

2. New Business

COUNTY & DISTRICT

PUBLIC HEARING—Textbooks and Instructional Materials

- a. Public Hearing *opened at 6:38pm* to receive comments on the sufficiency of textbooks and instructional materials for Transitional Kindergarten through 12th grade in each subject and to assure that they are aligned with the state standards adopted pursuant to Ed Code 60605 or 60605.8. Also meet the reporting and sufficiency requirements contained in Ed Code 60119.
Cindy Ellsmore—Where are the materials to look at? Mrs. Markee said the most recent textbook she has was published in 2017?

SNIDER: To clarify, there are no new textbooks up for adoption tonight. This hearing is regarding the sufficiency of all board-adopted textbooks and materials for all students. Each student in the district has a textbook for English Language Arts, math, social studies, science and so on.

Hearing closed at 6:40pm with no further comment.

- b. Adoption of Resolution No. 24-005C, Sufficiency of Textbooks or Instructional Materials [for Sierra County Office of Education](#)
GAYNER/POTTER
5/0
- c. Adoption of Resolution No. 24-007D, Sufficiency of Textbooks or Instructional Materials [for Sierra-Plumas Joint Unified School District](#)
GAYNER/POTTER
5/0
- ~~d. Approval of Retirement Incentive for Certificated Employees~~

DISTRICT

- ~~e.d.~~ Approval of Professional Services Agreement with Cara Bowling under the Mental Health Student Services Act grant and MOU with Sierra County Behavioral Health, Contract No. 2024-009D
TIPTON/HALL
5/0

BOARD POLICIES, ADMINISTRATIVE REGULATIONS, EXHIBITS, BOARD BYLAWS

Board Bylaw 9310: “The Superintendent or designee shall develop and present a first reading at a public Board meeting and action may be taken on the proposed policy. The Board may require additional readings if necessary.”

GAYNER motioned to approve *f-l* as presented. Second by TIPTON.
5/0

- ~~f.e.~~ 1160—Political Processes
 - 1. Board Policy, *revisions*
- ~~g.f.~~ 1330—Use of School Facilities
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*
 - 3. Exhibit, *DELETE*
- ~~h.g.~~ 3311—Bids
 - 1. Administrative Regulation, *revisions*
- ~~i.h.~~ 3311.3—Design-Build Contracts
 - 1. Administrative Regulation, *revisions*
- ~~j.i.~~ 3312—Contracts
 - 1. Board Policy, *revisions*
- ~~k.j.~~ 3460—Financial Reports and Accountability
 - 1. Board Policy, *revisions*
- ~~l.k.~~ 3551—Food Service Operations/Cafeteria Fund
 - 1. Board Policy, *revisions*
 - 2. Administrative Regulation, *revisions*

M. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting will be held on November 14, 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 ~~5:00~~3:00pm. Zoom videoconferencing will be available for the public.

2. Suggested Agenda Items

None

N. ADJOURN

CHAMPION adjourned the meeting at 6:57pm.

James Berardi,
County Superintendent

Sean Snider,
District Superintendent

Dorie Gayner, Clerk

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

DATE: October 10, 2023

CLOSED SESSION BEGAN AT: 5:05 P.M.

BOARD MEMBERS PRESENT:

Patty Hall Annie Tipton Christina Potter Kelly Champion Dorie Gayner

OTHERS PRESENT:

- James Berardi, County Superintendent
- Sean Snider, District Superintendent
- Nona Griesert, Director of Business Services *(remotely)*
- _____

I. SESSION TOPIC(S):

Item #1—Government Code 54957.6	
CONFERENCE WITH LABOR NEGOTIATORS	
Agency Negotiator(s) for the Board:	James Berardi, County Superintendent Sean Snider, District Superintendent
Employee Organizations:	
Unrepresented Employees:	Sierra-Plumas Teachers' Association Classified Employees Confidential Employees Administrative Employees
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 _____	

II. ENDED CLOSED SESSION AT 5:58 P.M. AND RETURNED TO OPEN SESSION

PRESIDED BY: Kelly Champion
Kelly Champion, PRESIDENT

RECORDED BY: Dorie Gayner
Dorie Gayner, CLERK

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00016784	10/09/2023	ALHAMBRA	11-4330	WATER SERVICE		39.95
00016785	10/09/2023	AMAZON CAPITAL SERVICES	01-4300	BEHAVIOR INTERVENTION SUPPLIES	41.80	
				CLASSROOM SUPPLIES	67.04	
				DONATED FUNDS PURCHASE	74.71	
				OFFICE SUPPLIES	15.69	
			11-4300	CLASSROOM SUPPLIES	125.03	324.27
00016786	10/09/2023	FIRST-CITIZENS BANK & TRUST	01-5900	PHONE SYSTEM/MAINTENANCE		640.92
00016787	10/09/2023	DONALD BERGSTROM	01-5810	SPED/DO CLEANING	1,163.75	
			01-5899	SPED/DO CLEANING	498.75	1,662.50
00016788	10/09/2023	CWDL CERTIFIED PUBLIC ACCOUNTANTS	01-5810	AUDIT FEES	7,295.05	
			01-9500	AUDIT FEES	1,099.45	
			01-9515	AUDIT FEES	839.45-	7,555.05
00016789	10/09/2023	EDWARDS, STEVENS AND TUCKER, LLP	01-5801	LEGAL FEES		1,957.50
00016790	10/09/2023	JAMES MORANTE DBA ENGAGE! STRATEGIES	01-5810	SBHIP CONSULTING SERVICES		6,000.00
00016791	10/09/2023	KELLI GROCK	01-5810	COUNSELING SERVICES		4,320.00
00016792	10/09/2023	LAUREN JONES BEHAVIORAL CONSULTANT	01-5810	BEHAVIORAL CONSULTANT		12,508.71
00016793	10/09/2023	LIBERTY UTILITIES CPEC	01-5500	ELECTRICAL SERVICE	392.99	
			11-5500	ELECTRICAL SERVICE	151.35	544.34
00016794	10/09/2023	MARCOS MARTINEZ	01-5200	MILEAGE		64.19
00016795	10/09/2023	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMPENSATION		12,969.50
00016796	10/09/2023	NCS PEARSON, INC.	01-4300	TESTING SUPPLIES		50.00
00016797	10/09/2023	PLUMAS-SIERRA TELECOMMUNICATIONS	11-5600	BROADBAND SERVICE		109.00
00016798	10/09/2023	UBEO WEST LLC	11-5600	COPIER/MAINTENANCE		18.37
00016799	10/09/2023	RESOLVE TECHNOLOGY GROUP, INC.	01-5810	TECHNOLOGY ASSISTANCE		5,812.50
00016800	10/09/2023	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		218.97
00016801	10/09/2023	SIERRA VALLEY HOME CENTER	01-4300	SHOP SUPPLIES		463.44
00016802	10/09/2023	SMALL SCHOOL DISTRICTS' ASSOCIATION	01-5805	ADVERTISEMENT		100.00
00016803	10/09/2023	TERMINIX PROCESSING CENTER	01-5810	PEST CONTROL		180.58
00016804	10/09/2023	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	1,816.00	
			76-9576	HEALTH INSURANCE	27,759.40	29,575.40
00016805	10/09/2023	U.S. BANK	01-5200	REGISTRATION	111.75	
			01-5300	ZOOM SUB/STAFF MTG SUPPLIES	149.90	
			01-5899	REGISTRATION	37.25	
				ZOOM SUB/STAFF MTG SUPPLIES	42.99	
			11-5200	NCPN CONNECT CONFERENCE	1,734.94	2,076.83
00016806	10/09/2023	U.S. BANK VOYAGER	01-4300	FUEL EXPENSE	48.01	
			01-4350	FUEL EXPENSE	112.35	

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00016806	10/09/2023	U.S. BANK VOYAGER	01-5200	FUEL EXPENSE	116.53	
			01-5899	FUEL EXPENSE	204.80	481.69
00016807	10/09/2023	WPS	01-4300	TESTING SUPPLIES		269.68
00016808	10/23/2023	ALPINE FIRE SERVICES, INC. SALES AND SERVICE	11-5600	FIRE EXTINGUISHER INSPECTION AND REPAIR		101.15
00016809	10/23/2023	AMAZON CAPITAL SERVICES	01-4300	DONATED FUNDS PURCHASE	246.38	
				ISOLATION GOWNS	103.50	
			11-4300	SUPPLIES	95.60-	254.28
00016810	10/23/2023	AT&T	11-5900	PHONE		155.09
00016811	10/23/2023	JAMES BERARDI	01-5200	MILEAGE		134.93
00016812	10/23/2023	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		3,239.78
00016813	10/23/2023	ENSO DESIGNS	11-6200	ARCHITECT PROPOSAL		277.50
00016814	10/23/2023	MARCOS MARTINEZ	01-5200	MILEAGE		64.19
00016815	10/23/2023	BARBARA MCKURTIS	01-5810	HEARING SCREENING		940.00
00016816	10/23/2023	NOVAH ELECTRIC	11-6200	PORTABLE INSTALL		9,600.00
00016817	10/23/2023	OFFICE DEPOT	11-4300	OFFICE SUPPLIES		150.10
00016818	10/23/2023	SAVVAS LEARNING COMPANY LLC	11-4300	EMR/EMT/AEMT TEXTBOOKS		4,382.22
00016819	10/23/2023	PRESENCELEARNING, INC.	01-5810	PRESENCE LEARNING		8,262.05
00016820	10/23/2023	REMSA CENTER FOR INTEGRATED HEALTH CARE & COMMUNITY EDU	11-4300	CPR CARDS		17.00
00016821	10/23/2023	RENO PRINT STORE	01-4300	RED RIBBON WEEK SUPPLIES		1,686.00
00016822	10/23/2023	SCHOOL EXCESS LIABILITY FUND	01-5400	PROPERTY/CASUALTY PREMIUMS		647.52
00016823	10/23/2023	TAYLOR CONCRETE	11-6200	CONCRETE FOR NEW PORTABLE		20,158.00
00016824	10/23/2023	TYLER MARTIN DBA MARTIN SNOW REMOVAL	Reissued			10,900.00 *
		Reissued on 10/20/2023				
00016825	10/23/2023	MARTIN EARTHWORKS	11-6200	SITE PREP WORK		10,900.00
Total Number of Checks					42	159,813.20

	Count	Amount
Reissue	1	10,900.00
Net Issue		148,913.20

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	28	60,360.20

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	---------	-----------------	--------------

Fund Summary

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
11	ADULT EDUCATION	16	47,824.10
76	Payroll Clearing	2	40,728.90
Total Number of Checks		41	148,913.20
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			148,913.20

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086376	10/09/2023	AMAZON CAPITAL SERVICES	01-4300	Class Supplies	39.65	
				classroom supplies	477.16	
				instructional supplies	209.52	
				Middle School Art Supplies	265.20	
				Printer for Art classes	262.75-	
				TECHNOLOGY SUPPLIES	49.89	
			01-4320	art room white board	378.36	
				cleaning supplies	68.36	
			01-4330	nurse supplies	263.71	
				office supplies	381.87	
				Student Id Cards	15.08	
				Supplies	177.04	
			01-4400	COLOR PRINTER	535.18	
			01-5899	OFFICE SUPPLIES	91.57	2,689.84
00086377	10/09/2023	AMERIGAS	01-5540	PROPANE	9,344.37	
			01-5899	PROPANE	505.91	9,850.28
00086378	10/09/2023	CARA BOWLING	01-5890	MHSSA GRANT SERVICES		1,513.20
00086379	10/09/2023	BRADY INDUSTRIES	01-4320	custodial supplies		105.77
00086380	10/09/2023	BSN SPORTS LLC	01-4305	Thigh Pads		421.64
00086381	10/09/2023	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	4,430.77	
			01-5899	WATER AND SEWER - LOYALTON SITES	250.86	4,681.63
00086382	10/09/2023	COLLEGE BOARD	01-5890	AP Exams		256.00
00086383	10/09/2023	CONTINENTAL PRESS	01-4300	grading books		143.42
00086384	10/09/2023	COOLSYS	13-5600	WALK-IN COOLER REPAIR		1,047.11
00086385	10/09/2023	CWDL CERTIFIED PUBLIC ACCOUNTANTS	01-9510	AUDIT FEES	8,671.50	
			01-9515	AUDIT FEES	726.15-	7,945.35
00086386	10/09/2023	DEMCO, INC.	01-4305	Library Supplies		309.63
00086387	10/09/2023	FOLLETT SCHOOL SOLUTIONS	01-5890	LICENSING & IMPLEMENTATION		10,805.59
00086388	10/09/2023	FOREST VIEW SCREENING & ASSOCIATES LLC	01-5890	DOT CONSORTIUM		210.00
00086389	10/09/2023	ADRIENNE GARZA	01-4330	INSERVICE SUPPLIES		25.40
00086390	10/09/2023	GENERAL MEDICAL DEVICES, INC	01-4400	SPORTS AED		1,555.00
00086391	10/09/2023	GOSECURE	01-5890	EMAIL/INTERNET FILTERING		2,821.63
00086392	10/09/2023	GRAINGER, INC.	01-4320	Repair Kit		10.41
00086393	10/09/2023	HANSEN BROS. ENT.	40-6200	PAVEMENT SEALING		11,801.00
00086394	10/09/2023	INLAND SUPPLY	01-4320	CUSTODIAL SUPPLIES		1,042.79
00086395	10/09/2023	JW MARRIOT INDIANAPOLIS	01-5200	NATIONAL FFA CONVENTION		772.20
00086396	10/09/2023	K 12 MANAGEMENT DBA FUELED	01-5890	STUDENT LICENSE BLOCK/ISP COURSES		19,833.00

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086397	10/09/2023	LIBERTY UTILITIES	01-5510	ELECTRIC - LOYALTON SITES	7,477.41	
			01-5899	ELECTRIC - LOYALTON SITES	105.44	7,582.85
00086398	10/09/2023	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	01-4100	TEXTBOOKS		594.00
00086399	10/09/2023	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		543.81
00086400	10/09/2023	MORE PREPARED LLC	01-4300	CLASSROOM LOCKDOWN KIT		3,660.20
00086401	10/09/2023	NEVADA POWER PRODUCTS, INC	01-4320	Maintenance Supplies		37.11
00086402	10/09/2023	BCM ONE	01-5899	PHONE SERVICES	52.77	
			01-5910	PHONE SERVICES	791.63	844.40
00086403	10/09/2023	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMP		29,599.75
00086404	10/09/2023	ODP BUSINESS SOLUTIONS LLC	01-4300	Supplies		6.50
00086405	10/09/2023	SAVVAS LEARNING COMPANY LLC	01-4100	TEXTBOOKS		243.24
00086406	10/09/2023	PIONEER DRAMA SERVICE, INC	01-4300	Scripts		413.50
00086407	10/09/2023	PIONEER ATHLETICS	01-4305	Striper and accessories	1,466.48	
				White Field Paint	1,146.46	2,612.94
00086408	10/09/2023	UBEO WEST LLC	01-4330	COPIER STAPLES	135.22	
			01-5600	COPIER MAINT.	388.21	
			01-5899	COPIER MAINT.	53.16	576.59
00086409	10/09/2023	SCHOLASTIC INC.	01-4300	classroom supplies		540.30
00086410	10/09/2023	SCHOOL MATE	01-4300	STUDENT INSTRUCTION		116.25
00086411	10/09/2023	SIERRA COUNTY HEALTH DEPARTMENT	01-5890	TB TESTING		10.00
00086412	10/09/2023	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	680.92	
			01-5899	GARBAGE SERVICE	12.44	693.36
00086413	10/09/2023	SIERRA VALLEY HOME CENTER	01-4320	MAINT. SUPPLIES	864.83	
				MAINT/CUSTODIAL SUPPLIES	265.20	1,130.03
00086414	10/09/2023	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		231.65
00086415	10/09/2023	SIERRA-PLUMAS JOINT UNIFIED ASB ACCOUNT	01-5800	Reim for Volleyball Officials		1,550.00
00086416	10/09/2023	SUPERIOR REGION CATA	01-5200	CATA	200.00	
				CATA FALL REGEIONAL MEETING	144.74	344.74
00086417	10/09/2023	SYSCO SACRAMENTO	13-4340	CAFETERIA - FOOD AND SUPPLIES	112.23	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	2,020.69	2,132.92
00086418	10/09/2023	TIP INC.,PRINTING & GRAPHIX	01-4300	BUSINESS CARDS		93.61
00086419	10/09/2023	TRI COUNTY SCHOOLS INS. GR.	01-9535	HEALTH INSURANCE	10,387.24	
			76-9576	HEALTH INSURANCE	83,262.84	93,650.08
00086420	10/09/2023	U.S. BANK	01-4300	classroom supplies	89.53	
				EASYCBM SUBSCRIPTION	149.97	
				SOCCER BALLS	106.13	
				SWITCHES/CABLES	42.18	

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086420	10/09/2023	U.S. BANK	01-4320	Hall signs	312.68	
				Lock Blok	292.79	
				PAINT	174.33	
				REPAIR KIT	42.18	
				SCRUBBER PARTS	83.00	
				WATER FILTERS	516.22	
			01-4330	ADOBE PRO SUBSCRIPTION	9.99	
				GRADING SOFTWARE	90.00	
			01-4350	FUEL FOR MAINT.	95.00	
			01-4400	K12 SWF GRANT SUPPLIES	4,088.19	
				LAPTOP	2,011.88	
			01-5200	Greenhand Conference	393.00	
				REGISTRATION	143.50	
			01-5890	DOMAIN RENEWALS	32.90	
				Graduation Chairs	165.00	
				ZOOM SUBSCRIPTION	66.13	
			01-5899	ADOBE PRO SUBSCRIPTION	5.00	
				Unpaid Sales Tax	252.64-	8,656.96
00086421	10/09/2023	ULTRA LINK CABLING SYSTEMS, INC	01-5890	CABLING/SPEAKERS		987.90
00086422	10/09/2023	U.S. BANK VOYAGER	01-4305	FIELD TRIP FUEL	167.19	
				FUEL FOR ATHLETIC TRIPS	1,330.16	
			01-4351	BUS FUEL	3,942.90	
				Fuel for Maintenance	285.69	
			01-5200	FUEL	85.41	
				FUEL FOR FFA	202.19	6,013.54
00086423	10/23/2023	ACCO ENGINEERED SYSTEMS	01-5600	HVAC REPAIR		2,294.28
00086424	10/23/2023	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		331.00
00086425	10/23/2023	AMAZON CAPITAL SERVICES	01-4330	LAPTOP CASE/MONITOR STAND	53.61	
				medical supplies	50.39	
				Pendaflex hanging folders	141.00	245.00
00086426	10/23/2023	BRADY INDUSTRIES	01-4320	Bowl Cleaner	136.51	
				custodial supplies	9.43	
				maintenance supplies	298.64	444.58
00086427	10/23/2023	CURRENT ELECTRIC & ALARM, INC.	01-5600	ALARM MONITORING	1,147.50	
				SERVICE CALL LES/LHS	250.00	
			01-5899	ALARM MONITORING	52.50	1,450.00
00086428	10/23/2023	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		966.70

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00086429	10/23/2023	ECOLAB	13-4340	CLEANING SUPPLIES		1,276.92
00086430	10/23/2023	EDLIO, LLC COLLECTIONS	01-5890	WEBSITE		4,788.00
00086431	10/23/2023	GRAINGER, INC.	01-4320	Bathroom faucet		453.09
00086432	10/23/2023	HUNT & SONS, INC.	01-5590	HEATING OIL		1,110.70
00086433	10/23/2023	LES SCHWAB TIRE CENTER	01-4350	Vehicle Maintenance		183.48
00086434	10/23/2023	THE LION ELECTRIC CO. USA	01-5600	BUS REPAIR		7,677.54
00086435	10/23/2023	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		696.05
00086436	10/23/2023	NATIONAL FFA ORGANIZATION	01-5200	NATIONAL FFA CONVENTION		215.00
00086437	10/23/2023	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	624.16	
			13-4700	CAFE FOOD/SUPPLIES	9,675.78	10,299.94
00086438	10/23/2023	ODP BUSINESS SOLUTIONS LLC	01-4330	OFFICE SUPPLIES		244.24
00086439	10/23/2023	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		4,150.73
00086440	10/23/2023	UBEO WEST LLC	01-5600	COPIER MAINT.		2.73
00086441	10/23/2023	SCHOOL SERVICES OF CALIFORNIA	01-5200	WORKSHOP REGISTRATION	442.50	
			01-5899	WORKSHOP REGISTRATION	147.50	590.00
00086442	10/23/2023	LARAIN SEI	01-5200	MILEAGE		68.12
00086443	10/23/2023	SCHOOLS EXCESS LIABILITY FUND	01-5400	AB218 LIABILITY FUNDING		9,989.77
00086444	10/23/2023	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES	78.00	
			01-5899	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES	24.00	102.00
00086445	10/23/2023	SIERRA HARDWARE	01-4320	Misc Maintenance supplies		423.59
00086446	10/23/2023	SEAN SNIDER	01-5200	MILEAGE	45.52	
			01-5899	MILEAGE	136.57	182.09
00086447	10/23/2023	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING	192.00	
			01-5899	EMPLOYMENT FINGERPRINTING	49.00	241.00
00086448	10/23/2023	SUPERIOR REGION CATA	01-9510	Region Bills		255.00
00086449	10/23/2023	AMANDA WATTENBURG	01-5200	MILEAGE		64.19
Total Number of Checks					74	289,452.86

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	66	149,045.16
13	Cafeteria Fund	6	15,996.75
40	Special Reserve for Capital Ou	1	11,801.00

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

Checks Dated 10/01/2023 through 10/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	---------	-----------------	--------------

Fund Summary

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
76	Warrant/Pass Through (payroll)	2	112,862.59
	Total Number of Checks	74	289,705.50
	Less Unpaid Sales Tax Liability		252.64
	Net (Check Amount)		289,452.86

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

Background on New Front Door (Storefront) for Loyalton High School

This upgrade was required to be done because of the bleacher project. Whenever a school project meets certain eligibility criteria (bleachers over 5 rows high in this case), it triggers involvement from the Division of the State Architect (DSA) and certain accessibility upgrades must be done as part of these projects.

A new door, storefront, and hardware was ordered from Custom Glass in spring 2023. We recently learned from the DSA that this door does not meet their requirements because it does not have fire rated glazing on the glass.

The cost for the current door and storefront was \$14,629.00.

The cost to add the fire rated glazing to the existing door and storefront is \$14,583.00, bringing the grand total to \$29,212.

If we had ordered the door and storefront with the fire rated glazing from the start, the cost would have been \$30,133.00.

Custom Glass has discounted the mark-up and labor rates in order to help with this unfortunate situation and to help us accept the originally purchased doors and hardware.

A deposit of \$7,314.00 has already been paid.

The new amount due to complete the project and have DSA sign off on it will be: \$21,898.00.



Date: 10/17/23

Phone: 775-329-4265

FAX: 775-329-8426

From: Dave Rainey

Quote#: 6069

Proposal

To : Ryan Perry-Smith
Company : Premier Management Group, Inc.

Fax:

Phone: 1-916-736-2724

Email: rperry-smith@pmgcm.com

Job Name : Loyalton HS Storefront replacement

Scope of Work : Custom glass to supply & install new storefront entry. Approximately 122" x 117" includes sidelights, transom & paired opening. All storefront to be Dark Bronze Anodized finish. Doors to have medium stiles, 6" intermediate rails & 10" bottom rails, Butt hinges (3 each door) (one with wire transfer), heavy duty LCN surface mounted closers, First Choice concealed rod exit devices, exterior offset pull handles, and 1ea. exterior Schlage interchangeable core cylinder large format with construction and control keys. Threshold, sweeps & perimeter weatherstripping. The right hand active door to have electric latch retraction installed and will be operated by card reader or push button (by others). Custom Glass to provide a power supply, to a qualified electrician, for hook-up and activation of the latch retraction. NOTE: All wiring and or hook-up of wiring to be done by qualified electrician. Frame to be 2" x 4-1/2" thermally broken. Elevation to match elevation "A" in plans on sheet A6 of the provided drawings. All glass to be 1" insulated units with a minimum 20 minute fire rated tempered safety glass. Units to be 1/4" clear tempered, 9/16 mill air spacer, and 3/16" Standard "Firelite" NT. Firelite will have a approved clear safety film applied to meet safety ratings.

New storefront frame and doors to be installed into existing opening after the existing door and sidelights are removed. Custom Glass has included this demo but lead, asbestos, or hazardous material removal is not included in this proposal. Also it was noticed on our initial inspection, the concrete sill condition will need grinding "by others" after existing door and frames are removed (new door will not swing fully open with existing conditions). New frame to be sealed at the perimeters, both inside and out, to the surrounding substrates using Pecora 890 "anodized aluminum" colored silicone. Prices are based on materials and methods stated in this proposal. No other labor or materials are included in this bid.

Bid Amount : \$ 29,212.00

Exclusions Hazardous material demo or abatement.
Grinding of concrete.
Wiring, wire hook-up, card reader or activation of the latch retraction to be by others.

- Final Cleaning
- Damage or breakage by others
- Engineering
- Bonding
- Demolition
- Alteration of substrate or rough openings for installation
- Breakshapes not specifically identified in the scope of work including: J mold, metal cladding, panels, etc.
- Protection after installation
- Door hardware
- Permits
- Weekend or after hours work

Terms and conditions include but are not limited to :

Acceptance. This bid is automatically withdrawn if not accepted within (15) days.

Schedule. It is agreed that the schedule provided at the time of bid, as noted under Addenda above, is the basis for this bid. Any changes in the schedule including acceleration, delay, or change in duration may result in increased costs for which compensation is due. The value of any schedule impact will be subject to a change order which shall be mutually agreed upon in amount, and, if not, may be subject of claim. If the schedule is not known at bid time, then our bid will be subject to schedule review and acceptance.

Structural Integrity. It is the responsibility of others to guarantee that the surrounding structure is capable of handling the loads imposed by the glazing systems.

Warranty. Custom Glass shall unconditionally guarantee the workmanship and materials of the entire contract to be, and remain, free of defects in workmanship and materials for a period of one (1) year from the date of completion of the work. Manufacturer's standard warranties may carry additional coverage. Any additional warranties must be listed separately in the above scope.

Indemnification. To the fullest extent permitted by law, Custom Glass shall indemnify and hold harmless the Contractor, the Architect/Engineer, the Owner and their respective agents, consultants, and employees (the Indemnities) from all claims for bodily injury and property damage other than to the work itself including reasonable attorney's fees, costs and expenses that arise from the performance of the work by Custom Glass but only to the extent caused by the negligent acts or omissions of Custom Glass. Custom Glass shall be entitled to reimbursement of any defense cost paid above Custom Glass' percentage of liability for the underlying claim to the extent found by adjudication or arbitration attributed to the negligent acts or omissions or contribution thereof by the Indemnities or third persons.

Insurance. Insurance coverage is limited to the policies currently in place. Sample certificates are available on request.

Protection of work. Custom Glass is responsible for protecting its work until installed and accepted in writing by the contractor for that phase or section of the work. The costs to repair any damages to the work other than what was noted on the acceptance will be the subject of a change order.

The terms and conditions of this bid as an express condition to the ability of the recipient to accept this bid offer must be and shall be expressly made a part of and incorporated within any subsequent contract entered into by and between these parties, the subject matter hereof, and should there arise any conflict between the contents of this bid document and the subsequent contract terms, the terms and conditions hereof shall control.

DATED this _____ day of _____, 20_____.

Accepted by : _____
(sign)

(print)

Project Name: Loyalton HS

10/17/2023 12:31 PM

Frame Set Name: Frame Set 1

Frame Name: Frame 1

Panels: 3

Rows: 3

Metal Group: CG FG-3000-T CS/SS/OG good to go

D/S: 1

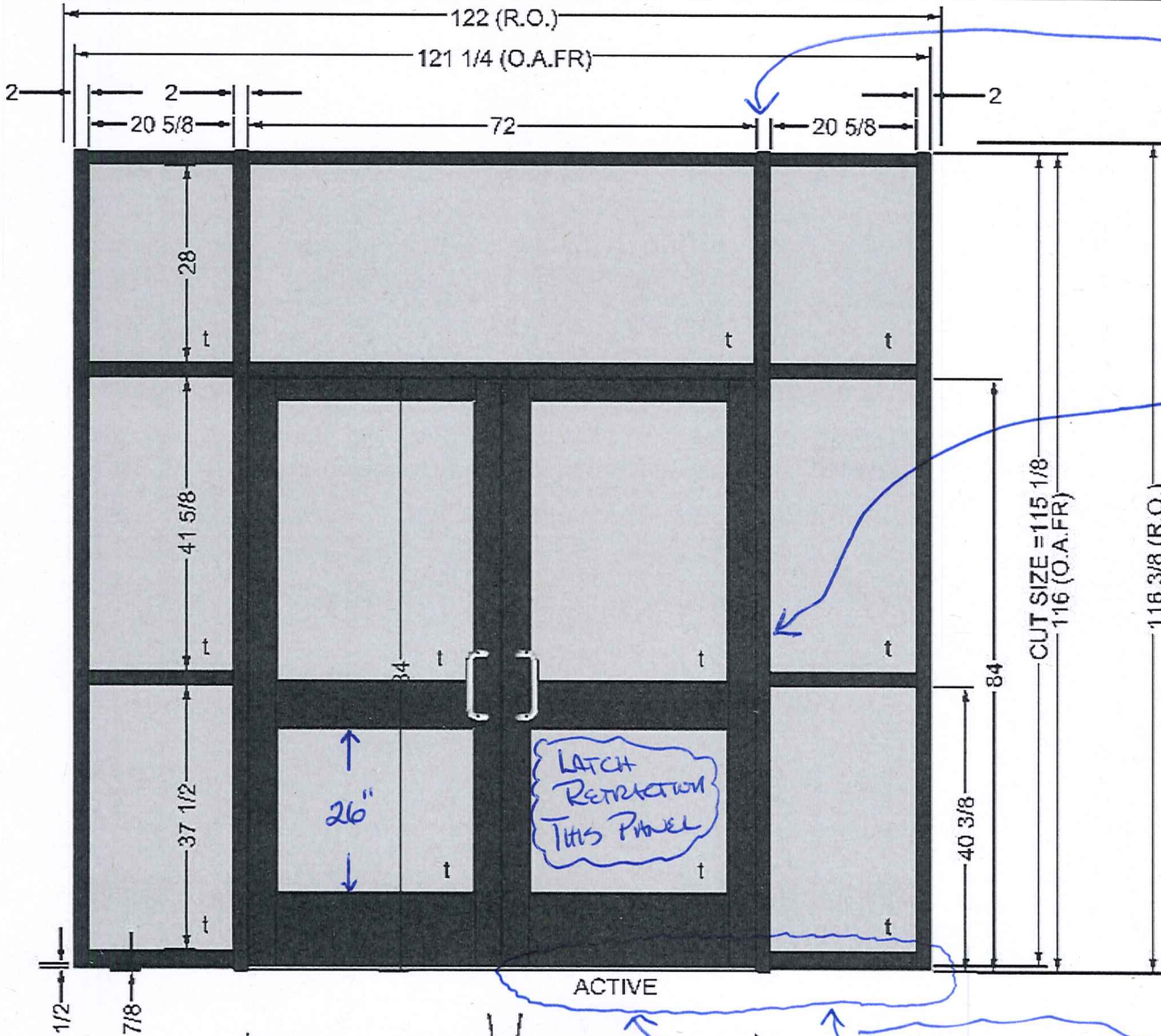
Frame Type: Standard

Frame Width: 121 1/4

Frame Height: 116

Required: 1 Back Member Color: BRONZE

Face Member Color: BRONZE



SUMMERSVILLE ELEMENTARY SCHOOL DISTRICT
STATE SCHOOL FACILITY PROGRAM
Summary of Modernization Eligibility – 2023

April 27, 2023

OVERVIEW – STATE SCHOOL FACILITY PROGRAM

The State School Facility Program (SFP) was implemented in late 1998 and was a significant change from previous State facilities programs. The State funding was provided in the form of per pupil grants, with supplemental grants for site development, site acquisition, and other project specific costs when warranted. This process was intended to make the calculation of the State participation quicker and less complicated. The SFP provided greater independence and flexibility to school districts to determine the scope of new construction or modernization projects.

Initially, funding for projects approved under the SFP came exclusively from statewide general obligation bonds approved by the voters of California. The State Allocation Board (SAB) is responsible for determining the allocation of State resources including proceeds from General Obligation Bond issuances and other designated State funds used for the new construction and modernization of public school facilities. The SAB is also charged with the responsibility for the administration of the State SFP. The SAB is the policy level body for the programs administered by the Office of Public School Construction (OPSC). The OPSC, as staff to the SAB, implements and administers the SFP and other programs of the SAB. The OPSC is charged with the responsibility of verifying that all applicant school districts meet specific criteria based on the type of funding which is being requested. The OPSC prepares recommendations for the SAB's review and approval.

Applications for SFP Eligibility and Funding

The SFP provides State funding assistance for two major types of facilities construction projects: new construction and modernization. The process for accessing the State assistance for this funding is divided into two steps: an application for eligibility and an application for funding.

Applications for eligibility are approved by the SAB and this approval establishes that a school district meets the criteria under law to receive assistance for new construction or modernization. Eligibility applications do not result in State funding. In order to receive funding for eligible projects, a district must file a funding application with the OPSC for approval by the SAB.

MODERNIZATION PROGRAM

Modernization Eligibility

Applications are submitted on a site-by-site basis, rather than district-wide. To be eligible, a permanent building must be at least 25 years old, and a relocatable/portable building must be at least 20 years old. For purposes of determining the age of the building, the 20-year and the 25-year period shall begin 12 months after the plans for the building were approved by the Division of the State Architect (DSA). The buildings become eligible again 25 or 20 years after any previous SFP modernization application was approved. The district must also show that there are pupils assigned to the site who will use the facilities to be modernized.

Modernization Funding

A school district may request funding for the modernization of school facilities. The program is 60% State funding and 40% local matching share for a total project cost. The funding may be approved after the plans for construction are approved by the DSA and the California Department of Education (CDE). The funding for modernization projects is provided in the form of grants. The grants are based on the number of students housed in the over-age facilities. In addition, a district may be eligible for a number of supplemental grants.

SUMMERVILLE ELEMENTARY SCHOOL DISTRICT – MODERNIZATION ELIGIBILITY

Summerville Elementary School

The District established baseline eligibility under the SFP in 2002 and received SFP funding in 2003. The facilities that have become of age to generate additional eligibility are five permanent classrooms and three portable classrooms, so an adjustment will be submitted to OPSC for review and approval. The current estimated funding is \$1,087,072 State share plus the District share of \$724,715 for a total OPSC estimated project cost of \$1,811,787.



**Summerville Elementary School District
2023 Estimated Modernization Funding under the State School Facility Program**

SCHOOL NAME	YEAR SFP BASELINE ESTABLISHED	2022/2023 ELIGIBILITY		
		STATE FUNDING 60%	DISTRICT MATCH 40%	TOTAL
Summerville Elementary School	2002	\$1,087,072	\$724,715	\$1,811,787
DISTRICWIDE TOTAL		\$1,087,072	\$724,715	\$1,811,787

Grant amounts reflected above are based upon 2023 State Allocation Board (SAB) Annual Adjustment to Grants approved January 25, 2023. The Office of Public School Construction (OPSC) Project Costs are estimated based upon eligibility information available. These amounts may change due to enrollment, facility changes, regulatory changes, policy changes, or OPSC adjustments as the project application is processed by the OPSC.

WHERE ARE WE NOW WITH THE STATE SCHOOL FACILITY PROGRAM

The statewide general obligation bonds authorized under Proposition 51 have been exhausted. All New Construction applications received by the OPSC after September 12, 2018, and all Modernization applications received after February 28, 2019, are subject to certain regulations and processing procedures.

Under these procedures, applications continue to be accepted by the OPSC and undergo an “intake review” to verify that all required documents have been submitted. Application packages that include all required documentation are placed on the list called ‘**Acknowledged Applications Received Past Existing Authority**’ and presented to the SAB for acknowledgement but are not formally processed nor approved.

The OPSC *will not* process applications until there are funds available for the Program. At this point, all school districts are in a holding pattern until a future statewide bond measure is placed on the ballot and approved by the voters. The next potential statewide bond measure could be placed in front of the voters of California in 2024.

The State School Facilities Program does not have a consistent funding source. Historically, it has been Statewide General Obligation Bonds and now the Program has received State General Funds through the Budget process. Applications are processed in date order received for both New Construction and Modernization.

Governor’s 2022/23 State Budget

As you recall, the Governor’s Budget allocated the remaining Proposition 51 bond funds to be sold, approximately \$1.4 billion to support school construction projects. The Budget also allocated approximately \$1.3 billion **one-time** General Funds in 2022/23. In addition, the Budget earmarked \$2.1 billion **one-time** General Funds in 2023/24 to support new construction and modernization projects through the State School Facility Program. With these funds, applications are being processed and funded.

Governor’s 2023/24 State Budget

In January 2023, the Governor’s Budget has identified \$2.0 billion **one-time** General Funds to support the State School Facilities Program. The budget is still being reviewed and amended and we most likely will not have further information until July 2023 regarding the allocation.

Proposed Bond Bills

On January 18, 2023, AB 247 (Muratsuchi) was introduced creating the Kindergarten Through Community College Public Education Facilities Bond Act of 2024. The bill proposes a state general obligation bond act that would provide an unspecified amount for construction and modernization of educational facilities. This bond act would become operative only if approved by the voters at an unspecified 2024 statewide election.

The last school facility bond bill to reach the ballot was Proposition 13, which was rejected by the voters in March 2020.

**CHUALAR UNION SCHOOL DISTRICT
STATE SCHOOL FACILITY PROGRAM**

September 27, 2023

OVERVIEW – STATE SCHOOL FACILITY PROGRAM

The State School Facility Program (SFP) was implemented in late 1998 and was a significant change from previous State facilities programs. The State funding was provided in the form of per pupil grants, with supplemental grants for site development, site acquisition, and other project specific costs when warranted. This process was intended to make the calculation of the State participation quicker and less complicated. The SFP provided greater independence and flexibility to school districts to determine the scope of new construction or modernization projects.

Initially, funding for projects approved under the SFP came exclusively from Statewide general obligation bonds approved by the voters of California. The State Allocation Board (SAB) is responsible for determining the allocation of State resources including proceeds from General Obligation Bond issuances and other designated State funds used for the new construction and modernization of public school facilities. The SAB is also charged with the responsibility for the administration of the State SFP. The SAB is the policy level body for the programs administered by the Office of Public School Construction (OPSC). The OPSC, as staff to the SAB, implements and administers the SFP and other programs of the SAB. The OPSC is charged with the responsibility of verifying that all applicant school districts meet specific criteria based on the type of funding which is being requested. The OPSC prepares recommendations for the SAB's review and approval.

Applications for SFP Eligibility and Funding

The SFP provides State funding assistance for two major types of facilities construction projects: new construction and modernization. The process for accessing the State assistance for this funding is divided into two steps: an application for eligibility and an application for funding.

Applications for eligibility are approved by the SAB and this approval establishes that a school district meets the criteria under law to receive assistance for new construction or modernization. Eligibility applications do not result in State funding. In order to receive funding for eligible projects, a district must file a funding application with the OPSC for approval by the SAB.

NEW CONSTRUCTION PROGRAM

New Construction Eligibility

A district must demonstrate that the existing seating capacity is insufficient to house the pupils existing and anticipated in the district using a five-year projection of enrollment. Once the new construction eligibility is determined, a “baseline” is created that remains in place as the basis of all future applications. The baseline is adjusted for changes in enrollment and for facilities added by the district.

The method of projecting enrollment into the future involves using current and historical California Basic Educational Data System (CBEDS) enrollment data for the district. The data collected is then projected into the future for five years using a method known as Cohort Survival Projection. The second part in determining the district’s eligibility for new construction assistance is to document the capacity of the school district at the time the first application for eligibility is filed under the SFP program. This capacity calculation is done only once.

The existing building capacity is subtracted from the enrollment projection. The number of pupils remaining are considered “unhoused” for the purposes of the SFP. They represent the district’s eligibility for new construction grant entitlement.

New Construction Funding

After a district has established eligibility for a project, the district may request funding for the design and construction of the facility. The program is 50% State funding and 50% local matching share for a total project cost. The funding is approved after the district has acquired a site for a project and after the plans for construction are approved by the Division of the State Architect (DSA) and the California Department of Education (CDE). The request for funding must be submitted prior to occupancy of any classroom in the construction contract for the project.

The funding for new construction projects is provided in the form of grants. The grants are made up of a new construction grant (pupil grant) and a number of supplemental grants.

Chualar Union School District – Eligibility under the New Construction Program

The District has not previously established New Construction eligibility under the SFP. Based upon the current 5-year projected enrollment, and the current classroom capacity of Chualar Elementary School, it appears the District does not currently have new construction eligibility. The District can reassess this calculation should enrollment increase significantly.

MODERNIZATION PROGRAM

Modernization Eligibility

Applications are submitted on a site-by-site basis, rather than district-wide. To be eligible, a permanent building must be at least 25 years old, and a relocatable/portable building must be at least 20 years old. For purposes of determining the age of the building, the 20-year and the 25-year period shall begin 12 months after the plans for the building were approved by the Division of the State Architect (DSA). The buildings become eligible again 25 or 20 years after any previous SFP modernization application was approved. The district must also show that there are pupils assigned to the site who will use the facilities to be modernized.

Modernization Funding

A school district may request funding for the modernization of school facilities. The program is 60% State funding and 40% local matching share for a total project cost. The funding may be approved after the plans for construction are approved by the DSA and the California Department of Education (CDE). The funding for modernization projects is provided in the form of grants. The grants are based on the number of students housed in the over-age facilities. In addition, a district may be eligible for a number of supplemental grants.

Chualar Union School District – Eligibility under the Modernization Program

Chualar Elementary School

The facilities on this campus have become of age to generate eligibility under the Modernization Program. The 2023 baseline eligibility will be submitted to the OPSC for review and approval. The current estimated funding is \$1,823,832 State share plus the District share of \$1,215,888 for a total OPSC estimated project cost of \$3,039,720.

NEXT STEPS TO MOVE FORWARD UNDER THE STATE SCHOOL FACILITY PROGRAM

To move forward with filing the eligibility and funding documents the District must pass a Resolution authorizing the filing of documents under the SFP. Upon approval by the Board, this enables the District to file the eligibility documents with the OPSC.

To move forward with the funding documents, the District must obtain the services of an architectural firm to develop the plans and specifications to be submitted to the DSA and CDE for plan approvals. Upon approval of the plans from these agencies, the District can prepare the funding documents to be filed with the OPSC.

WHERE ARE WE NOW WITH THE STATE SCHOOL FACILITY PROGRAM

The statewide general obligation bonds authorized under Proposition 51 have been exhausted. All New Construction applications received by the OPSC after September 12, 2018, and all Modernization applications received after February 28, 2019, are subject to certain regulations and processing procedures.

Under these procedures, applications continue to be accepted by the OPSC and undergo an “intake review” to verify that all required documents have been submitted. Application packages that include all required documentation are placed on the list called ‘**Acknowledged Applications Received Past Existing Authority**’ and presented to the SAB for acknowledgement but are not formally processed nor approved. The OPSC will not process applications until there are funds available for the Program.

The State School Facilities Program does not have a consistent funding source. Historically, it has been Statewide General Obligation Bonds and now the Program has received State General Funds through the Budget process.

The 2022/23 Budget allocated the remaining Proposition 51 bonds funds to be sold, approximately \$1.4 billion to support school construction projects. The Budget also allocated \$1.5 billion General Funds. With these funds, applications are being processed and funded. More recently, SB 114 appropriated \$1.9 billion 2023/2024 General Funds to the Program and declared the intent to provide \$875 million from the General Fund in the 2024/2025 fiscal year.

SAMPLE

Proposed Bond Bills

On January 18, 2023, **AB 24** (Muratsuchi) was introduced creating the Kindergarten Through Community College Public Education Facilities Bond Act of 2024. The bill proposes a state general obligation bond act that would provide **\$14 billion** for construction and modernization of educational facilities. This bond act would become operative only if approved by the voters at an unspecified 2024 statewide election.

On December 5, 2022, **SB 28** (Glazer) was introduced creating the Public Preschool, K-12, and College Health and Safety Bond Act of 2024. The bill proposes a state general obligation bond act of **\$15.5 billion** for the construction and modernization of educational facilities. This bond act would become operative only if approved by the voters in the statewide election of March 2024.

The last school facility bond bill to reach the ballot was Proposition 13, which was rejected by the voters in March 2020.

SUMMERVILLE ELEMENTARY SCHOOL DISTRICT



SAMPLE

FACILITY INVENTORY AND CAPITAL OUTLAY PLAN

June 2022

Williams & Associates
School Facilities Consultants
P.O. Box 2125
Placerville, CA 95667
(530) 906-6690

TABLE OF CONTENTS

SECTION I

Introduction and Overview	1
Introduction	1
Overview and Process.....	1

SECTION II

Educational Facilities	2
School Facility Inventory.....	2
State Facility Guidelines.....	2
Building Area Per Pupil.....	2
Area Allocations Using State Loading Standards	3
Summerville Elementary School Site Analysis	4
Adequacy of Facilities Based on State Guidelines	4

SAMPLE

SECTION III

Capital Outlay Plan.....	5
Summerville Elementary School	5

APPENDIX

Appendix A – Summerville Elementary School – Facility Diagrams

Appendix B – Summerville Elementary School – School Facility Utilization Summary

Appendix C – Summerville Elementary School – Division of the State Architect Records

Appendix D – Summerville Elementary School – 2022 Capital Outlay Budget Projections

SECTION I - INTRODUCTION

INTRODUCTION

A Facility Inventory and Capital Outlay Plan is a document that serves as a reference upon which decisions are made for future facility needs. Facilities planning requires building and modernizing schools for a changing tomorrow. With this in mind, planners should consider educational needs projected into a future that will serve the needs of all students.

Facilities planning involves research, consultation with experts, and a process that is broad-based. The most successful school planning is one that is continual in the process of planning over time. A plan that has built-in flexibility based on reasonable data and a keen understanding of the students served by the district is necessary.

OVERVIEW AND PROCESS

The Facility Inventory and Capital Outlay Plan provides the Summerville Elementary School District an overview of all buildings located on Summerville Elementary School. This document is intended to provide a summary of existing facilities, the use of the facility, the age of the facility and a capital outlay budget.

The process began with a comprehensive review of existing facilities and how spaces are being utilized. The next steps involved the review of existing architectural drawings, researching the Division of the State Architect records, preparing 8 ½ by 11 site and building diagrams to accompany the School Facility Utilization Summary.

Facility diagrams have been prepared for each building located on Summerville Elementary School and can be found in **Appendix A**. In addition to preparing diagrams of existing facilities, the School Facility Inventory Summary has been prepared for the school site to identify the age of the building and use of the space for purposes of the State School Facilities Program. The inventory for the school is located in **Appendix B**.

SECTION II – EDUCATIONAL FACILITIES

SCHOOL FACILITY INVENTORY

The inventory identifies building type by either permanent or portable. Under the State School Facilities Program, ‘portable classroom’ means: 1) a classroom building of one or more stories that is designed and constructed to be relocatable and transportable over public streets, 2) with respect to a single story portable classroom, is designed and constructed for relocation without the separation of the roof and floor from the building and 3) when measured at the most exterior walls, has a floor area not in excess of 2,000 square feet.

For purposes of determining the age of a building for modernization funding under the State School Facility Program, the 25-year period for permanent building begins 12 months after the plans for the building were approved by the Division of the State Architect and the 20-year period for portable buildings begins 12 months after the plans for the building were approved by the Division of the State Architect. Copies of the District’s Division of the State Architect records are located in **Appendix C**.

STATE FACILITY GUIDELINES

The state school facility guidelines are the standard used to determine the adequacy of school sites and facilities. These guidelines and definitions were applied to determine the relative adequacy of school sites that serve various grade levels. Following is a definition of the guidelines followed by tables that specify the area for core facilities based on the school enrollment.

BUILDING AREA PER PUPIL

Although the current School Facilities Program does not prescribe allowable building area as did the former Lease-Purchase Program, the California Department of Education continues to recommend that the size of schools be calculated at 59 square feet (the minimum) per pupil for kindergarten through grade six, and 80 square feet (the minimum per pupil for grades seven and eight as discussed in the *Guide to School Site Analysis and Development, 2000*, prepared by the California Department of Education.

These recommended square footages per pupil, 59 square feet for (K-6), and 80 square feet for (7-8) are broken down further by types of facilities that are recommended for each pupil. The typical and approximate allocations for construction under the former Lease-Purchase Program used for this analysis are shown in **Table 1** and **Table 2**.

TABLE 1
Elementary School per Pupil Area Allocation

Elementary School	Square Feet Per Pupil
Classroom	32
Small Group Rooms	2.5
Library	2.5
Multi-Purpose/Kitchen	7
Offices	3
Exterior Covered Walk/Corridor	6
Toilets	3
Storage/Custodial/Heater Room	3
Total	59

Source: California Department of Education

TABLE 2
Middle School per Pupil Area Allocation

Middle School	Square Feet Per Pupil
Classroom (includes shops, art, science, homemaking, and music)	37
Small Group Room	2
Library	3
Multi-Purpose, Type II (Large Group/Purpose)	3
Multi-Purpose/Kitchen	7
Gym	7
Shower/Locker	4
Office	3
Toilets	4
Storage/Custodial/Heater Room	4
Exterior Covered/Student Locker/Shelter	6
Total	80

Source: California Department of Education

AREA ALLOCATIONS USING STATE LOADING STANDARDS

Using the state guidelines in Table 1 and Table 2, the number of students to be housed and adequacy of core facilities will be determined with State standards. Under the State School Facility Program, state loading standard shows the state’s assumption about how many students can be housed at the school in the current building and how adequate the current facilities would be if the school were ‘full’ according to the state loading standard. The state loading standards are: 25 students per classroom for elementary school, 27 students per classroom for middle school. For purposes of this report and to account for blended classes, a loading standard of 25 students per classroom was utilized.

SUMMERVILLE ELEMENTARY SCHOOL – SITE ANALYSIS

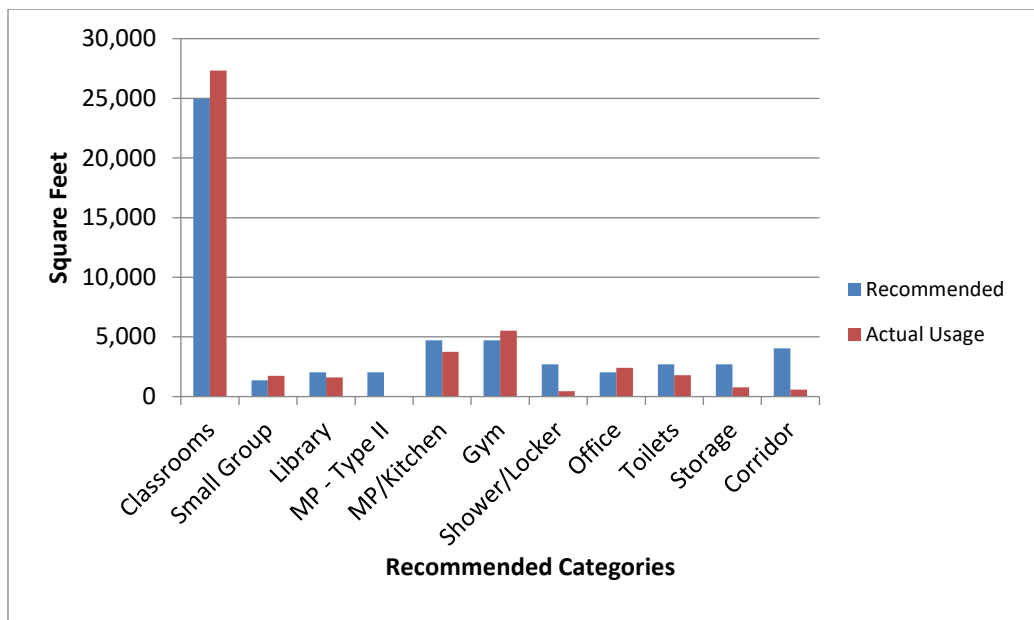
Summerville Elementary School serves students in transitional kindergarten through eighth grade with an enrollment of 410 (2021/22 CALPADS) with 45,951 square feet of building area. The school has 21 permanent classrooms and 6 portable classrooms for a total of 27 teaching stations. This is an older school initially constructed in 1963 with additions in 1979, 1985, 1986, 1989, 2004 and more recently portable classrooms in response to enrollment increases in 2010.

ADEQUACY OF FACILITY BASED ON STATE GUIDELINES

There are a total of 27 teaching stations to accommodate 410 students at state loading standards of 25 students per classroom. The California Department of Education recommended square footage for this school is 54,000 square feet and the existing facility is 45,951 square feet, or 85% or the recommended standard.

The State loading standards do not account for local educational program curriculum for student enrichment. **Chart 2** provides a comparison of the California Department of Education recommended area allocation utilizing the state loading standards for the number of classrooms on the site to the actual area of the school.

Chart 2
 Summerville Elementary School
 Area Allocation – Square Footage Usage based on State Loading Standard



Source: Williams & Associates, 2022

SECTION III – CAPITAL OUTLAY PLAN

The Capital Outlay Plan provides direction in a variety of areas that must be considered in planning for facilities. Summerville Elementary School District may wish to consider options to modernize the aging facilities and infrastructure, address utilization of existing facilities, and explore practical options to expand the campus, where feasible, to better serve students, staff, and the community.

SUMMERVILLE ELEMENTARY SCHOOL

Summerville Elementary School has aging buildings that have been extremely well maintained over the years. A site survey was conducted during the month of February 2022 with the Superintendent and the Maintenance, Operations and Transportation Manager. The survey included visual inspection only.

The list of proposed improvements identifies four main categories and within those categories the proposed facilities needs were prioritized based upon discussions with staff during the site walk. The four budget categories are:

- ADA/FLS – Items related to accessibility, fire alarm system and site safety
- Maintenance – Items related to repairs and maintenance of existing facilities and equipment
- Modernization/Renovation – Renovations to existing facilities
- New Construction/Addition – Construction of new facilities or additions to existing buildings

The summary by category is presented in **Table 1**. Combining all four categories the total estimate for budget purposes is \$8,130,100. Summarized in **Appendix D** is the detail of the proposed improvements and the ‘Order of Magnitude’ estimates for budgeting purposes. In addition, provided is an overview of the site with the proposed projects labeled for reference.

Table 1
Summary of Proposed Improvements

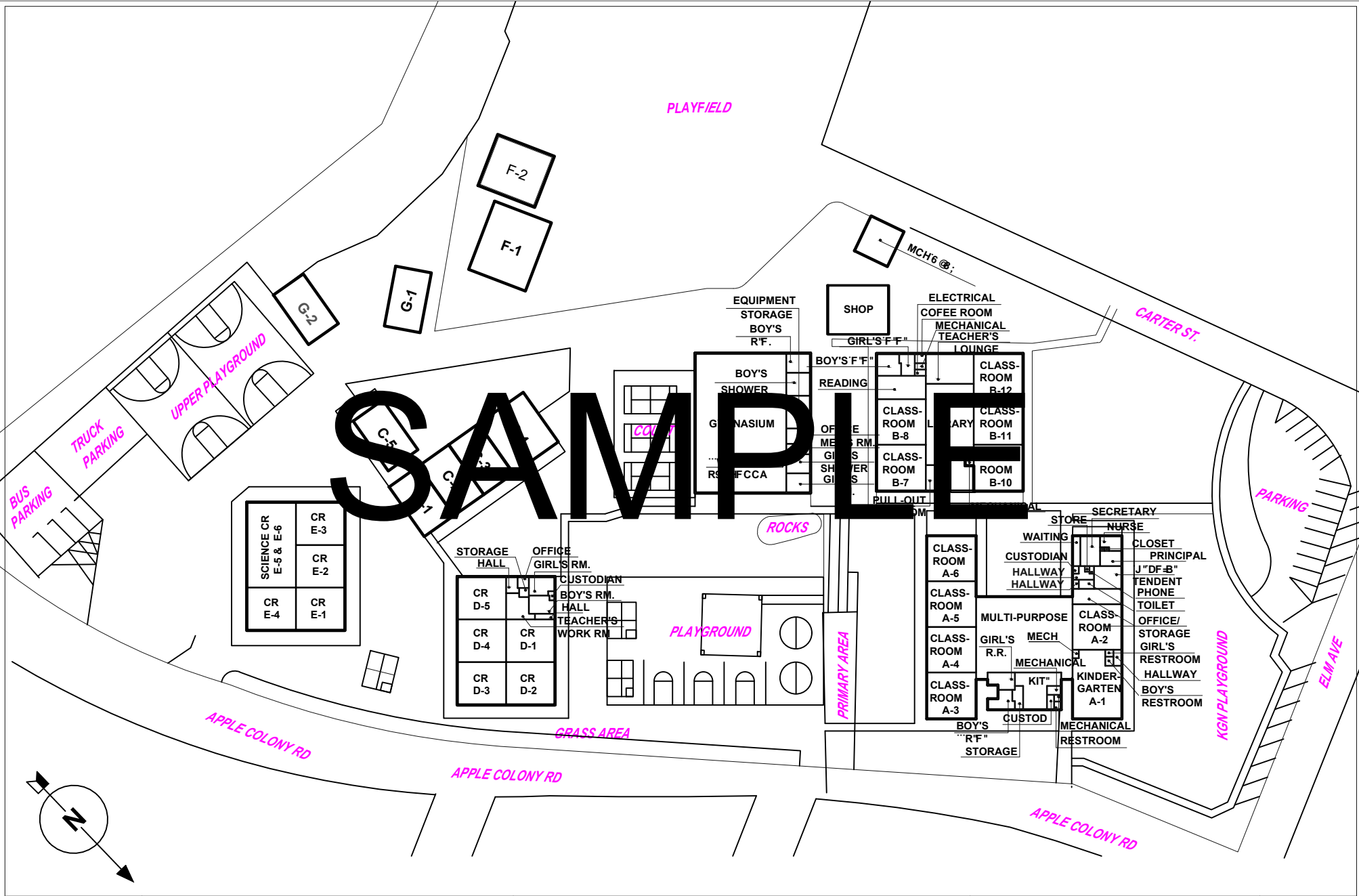
Summerville Elementary School	
Budget Summary	
ADA/FLS:	\$ 539,000
Maintenance:	\$ 1,280,000
Modernization/Renovation:	\$ 2,728,000
New Construction / Addition:	\$ 2,844,000
Site Contingency:	\$ 739,100
Site Total:	\$ 8,130,100

Source: Williams & Associates, 2022

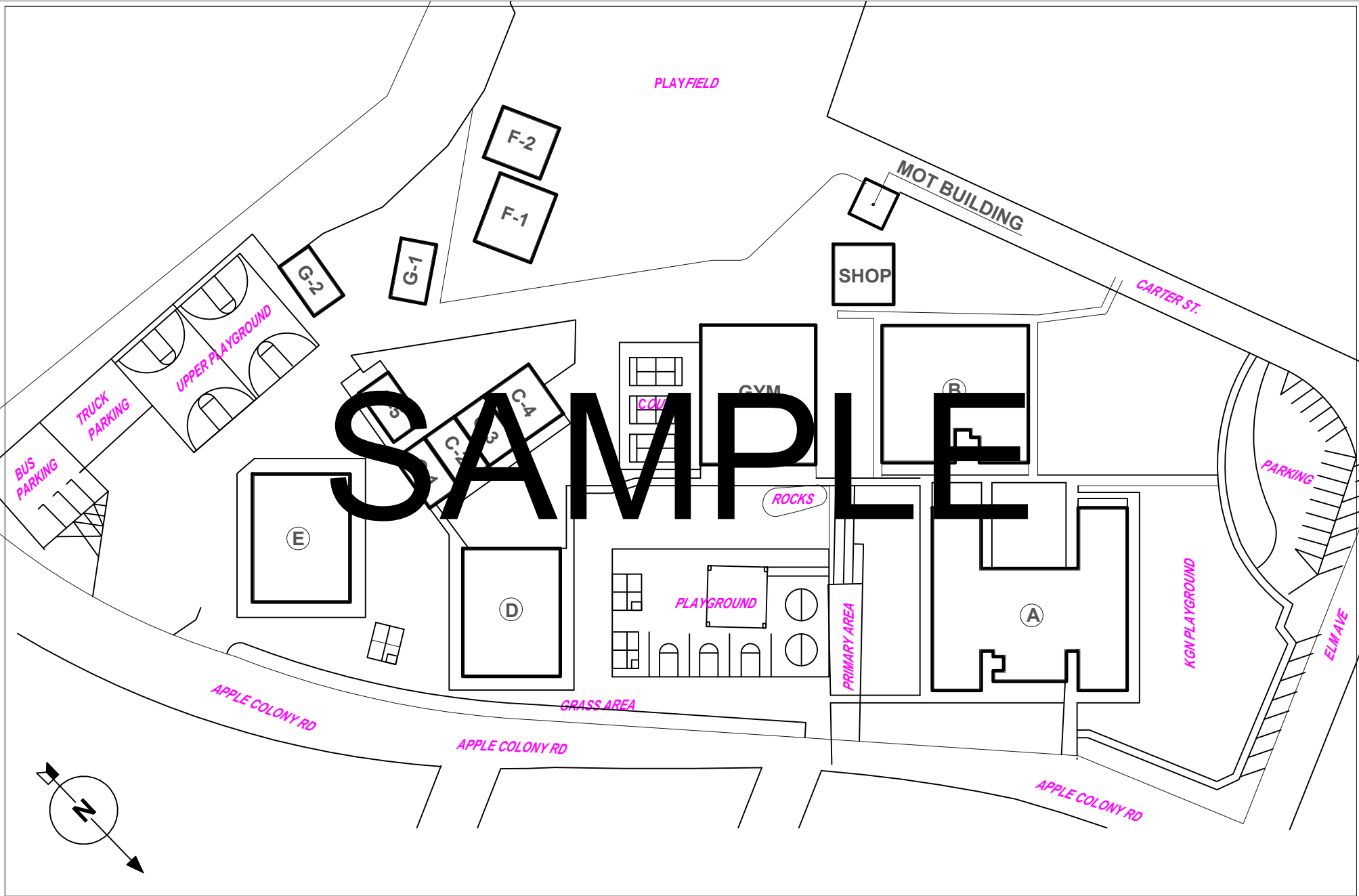
Appendix A

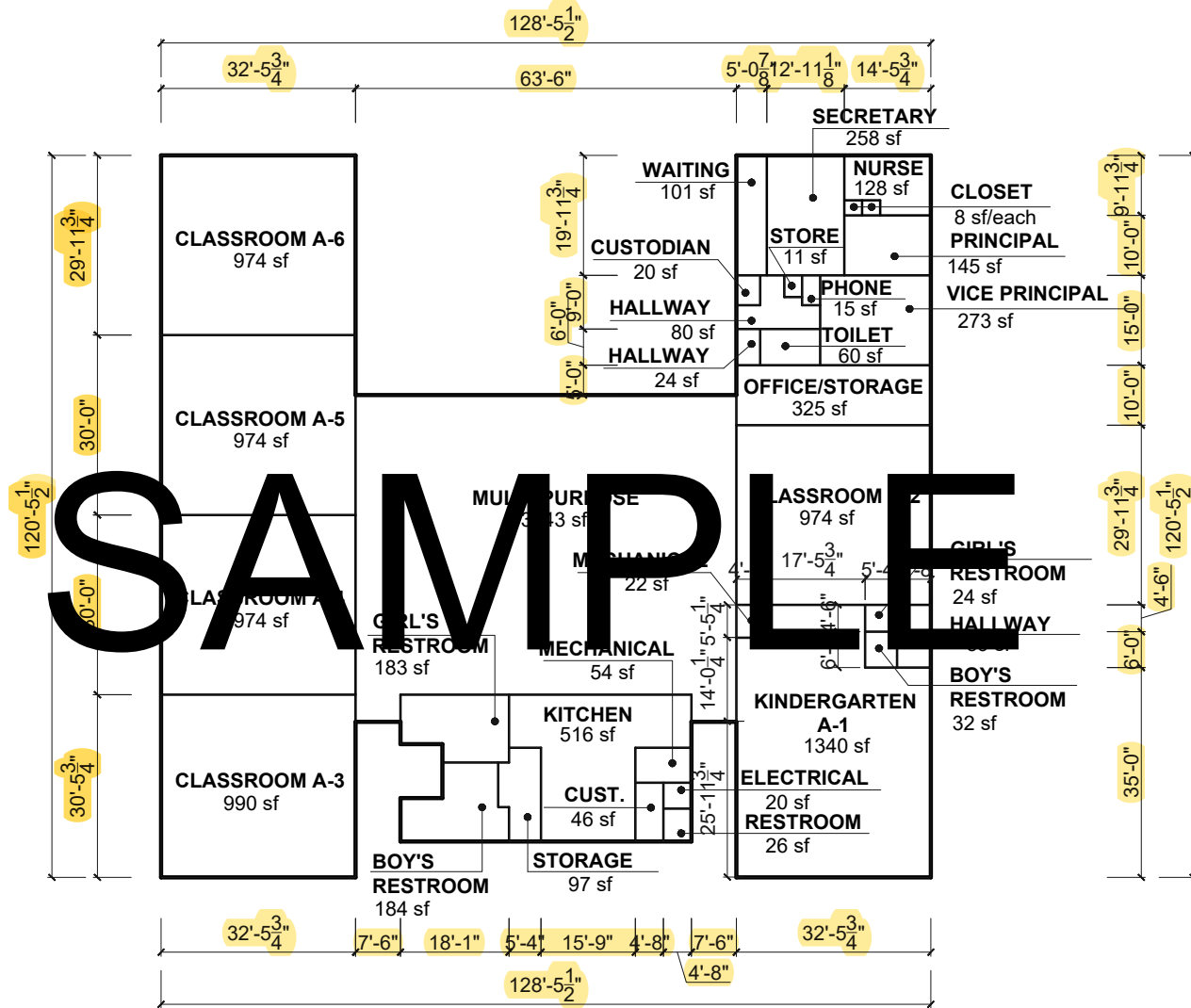
SAMPLE

Summerville Elementary School
Facility Diagrams



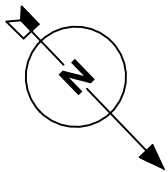
SAMPLE



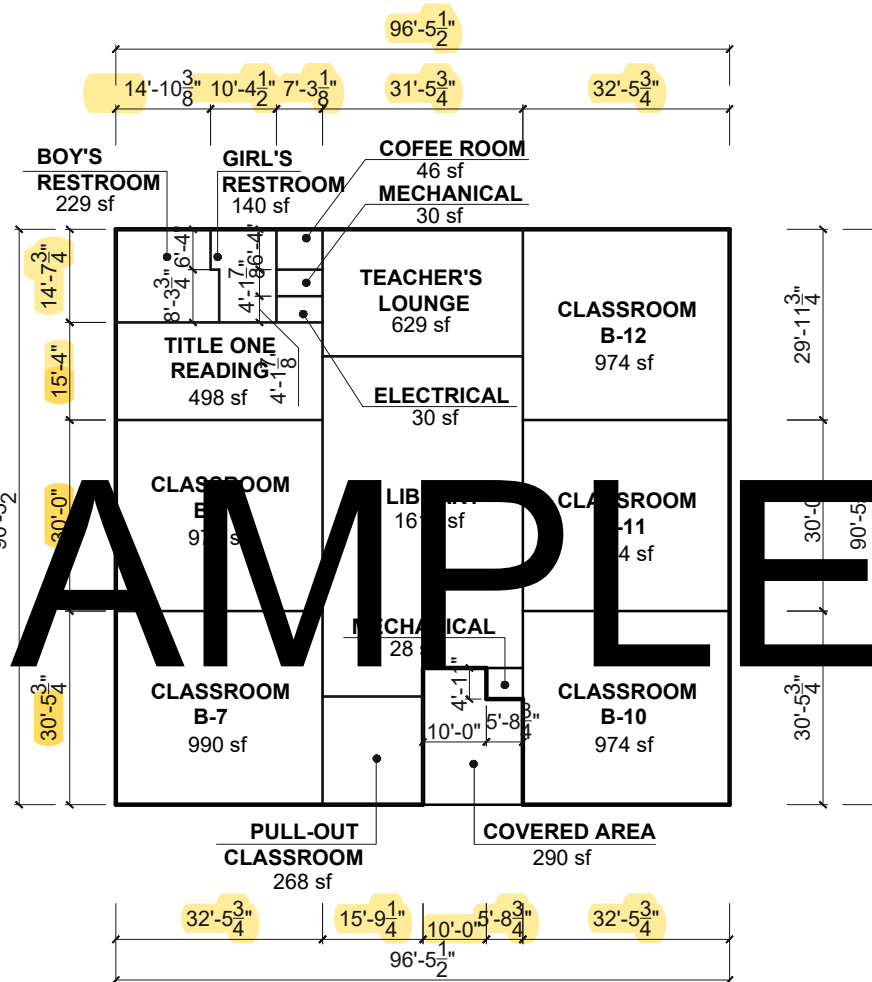


SAMPLE

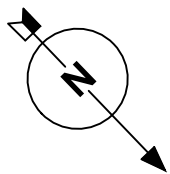
UNIT "A" - MULTI-PURPOSE & CLASSROOM BUILDING (12,188 sf)

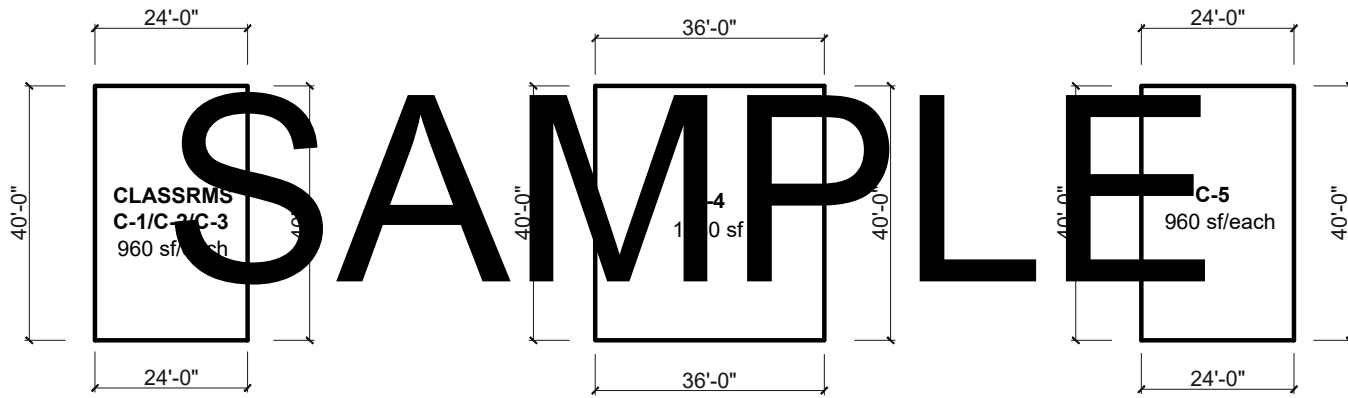


SAMPLE



UNIT "B" - LIBRARY & CLASSROOM (8,686 sf)

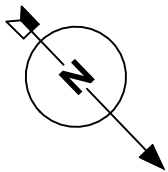


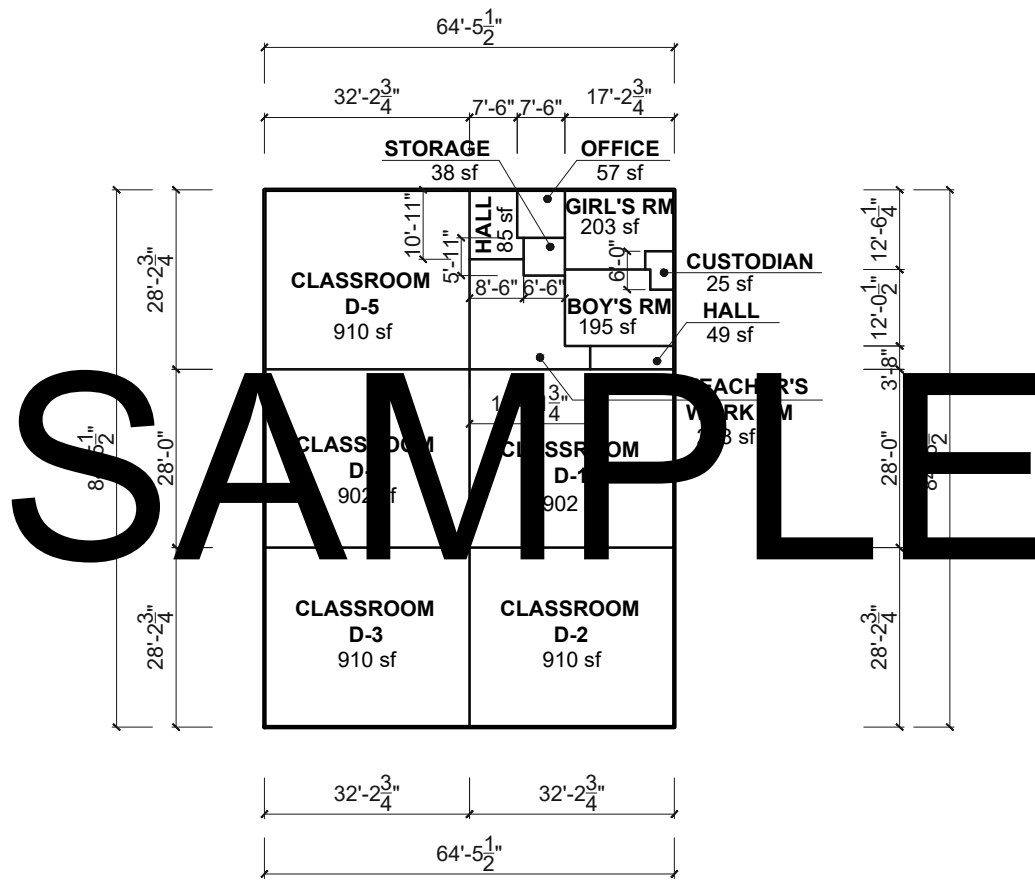


**UNITS "C-1", "C-2",
and "C-3" (960 sf)**

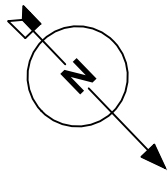
UNIT "C-4" (1,440 sf)

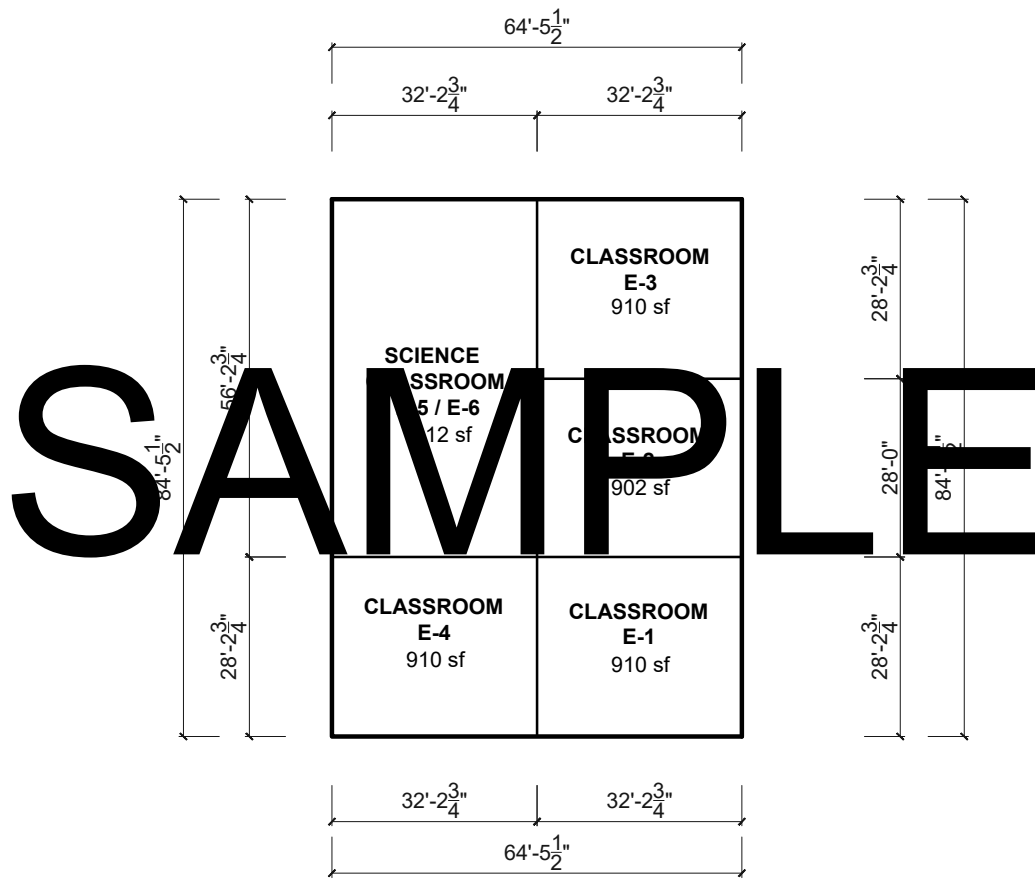
UNIT "C-5" (960sf)



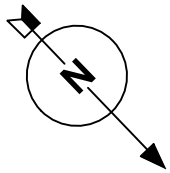


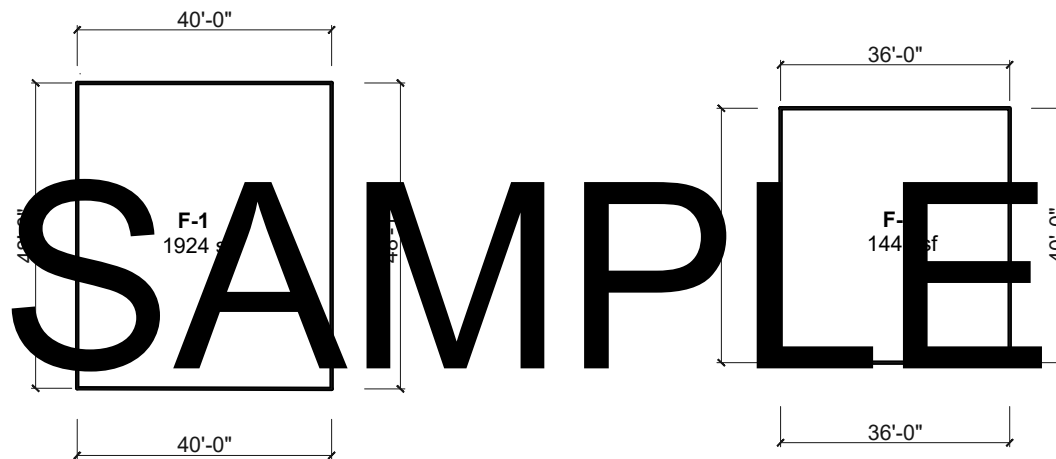
UNIT "D" - CLASSROOM BUILDING (5,444 sf)





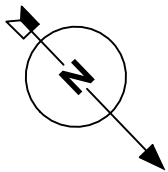
UNIT "E" - CLASSROOM BUILDING (5,444 sf)



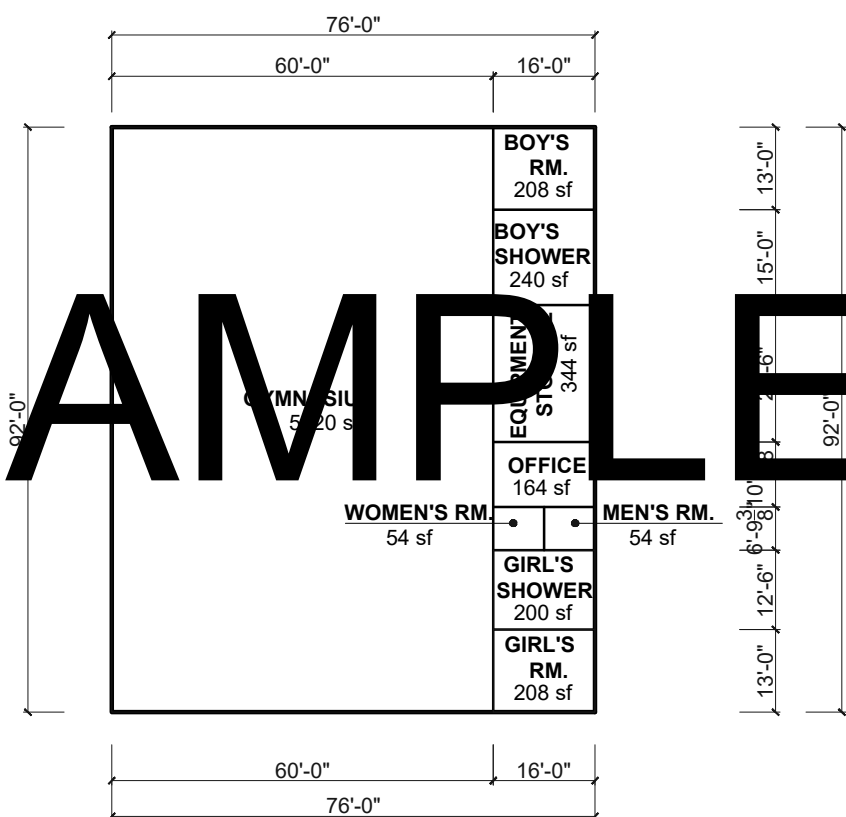


UNIT "F-1 " (1,920 sf)

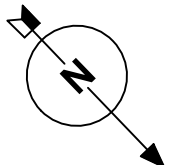
UNIT "F-2 " (1,440 sf)



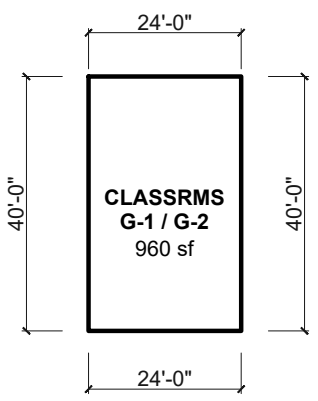
SAMPLE



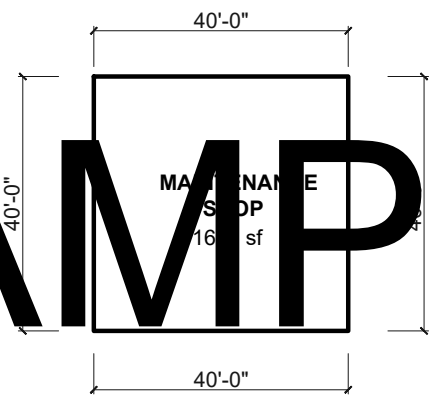
UNIT "G " (6,992 sf)



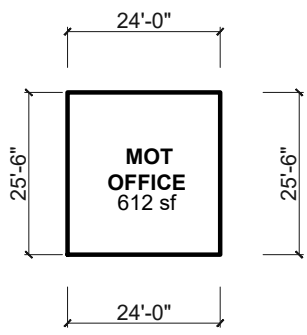
SAMPLE



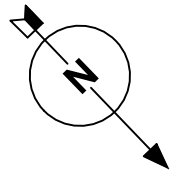
UNIT "G-1" and "G-2 " (960 sf each)



SHOP BUILDING (1,600 sf)



MOT BUILDING (612 sf)



Appendix B

SAMPLE

Summerville Elementary School
School Facility Utilization Summary

District: **Summersville Elementary School District**
 School: **Summersville Elementary School**
 Address: **18451 Carter Street Tuolumne, CA 95379**
 County: **Tuolumne**

School Type: **K through 8th Grade**
 Grade Level: **K-8**
 Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**



FACILITY UTILIZATION SUMMARY

FACILITY UTILIZATION SUMMARY								
Facility		DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION	
Bldg/Unit	Building/UnitName	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)
		DSA Number	DSA Date	DSA Number	DSA Date			
A	Multi-Purpose & Classroom Building	23782	8/5/1963	105036	9/20/2004	2030	12,188	
B	Library & Classroom Building	23782	8/5/1963	105036	9/20/2004	2030	8,686	
C-1	Relocatable Classroom Building	110157	4/8/2010			2031		960
C-2	Relocatable Classroom Building	110157	4/8/2010			2031		960
C-3	Relocatable Classroom Building	110157	4/8/2010			2031		960
C-4	Relocatable Classroom Building	110157	4/8/2010			2031		1,440
C-5	Relocatable Classroom Building	105036	9/20/2004			2025		960
D	(6) Classroom Building	4192	9/1979			2005	5,444	
E	(6) Classroom Building	512	9/1989			2015	5,444	
F-1	Relocatable building (District Office)	Non-DSA				n/a		1,920
F-2	Relocatable Building (Headstart)	Non-DSA				n/a		1,440
GYM	Gymnasium	46456	7/19/1985			2011	6,992	
G-1	Relocatable Classroom Building	47714	7/16/1986			2007		960
G-2	Relocatable Classroom Building	110157	4/8/2010			2031		960
SHOP	Shop Building	Non-DSA				n/a		1,600
MOT	MOT Building	Non-DSA				n/a		612
Summersville Elementary School - Facility Total:							38,754	12,772

District: **Summerville Elementary School District**

School Type: **K through 8th Grade**

Inventory Date: **2/14/2022**

School: **Summerville Elementary School**

Grade Level: **K-8**

Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
A	Multi-Purpose & Classroom Building		23782	8/5/1963	105036	9/20/2004	2030							
101	Waiting	Office	23782	8/5/1963	105036	9/20/2004	2030	101						
102	Secretary	Office	23782	8/5/1963	105036	9/20/2004	2030	258						
103	Nurse	Office	23782	8/5/1963	105036	9/20/2004	2030	128						
104	Closet	Office	23782	8/5/1963	105036	9/20/2004	2030	8						
105	Principal	Office	23782	8/5/1963	105036	9/20/2004	2030	145						
106	Closet	Office	23782	8/5/1963	105036	9/20/2004	2030	8						
107	Vice Principal	Office	23782	8/5/1963	105036	9/20/2004	2030	273						
108	Phone	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	15						
109	Storage	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	11						
110	Hallway	Exterior Covered/Shelter	23782	8/5/1963	105036	9/20/2004	2030	80						
111	Custodian	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	20						
112	Hallway	Exterior Covered/Shelter	23782	8/5/1963	105036	9/20/2004	2030							
113	Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	60						
114	Office	Office	23782	8/5/1963	105036	9/20/2004	2030							
115	A-2, Kindergarten	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
116	Hallway	Exterior Covered/Shelter	23782	8/5/1963	105036	9/20/2004	2030	59						
117	Girls Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	24						
118	Boys Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	32						
119	Mechanical	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	22						
120	A-1, TK, Kindergarten	Classroom	23782	8/5/1963	105036	9/20/2004	2030	1,340		K-8	1	25		
121	Multi-Purpose	Multi-Purpose/Kitchen	23782	8/5/1963	105036	9/20/2004	2030	3,243						
122	Mechanical	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	54						
123	Electrical	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	20						
124	Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	26						
125	Custodian	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	46						
126	Kitchen	Multi-Purpose/Kitchen	23782	8/5/1963	105036	9/20/2004	2030	516						
127	Storage	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	97						
128	Girls Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	183						
129	Boys Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	184						

SAMPLE

District: **Summerville Elementary School District**
 School: **Summerville Elementary School**

School Type: **K through 8th Grade**
 Grade Level: **K-8**

Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
130	A-3, Kindergarten	Classroom	23782	8/5/1963	105036	9/20/2004	2030	990		K-8	1	25		
131	A-4, Classroom, SDC, K thru 2nd Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
132	A-5, Classroom, SDC, 3rd thru 5th Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
133	A-6, Classroom, 2nd Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
Multi-Purpose & Classroom Building - Building Total:								12,188	-		6	150	0	0
B	Library & Classroom Building		23782	8/5/1963	105036	9/20/2004	2030							
201	B-12, Classroom, 1st Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
202	B-11, Classroom, 1st Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
203	B-10, Classroom, 3rd Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
204	Teachers Lounge	Office	23782	8/5/1963	105036	9/20/2004	2030	629						
205	Library	Library	23782	8/5/1963	105036	9/20/2004	2030	974						
206	Mechanical Room	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	28						
207	Pull-Out Classroom	Small Group Room	23782	8/5/1963	105036	9/20/2004	2030	268						
208	Covered Area	Exterior Covered/Shelter	23782	8/5/1963	105036	9/20/2004	2030	290						
209	B-7, Classroom, 3rd Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	990		K-8	1	25		
210	B-8, Classroom, 2nd Grade	Classroom	23782	8/5/1963	105036	9/20/2004	2030	974		K-8	1	25		
211	Title One / Reading	Small Group Room	23782	8/5/1963	105036	9/20/2004	2030	498						
212	Electrical Room	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	30						
213	Mechanical Room	Storage/Cust/Mech	23782	8/5/1963	105036	9/20/2004	2030	30						
214	Coffee Room	Office	23782	8/5/1963	105036	9/20/2004	2030	46						
215	Girls Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	140						
216	Boys Restroom	Toilets	23782	8/5/1963	105036	9/20/2004	2030	229						
Library & Classroom Building - Building Total:								8,686	-		5	125	0	0

SAMPLE

District: **Summerville Elementary School District**
 School: **Summerville Elementary School**

School Type: **K through 8th Grade**
 Grade Level: **K-8**

Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
C-1	Relocatable Classroom Building		110157	4/8/2010			2031							
1	Classroom, SDC, 6th, 7th & 8th Grade	Classroom	110157	4/8/2010			2031	960	K-8			1	25	
Relocatable Classroom Building - Building Total:								-	960		0	0	1	25
C-2	Relocatable Classroom Building		110157	4/8/2010			2031							
1	Afterschool 2nd & 3rd Grade	Classroom	110157	4/8/2010			2031	960	K-8			1	25	
Relocatable Classroom Building - Building Total:								-	960		0	0	1	25
C-3	Relocatable Classroom Building		110157	4/8/2010			2031							
1	Afterschool, 7th & 8th Grade	Classroom	110157	4/8/2010			2031	960	K-8			1	25	
Relocatable Classroom Building - Building Total:								-	960		0	0	1	25
C-4	Relocatable Classroom Building		110157	4/8/2010			2031							
1	Computer Lab / Counselor	Classroom	110157	4/8/2010			2031	1,440	K-8			1	25	
Relocatable Classroom Building - Building Total:								-	1,440		0	0	1	25
C-5	Relocatable Classroom Building		105036	9/20/2004			2025							
1	Afterschool, 4th thru 6th Grade	Classroom	105036	9/20/2004			2025	960	K-8			1	25	
Relocatable Classroom Building - Building Total:								-	960		0	0	1	25

SAMPLE

District: **Summerville Elementary School District**
 School: **Summerville Elementary School**

School Type: **K through 8th Grade**
 Grade Level: **K-8**

Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
D	(6) Classroom Building		41924	2/9/1979			2005							
1	D-1, Classroom, 4th/5th Grade	Classroom	41924	2/9/1979			2005	902		K-8	1	25		
2	D-2, Classroom, 4th Grade	Classroom	41924	2/9/1979			2005	910		K-8	1	25		
3	D-3, Classroom, 8th Grade	Classroom	41924	2/9/1979			2005	910		K-8	1	25		
4	D-4, Classroom, 5th Grade	Classroom	41924	2/9/1979			2005	902		K-8	1	25		
5	D-5, Classroom, 6th Grade	Classroom	41924	2/9/1979			2005	910		K-8	1	25		
6	Girls Restroom	Toilets	41924	2/9/1979			2005							
7	Custodian	Storage/Cust/Mech	41924	2/9/1979			2005	25						
8	Boys Restroom	Toilets	41924	2/9/1979			2005	195						
9	Office	Office	41924	2/9/1979			2005	57						
10	Storage	Storage/Cust/Mech	41924	2/9/1979			2005	38						
11	Hallway	Exterior Covered/Shelter	41924	2/9/1979			2005	85						
12	Teachers Work Room	Office	41924	2/9/1979			2005	258						
13	Hallway	Exterior Covered/Shelter	41924	2/9/1979			2005	49						
			(6) Classroom Building - Building Total:					5,444	-		5	125	0	0
E	(6) Classroom Building		51220	5/9/1989			2015							
1	E-1, Classroom, 6th Grade	Classroom	51220	5/9/1989			2015	910		K-8	1	25		
2	E-2, Classroom, 7th & 8th Grade	Classroom	51220	5/9/1989			2015	902		K-8	1	25		
3	E-3, Classroom, 7th Grade	Classroom	51220	5/9/1989			2015	910		K-8	1	25		
4	E4, Indian Education Program	Classroom	51220	5/9/1989			2015	910		K-8	1	25		
5	E5/E6, Classroom, 6th thru 8th Grade	Classroom	51220	5/9/1989			2015	1,812		K-8	1	25		
			(6) Classroom Building - Building Total:					5,444	-		5	125	0	0

District: **Summerville Elementary School District**

School Type: **K through 8th Grade**

Inventory Date: **2/14/2022**

School: **Summerville Elementary School**

Grade Level: **K-8**

Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
F-1	Relocatable building (District Office)		Non-DSA				n/a							
1	District Office	Other (Not Under CDE Program)	Non-DSA				n/a	1,920						
(Records indicate County Owned)														
Relocatable building (District Office) - Building Total:								-	1,920		0	0	0	0
F-2	Relocatable Building (Headstart)		Non-DSA				n/a							
1	Headstart Program	Other (Not Under CDE Program)	Non-DSA				n/a	1,440						
(Records indicate County Owned)														
Relocatable Building (Headstart) - Building Total:								-	1,440		0	0	0	0

SAMPLE

District: **Summerville Elementary School District**
 School: **Summerville Elementary School**

School Type: **K through 8th Grade**
 Grade Level: **K-8**

Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
GYM	Gymnasium		46456	7/19/1985			2011							
1	Gymnasium	Gymnasium	46456	7/19/1985			2011	5,520						
2	Girls Restroom	Toilets	46456	7/19/1985			2011	208						
3	Girls Shower	Shower/Locker	46456	7/19/1985			2011	200						
4	Women's Restroom	Toilets	46456	7/19/1985			2011	54						
5	Men's Restroom	Toilets	46456	7/19/1985			2011	54						
6	Office	Office	46456	7/19/1985			2011	164						
7	Equipment Storage	Storage/Cust/Mech	46456	7/19/1985			2011	344						
8	Boys Shower	Shower/Locker	46456	7/19/1985			2011	240						
9	Boys Restroom	Toilets	46456	7/19/1985			2011	208						
Gymnasium - Building Total:								6,992	-		0	0	0	0
G-1	Relocatable Classroom Building		47114	7/31/1986			2007							
1	Counseling	Small Group Room	47114	7/31/1986			2007	960						
(Previously C1. Relocated under this DSA Appl.)														
Relocatable Classroom Building - Building Total:								-	960		0	0	0	0
G-2	Relocatable Classroom Building		110157	4/8/2010			2031							
1	Afterschool, T-K to 1st Grade	Classroom	110157	4/8/2010			2031	960	K-8			1	25	
(Previously C1. Relocated under this DSA Appl.)														
Relocatable Classroom Building - Building Total:								-	960		0	0	1	25
SHOP	Shop Building		Non-DSA				n/a							
1	Maintenance & Operations	Other (Not Under CDE Program)	Non-DSA				n/a	1,600						
Shop Building - Building Total:								-	1,600		0	0	0	0
MOT	MOT Building		Non-DSA				n/a							
1	MOT office / Storage	Other (Not Under CDE Program)	Non-DSA				n/a	612						
MOT Building - Building Total:								-	612		0	0	0	0

SAMPLE

District: **Summerville Elementary School District**
 School: **Summerville Elementary School**

School Type: **K through 8th Grade**
 Grade Level: **K-8**

Inventory Date: **2/14/2022**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Bldg/Unit & Room I.D.	Building/Unit & Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD

Summerville Elementary School - Site Total:							38,754	12,772		21	525	6	150
--	--	--	--	--	--	--	---------------	---------------	--	-----------	------------	----------	------------

Current Facility Capacity (Teaching Stations)				
Current Capacity	CR	Area (sf)	LOAD **	90% of OPSC Recommend
Permanent Classroom	21	21,090	525	472
Portable Classroom	6	6,240	150	135
Total Classroom	27	27,330	675	607

** Based on OPSC loading for K-8 and 15 pupils per Classroom.

SAMPLE

Current Facility Capacity vs. CDE Recommended - K through 8th Grade				
CDE Use	CDE Area Allocation per Pupil (SF)	CDE Recommend	Actual Use	Percent CDE Recommend
Classroom	37	24,975	27,330	109.43%
Small Group Room	2	1,350	1,726	127.85%
Library	3	2,025	1,612	79.60%
Multi-Purpose, Type II	3	2,025	-	0.00%
Multi-Purpose/Kitchen	7	4,725	3,759	79.56%
Gymnasium	7	4,725	5,520	116.83%
Shower/Locker	4	2,700	440	16.30%
Office	3	2,025	2,400	118.52%
Toilets	4	2,700	1,800	66.67%
Storage/Cust/Mech	4	2,700	780	28.89%
Exterior Covered/Shelter	6	4,050	587	14.49%
Other (Not Under CDE Program)	n/a	n/a	5,572	n/a
Unit Totals	80	54,000	51,526	85.10%

Appendix C

SAMPLE
Summerville Elementary School
Division of the State Architect Records



Pre-Tracker Project Application

Origin Id **App Number** **Office Visit** **Increment**
 02 46456

Client Id **OPSC Id** **Regular/OTC Type**
 55-24

School District
 SUMMERVILLE ELEMENTARY

Project Name
 SUMMERVILLE ELEM

Grade Level
 ELEM

Estimate Cost **Additional Cost** **Revision Cost** **Received Date**
 \$400,000.00 \$400,000.00 5/21/1985

Application Notes
 1009723/712/105; 00988/498/4

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)



Pre-Tracker Project Information

Origin Id **App Number** **Status**
 02 46456 3

Project Name
 SUMMERVILLE ELEM

% AC Check Complete **% AC Check Change** **% SS Check Complete** **% SS Check Change**
 100 100 100

% Construction Complete **% Construction Change** **PC Start Date** **PC Finish Date**
 100

Return Date **Stamp Date** **Approval Date**
 2/15/1989 7/19/1985

Closed Date **Close Letter Type** **Cancel/Void Date**
 2/15/1989 1

Project Notes

OFFIC.

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)

[Back to Top](#)

[Certification](#)

[Privacy Policy](#)

[Accessibility](#)

[Contact Us](#)

SAMPLE



Pre-Tracker Project Application

Origin Id 02	App Number 47637	Office Visit	Increment
------------------------	----------------------------	---------------------	------------------

Client Id 55-24	OPSC Id	Regular/OTC Type
---------------------------	----------------	-------------------------

School District
SUMMERVILLE ELEMENTARY

Project Name
SUMMERVILLE ELEM

Grade Level
ELEM

Estimate Cost \$27,900.00	Additional Cost	Revision Cost \$27,900.00	Received Date 6/5/1986
-------------------------------------	------------------------	-------------------------------------	----------------------------------

Application Notes
01036/499/8

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)



Pre-Tracker Project Information

Origin Id 02	App Number 47637	Status 3
Project Name SUMMERVILLE ELEM		
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100
% Construction Complete 100	% Construction Change	PC Start Date 7/15/1986
Return Date 7/28/1986	Stamp Date 8/4/1986	Approval Date 8/7/1986
Closed Date 1/2/1990	Close Letter Type 1	Cancel/Void Date

Project Notes

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)

[Back to Top](#)

[Privacy Policy](#)

[Contact Us](#)

[Certification](#)

[Accessibility](#)

SAMPLE



Pre-Tracker Project Application

Origin Id 02	App Number 47714	Office Visit 02	Increment
------------------------	----------------------------	---------------------------	------------------

Client Id 55-24	OPSC Id	Regular/OTC Type
---------------------------	----------------	-------------------------

School District
SUMMERVILLE ELEMENTARY

Project Name
*SUMMERVILLE ELEM

Grade Level
ELEM

Estimate Cost \$140,000.00	Additional Cost	Revision Cost \$140,000.00	Received Date 6/19/1986
--------------------------------------	------------------------	--------------------------------------	-----------------------------------

Application Notes
152365/543/22

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)



Pre-Tracker Project Information

Origin Id 02	App Number 47714	Status 3	
Project Name *SUMMERVILLE ELEM			
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date 6/19/1986	PC Finish Date 6/19/1986
Return Date 6/19/1986	Stamp Date 6/19/1986	Approval Date 7/16/1986	
Closed Date 12/8/1993	Close Letter Type 1	Cancel/Void Date	

Project Notes

OFFIC.

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

- Pre Tracker**
- [PreTracker Application Search](#)
 - [PreTracker Project By File Number](#)
 - [PreTracker Application](#)
 - [PreTracker Client List](#)
 - [PreTracker Information](#)

[Back to Top](#)

[Certification](#)

[Privacy Policy](#)

[Accessibility](#)

[Contact Us](#)

SAMPLE



Pre-Tracker Project Application

Origin Id 02	App Number 51220	Office Visit 02	Increment
------------------------	----------------------------	---------------------------	------------------

Client Id 55-24	OPSC Id	Regular/OTC Type
---------------------------	----------------	-------------------------

School District
SUMMERVILLE

Project Name
*SUMMERVILLE ELEM

Grade Level
ELEM

Estimate Cost
\$425,000.00

Additional Cost

Revision Cost
\$425,000

Received Date
11/15/1988

Application Notes
1009723/712/105; 0922321/616/27 black only;

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

Pre Tracker

- [PreTracker Application Search](#)
- [PreTracker Project By File Number](#)
- [PreTracker Application](#)
- [PreTracker Client List](#)
- [PreTracker Information](#)



Pre-Tracker Project Information

Origin Id 02	App Number 51220	Status 3
------------------------	----------------------------	--------------------

Project Name
*SUMMERVILLE ELEM

% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
-----------------------------------	--------------------------	-----------------------------------	--------------------------

% Construction Complete 100	% Construction Change	PC Start Date 12/15/1988	PC Finish Date 12/19/1988
---------------------------------------	------------------------------	------------------------------------	-------------------------------------

Return Date 2/21/1989	Stamp Date 3/3/1989	Approval Date 5/9/1989
---------------------------------	-------------------------------	----------------------------------

Closed Date 7/17/2013	Close Letter Type 2	Cancel/Void Date
---------------------------------	-------------------------------	-------------------------

Project Notes
Previous closing letter dated 3/21/1989.

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

Pre Tracker

- [PreTracker Application Search](#)
- [PreTracker Project By File Number](#)
- [PreTracker Application](#)
- [PreTracker Client List](#)
- [PreTracker Information](#)

[Back to Top](#)

[Certification](#)

[Privacy Policy](#)

[Accessibility](#)

[Contact Us](#)

SAMPLE



Pre-Tracker Project Application

Origin Id 02	App Number 57468	Office Visit 02	Increment
------------------------	----------------------------	---------------------------	------------------

Client Id 55-24	OPSC Id	Regular/OTC Type REG
---------------------------	----------------	--------------------------------

School District
SUMMERVILLE

Project Name
SUMMERVILLE ELEM

Grade Level
ELEM

Estimate Cost
\$200,000.00

Additional Cost

Revision Cost
\$200,000.00

Received Date
2/3/1992

Application Notes

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

Pre Tracker

- [PreTracker Application Search](#)
- [PreTracker Project By File Number](#)
- [PreTracker Application](#)
- [PreTracker Client List](#)
- [PreTracker Information](#)



Pre-Tracker Project Information

Origin Id 02	App Number 57468	Status 3
------------------------	----------------------------	--------------------

Project Name
SUMMERVILLE ELEM

% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
-----------------------------------	--------------------------	-----------------------------------	--------------------------

% Construction Complete 100	% Construction Change	PC Start Date 2/14/1992	PC Finish Date 2/18/1992
---------------------------------------	------------------------------	-----------------------------------	------------------------------------

Return Date 2/20/1992	Stamp Date 3/16/1992	Approval Date 3/24/1992
---------------------------------	--------------------------------	-----------------------------------

Closed Date	Close Letter Type	Cancel/Void Date 4/16/1996
--------------------	--------------------------	--------------------------------------

Project Notes

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

Pre Tracker

- [PreTracker Application Search](#)
- [PreTracker Project By File Number](#)
- [PreTracker Application](#)
- [PreTracker Client List](#)
- [PreTracker Information](#)

[Back to Top](#)

[Certification](#)

[Privacy Policy](#)

[Accessibility](#)

[Contact Us](#)

SAMPLE



Home

Project Status eTracker

Inspectors

Accepted Labs

Plan Review Fee Calculator

Project Status Pre-Tracker

Help

Application Summary

SAMPLE

Office ID: 02 Application #: 105036 File #:55-24

Project Name: Summerville Elementary (summerville Elementary School District)

Project Scope: Construction of 1 - Relocatable C.R. Bldg. Alteration to 2 - M.P. Bldgs.

Address: 18451 Carter St

City: Tuolumne Zip: 95379

PTN #: 72405-2 OPSC #:

Project Type: School (K-12) # Of Incr: 3

Project Class: Class 3 Special Type: NA

Estimated Amt: \$1,550,000.00 Contracted Amt: \$1,550,000.00

Construction Change Document \$0.00 Final Project Cost: \$0.00

Amt:

Adj Est.Date#1: Adj Est.Amt#1: \$0.00

Adj Est.Date#2: Adj Est.Amt#2: \$0.00

Received Date: 1/21/2003 Approved Date: 9/20/2004

Approval Ext. Date: Closed Date: 2/26/2015 10:56:16 AM

Incomplete Submittal Complete Submittal Received Date: 4/17/2003

SB 575

New Campus

Modernization

Required
Included In Plan

Auto Fire Detection

Sprinkler System

Required review serv
Access Compliance

Fire & Life Safety

HPS

Structural Safety

Field Review

CGS Review

Spec review type

Class 3 Protection

Current Review

Incremental Review

Over the Counter

Energy Efficiency

The Plan meet Title 24 Energy Requirements

Project's new construction exceeds Title 24 by 0%

Project's modernization exceeds Title 24 by 0%

Climate Zone: 0 Project's Sq.footage: 0 EPR Approved Date:

HPI: HPI Points: HPI Hours:

Energy Notes:



Home

Project Status eTracker

Inspectors

Accepted Labs

Plan Review Fee Calculator

Project Status Pre-Tracker

Help

Application Summary

SAMPLE

Office ID: 02 Application #: 110157 File #:55-24

Project Name: Summerville E.s. (summerville Esd)

Project Scope: Construction of 4-Classroom Buildings (Relocatable); Relocation of 1-Classroom Buildings (Relocatable)

Address: 18451 Carter Street

City: Tuolumne Zip: 95379

PTN #: 57724-05 OPSC #:

Project Type: School (K-12) # Of Incr: 0

Project Class: Class 3 & RBIP Special Type: NA

Estimated Amt: \$498,000.00 Contracted Amt: \$100,006.00

Construction \$185,001.00 Final Project Cost: \$285,007.00

Change Document
Amt:

Adj Est.Date#1: Adj Est.Amt#1: \$0.00

Adj Est.Date#2: Adj Est.Amt#2: \$0.00

Received Date: 8/4/2008 Approved Date: 4/8/2010

Approval Ext. Date: Closed Date: 1/15/2014 3:36:57 PM

Incomplete Submittal Complete Submittal Received Date: 9/25/2008

SB 575

New Campus

Modernization

Auto Fire Detection

Sprinkler System

Required
Included In Plan

Required review services

Accessibility Compliance

Fire & Life Safety

HPS

Structural Safety

Field Review

CGS Review

Specialty Review

Class.S Reduction

Concurrent Review

Incremental Review

Over the Counter

Energy Efficiency

The Plan meet Title 24 Energy Requirements

Project's new construction exceeds Title 24 by 0%

Project's modernization exceeds Title 24 by 0%

Climate Zone: 0 Project's Sq.footage: 0 EPR Approved Date:

HPI: HPI Points:

HPI Hours:

Archives Location Code _____

STATE AID 19/72301

County Tuolumne

FILE 55-24

PROJECT SUMMARY

School SUMMERVILLE ELEMENTARY -

Tuolumne

APPL. 23782

School Dist. Summersville Elementary-P.O. Box G, Tuolumne

Agent George Thomas Slaughter

For Cons. X

Recon. _____

Alterations _____

Additions _____

Bldgs. incl. this appl. Const. of Two Classm. Bldgs.

Est. \$ 504,150.00 Fee \$ 2,520.75 Fee Schedule 4a'61 Actual Cost \$ 503,616.48 Add Fee Pd. \$ X

Gen. Sup. Const. Russell W. Barnecut Alternate _____

Architect R.W. Barnecut Strl. Engr. _____ Mech. Engr. Sanford W. Fox Elec. Engr. Scott Beamer

Address 3215 Lakeshore Ave., Oakland 10 Address _____ Address 478 Santa Clara Ave., Oakland 10 Address _____

Alternates _____

Appl. Rec'd 6-14-63 Rtd. for Cor. 7-15-63 Contractor Rubino & Gullickson Cont. Let. 9.12.63

Warrant Rec'd 6-14-63 B'check by Keturi Address 220 E. Miner Ave. Work Start. 10.1.63

Plans Rec'd 6-21-63 Sch. Pl. Appr. 7.22.63 Stamped 30-63 Amt. \$511,000.

Specs Rec'd 7-2-63 APPL. APP'D 8-1-63 Inspector R. L. ... 4109 Main St., Denver, Calif. 9-24-63

Calcs Rec'd 6-21-63 Type of Appr. _____ Inspector _____

Checked by Keturi Inspector _____

Start 7-3-63 Fin. 7-11-63 Rev. Rec'd _____ Inspector _____

Review by Meehan Stamped _____ Inspector _____

Start 7-13-63 Fin. 7-13-63 Appr. Extended _____ Inspector _____

Gen. Sup.							
Arch.	10-31-63	2-1-64	5-1-64	8-1-64		9-30-64	
S. Eng.							
M. Eng.-Insp.	10-31-63	2-1-64	5-1-64	8-1-64		11-9-64	
E. Eng.-Insp.	11-1-63	2-1-64	5-1-64	8-14-64		11-1-64	
Cont.	10-31-63	2-1-64	5-1-64	8-1-64		10-5-64	
Insp.	10-31-63	2-1-64	4-30-64	8-1-64		12-1-64	
Special Insp.							

Test Lab Shackleton Lab. 10-7-64 W. Masta 10-12-64 Shackleton 10-7-64

FINAL APPROVAL Fwd. to Hdqtrs. 12-18-73 Issued _____ Type of Appr. Contract Letter (Closed by Memo)

FORM NO. 3 (REV. 11-60) 4-13-72 - Because of time elapsed since completion of construction and closing approval is not being set to School Board. DIVISION OF ARCHITECTURE SCHOOLHOUSE SECTION

Archives Location Code 337257

County Tuolumne

FILE 55-24

PROJECT SUMMARY

APPL. 28234

School SUMMERVILLE ELEMENTARY - ~~Summersville Tuolumne~~

For Cons. X

Name PO Box 938 Address Tuolumne

Recon. _____

School Dist. Summersville Elementary - ~~43 N. Crown St., Sonoma~~ Agent C.M. Herd

Alterations _____

Name _____ Mailing address _____

Additions _____

Bldgs. incl. this appl. 1 CR Bldg.

Est. \$ 18,969.00 Fee \$ 94.85 Fee Schedule 4a'61

Cov. Ltr. 12-11-68 11-12-68
Actual Cost \$ 25,427.66 Add Fee Pd. \$ 32,291.17

Gen. Sup. Const. C.M. Herd Alternate _____

Architect _____ Strl. Engr. C.M. Herd Mech. Engr. _____ Elec. Engr. _____

Address _____ Address 120 Broadway, SF Address _____ Address _____

Alternates

Appl. Rec'd 9-15-66

Rtd. for Cor. _____

Warrant Rec'd 9-15-66

B'check by _____

Contractor Vinnell Steel

Work Start. 9-30-66

Plans Rec'd _____

Sch. Pl. Appr. _____

Address 8th + Pine Sts,

Cont. Amt. \$18,969.00

Specs Rec'd _____

Stamped _____

Calcs Rec'd _____

APP'D 9-21-66

Oakland

Rec'd _____

Type of Appr. _____

Inspector _____

Checked by SFO

Rev. Rec'd _____

Inspector Jack Nelson

Start _____ Fin. _____

Stamped _____

Inspector Raymond L. von Savoye, Rt. 2, Box 529, Sonoma 10-18

F & P by _____

Appr. Extended _____

Review by _____

Appr. Extended _____

Inspector _____

Start _____ Fin. _____

Appr. Extended _____

Gen. Sup.	<u>Install</u>								
Arch.									
S. Eng.	<u>2/1/67</u>	<u>8-1-68</u>		<u>2/1/67</u>	<u>8-1-68</u>				
M. Eng.-Insp.									
E. Eng.-Insp.									
Cont.	<u>2-1-67</u>	<u>11-10-66 (N)</u>		<u>11-12-68</u>					
Insp.	<u>9-26-66 (N)</u>	<u>7-1-67</u>		<u>11-10-66 (N)</u>					
Special Insp.									

Test Lab Testing Controls - Waived per ltr. 9-10-68 Weighmaster 11-7-66

FINAL APPROVAL Fwd. to Hdqtrs. 11-9-66 Pattillo Issued 1-21-69 Type of Appr. Temporary

FIELD SUPERVISORS

ADDENDA AND CHANGE
ORDERS

No.	DATE APPROVED

SAMPLE

Soil Type _____

Designation _____

How _____

Site Work - except conven. fidns.

~~CLOSED BY MEMO 10-1-68 - hd~~

~~"Verified report not received from County representative covering work done by County without contract. Statement of total cost and acceptance from the County Supt. of Schools not received though several requests for this information have been directed to the County. "~~

SCHOOL PROJECT SUMMARY

SSS-3 (REV. 9-76)

COUNTY	Tuolumne	FILE	55-24	APPLICATION	41924
SCHOOL -- NAME	ADDRESS		CONS.	RECON.	
SUMMERVILLE ELEMENTARY	Elm Ave. & Madrone St., Tuolumne		X		
SCHOOL DISTRICT -- NAME	MAILING ADDRESS		ALTERATIONS	ADDITIONS	
Summersville School District of Tuolumne County, P. O. Box 938, Tuolumne, CA 95379					

BUILDINGS INCLUDED THIS APPLICATION
Construction of Classroom Building

ESTIMATE	FEE *	FEE SCHEDULE	ACTUAL COST	ADDITIONAL FEE PAID	DATE
\$ 200,000.00	\$ 700.00	\$ 8	\$ 249,000.00	\$ 171.50	4-29-80

GEN. SUP. CONST.	ALTERNATE		
Russell W. Barnecut			
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER
Russell W. Barnecut		A. H. Koepf	Paul R. Foote
ADDRESS	ADDRESS	ADDRESS	ADDRESS
San Leandro		Lafayette	Walnut Creek

APPLICATION RECEIVED	SOIL/GEO. REPORT RECEIVED	BACKCHECKED BY	REVISIONS RECEIVED
12-15-78			
WARRANT RECEIVED	CHECKED BY	START	FINISH
	SFO		
PLANS RECEIVED	FIRE AND PANIC BY	APPL. APP'D	APPROVAL EXTENDED
		2-9-79	
SPECIFICATIONS RECEIVED	REVIEW	START	FINISH
CALCULATIONS RECEIVED	TURNED FOR CORRECTION		
CONTRACTOR	ADDRESS		TRACT AMOUNT
A. K. Fox, Inc.	Sacto.		2-15-79
INSPECTOR	Russell Barnecut	2-14-79	\$ 249,000.00
INSPECTOR			

SAMPLE

VERIFIED REPORTS	GEN. SUP.					
	ARCHITECT	5-1-79	8-1-79		11-1-79	
	S. ENG.					
	M. ENG. - INSP.	5-1-79	8-1-79		11-1-79	
	E. ENG. - INSP.	5-1-79	8-1-79		11-1-79	
	CONT.	5-1-79	8-1-79		2-15-80	
	INSP.	5-1-79	8-1-79		11-1-79	
ENTRIES IN:	SPECIAL INSP.					

TEST LAB. Kleininger 3-7-80 Shop Weld & Fab. 3-28-79 *glove req. full build* *W/ master 3-11-80*

FINAL APPROVAL FORWARDED TO HEADQUARTERS 9-26-79 Campbell

ISSUED 6-9-80

TYPE OF APPROVAL Full

*\$50⁰⁰ overpayment refunded 12-14-78 (OVER)

FIELD SUPERVISORS

ADDENDA AND CHANGE ORDERS

NUMBER

DATE APPROVED

SOIL TYPE

DESIGN S.P.

SNOW LOAD

SAMPLE

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 1/85)

COUNTY	Tuolumne	FILE	55-24	APPLICATION	46456
SCHOOL - NAME	Summerville Elementary School, Elm Avenue and Madrone Street	CONS.	X	RECON.	
SCHOOL DISTRICT - NAME	Summerville School District, P. O. Box 938, Tuolumne, CA 95379	ALTERATIONS		ADDITIONS	

BUILDINGS INCLUDED IN THIS APPLICATION

Construction of Gymnasium Building

ESTIMATED COST	\$ 400,000.00	SSS FILING FEE	\$ 2,800.00	ACS FILING FEE	\$ 800.00	SSS FEE SCH.	11	ACTUAL COST	6-11-86 \$ 458,066.53	FURTHER FEE PAID	DATE
GEN. SUP. CONST.	Russell W. Barnecut	ALTERNATE								SSS	\$ 406.47 7-15-86
ARCHITECT	" " "	STRUCTURAL ENGINEER		MECHANICAL ENGINEER	A. H. Koepf	ELECTRICAL ENGINEER	A. H. Koepf			ACS	\$ 116.13 8-28-86
ADDRESS	San Leandro	ADDRESS		ADDRESS	Lafayette	ADDRESS	Lafayette				

APPLICATION RECEIVED	5/23/85	SOIL/GEO. REPORT RECEIVED		BACKCHECKED BY		REVISIONS RECEIVED	
WARRANT RECEIVED	5/23/85	CHECKED BY	R.F.O.	START		FINISH	
PLANS RECEIVED	5/23/85	AND PANIC BY		APPROVAL	7-19-85	APPROVAL EXTENDED	
SPECIFICATIONS RECEIVED	5/23/85	REVIEW		START		FINISH	
CALCULATIONS RECEIVED	5/23/85	FOR CORRECT		TYPE OF APPROVAL	Full Part Manual		
CONTRACTOR	J. Ketch	WORK START	1-7-86				
ADDRESS		CONTRACT AMOUNT	7-15-85				
INSPECTOR	Richard Bradwin Pollock	INSPECTOR	7-19-85				
INSPECTOR		INSPECTOR					

SAMPLE

VERIFIED REPORTS LEGEND ENTRIES IN: RED - FINAL DARK - PERIODICS PENCIL - REQUESTS INK - RECEIPTS	GEN. SUP.					
	ARCHITECT	8-1-85	11-1-85	I	II	2-1-86 / 2-1-86
	S. ENG.					
	M. ENG. - SSS	8-1-85	11-1-85	2-1-86		
	E. ENG. - INSP	8-1-85	11-1-85	2-1-86		
	CONT.	8-1-85	11-1-85 ^{4/16}	2-6-86		2-1-86
	INSP.	7-31-85	11-1-85	2-1-86		2-1-86
SPECIAL INSP.						

TESTING AND INSPECTION AFFIDAVITS			
SCHOOL BOARD NOTICE OF COMPLETION	3-11-86	FINAL APRVL RECM FORWARDED TO HQS BY	6-11-86
ISSUED	2-15-89	TYPE OF APPROVAL	Full (new bond 40K)

*\$116.13 dup. payment

(OVER)

Close to approval request & checked

DEFERRED APPROVAL ITEMS

TYPE OF CONSTRUCTION

ADDENDA AND CHANGE ORDERS

D.A. ITEM

DATE APPROVED

FILE SET RECEIVED

FOUNDATION

C.O. #1
C.O. #2

DATE APPROVED

4-7-86
5-20-86

FRAME

WALLS

FLOOR

ROOF

SEISMIC LOAD - BASE SHEAR

SOIL TYPE

DESIGN S.P.

SNOW LOAD

WIND LOAD

SAMPLE

UNIT PLAN REC'D REV. REC'D TYPE BLDG. CHECKE STAR FIN. REVIEWER START FIN. F & P RET'D FOR CORR UNIT APPVD

TV Frank Pick \$6,500.00

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

OLA

COUNTY	Tuolumne	FILE	55-24	APPLICATION	47637
PROJECT NAME	SUMMERVILLE ELEMENTARY - 85 Madrone Street, Tuolumne, CA 95379		CONS.	X	RECON.
SCHOOL DISTRICT/OWNER NAME	OLA - 501 J St., Ste. 350 Sacramento, CA 95814 (Summerville Elem. S.D., 85 Madrone St., Tuolumne, CA 95379)		ALTERATIONS		ADDITIONS

BUILDINGS INCLUDED IN THIS APPLICATION

Construction of Classroom Bldg. (Relocatable)

ESTIMATED COST	\$ 27,900.00	SSS FILING FEE	\$ 250.00	ACS FILING FEE	\$ 200.00	SSS FEE SCH.	11	ACTUAL COST	\$ 38,000.00	FURTHER FEE PAID		DATE	
GEN. SUP. CONST.	Gordon C. Gervin	ARCHITECT		STRUCTURAL ENGINEER		MECHANICAL ENGINEER		ELECTRICAL ENGINEER		SSS	\$ 16.00	DATE	Don't slipper * Base of Control
ALTERNATE	David Cordoba, Jr.	ADDRESS	Sacramento	ADDRESS		ADDRESS		ADDRESS		ACS	X		

MATERIAL REC'D:	APPLICATION	WARRANT	DRAWINGS	SPECIFICATIONS	CALCULATIONS	SOIL/GEO. REPORT	
	5/30/86	5/30/86	5/30/86	5/30/86	5/30/86	5/30/86	
CHECKED BY:	(SSS) START FINISH	(ACS) START FINISH	(SFM) START FINISH	REVIEW BY	START FINISH	RET. FOR CORRECTIONS	
	Noguchi 7-15-86 7-15-86		Tong 7-16-86 7-16-86	Reyes	7-28-86 7-28-86	7-28-86	
B' CHECKED BY:	(SSS) START FINISH	(ACS) START FINISH	(SFM) START FINISH	REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	
	Noguchi 8-4-86					5-4-86	
APPL. APPROVED:	DATE	TYPE OF APPROVAL					
	8-7-86	Conditional					
CONTRACTOR	Gary Anuprit					CONTRACT AMOUNT	9-1-87
ADDRESS							98,000.00

SAMPLE

INSPECTOR	(Site) Kandy Green	DATE	5-18-87
INSPECTOR	(Ed) Dawn Bowen	DATE	5-18-87

VERIFIED REPORTS	GEN. SUP.								
	ARCHITECT		8-1-87						
	S. ENG.								
	M. ENG. — INSP.								
	E. ENG. — INSP.								
	CONTR.		7-1-87						
	INSP. including elect.		11-5-86	1-1-87					
SPECIAL INSP.		9-16-86							

TESTING AND INSPECTION AFFIDAVITS	None		
NOTICE OF COMPLETION	FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED	TYPE OF APPROVAL
Not req.	Shulman 4-2-87	1-2-90	Conditional-Act Biannual 40+ psf

*\$ 250.00 dep. payment
refunded 9-5-86

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
			FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

SAMPLE

UNIT	PLAN REC'D	REV. REC'D	TYPE ENG.	CHECK	START	REVIEWER	START	ACS	SFM	RET'D FOR CORR	UNIT APP'V'D

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

ct

COUNTY Tuolumne

FILE 55-24

APPLICATION 47714

PROJECT NAME
SUMMERVILLE ELEMENTARY - 85 Madrone St., Tuolumne

CONS. X

RECON.

SCHOOL DISTRICT/OWNER NAME
Mailing Address
Summerville Elementary School Dist., PO Box 938, Tuolumne

ALTERATIONS

ADDITIONS

BUILDINGS INCLUDED IN THIS APPLICATION

Const. of 4 Reloc. Cr. Bldgs.

ESTIMATED COST \$ 140,000.00	SSS FILING FEE \$ 980.00	ACS FILING FEE \$ 280.00	SSS FEE SCH. 11	ACTUAL COST 10-16-89 \$ 140,000.00	FURTHER FEE PAID	DATE
					SSS \$ X	
					ACS \$ X	

GEN. SUP. CONST. Kenneth K. Kaestner, Jr. Arch. Modesto	ALTERNATE	ELECTRICAL ENGINEER
ARCHITECT	MECHANICAL ENGINEER	
ADDRESS	ADDRESS	ADDRESS

ALTERNATES

MATERIAL REC'D:	APPLICATION 6-19-86	WARRANT 6-19-86	DRAWINGS 6-19-86	SPECIFICATIONS 6-19-86	CALCULATIONS 6-19-86	SOIL/Geo. REPORT 6-19-86
CHECKED BY: NAK	(SSS) START 6-19-86 FINISH 6-19-86	(ACS) START FINISH	(BPM) START FINISH	REVIEW BY	START FINISH	RET. FOR CORRECTIONS
B'CHECKED BY: NAK	(SSS) 6-19-86 6-19-86	(ACS)				6-19-86
APPL. APPROVED: 7-16-86	DATE	TYPE APPROVAL	REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	
CONTRACTOR: Stealgard Inc	ADDRESS					START 8-1-86 CONTRACT AMOUNT 140,000.00

SAMPLE

INSPECTOR: Daniel Davis	9-3-86	INSPECTOR
INSPECTOR: Joe Renda	10-6-86	INSPECTOR

VERIFIED REPORTS LEGEND ENTRIES IN: RED - FINAL DARK - PERIODICS PENCIL - REQUESTS INK - RECEIPTS	GEN. SUP.							
	ARCHITECT		9-15-86					
	S. ENG.							
	M. ENG. - INSP.							
	E. ENG. - INSP.							
	CONT.		11-19-86					
INSP.		9-12-86						
SPECIAL INSP.	Shop Towel Well	9-3-86						

TESTING AND INSPECTION AFFIDAVITS	NOTICE OF COMPLETION: 1-8-87	FINAL APRVL RECM FORWARDED TO HQS BY: Shalman 12-29-87	ISSUED: 12-8-93	TYPE OF APPROVAL: Conditional-ACS Snowload 40# PSF
		186-1 Cert. & clo. of file	(OVER) Close to cert (exceptions)	

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
			FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

SAMPLE

UNIT	PLAN REC'D	REV. REC'D	TYPE E.S.	CHECK	TEST	REVIEWER	START	ACS	SFM	RET'D FOR CORR	UNIT APPV'D

The following documents have not been received:
FINAL VERIFIED REPORT CONTRACTOR - STEELGARD, INC.

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

COUNTY	1s	Tuolumne	FILE	55-24	APPLICATION	51220
PROJECT NAME	ADDRESS		CONS.	X	RECON.	
SUMMERSVILLE ELEMENTARY SCHOOL - 18451 Carter St. - Tuolumne, Ca. 95379			ALTERATIONS		ADDITIONS	
SCHOOL DISTRICT/OWNER NAME	MAILING ADDRESS					
Summersville Elementary School District - 18451 Carter St. - Tuolumne, Ca. 95379						

BUILDINGS INCLUDED IN THIS APPLICATION

Const. of Class. Bldg

ESTIMATED COST	SSS FILING FEE	ACS FILING FEE	SSS FEE SCH.	ACTUAL COST	FURTHER FEE PAID	DATE
\$ 425,000.00	\$ 2,975.00	\$ 850.00	11	\$ 394,000.00	X	1-10-92
GEN. SUP. CONST.	ARCHITECT		ALTERNATE	ACCS		
	Russell W. Barneuc - Arch. - San Leandro			X		
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER			
Russell W. Barneuc		W. Perry Baker	Robert E. Thomas			
ADDRESS	ADDRESS	ADDRESS	ADDRESS			
San Leandro		Oakland	Berkeley			

MATERIAL REC'D:	APPLICATION	WARRANT	DRAWINGS	SPECIFICATIONS	CALCULATIONS	SOIL/GEO. REPORT						
	11-23-88	11-23-88	11-23-88	11-23-88	11-23-88	11-23-88						
CHECKED BY:	START	FINISH	(ACS)	START	FINISH	(SFM)	START	FINISH	REVIEW BY	START	FINISH	RET. FOR CORRECTIONS
S.F.O.												
APPL. APPROVED:	DATE	DATE OF APPROVAL	REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	CONTRACTOR	WORK START	CONTRACT AMOUNT				
	5-9-89					Boek Construction	6-19-89	394,000.00				

SAMPLE

INSPECTOR	Russell W. Barneuc - General	8-1-89	INSPECTOR	
INSPECTOR			INSPECTOR	

VERIFIED REPORTS LEGEND ENTRIES IN: RED - FINAL DARK - PERIODICS PENCIL - REQUESTS INK - RECEIPTS	GEN. SUP.	20% 80%							
	ARCHITECT	8-1-89 11-1-89		2-1-90					
	S. ENG.								
	M. ENG. - INSP.	8-1-89 11-1-89		2-1-90					
	E. ENG. - INSP.	8-1-89 11-1-89		2-1-90					
	CONT.	7-20-89 11-1-89		2-1-90					
	INSP.	8-1-89 11-1-89		2-1-90					
SPECIAL INSP.									

TESTING AND INSPECTION AFFIDAVITS	NOTICE OF COMPLETION	FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED	TYPE OF APPROVAL
	12/29/89	Bellet	4-2-90	FULL-ACS - SNOWLOAD 40 PSF

(OVER) 3-21-95. eio. w/o CERT. due to exceptions ->

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
Fire Alarm System	ok per FLS-2		FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

SAMPLE

UNIT	PLAN REC'D	REV. REC'D	TYPE BLD	CHECKER	START	FIN	REVIEWER	START	FIN	ACS	SFM	RET'D FOR CORR	UNIT APP'D

1. Laboratory Affidavit - Kleinfelder
2. Shop Weld Affidavit - signed by Shop Weld Inspector
3. Field Weld Affidavit signed by Field Weld Inspector
4. NOC from S.D.
5. Deferred Approval For Fire Alarm System - ok per FLS-2

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/88)

rs

COUNTY	FILE	APPLICATION
Tuolumne	55-24	57468
ADDRESS	CONS.	RECON.
SUMMERVILLE ELEMENTARY SCHOOL - 18451 Carter Street, Tuolumne, CA 95379	X	
MAILING ADDRESS	ALTERATIONS	ADDITIONS
Summerville Elementary School District - P.O. Box 939, Summerville, CA 95379		

PROJECT NAME ADDRESS

SUMMERVILLE ELEMENTARY SCHOOL - 18451 Carter Street, Tuolumne, CA 95379

SCHOOL DISTRICT/OWNER NAME MAILING ADDRESS

Summerville Elementary School District - P.O. Box 939, Summerville, CA 95379

BUILDINGS INCLUDED IN THIS APPLICATION

CONSTRUCTION OF SITE WORK

ESTIMATED COST	SSS FILING FEE	ACS FILING FEE	SSS FEE SCH.	ACTUAL COST	FURTHER FEE PAID	DATE
\$ 200,000.00	\$ 1,400.00	\$ 100.00	11	\$		

GEN. SUP. CONST. Michael Rainforth - Arch - Sacramento

ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER
			Charles A. Martin
ADDRESS	ADDRESS	ADDRESS	ADDRESS
			Sacramento

MATERIAL REC'D:	APPLICATION	WARRANT	DRAWINGS	SPECIFICATIONS	CALCULATIONS	SOIL/GEOL. REPORT					
	1/13/92	1/13/92	1/13/92	1/13/92		1/13/92					
CHECKED BY:	(SSS) START	FINISH	(ACS) START	FINISH	(SFM) START	FINISH	REVIEW BY	START	FINISH	RET. FOR CORRECTIONS	
Hackett	2-14-92	2-18-92			Woods	2-7-92	2-7-92	Levemier	2-18-92	2-18-92	2-20-92
B' CHECKED BY:	(SSS)	DATE	DATE OF APPROVAL	REVISION RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED					
Hackett		3-24-92	4-16-92								

SAMPLE

VERIFIED REPORTS	GEN. SUP.	ARCHITECT	S. ENG.	M. ENG. — INSP.	E. ENG. — INSP.	CONT.	INSP.	SPECIAL INSP.
LEGEND	4-16-92 (void) / Concl. etc. per 4 year rule. cb							
ENTRIES IN:								
RED - FINAL								
DARK - PERIODICS								
PENCIL - REQUESTS								
INK - RECEIPTS								

TESTING AND INSPECTION AFFIDAVITS

NOTICE OF COMPLETION	FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED	TYPE OF APPROVAL

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
			FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

SAMPLE

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	ST	FIN.	ACS	BFM	RET'D FOR CORR	UNIT APPV'D

Appendix D

SAMPLE
Summerville Elementary School
2022 Capital Outlay Budget Projections

Summerville Elementary School District

2022 Capital Outlay Budget Projections

6/22/2022

Gerry Hughes



Summerville Elementary School		
Budget Summary		
ADA/FLS:	\$	539,000
Maintenance:	\$	1,280,000
Modernization/Renovation:	\$	2,728,000
New Construction / Addition:	\$	2,844,000
Site Contingency:	\$	739,100
Site Total:	\$	8,130,100
Budget Categories		

ADA/FLS: Items related to accessibility, fire alarm systems, and site safety.

Maintenance: Items related to repairs and maintenance of existing facilities and equipment.

Modernization/Renovation: Renovations to existing facilities (requires DSA approval).

New Construction / Addition: Construction of new facilities or additions to existing buildings (requires DSA approval).

SAMPLE

General Notes

- (1) This analysis is based on a series of site surveys conducted on February 15, 2022. The surveys included visual inspection only. No destructive investigation or chemical analysis was conducted. Neither Structural, Mechanical, nor Electrical Engineers analysis were included in this survey. Testing for hazardous materials was not included in this survey.
- (2) This is a Preliminary Estimate compiled from information and sources believed to be accurate. By necessity, the estimate incorporates projections for escalation and future bid climate. The assumed bid climate is competitive bidding with 4-5 qualified bidders for the General Contractor and most trades.
- (3) This is an 'Order of Magnitude' Estimate for budgeting purposes only. Costs are based on general descriptions only. Construction Documents were not available for this estimate.
- (4) These estimated costs include BOTH 'hard costs' (costs specifically included in the construction contract) and "soft costs" (including Design and Engineering fees, plan check fees, testing and inspections, construction management fees, interim housing, utility connection fees, and other costs generally not included in the construction contract).

Summerville Elementary School District

2022 Capital Outlay Budget Projections

6/22/2022

Gerry Hughes



Priority	Summerville Elementary School	Line Item	Location/Site Running Total
ADA/FLS Projects			
1	Bring exterior ramps at Gymnasium and Bldg D up to current ADA code (correct slope as req'd, add warning strips, add handrails to both sides of ramp, extend handrails beyond ramps)	\$ 100,000	\$ 100,000
2	Demo/replace damaged (heaving) paving at buildings B and E. Repave and add area drains to eliminate ponding and heaving	\$ 40,000	\$ 140,000
3	Demo/replace paving and area drains at hardcourt near Building E. Regrade and raise area drains as needed to eliminate trip hazards and dangerous sloping conditions.	\$ 48,000	\$ 188,000
4	Emergency backup generator (24 Kw) and 50 Kw hookup, for fire alarm, communications, and security systems only	\$ 77,000	\$ 265,000
5	Upgrade campus video surveillance	\$ 79,000	\$ 344,000
6	Additional exterior lighting	\$ 38,000	\$ 382,000
7	Replace Bleachers with new ADA-accessible bleachers	\$ 157,000	\$ 539,000
Maintenance Projects			
1	Minor interior repairs at existing permanent buildings	\$ 42,000	\$ 581,000
2	Add asphalt concrete topping at all asphalt concrete paving (parking, driveways)	\$ 195,000	\$ 776,000
3	Add asphalt concrete topping at all asphalt concrete paving (parkway)	\$ 126,000	\$ 902,000
4	Add asphalt concrete topping at all asphalt concrete paving (hardcourt play areas)	\$ 229,000	\$ 1,131,000
5	Replace existing (120ft) 16ft high playground fencing at Building D with 4ft high concrete masonry unit wall and chain link fence above to 16 ft	\$ 108,000	\$ 1,239,000
6	Replace existing (90ft) 16ft high court fencing opposite Gymnasium with 8ft high concrete masonry unit ball wall and chain link fence above to 16 ft; Replace existing (160ft) 16ft high court fencing at Gymnasium with 4ft high concrete masonry unit wall and chain link fence above to 16 ft	\$ 232,000	\$ 1,471,000
7	Soccer field: new turf and irrigation	\$ 348,000	\$ 1,819,000

Summerville Elementary School District

2022 Capital Outlay Budget Projections

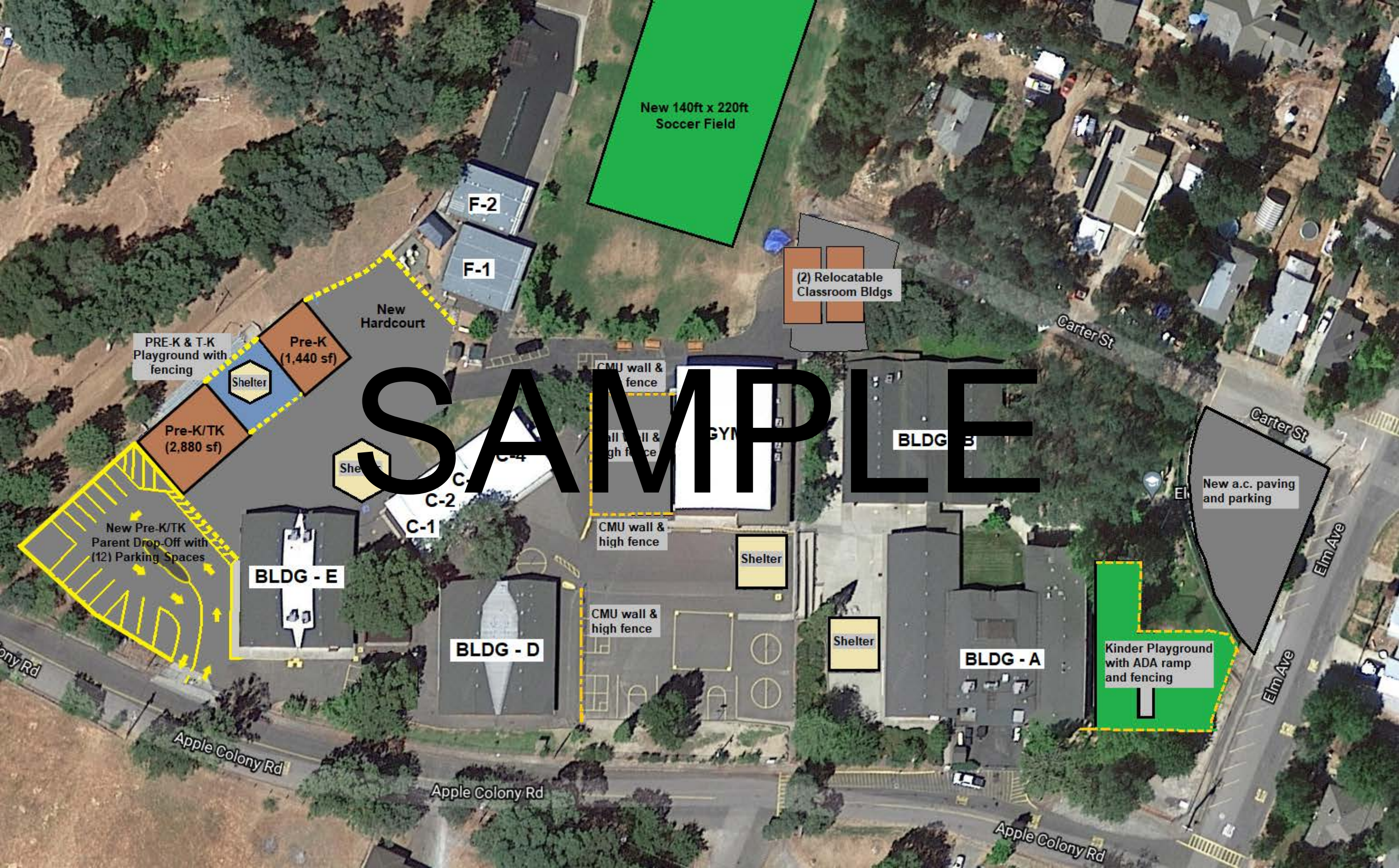
6/22/2022

Gerry Hughes



Modernization/Renovation Projects			
1	Modernization of Building D (interior finishes, casework, lighting)	\$ 1,003,000	\$ 2,822,000
2	Modernization of Building E (interior finishes, casework, lighting)	\$ 903,000	\$ 3,725,000
3	Replace Intercom/Public Address/Bell System	\$ 316,000	\$ 4,041,000
4	Replace (2) 40-Year-Old Relocatable Buildings (G-1 and G-2) in kind with (2) new relocatable classroom buildings	\$ 506,000	\$ 4,547,000
New Construction/Expansion Projects			
1	New T-K, Pre-K Complex (3 manufactured classroom buildings, fencing, playground)	\$ 1,351,000	\$ 5,898,000
2	New Kindergarten Complex at Building A (modifications to Building A, ADA access, regrading, new surfaces, and fencing)	\$ 153,000	\$ 6,051,000
3	(4) New shade structures (total 4,000 sf)	\$ 418,000	\$ 6,469,000
4	New MOT Complex (Relocate Maintenance, Operations and Transportation facilities to new lower field)	\$ 922,000	\$ 7,391,000
Summerville Elementary School - Subtotal:			\$ 7,391,000
1	Design Contingency (10%)	\$ 739,100	\$ 8,130,100
Summerville Elementary School - Total:			\$ 8,130,100

SAMPLE



SAMPLE

New 140ft x 220ft Soccer Field

(2) Relocatable Classroom Bldgs

F-2

F-1

New Hardcourt

PRE-K & T-K Playground with fencing

Pre-K (1,440 sf)

Pre-K/TK (2,880 sf)

BLDG - E

Shelter

C-4
C-2
C-1

CMU wall & fence

CMU wall & high fence

CMU wall & high fence

CMU wall & high fence

GYM

BLDG - B

Shelter

Shelter

BLDG - A

Kinder Playground with ADA ramp and fencing

New a.c. paving and parking

Carter St

Elm Ave

Elm Ave

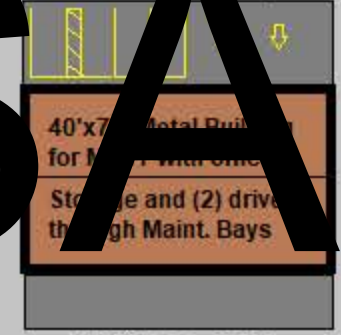
Apple Colony Rd

Apple Colony Rd

Apple Colony Rd

140'x240' MOT Yard with 6" gravel,
8'high security fence with barbed
wire and 20' rolling gate.

20' wide a.c. apron w/ parking



8' wide a.c. apron

140 ft x 220 ft

SAMPLE

November 7, 2023

Mr. Sean Snider, Superintendent
Sierra-Plumas Joint Unified School District
109 Beckwith Road
Loyalton, CA 96118-0955

Subject: Proposal for School Facilities Planning Services

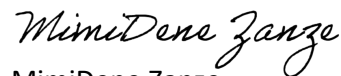
Dear Mr. Snider,

Williams & Associates, LLC is pleased to provide you with a proposal for school facilities planning services for the Sierra-Plumas Joint Unified School District.

Williams & Associates was established in 1995 and has provided services specializing in school facility planning over the last 28 years to over eighty school districts in California. With over 36 years of experience, we have worked on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education and Office of Public School Construction. This diverse background provides our clients with the expertise to effectively coordinate their projects through the School Facilities Program's eligibility, application for funding, and closeout processes.

Please do not hesitate to contact us should you have any questions or require clarification on any aspect of this proposal. We thank you for the opportunity to submit this proposal and be considered for your District's facility needs.

Best regards,



MimiDene Zanze
Principal

Williams & Associates, LLC

School Facilities Planning Services

Scope of Services

Our team believes in partnering with the Sierra-Plumas Joint Unified School District (SPJUSD) to become familiar with the district's facilities and goals, in order to provide a comprehensive approach to assisting the District in meeting those goals. We are prepared to provide the following assistance to the District:

Task 1 – Facility Inventory and Capital Outlay Plan

- Research Division of the State Architect (DSA) records.
- Conduct site walk to identify proposed capital outlay needs at each of the four schools.
- Prepare 8 ½ by 11 site diagrams identify the location of existing facilities for each school.
- Survey/document buildings without DSA record drawings.
- Develop the objective and goals of the District's Capital Outlay Program, discuss general needs, and assist the District with prioritizing proposed projects.
- Develop master planning cost estimates for each proposed project under the proposed four categories for each school site:
 - Americans with Disabilities Act (ADA) / Fire and Life Safety Compliance
 - Maintenance Issues
 - Modernization/Renovation
 - New Construction
- Coordination with the district staff, team members and State agencies.

Task 2 - State School Facility Program – New Construction and Modernization

- Coordination with the Office of Public School Construction (OPSC) to obtain and review previous State School Facility Program (SFP) eligibility records.
- Analysis of SFP New Construction eligibility, organized under district-wide data. This includes preparation of any facility inventories required for analysis.
- Analysis of SFP Modernization eligibility for each of the four school sites. This includes preparation of any facility inventories required for analysis.
- Conduct site walk to identify the use of spaces for each of the four schools.
- Preparation and submittal of SFP eligibility applications and supplemental information to the OPSC, including requests for additional information from the OPSC during processing.
- Coordination with the district staff, other team members and State agencies.

Firm Information

Williams & Associates, LLC is a limited liability company that was established in 1995 and has provided services specializing in school facility planning over the last 28 years to over eighty school districts in California. With over 36 years of experience, we have worked on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education and Office of Public School Construction. This diverse background provides our clients with the expertise to effectively coordinate their projects through the School Facilities Program's eligibility, application for funding, and closeout processes. We believe in approaching our clients as though we are extensions to the district's staff. We work collaboratively with the district's facilities team, whether they are district staff or district consultants, to ensure that we thoroughly understand the district's needs. Knowing the district's needs and goals allows our team the ability to create successful strategies to meet those needs in the most efficient manner possible.

MimiDene Zanze, Principal

Ms. Zanze has been assisting school districts throughout the state for over 36 years with their school facility needs.

From January, 1987 and the subsequent three and one-half years, she initiated her career into the school facilities arena with the Office of Local Assistance, now known as Office of Public School Construction, where she was responsible for all construction and modernization projects for San Diego and Imperial Counties.

For the next three and one-half years, MimiDene was the Director of School Facilities Planning for the El Dorado County Office of Education. In this capacity she coordinated virtually all the projects for the school districts in El Dorado County that were seeking state funding for schools.

From July, 1993 through June, 1995, MimiDene was the Director of School Planning for the architectural firm Murray & Downs, A.I.A. Inc. located in Placerville, California.

Beginning in July, 1995, MimiDene Zanze formed the company Williams & Associates specializing in school facility planning. Over the last 28 years, the firm has provided assistance to over eighty school districts in California working on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education; Office of Public School Construction; Division of the State Architect; Department of Toxic Substance Control; California Coastal Commission; and the Tahoe Regional Planning Agency. This diverse background provides clients with the experience to effectively coordinate their projects through the State School Facilities Program's eligibility, application for funding, and closeout process.

Ms. Zanze has a B.S. in Business Administration from California State University, Sacramento and holds a certificate in Educational Facilities Planning from the University of California, Davis.

Compensation

Should the District wish to retain our team for the following services, we would request that services be billed in the two phases as described below with a Not-to-Exceed amount of \$63,600.

- Task 1 – Facility Inventory and Capital Outlay Plan - \$34,800.
- Task 2 - State School Facility Program – New Construction and Modernization - \$28,800.

This Not-to-Exceed fee is for two (2) elementary schools and two (2) junior/high schools for an estimated cost of \$15,900 per school.

Additional Costs

The District shall pay and reimburse any direct costs (such as travel, special printing fees and mailing costs), when such expenses are incurred at the request and approval of the District.

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

Students**Policy 5141.21: Administering Medication And Monitoring Health Conditions**

The Board of Education believes that regular school attendance is critical to student learning and that students who need to take medication prescribed or ordered for them by their authorized health care providers should be able to participate in the educational program.

Any medication prescribed for a student with a disability who is qualified to receive services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973 shall be administered in accordance with the student's individualized education program or Section 504 services plan, as applicable.

For the administration of medication to other students during school or school-related activities, the Superintendent or designee shall develop protocols which shall include options for allowing parents/guardians to administer medication to their child at school, designate other individuals to do so on their behalf, and, with the student's authorized health care provider's approval, request the district's permission for the student to self-administer a medication or self-monitor and/or self-test for a medical condition. Such processes shall be implemented in a manner that preserves campus security, minimizes instructional interruptions, and promotes student safety and privacy.

The Superintendent or designee shall make epinephrine auto-injectors available at each school for providing emergency medical aid to any person suffering, or reasonably believed to be suffering, from an anaphylactic reaction. (Education Code 49414)

Because of the conflict between state and federal law regarding the legality of medicinal cannabis, the Board prohibits the administration of medicinal cannabis to students on school grounds by parents/guardians or school personnel.

The Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators, to design procedures or measures for addressing an emergency such as a public disaster or epidemic.

Administration of Medication by School Personnel

When allowed by law, medication prescribed to a student by an authorized health care provider may be administered by a school nurse or, when a school nurse or other medically licensed person is unavailable and the physician has authorized administration of medication by unlicensed personnel for a particular student, by other designated school personnel with appropriate training. School nurses and other designated school personnel shall administer medications to students in accordance with law, Board policy, administrative regulation, and, as applicable, the written statement provided by the student's parent/guardian and authorized health care provider. Such personnel shall be afforded appropriate liability protection.

The Superintendent, designee, or any volunteer trained staff member shall make naloxone hydrochloride or another opioid antagonist available for emergency medical aid to any person suffering, or reasonably believed to be suffering, from an opioid overdose (Education Code 49414.3). School staff may offer to volunteer, but shall not be required, to administer naloxone hydrochloride or other opioid antagonists, and may rescind their offer at any time. The Superintendent or designee shall send annual notices prescribed

by statute to staff, obtain required prescriptions, and train and distribute Narcan kits to staff and replace kit(s) that are used or expired. Volunteer personnel trained to administer naloxone hydrochloride or another opioid antagonist shall be provided defense and indemnification as required by Education Code section 49414.3 (i.).

The Superintendent or designee shall ensure that school personnel designated to administer any medication receive appropriate training and, as necessary, retraining from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of medication. Such trained, unlicensed designated school personnel shall be supervised by, and provided with immediate communication access to, a school nurse, physician, or other appropriate individual.

The Superintendent or designee shall maintain documentation of the training and ongoing supervision, as well as annual written verification of competency of other designated school personnel.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: April 13, 2010
revised: June 14, 2011
revised: May 8, 2012
revised: March 11, 2014
revised: February 14, 2017
revised: January 14, 2020
revised: ??, 2023

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

Students**Regulation 5141.21: Administering Medication And Monitoring Health Conditions**

Definitions

Authorized health care provider means an individual who is licensed by the State of California to prescribe or order medication, including, but not limited to, a physician or physician assistant. (Education Code 49423; 5 CCR 601)

Other designated school personnel means any individual employed by the district, including a nonmedical school employee, who has volunteered or consented to administer medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601, 621)

Medication may include not only a substance dispensed in the United States by prescription, but also a substance that does not require a prescription, such as over-the-counter remedies, nutritional supplements, and herbal remedies. (5 CCR 601)

Epinephrine auto-injector means a disposable delivery device designed for the automatic injection of a premeasured dose of epinephrine into the human body to prevent or treat a life-threatening allergic reaction. (Education Code 49414)

Anaphylaxis means a potentially life-threatening hypersensitivity to a substance, which may result from an insect sting, food allergy, drug reaction, exercise, or other cause. Symptoms may include shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. (Education Code 49414)

Notifications to Parents/Guardians

At the beginning of each school year, the Superintendent or designee shall notify parents/guardians of the options available to students who need to take prescribed medication during the school day and the rights and responsibilities of parents/guardians regarding those options. (Education Code 49480)

In addition, the Superintendent or designee shall inform the parents/guardians of any student on a continuing medication regimen for a nonepisodic condition of the following requirements: (Education Code 49480)

1. The parent/guardian is required to inform the school nurse or other designated employee of the medication being taken, the current dosage, and the name of the supervising physician.
2. With the parent/guardian's consent, the school nurse or other designated employee may communicate with the student's physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the medication on the student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

When a student requires medication during the school day in order to participate in the educational program, the Superintendent or designee shall, as appropriate, inform the student's parents/guardians that

the student may qualify for services or accommodations pursuant to the Individuals with Disabilities Education Act (20 USC 1400-1482) or Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794).

Parent/Guardian Responsibilities

The responsibilities of the parent/guardian of any student who may need medication during the school day shall include, but are not limited to:

1. Submitting the parent/guardian written statement and the authorized health care provider's written statement each school year as described in the sections "Parent/Guardian Statement" and "Health Care Provider Statement" below. The parent/guardian shall provide a new authorized health care provider's statement if the medication, dosage, frequency of administration, or reason for administration changes. (Education Code 49414.5, 49423, 49423.1; 5 CCR 600, 626)
2. If the student is on a continuing medication regimen for a nonepisodic condition, informing the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician, and updating the information when needed. (Education Code 49480)
3. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. (5 CCR 606)

Parent/Guardian Statement

When district employees are to administer medication to a student, the parent/guardian's written statement shall:

1. Identify the student
2. Grant permission for an authorized district representative to communicate directly with the student's authorized health care provider and pharmacist, as may be necessary, regarding the health care provider's written statement or any other questions that may arise with regard to the medication
3. Contain an acknowledgment that the parent/guardian understands how district employees will administer the medication or otherwise assist the student in its administration
4. Contain an acknowledgment that the parent/guardian understands the responsibilities to provide a written statement from the authorized health care provider, to ensure that the medication is delivered to the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment
5. Contain an acknowledgment that the parent/guardian understands the right to terminate the consent for the administration of the medication or for otherwise assisting the student in the administration of medication at any time

In addition to the requirements in items #1-5 above, if a parent/guardian has requested that the student be allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the parent/guardian's written statement shall: (Education Code 49423, 49423.1)

1. Consent to the self-administration
2. Release the district and school personnel from civil liability if the student suffers an adverse reaction as a result of self-administering the medication

In addition to the requirements in items #1-5 above, if a parent/guardian wishes to designate an individual who is not an employee of the district to administer medication to the student, the parent/guardian's written statement shall clearly identify the individual and shall state:

1. The individual's willingness to accept the designation
2. That the individual is permitted to be on the school site
3. Any limitations on the individual's authority

Health Care Provider Statement

When any district employee is to administer prescribed medication to a student, or when a student is to be allowed to carry and self-administer prescribed medication during school hours, the authorized health care provider's written statement shall include:

1. Clear identification of the student (Education Code 49423, 49423.1; 5 CCR 602)
2. The name of the medication (Education Code 49423, 49423.1; 5 CCR 602)
3. The method, amount, and time schedules by which the medication is to be taken (Education Code 49423, 49423.1; 5 CCR 602)
4. If a parent/guardian has requested that the student be allowed to self-administer medication, confirmation that the student is able to self-administer the medication (Education Code 49414.5, 49423, 49423.1; 5 CCR 602)
5. For medication that is to be administered by unlicensed personnel, confirmation by the student's health care provider that the medication may safely and appropriately be administered by unlicensed personnel (Education Code 49423, 49423.1; 5 CCR 602)
6. For medication that is to be administered on an as-needed basis, the specific symptoms that would necessitate administration of the medication, allowable frequency for administration, and indications for referral for medical evaluation
7. Possible side effects of the medication
8. Name, address, telephone number, and signature of the student's authorized health care provider

For self-administration of inhaled asthma medication, the district shall accept a written statement from a physician or surgeon contracted with a health plan licensed pursuant to Health and Safety Code 1351.2. Such written statement shall be in English and Spanish, and shall include the name and contact

information for the physician or surgeon. (Education Code 49423.1)

District Responsibilities

The Superintendent or designee shall ensure that any unlicensed school personnel authorized to administer medication to a student receives appropriate training from the school nurse or other qualified medical personnel.

The school nurse or other designated school personnel shall:

1. Administer or assist in administering medication in accordance with the authorized health care provider's written statement
2. Accept delivery of medications from parents/guardians and count and record them upon receipt
3. Maintain a list of students needing medication during the school day, including those authorized to self-administer medication, and note on the list the type of medication and the times and dosage to be administered
4. Maintain for each student a medication log which may:
 - a. Specify the student's name, medication, dose, method of administration, time of administration during the regular school day, date(s) on which the student is required to take the medication, and the authorized health care provider's name and contact information
 - b. Contain space for daily recording of the date, time, and amount of medication administered, and the signature of the individual administering the medication
5. Maintain for each student a medication record which may include the authorized health care provider's written statement, the parent/guardian's written statement, the medication log, and any other written documentation related to the administration of medication to the student
6. Ensure that student confidentiality is appropriately maintained
7. Coordinate and, as appropriate, ensure the administration of medication during field trips and other school-related activities
8. Report to a student's parent/guardian and the site administrator any refusal by the student to take the medication
9. Keep all medication to be administered by the district in a locked drawer or cabinet
10. As needed, communicate with a student's authorized health care provider and/or pharmacist regarding the medication and its effects
11. Counsel other designated school personnel regarding the possible effects of a medication on a student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose

12. Ensure that any unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances
13. In the event of a medical emergency requiring administration of medication, provide immediate medical assistance, directly observe the student following the administration of medication, contact the student's parent/guardian, and determine whether the student should return to class, rest in the school office, or receive further medical assistance
14. Report to the site administrator, the student's parent/guardian, and, if necessary, the student's authorized health care provider any instance when a medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with authorized health care provider's written statement

Emergency Epinephrine Auto-Injectors

The Superintendent or designee shall provide epinephrine auto-injectors to school nurses or other employees who have volunteered to administer them in an emergency and have received training. The school nurse, or a volunteer employee when a school nurse or physician is unavailable, may administer an epinephrine auto-injector to provide emergency medical aid to any person suffering, or reasonably believed to be suffering, from potentially life-threatening symptoms of anaphylaxis at school or a school activity. (Education Code 49414)

At least once per school year, the Superintendent or designee shall distribute to all staff a notice requesting volunteers to be trained to administer an epinephrine auto-injector and describing the training that the volunteer will receive. (Education Code 49414)

The principal or designee at each school may designate one or more volunteers to receive initial and annual refresher training, which shall be provided by a school nurse or other qualified person designated by a physician and surgeon authorized pursuant to Education Code 49414 and shall be based on the standards developed by the Superintendent of Public Instruction (SPI). Written materials covering the required topics for training shall be retained by the school for reference. (Education Code 49414)

A school nurse or other qualified supervisor of health, or a district administrator if the district does not have a qualified supervisor of health, shall obtain a prescription for epinephrine auto-injectors for each school from an authorized physician and surgeon. Such prescription may be filled by local or mail order pharmacies or epinephrine auto-injector manufacturers. Elementary schools shall, at a minimum, be provided one adult (regular) and one junior epinephrine auto-injector. Secondary schools shall be provided at least one adult (regular) epinephrine auto-injector, unless there are any students at the school who require a junior epinephrine auto-injector. (Education Code 49414)

If an epinephrine auto-injector is used, the school nurse or other qualified supervisor of health shall restock the epinephrine auto-injector as soon as reasonably possible, but no later than two weeks after it is used. In addition, epinephrine auto-injectors shall be restocked before their expiration date. (Education Code 49414)

Information regarding defense and indemnification provided by the district for any and all civil liability for volunteers administering epinephrine auto-injectors shall be provided to each volunteer and retained in the employee's personnel file. (Education Code 49414)

A school may accept gifts, grants, and donations from any source for the support of the school in carrying

out the requirements of Education Code 49414, including, but not limited to, the acceptance of epinephrine auto-injectors from a manufacturer or wholesaler. (Education Code 49414)

The Superintendent or designee shall maintain records regarding the acquisition and disposition of epinephrine auto-injectors for a period of three years from the date the records were created. (Business and Professions Code 4119.2)

Emergency Medication for Opioid Overdose

The district may elect to make emergency naloxone hydrochloride (NARCAN) or another opioid antagonist available at schools for the purpose of providing emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose. In determining whether to make this medication available, the Superintendent or designee shall evaluate the emergency medical response time to the school and determine whether initiating emergency medical services is an acceptable alternative to providing an opioid antagonist and training personnel to administer the medication. (Education Code 49414.3)

When available at the school site, the school nurse shall provide emergency naloxone hydrochloride (NARCAN) or another opioid antagonist for emergency medical aid to any person exhibiting potentially life-threatening symptoms of an opioid overdose at school or a school activity. Other designated personnel who have volunteered and have received training may administer such medication when a school nurse or physician is unavailable, and shall only administer the medication by nasal spray or auto-injector. (Education Code 49414.3)

At least once per school year, the Superintendent or designee shall distribute to all staff a notice requesting volunteers to be trained to administer naloxone hydrochloride (NARCAN) or another opioid antagonist, describing the training that the volunteer will receive, and explaining the right of the volunteer to rescind the offer to volunteer at any time, including after receiving training. The notice shall also include a statement that no benefit will be granted to or withheld from any employee based on the offer to volunteer and that there will be no retaliation against any employee for rescinding the offer to volunteer. (Education Code 49414.3)

The principal or designee may designate one or more volunteer employees to receive initial and annual refresher training, based on standards adopted by the SPI, regarding the storage and emergency use of naloxone hydrochloride (NARCAN) or another opioid antagonist. The training shall be provided at no cost to the employee, conducted during regular working hours, and be provided by a school nurse or other qualified person designated by an authorizing physician and surgeon. Written materials provided during the training shall be retained at the school for reference. (Education Code 49414.3)

A school nurse, other qualified supervisor of health, or, if the district does not have a qualified supervisor of health, a district administrator shall obtain a prescription for naloxone hydrochloride (NARCAN) or another opioid antagonist for each school from an authorized physician and surgeon. Such prescription may be filled by local or mail order pharmacies or manufacturers. (Education Code 49414.3)

If the medication is used, the school nurse, other qualified supervisor of health, or district administrator, as applicable, shall restock the medication as soon as reasonably possible, but no later than two weeks after it is used. In addition, the medication shall be restocked before its expiration date. (Education Code 49414.3)

Information regarding defense and indemnification provided by the district for any and all civil liability for volunteers administering naloxone hydrochloride (NARCAN) or another opioid antagonist for

emergency aid shall be provided to each volunteer and retained in the employee's personnel file. (Education Code 49414.3)

A school may accept gifts, grants, and donations from any source for the support of the school in carrying out the requirements of Education Code 49414.3, including, but not limited to, the acceptance of the naloxone hydrochloride (NARCAN) or another opioid antagonist from a manufacturer or wholesaler. (Education Code 49414.3)

The Superintendent or designee shall maintain records regarding the acquisition and disposition of naloxone hydrochloride (NARCAN) or another opioid antagonist for a period of three years from the date the records were created. (Business and Professions Code 4119.8)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Regulation approved: April 10, 2007
revised: May 8, 2012
revised: March 11, 2014
revised: March 10, 2015
revised: February 14, 2017
revised: January 14, 2020
revised: ??, 2023

CSBA POLICY GUIDE SHEET – November 14, 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 4151/4251/4351 – Employee Compensation

Policy updated to add that for districts participating in the Classified School Employee Summer Assistance Program, eligible classified employees may elect to have up to 10 percent of the employee's monthly salary withheld and paid out during the summer recess in either one or two payments, and reflect **NEW LAW (AB 185, 2022)** which adds specific repayment procedures when a district has made a wage overpayment to a district employee.

Administrative Regulation 4217.3 – Layoff/Rehire

Regulation updated to reflect **NEW LAW (SB 913, 2022)** which provides that for districts with an average daily attendance of less than 250,000, the definition of “length of service” for the purpose of the order of layoff and determination of seniority is the employees’ hours in paid status. Regulation also updated to reflect **NEW LAW (AB 185, 2022)** which authorizes a classified employee to be represented by an attorney or nonattorney representative of the exclusive representative of the district’s classified employees at a hearing requested by an employee as part of layoff proceedings.

Board Policy 5131.9 – Academic Honesty

Policy updated to address prohibited and permitted student use of technology, including artificial intelligence, as it relates to academic honesty. Policy also updated to include that a student with a disability be permitted to use technology for any purpose for which technology is identified in the student’s individualized education program, that a student be given the opportunity to demonstrate that the use of technology was in accordance with policy when suspected by an employee that such use was in violation of academic honesty, and that any information acquired from an employee’s use of technology in determining whether a student has committed and act of academic dishonesty be shared with the student and the student’s parent/guardian, as appropriate. Additionally, policy updated to authorize the provision of staff training regarding the use of technology to improve education, including the detection of plagiarism and sensitivity to potential discrimination from algorithmic bias.

Board Policy 6154 – Homework/Makeup Work

Policy updated to add that meaningful homework can provide enrichment, address student use of technology, including artificial intelligence, as it relates to homework and makeup work, provide that teacher training may include designing homework assignments that inspire students’ interests, include that students may work with other students and use approved outside resources as directed by the teacher, and move material related to notifying the student’s parents/guardians when a student repeatedly fails to complete homework so that it follows chronologically.

Board Policy 6162.5 – Student Assessment

Policy updated to reflect that prohibited and permitted student use of technology, including artificial intelligence, in relation to assessment, be as specified in Board Policy 5131.9 – Academic Honesty and Board Policy 6163.4 – Student Use of Technology, reference **NEW LAW (AB 114, 2023)** which includes long term English learners as a numerically significant student subgroup for purposes of demonstrating comparable improvement in academic achievement by all numerically significant subgroups, include that state interim and formative assessments may be used to communicate with students’ parents/guardians and for use in identifying professional development, and that results of an individual student on the California Assessment of Student Performance and Progress may be released to a postsecondary educational institution for the purpose of credit, placement, or admission.

Administrative Regulation 7140 – Architectural and Engineering Services

Regulation updated to more closely align with law and to reflect **NEW LAW (AB 185, 2022)** which enables a district to enter into an alternative design-build contract with a single entity for both design and construction of any school facility if the contract is in excess of \$5,000,000.

Board Bylaw 9124 – Attorney

Bylaw updated to revise the first philosophical paragraph to recognize the need to provide legal representation to the district and the importance of cost-effective legal advice and services, clarify that the Governing Board may appoint and fix and order paid legal counsel's compensation, expand the types of entities that the Board may contract with to serve as legal counsel, and reflect that the Board supports pursuing collaborative legal efforts with other districts as well as other government agencies as appropriate. Bylaw also updated to clarify that districts may, but are not required, to initiate a Request for Proposals to advertise and solicit proposals for legal services, and that districts may consider the attorney's, firm's, and/or entity's relevant legal reputation when evaluating such attorneys, firms, and/or entities. Additionally, bylaw updated to reflect that any attorney representing the district is required to be admitted to practice law in California.

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

Personnel**Policy 4151: Employee Compensation**

CSBA NOTE: Districts that include provisions related to employee compensation in their collective bargaining agreements should modify or delete the following optional policy accordingly.

In order to recruit and retain employees committed to the district's goals for student learning, the Governing Board of Education recognizes the importance of offering a competitive compensation package which includes salaries and health and welfare benefits.

CSBA NOTE: Education Code 45023 and 45162 require the Governing Board to adopt salary schedules for certificated and classified employees, respectively. For districts operating under a merit system, Education Code 45268 specifies that the personnel commission will recommend a salary schedule for classified employees to the Board for approval and that the Board may not amend the schedule without first giving the commission an opportunity to respond to the amendments.

The Board shall adopt separate salary schedules for certificated, classified, and supervisory and administrative personnel. These schedules shall comply with law and collective bargaining agreements and shall be printed and made available for review at the district office. ~~(Education Code 45022, 45023, 45160, 45162, 45268)~~

Each certificated employee, except an employee in an administrative or supervisory position, shall be classified on the salary schedule on the basis of uniform allowance for education level and years of experience, unless the Board and employee organization negotiate and mutually agree to a salary schedule based on different criteria. Certificated employees shall not be placed in different classifications on the schedule, nor paid different salaries, solely on the basis of the grade levels at which they teach. ~~(Education Code 45028)~~

Salary schedules for staff who are not a part of a bargaining unit shall be determined by the Board at the recommendation of the Superintendent or designee.

CSBA NOTE: Pursuant to Education Code 45038, certificated employees may be paid once every two weeks, twice a month, or once every four weeks. The Board may also choose to pay certificated employees, or one or more individual employees, in 10, 11, or 12 equal payments over the year. Education Code 45039 provides that, if the Board arranges to pay certificated employees in 12 equal payments for the year, it may pay each monthly installment at the end of each calendar month, regardless of whether the employees are engaged in teaching during the month. Education Code 45165 addresses salary payments for classified employees who are employed 9-11 months per year.

Additionally, pursuant to Education Code 45500, districts may participate in the Classified School Employee Summer Assistance Program whereby eligible classified employees may elect to have up to 10 percent of the employee's monthly salary withheld and paid out during the summer recess in either one or two payments.

Education Code 45048 and 45165 provide specific timelines for issuing salary payments depending on the frequency of payments. If payments are not made in a timely manner, the district is required to pay the employee interest on the unpaid amount.

The following paragraph may be revised to reflect the payroll schedule determined by the Board.

The Board shall determine the frequency and schedule of salary payments, including whether payments for employees who work less than 12 months per year will be made over the course of the school year or in equal installments over the calendar year. ~~(Education Code 45038, 45039, 45048, 45165)~~

However, if the district participates in the Classified School Employee Summer Assistance Program, eligible classified employees may elect to have up to 10 percent of the employee's monthly salary withheld and paid out during the summer recess in either one or two payments. (Education Code 45038, 45039, 45048, 45165, 45500)

CSBA NOTE: According to Office of Management and Budget Memorandum M-20-17, during extraordinary circumstances, such as a pandemic, which interrupt district operations, employees paid with federal grant funds can continue to be paid out of federal grant funds as long as other similarly situated employees paid with nonfederal funds are continuing to get compensated. The following optional paragraph establishes such emergency contingencies so that the Board may continue to provide employee compensation during such times.

In extraordinary circumstances or emergency situations, the Board may determine to continue to compensate employees during periods of extended closure or disruption of normal district operations when permitted by law and consistent with collective bargaining agreements and memoranda of understanding.

CSBA NOTE: Pursuant to 29 CFR 516.4, districts are required to post a notice of the minimum wage provisions of the Fair Labor Standards Act (FLSA) (29 USC 201-219) in a conspicuous place at all work sites. The poster that must be used by state and local governments is available on the website of the U.S. Department of Labor's Wage and Hour Division.

The Superintendent or designee shall post a notice explaining the Fair Labor Standards Act's wage and hour provisions in a conspicuous place at each work site. -(29 CFR 516.4)

Overtime Compensation

CSBA NOTE: Pursuant to the FLSA (29 CFR 553.20) and Education Code 45128, employees who are not specifically exempted by law, including classified employees in both merit and non-merit system districts, must receive overtime pay or compensatory time off at a rate not less than one and one-half times their regular rate of pay for hours worked in excess of eight hours in any one day and/or in excess of 40 hours per calendar week.

However, if the Board has established a work day of less than eight hours but at least seven hours, and a work week of less than 40 hours but at least 35 hours, all time worked in excess of the established work schedule must be deemed overtime.

Pursuant to Education Code 45130, districts are not required to pay overtime for any classified positions established by the Board, or by the personnel commission in a merit system district, as supervisory, administrative, or executive. In approving positions for exclusion from the overtime provisions, the Board or personnel commission must certify in writing that the duties, flexibility of hours, salary, benefit structure, and authority of the positions are of such a nature that they should be set apart from those positions which are subject to the overtime provisions; see BP/AR 4300 - Administrative and Supervisory Personnel. However, Education Code 45130 requires that, if a classified employee in an exempt position is required to work on a holiday designated in law or by the Board, the employee must be paid the regular pay for that day plus compensation or compensatory time off at a rate not less than the employee's normal rate of pay.

Overtime pay requirements are also not applicable to school administrators or teachers in elementary or secondary schools under specific exemptions in 29 USC 213 and 29 CFR 541.303. Pursuant to 29 CFR 541.303 and 541.600, teachers do not need to meet the salary level requirement to be exempt from overtime rules. 29 CFR 541.204 provides that, to be exempt from overtime rules, administrators must either meet the salary level requirement or be compensated on a salary basis that is at least equal to the entrance salary for teachers in the administrator's school.

District employees shall be paid an overtime rate of not less than one and one-half times their regular rate of pay for any hours worked in excess of eight hours in one day and/or 40 hours in one work week, or twice their regular rate of pay for any hours worked in excess of 12 hours in one day or eight

hours on the seventh consecutive day of work. However, teachers, school administrators, and other employees in positions established by the Board as executive, administrative, or professional shall be exempt from overtime rules. -(Education Code 45128, 45130; 29 USC 213; 29 CFR 541.0-541.710, 553.27, 553.32)

CSBA NOTE: The following optional paragraph is for use by districts that allow employees to take compensatory time off in lieu of overtime compensation as authorized by 29 USC 207 and 29 CFR 553.20-553.25. Time off in lieu of overtime compensation is allowed only if provided for in a collective bargaining agreement or other agreement and must be provided at the rate of at least one and one-half hours for each hour of overtime work.

Pursuant to 29 CFR 553.21, an employee must be allowed to use earned compensatory time within a "reasonable period" after making the request. 29 CFR 553.25 provides that a "reasonable period" is determined on a case-by- case basis by considering customary work practices such as the normal work schedule, anticipated peak workloads based on past experience, emergency requirements for staff and services, and the availability of qualified substitute staff. Education Code 45129 provides that the compensatory time off must be used within 12 calendar months.

When authorized in a collective bargaining agreement or other agreement between the district and employees, an employee may take compensatory time off in lieu of overtime compensation, provided the employee has not accrued compensatory time in excess of the limits specified in 29 USC 207. -An employee who has requested the use of compensatory time shall be allowed to use such time within 12 calendar months after making the request if the use of the compensatory time does not unduly disrupt district operations. -(Education Code 45129; 29 USC 207; 29 CFR 553.20-553.25)

For each nonexempt employee, the Superintendent or designee shall maintain records on the employee's wages, hours, and other information specified in 29 CFR 516.5-516.6.

Wage Overpayment

CSBA NOTE: Education Code 44042.5, as added by AB 185 (Ch. 571, Statutes of 2022) and amended by SB 114 (Ch. 48, Statutes of 2023), requires districts to follow the process specified below when a wage overpayment is made to a district employee. If the provisions of this section are in conflict with a collective bargaining agreement or a memorandum of understanding that was in effect on July 31, 2022, such agreements shall be controlling until the expiration or renewal of such agreements. The district should consult CSBA's District and County Office of Education Legal Services or district legal counsel when questions arise about legal requirements for specific wage overpayments.

If, following the determination of an overpayment, the employee disputes the overpayment, the district shall initiate legal action and obtain a court order or binding arbitration decision. Binding arbitration may only apply to such overpayment disputes if a memorandum of understanding between the district and exclusive representative sets forth procedures for adjudicating such wage overpayment disputes that meet the minimum requirements set forth in Education Code 44042.5.

If the district determines an employee has been overpaid, the district shall notify the employee in writing of the overpayment, afford the employee an opportunity to respond before commencing any recoupment actions, and inform the employee of the employee's rights to dispute the existence or amount of the claimed overpayment. If the employee agrees there was an overpayment in the claimed amount, reimbursement shall be made to the district through one of the methods described in Education Code 44042.5 as mutually agreed upon by the employee and the district. (Education Code 44042.5)

If a mutual agreement on a method of reimbursement is not reached, within 30 days of the employee verifying the overpayment amount, the district shall recoup the overpayment through payroll deductions in accordance with Education Code 44042.5.

If the employee does not respond or disputes the existence or amount of the district's claimed overpayment, the district shall, with board approval, initiate a legal action to recover the overpayment.

(Education Code 44042.5)

If the employee separates from the district before the overpayment is fully repaid, the district shall withhold the remaining balance due from any money owed to the employee upon separation, provided that the state minimum wage is still paid to the employee as required by Education Code 44042.5. The Superintendent or designee may consult with legal counsel to calculate the amount to withhold.

If an outstanding overpayment balance still remains, the district shall, with Board approval, exercise any legal means to recover the remaining amount owed by the employee. (Education Code 44042.5)

Legal action to recover any overpayment under this policy shall be initiated within three years from the date of the overpayment, which for leave credits is the date that the employee receives compensation in exchange for leave erroneously credited to the employee. (Education Code 44042.5)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: August 9, 2011
revised: February 11, 2020
revised: July 14, 2020
revised: ??, 2023

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

Personnel**Regulation 4217.3: Layoff/Rehire**

CSBA NOTE: The following optional regulation is subject to collective bargaining, and may be deleted by those districts whose agreements fully cover the provisions specified below.

Education Code 45114, 45117, 45298, and 45308 establish the procedures by which the Governing Board may lay off and reemploy classified employees.

Because of the complexity of related Education Code provisions and the interaction with collective bargaining agreements, it is strongly recommended that the district consult with CSBA's District and County Office of Education Legal Services or district legal counsel before instituting layoff proceedings.

Classified employees shall be subject to layoff for lack of work or lack of funds. -(Education Code 45114, 45308)

A classified employee shall not be laid off if a short-term employee is retained to render a service that the classified employee is qualified to render. -(Education Code 45117)

Order of Layoff Within a Classification/Determination of Seniority

Within each class, the order of layoff shall be determined by length of service. -(Education Code 45114, 45308)

Length of service means all hours in paid status, whether during the school year, a holiday, recess, or during any period that school is in session or closed. -However, length of service shall not include hours compensated solely on an overtime basis, as provided ~~in~~for Education Code 45128, and shall not include hours for any service performed prior to entering into probationary or permanent status except for service in a restricted position pursuant to Education Code 45105. -(Education Code 45308)

The employee who has been employed the shortest time in the class, plus higher classes, shall be laid off first. -(Education Code 45308)

For an employee who is a member of the Military Reserve or the National Guard, length of service credit shall be granted for military leave of absence, including voluntary or involuntary active duty during a period of national emergency or war. -(Education Code 45297, 45308)

Length of service credit may be granted for time spent on unpaid illness or maternity leave, unpaid family care leave, or unpaid industrial accident leave. -Length of service credit shall not be granted for other types of unpaid leaves. -(Education Code 45308)

For an employee in a "restricted position" under Education Code 45105 or 45259, the original date of employment in the restricted position shall be used to determine the length of service, provided the employee has completed six months of satisfactory service and has successfully passed the qualifying examination required for service in the class. -(Education Code 45105)

Notice of Layoff and Hearing Rights

CSBA NOTE: Education Code 45117 applies to both districts that have adopted the merit system and those that have not. Education Code 45117 specifies notice requirements and hearing rights the district must provide to permanent classified employees, as defined, who are subject to layoff due to lack of work or lack of funds, including that notice be given no later than March 15. If a permanent classified employee is not given the required notice and a right to a hearing in accordance with law, the employee is deemed reemployed for the next school year.

Pursuant to Education Code 45117 a "permanent employee" is defined as an employee who was permanent at the time the notice or right to a hearing was required and an employee who became permanent after the date of the required notice.

Whenever a permanent classified employee is to be laid off for lack of work or lack of funds, the Superintendent or designee shall, no later than March 15 and before the employee is given formal notice by the Governing Board, give to the employee written notice of the recommendation, the reasons that the employee's services will not be required for the ensuing year, any displacement rights, reemployment rights, and the employee's right to a hearing. The district shall adhere to the notice, hearing, and layoff procedures in Education Code 45117, Government Code 11503 and 11505, and other applicable provisions of law. (Education Code 45117)

An employee who is so notified may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. The request shall be in writing and shall be delivered to the person who sent notice to the employee, on or before March 15 but not less than seven days after the date the notice is served on the employee. Failure of an employee to request a hearing on or before the date specified shall constitute a waiver of the employee's right to a hearing. (Education Code 45117)

The Superintendent or designee shall serve an employee who timely requests a hearing with ~~the~~ District Statement of Reduction in Force documents. The employee has five calendar days from service of the ~~District Statement of Reduction in Force~~ documents to timely file a notice of participation with the district. The parties are entitled to discovery, if requested within 15 days of service ~~of the District Statement of Reduction in Force documents~~. (Education Code 45117)

CSBA NOTE: Education Code 45117 allows permanent classified employees given notice of a layoff to request a hearing before an administrative law judge. Education Code 45117, as amended by AB 185 (Ch. 571, Statutes of 2022), authorizes such employee to be represented at the hearing by an attorney or by a nonattorney representative of the employee organization designated as the exclusive representative of the district's classified employees. On or before May 7, the administrative judge is required to submit the proposed decision, containing a determination as to the sufficiency of the cause and a recommendation as to disposition regarding the layoff, to the Board for consideration and to the affected employee(s).

If a hearing is requested by a permanent classified employee, the proceeding shall be conducted and a decision made by an administrative law judge in accordance with Government Code 11500-11529. At the hearing, the employee may be represented by an attorney or by a nonattorney representative of the employee organization designated as the exclusive representative for classified employees. The Board shall make a final decision regarding the sufficiency of the cause and disposition of the layoff upon receipt of the administrative law judge's proposed decision. None of the findings, recommendations, or determinations in the proposed decision prepared by the administrative law judge shall be binding on the Board. (Education Code 45117)

Following the Board's decision, the Superintendent or designee shall give final notice of termination to the affected employee(s) before May 15 unless a continuance was granted after a request for hearing was made, in which case such date may be extended by the number of days of the continuance. (Education Code 45117)

CSBA NOTE: Pursuant to Education Code 45117, the district may reduce classified staff due to lack of work or lack of funds when the Board determines, during the time between five days after the enactment of the Budget Act and August 15, that the district's total local control funding formula apportionment per unit of ADA for the fiscal year of the Budget Act has not increased by at least two percent.

If during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies, the Board determines that the district's local control funding formula apportionment per unit of ADA for that fiscal year has not increased by at least two percent, and that it is therefore necessary to decrease the number of classified employees due to lack of work or lack of funds, the Board may issue a District Statement of Reduction in Force to those employees in accordance with a schedule of notice and hearing adopted by the Board, and layoff proceedings shall be carried out as required by law.- (Education Code 45117)

When classified positions are eliminated as a result of the expiration of a specifically funded program, the district shall give written notice to the affected employee(s) not less than 60 days prior to the effective date of the layoff informing the employee(s) of the layoff date, any displacement rights, and employment rights.- (Education Code 45117)

The district is not required to provide a layoff notice to any person hired as a short-term employee for a period not exceeding 60 days whose service may not be extended or renewed. -(Education Code 45117)

Additionally, the district may release probationary classified employees without notice or hearing for reasons other than lack of work or lack of funds.- (Education Code 45117)

Reemployment

CSBA NOTE: The following optional section specifies the rights of employees who are laid off or who take voluntary demotion or reduction in assigned time in lieu of layoff. Pursuant to Education Code 45308, laid-off classified employees have reemployment rights which are enforced in order of seniority rather than reverse order of layoff. In Tucker v. Grossmont Union High School District, a California appellate court ruled that a laid-off employee's reemployment right entitled the employee to preference over any new applicant to available positions for which the employee is qualified, including positions in different classes from which the employee was laid off.

Classified employees laid off because of lack of work or lack of funds shall be eligible for reemployment for a period of 39 months and shall be reemployed in preference to new applicants. -Reemployment shall be in order of seniority. -Persons so laid off also have the right to apply and establish their qualification for vacant promotional positions within the district during the 39-month period. -(Education Code 45114, 45298, 45308)

CSBA NOTE: Pursuant to San Mateo City School District v. Public Employment Relations Board, districts may adopt procedures which implement Education Code 45113 and 45114 as long as such procedures do not replace or set aside mandatory Education Code provisions. These procedures may be adopted pursuant to Board policy and/or collective bargaining agreement.

The following optional paragraph should be deleted by districts with a collective bargaining agreement that contains reemployment procedures, unless the district also has unrepresented classified employees.

When a vacancy occurs, the district shall give the employee with the most seniority an opportunity to accept or reject the position, by first calling the employee at the employee's last known telephone number to notify the employee of the vacancy and then sending written notice by certified and standard mail to the employee's last known address. The employee shall advise the district of the decision by any means no later than 10 calendar days from the date the notice was sent. If the employee accepts, the employee shall report to work no later than two calendar weeks from the vacancy notification date or on a later date specified by the district.

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

In order to be reemployed, the employee must be capable of performing the essential duties of the job with or without reasonable accommodations. When an otherwise eligible employee is unable to perform the essential duties of the job, the employee shall be kept on the reemployment list until another opportunity becomes available or the period of reemployment eligibility expires, whichever occurs first.

CSBA NOTE: An argument can be made that, absent a collective bargaining provision to the contrary, once a district has offered a laid-off classified employee a position pursuant to the employee's reemployment rights under Education Code 45298 and that employee has refused the position, the district has discharged its duty to that employee. Whether such action conflicts with an employee's statutory right to reemployment is unclear.

The following two optional paragraphs should be used only with the approval of CSBA's District and County Office of Education Legal Services or the district's legal counsel; the number of refusals that will trigger the removal of the employee's name from the district's reemployment list should be modified accordingly.

Upon rejecting two offers of reemployment, the employee's name shall be removed from the reemployment list and the employee will forfeit all reemployment rights to which the employee would otherwise be entitled.

When an employee is notified of a vacancy and fails to respond or report to work within time limits specified by district procedures, the employee's name shall be removed from the reemployment list and all reemployment rights to which the employee would otherwise be entitled shall be forfeited.

If an employee is reemployed in a new position and fails to complete the probationary period in the new position, the employee shall be returned to the reemployment list for the remainder of the 39-month period. The remaining time period shall be calculated as the time remaining in the 39-month period as of the date of reemployment. -(Education Code 45114, 45298)

Reinstatement of Benefits

CSBA NOTE: The following optional section should be deleted by districts that do not reinstate laid-off employee benefits upon reemployment and those whose collective bargaining agreements address the issue.

When a laid-off employee is reemployed, all accumulated sick leave credit shall be restored.

A laid-off permanent employee shall be reemployed with all rights and benefits accorded at the time of layoff.

A laid-off probationary employee shall be reemployed as a probationary employee, and the previous time served toward the completion of the required probationary period shall be counted. The employee shall also be reemployed with all rights and benefits accorded to a probationary employee at the time of layoff.

A laid-off employee, when reemployed, shall be placed on the salary step held at the time of layoff. An employee who was bumped into a lower class shall, when reinstated to the previous class, be placed on the salary step to which the employee would have progressed had the employee remained there. An adjusted anniversary date shall be established for step increment purposes so as to reflect the actual amount of time served in the district.

Voluntary Demotion or Reduction of Hours

Classified employees who take voluntary demotion or voluntary reduction in assigned time in lieu of layoff, or in order to remain in their present position rather than be reclassified or reassigned, shall be granted the same rights as employees who are laid off. -In addition, such employees shall retain eligibility to be considered for reemployment in their previously held class or position with increased assigned time, for an additional period of time up to 24 months as determined by the Board on a class-by-class basis, provided that the same test of fitness under which they qualified for appointment to that class shall still apply. -(Education Code 45114, 45298)

Employees who take voluntary demotion or voluntary reduction in assigned time in lieu of layoff shall have the option of returning to a position in their former class or to positions with increased assigned time as vacancies become available and without limitation of time. -If there is a valid reemployment list, they shall be ranked on that list in accordance with their proper seniority. (Education Code 45114, 45298)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Regulation approved: April 10, 2007
revised: February 14, 2012
revised: May 14, 2013
revised: March 08, 2022
revised: ??, 2023

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

Students

Policy 5131.9: Academic Honesty

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

~~The Board of Education~~The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize, or commit other acts of academic dishonesty.

Students, parents/guardians, staff, and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty. Students found to have committed an act of academic dishonesty shall be subject to district and school-site discipline rules.

The Superintendent or designee may establish a committee comprised of students, parents/guardians, staff, administrators, and members of the public to develop standards of academic honesty, measures of preventing dishonesty, and specific consequences for acts of dishonesty. Any recommendations for discipline shall be incorporated into the school's site level discipline rules.

Prohibited and Permitted Technology Use

CSBA NOTE: The following section addresses student use of technology, such as artificial intelligence (AI), as it relates to academic honesty, and may be modified to reflect district practice. The U.S. Department of Education Office of Educational Technology's, "Artificial Intelligence and the Future of Teaching and Learning: Insights and Recommendations," provides information related to the opportunities for using AI to improve education, the challenges in doing so, and recommendations to guide further policy development. Districts are encouraged to continue to monitor the development of new technologies, including AI, and, as needed, consult with CSBA's District and County Office of Education Legal Services or district legal counsel. For more information on student use of technology, see BP 6163.4 - Student Use of Technology.

As the district's standards for academic achievement are designed to challenge all students to reach their full potential in acquiring the knowledge and skills needed for success in postsecondary education, employment, and responsible citizenship, any use of technology that prevents or inhibits a student from achieving these standards is prohibited. Prohibited uses include, but are not limited to, using technology primarily or solely for the completion of coursework as a student's original work and generating answers to mathematical, scientific, or analytical problems.

Permitted uses of technology include, but are not limited to, conducting research, correcting grammar and spelling, and learning from educational applications such as tutoring systems and language learning applications.

Additionally, consistent with the limitations expressed in this policy and with teacher consent, students may also use technology to assist with assessments, homework, and/or makeup work or other uses approved by the teacher.

CSBA NOTE: A student who has been identified as a student with a disability may require assistive technology devices and services, including the use of AI. Pursuant to Education Code 56341.1, a student's Individualized Education Program team must consider whether a student with a disability needs assistive technology devices or services, defined in 20 USC 1401 as any item, piece of equipment, or product system that is used to increase, maintain, or improve functional capabilities of a student with a disability. For more information regarding assistive technology for a student with a disability, see AR 6159 - Individualized Education Program.

However, a student with a disability shall be permitted to use technology for any purpose identified in the student's individualized education program as a tool to support the student's learning.

If an employee suspects that a student has used technology in violation of this policy, the student shall be given the opportunity to demonstrate that the use of technology was in accordance with this policy.

Any information acquired from an employee's use of technology in determining whether a student has committed an act of academic dishonesty shall be shared with the student, and the student's parent/guardian as appropriate.

The Superintendent or designee may provide training to staff regarding the use of technology to improve education, including the detection of plagiarism and sensitivity to potential discrimination from algorithmic bias.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: ??, 2023

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

Instruction**Policy 6154: Homework/Makeup Work**

CSBA NOTE: The following optional policy may be revised to reflect district practice.

~~The Board of Education~~ The Governing Board recognizes that meaningful homework assignments can be a valuable extension of student learning time, provide enrichment, and assist students in developing good study habits. Homework and/or makeup work shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding.

CSBA NOTE: The following paragraph addresses student use of technology, including artificial intelligence (AI), in relation to homework and makeup work, and may be modified to reflect district practice. The U.S. Department of Education Office of Educational Technology's, "Artificial Intelligence and the Future of Teaching and Learning: Insights and Recommendations," provides information related to the opportunities for using AI to improve education, the challenges in doing so, and recommendations to guide further policy development. For more information regarding prohibited and permitted student use of technology, see BP 5131.9 - Academic Honesty and BP 6163.4 - Student Use of Technology.

Students may use technology to assist with homework and/or makeup work in conducting research, correcting grammar and spelling, and learning from educational applications such as tutoring systems and language learning applications, as specified in Board Policy 5131.9 - Academic Honesty and Board Policy 6163.4 - Student Use of Technology.

The Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for the assignment of homework and the related responsibilities of students, staff, and parents/guardians.

CSBA NOTE: The following optional paragraph may be revised to specify the average number of minutes of homework that may be expected per day at each grade level, or the district may adopt an administrative regulation that contains such guidelines.

Homework assignments shall be reasonable in length and appropriate to the grade level and course. The Board expects that the number, frequency, and degree of difficulty of homework assignments will increase with the grade level and the maturity of students. Teachers shall assign homework only as necessary to fulfill academic goals and reinforce current instruction.

As needed, teachers may receive training in designing relevant homework assignments that reinforce classroom learning objectives, and inspire students' interests.

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

Although on-time completion of homework is important to maintain academic progress, the Board recognizes that students learn at different rates. Students shall receive credit for work that is completed late in order to encourage their continued learning.

Age-appropriate instruction may be given to help students allocate their time wisely, meet their deadlines, learn to work independently, and develop good personal study habits.

At the beginning of the school year, teachers shall communicate homework expectations to students and their parents/guardians. Homework guidelines shall also be included in student and/or parent/guardian handbooks. These communications shall include the manner in which homework relates to achievement of academic standards and course content, the impact of homework assignments on

students' grades, any school resources and programs that are available to provide homework support, and ways in which parents/guardians may appropriately assist their children.

Although it is the student's responsibility to undertake assignments independently, parents/guardians may serve as a resource and are encouraged to ensure that their child's homework assignments are completed. ~~When a student repeatedly fails to complete homework, the teacher shall notify the student's parents/guardians as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.~~

~~Students may also work with other students and use approved outside resources as directed by the teacher.~~

CSBA NOTE: The following paragraph should be revised to reflect district practice. Pursuant to Education Code 8482.3, programs operated under the After School Education and Safety Program (Education Code 8482-8484.65), the federal 21st Century Community Learning Center program (Education Code 8484.7-8484.9; 20 USC 7171- 7176), and/or the Expanded Learning Opportunities Program (Education Code 46120) are required to include an educational and literacy component in which tutoring or homework assistance is provided in language arts, mathematics, history-social science, computer training, and/or science. If the district offers a before-school or after-school program under the 21st Century High School After School Safety and Enrichment for Teens program for grades 9-12 (Education Code 8420-8428; 20 USC 7171-7176), the program must include an academic assistance program, which may include homework assistance. See AR 5148.2 - Before/After School Programs. In addition, some districts offer a supervised study hall elective which high school students can take instead of other electives.

To further support students' homework efforts, the Superintendent or designee may establish and maintain electronic forums, provide access to school library media centers and technological resources, and/or provide before-school and after-school programs where students can receive homework assistance from teachers, volunteers, and/or student tutors. The Board encourages the Superintendent or designee to design class and transportation schedules that will enable students to make use of homework support services.

Teachers shall review all completed homework to assess the student's understanding of academic content and shall provide timely feedback to the student.

~~If a student repeatedly fails to complete homework, the teacher shall notify the student's parents/guardians as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.~~

Makeup Work

CSBA NOTE: Pursuant to Education Code 48205, students who miss schoolwork because of an excused absence must be given full credit for makeup work satisfactorily completed within a reasonable period of time. State law does not require districts to give full credit for makeup work following an unexcused absence. However, CSBA's governance brief, "Research-Supported Strategies to Improve the Accuracy and Fairness of Grades," recommends that student absence be dealt with separately from determining students' academic understanding and progress. Thus, the following paragraph provides for full credit to be awarded for satisfactory completion of makeup work regardless of the reason for the absence, an approach which is consistent with BP/AR 5121 - Grades/Evaluation for Student Achievement. Also see BP/AR 5113.1 - Chronic Absence and Truancy for strategies to address excessive excused and/or unexcused absences. The district may revise the following paragraph to reflect district practice, provided that it ensures compliance with Education Code 48205.

Students who are absent from school shall be given the opportunity to complete all assignments and tests that can be reasonably provided. As determined by the teacher, the assignments and tests shall be equivalent to, but not necessarily identical to, the assignments and tests missed during the absence.- Students shall receive full credit for work satisfactorily completed within a reasonable period

of time.

The Superintendent or designee shall notify parents/guardians that no student may have a grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205.- (Education Code 48980)

Suspended Students

When a parent/guardian of a student who has been suspended for two or more school days requests homework that the student would otherwise have been assigned, the student's teacher shall provide such homework.- If a homework assignment is requested and is turned in to the teacher by the student either upon the student's return from suspension or within the timeframe originally prescribed by the teacher, whichever is later, and is not graded before the end of the academic term, the homework assignment shall not be included in the calculation of the student's overall grade in the class.- (Education Code 48913.5)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension.- (Education Code 48913)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: February 14, 2017
revised: February 11, 2020
revised: ??, 2023

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

Instruction**Policy 6162.5: Student Assessment**

CSBA NOTE: The following optional policy may be revised to reflect district practice. For information about required state assessments administered as part of the California Assessment of Student Performance and Progress (CAASPP), see BP/AR 6162.51 - State Academic Achievement Tests.

~~The Board of Education~~The Governing Board recognizes that student assessments are an important instructional and accountability tool. To obtain the most accurate evaluation of student performance, the district shall use a variety of measures, including district, state, and/or national assessments.

CSBA NOTE: The following paragraph reflects that prohibited and permitted student use of technology, including artificial intelligence (AI), in relation to assessments, should be as specified in BP 5131.9 - Academic Honesty and BP 6163.4 - Student Use of Technology, and may be modified to reflect district practice. The U.S. Department of Education Office of Educational Technology's, "Artificial Intelligence and the Future of Teaching and Learning: Insights and Recommendations," provides information related to the opportunities for using AI to improve education, the challenges in doing so, and recommendations to guide further policy development.

Any student use of technology to complete assessments shall be as specified in Board Policy 5131.9 - Academic Honesty and Board Policy 6163.4 - Student Use of Technology.

CSBA NOTE: The following paragraph addresses potential uses of student assessment data. Pursuant to Education Code 52060, applicable statewide student assessments must be used as one of the measures of progress toward the district's annual goals for student achievement included in its local control and accountability plan; see AR 0460 - Local Control and Accountability Plan. In addition, pursuant to Education Code 44662, evaluations of certificated staff must include an assessment of students' progress toward meeting district standards of expected student achievement at each grade level in each area of study and, if applicable, toward state standards as measured by state criterion-referenced assessments (i.e., assessments that test students' mastery of the content). However, Education Code 44662 prohibits the use of publishers' norms established by standardized tests (i.e., assessments that compare students' performance to a representative sample of students) for the purpose of evaluating and assessing certificated staff performance. The use of student assessment results in staff evaluations may also be addressed in collective bargaining agreements or employment contracts. See BP/AR 4115 - Evaluation/Supervision and BP 4315 - Evaluation/Supervision.

Assessment data shall be used to help determine individual students' progress, mastery of academic standards, appropriate placement in district programs, and/or eligibility for graduation. In addition, summary data on student assessment results shall be used by the district to identify and review student achievement goals in the district's local control and accountability plan, evaluate district educational programs in order to identify needed improvements, and, as appropriate, evaluate staff performance.

In selecting or developing any district assessment, the Superintendent or designee shall examine evidence of its reliability, its validity for the intended purpose and for various student populations, and the extent to which it aligns with the material that is being taught.

The Superintendent or designee shall ensure that assessments are administered in accordance with law and test publisher's directions, and that test administration procedures are fair and equitable for all students.

CSBA NOTE: Education Code 52052 requires that schools and districts demonstrate comparable improvement in academic achievement by all "numerically significant" student subgroups, including, as amended by AB 114 (Ch. 48, Statutes of 2023), ethnic subgroups, socioeconomically disadvantaged students, English learners, long term English learners, students with disabilities, foster youth, and students experiencing homelessness. A "numerically significant" subgroup is one that consists of at least 30 students, or 15 foster youth, students experiencing homelessness, or long-term English learners, each of whom has a valid test score. To evaluate the extent to which the district fulfills this responsibility, it will be important to examine disaggregated student assessment results as provided below.

Pursuant to Education Code 49558, the Governing Board may adopt policy allowing the use of individual applications or records from the free and reduced-price meal program to identify students for the purpose of disaggregating student achievement data. See BP/AR 3553 - Free and Reduced Price Meals for optional language providing such authorization.

As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, and/or school site to allow for critical analysis of student needs.

The Superintendent or designee shall provide professional development as needed to assist administrators and teachers in interpreting and using assessment data to improve student performance and the instructional program.

When districtwide and school-level results of student assessments are published by the state, the Superintendent or designee may provide supplementary information to assist parents/guardians and the community in understanding test results.

Interim and Formative Assessments

CSBA NOTE: At their discretion, districts may choose to use the Smarter Balanced interim and formative assessments, which are part of the CAASPP. Pursuant to Education Code 60642.6, these tests may be used, in combination with other sources of information, to gain timely feedback about student progress in an effort to continually adjust instruction to improve learning. Education Code 60642.7 specifies that results of such assessments shall not be used for any high-stakes purpose.

State interim and formative assessments may be used in combination with other sources of information to gain timely feedback about student progress in an effort to continually adjust instruction to improve learning, and for communicating with students' parents/guardians and identifying professional development goals. Results from interim and formative assessments shall not be used for any high-stakes purpose, including, but not limited to, teacher or other school staff evaluation, accountability, student grade promotion or retention, graduation, course or class placement, identification for gifted or talented education, reclassification of English learners, or identification as an individual with exceptional needs. (Education Code 60642.6, 60642.7)

The Superintendent or designee shall ensure that teachers who administer interim and formative assessments have access to all functions and information designed for teacher use related to such assessments and student performance on the assessments. (Education Code 60642.6)

~~Individual~~Individuals Record of Accomplishment

CSBA NOTE: The following section is for use by districts that maintain high schools.

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the state achievement tests required and administered as part of the California Assessment of Student Performance and Progress, or any predecessor assessments, pursuant to Education Code 60640-60649

2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

No individual record of accomplishment shall be released to any person, other than the student's parent/guardian or a teacher, counselor, or administrator directly involved with the student, without the written consent of the student's parent/guardian, or the student if he/she/the student is an adult or emancipated minor. The student or his/her/the student's parent/guardian may authorize the release of the record of accomplishment to a postsecondary educational institution for the purposes of credit, placement, or admission. (~~Education Code 60607~~)

Furthermore, the results of an individual student on the CAASPP may be released to a postsecondary educational institution for the purpose of credit, placement, or admission. (Education Code 60607)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: August 9, 2011
revised: August 12, 2014
revised: April 10, 2018
revised: ??, 2023

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

Facilities**Regulation 7140: Architectural And Engineering Services**

CSBA NOTE: When applying for state facilities funding, the district will be required to certify that any professional design services used for the project were selected using a qualification-based selection process. The Office of Public School Construction's, "School Facility Program Handbook," advises districts to consult with legal counsel to ensure that its process for selecting architects or structural engineers is a qualification-based selection process and complies with all other legal requirements, including the Public Contract Code and requirements for disabled veterans business enterprises.

Contractors for any private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be selected, at fair and reasonable prices, on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required.- (Government Code 4526)

CSBA NOTE: Government Code 4526 requires that the district's selection process include at least Items #1-3 below; however, the law does not prescribe the exact procedures that must be followed. Generally, elements of a "competitive process" include advertising and notice of the need for services, objective evaluation and selection criteria, and an appeals process for use by those not selected. Districts may wish to develop procedures consistent with these and other requirements in consultation with CSBA's District and County Office of Education Legal Services or district legal counsel.

The Superintendent or designee shall ensure that the selection process for projects receiving state funding:- (Government Code 4526)

1. Assures maximum participation by small business firms as defined pursuant to Government Code 14837
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration
3. Prohibits district employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100

CSBA NOTE: Pursuant to Government Code 4527, the following items are optional and may be revised to reflect district practice.

The selection process may also include:- (Government Code 4527)

1. Evaluation of current statements of qualifications and performance data on file with the district and evaluation of statements that may be submitted by other firms regarding the proposed project
2. Discussion with at least three firms regarding anticipated concepts and the relative utility of alternative approaches for furnishing the required services
3. Selection, in order of preference, of at least three firms deemed to be the most highly qualified to provide the required services in accordance with established district criteria

CSBA NOTE: The following paragraph is optional and may be revised to reflect district practice. Government Code 4528 authorizes, but does not require, the district to implement the following procedures.

The district shall negotiate a contract with the best qualified firm at compensation determined by the district to be fair and reasonable.- If the district is unable to negotiate a contract with the most qualified firm, the district shall negotiate a contract with the second most qualified firm and, if unsuccessful, with the third most qualified firm.- If the district is unable to negotiate a satisfactory contract with any of the selected firms, the district shall select additional firms in order of their competence and qualification and continue negotiations until an agreement is reached.- (Government Code 4528)

The above procedures shall not apply if the Superintendent or designee determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest.- (Government Code 4529)

Contracts shall specify that all plans, including, but not limited to, record drawings, specifications, and estimates prepared by the architect or structural engineer shall become the property of the district- for the purpose of repair, maintenance, renovation, modernization, or other purposes, but only as they relate to the project for which the architect or structural engineer was retained. The contract shall also specify terms and conditions for reuse within the district of any plans prepared by the architect or structural engineer.- (Education Code 17316)

CSBA NOTE: Education Code 17250.20 authorizes the district, until January 1, 2025, to utilize the design-build method of construction delivery for projects in excess of \$1,000,000. Additionally, pursuant to Education Code 17250.60-017250.69, as added by AB 185 (Ch. 571, Statutes of 2022), the district may, until January 1, 2029, utilize alternative design-build contracts for public works projects in excess of \$5,000,000. See AR 3311 - Bids and AR 3311.3 - Design-Build Contracts for more information regarding design-build.

A design-build contract may be awarded to a single entity for both design and construction of any school facility if the contract is in excess of \$1,000,000, or an alternative design-build contract may be awarded if the contract is in accordance with AR excess of \$5,000,000, as specified in Administrative Regulation 3311.3 - Design-Build Contracts.- (Education Code 17250.20), 17250.62)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Regulation approved: April 10, 2007
revised: December 13, 2019
revised: ??, 2023

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

Board Bylaw

Bylaw 9124: Attorney

CSBA NOTE: Education Code 35041.5, 35204, and 35205 authorize the Governing Board to enter into a contract to hire an attorney as a district employee or independent contractor or to contract with a private firm to provide legal services for purposes deemed appropriate by the Board. According to the Rules of Professional Conduct of the State Bar of California (Rule 1.13), when an attorney is hired by an organization such as a school district, the attorney's client is the district as a whole, and not an individual Board member or employee. However, at certain times an attorney may owe a duty of defense to a Board member or employee pursuant to the Tort Claims Act (Government Code 814-895.8). For more information regarding the Tort Claims Act, see BP/AR 3320 - Claims and Actions Against the District, and for more information regarding protection against liability for Board members, see BB 9260 - Legal Protection.

Districts may subscribe to CSBA's District and County Office of Education Legal Services to receive legal advice, services, and resources.

The Governing Board of Education recognizes the complex legal environment in which districts operate ~~and desires, the need to provide legal representation for the district, and the importance of~~ reliable, cost-effective, high-quality legal advice ~~and services.~~

In order to meet the district's legal needs, the Board may ~~contract with~~ appoint legal counsel and fix and order paid legal counsel's compensation as an employee or as an independent contractor. (Education Code 35041.5)

The Board may enter into independent contractor services agreements with county counsel, law firms, attorneys in private practice, or appoint legal counsel as a district employee or independent contractor, and other public or private legal services entities. (Education Code 35204, 35205; Government Code 26520, 26529)

The Board also supports pursuing collaborative legal efforts with other ~~agencies and~~ districts as well as other government agencies as appropriate.

Duties of Legal Counsel

The district's legal counsel may: (Education Code 35041.5)

1. Render legal advice to the Board and the Superintendent or designee
2. Serve the Board and the Superintendent or designee in the preparation and conduct of district litigation and administrative proceedings
3. Render advice on school bond and tax increase measures and prepare the necessary forms for the voting of these measures
4. Perform other administrative duties as assigned by the Board and Superintendent or designee

Retaining Legal Counsel

CSBA NOTE: Government Code 53060 exempts contracts for legal services from the bidding requirements of the Public Contract Code; for more information regarding bidding requirements, see AR 3311 - Bids. However, when entering into a new contract for legal services, Boards may use a Request for Proposal procedure in order to solicit a range of proposals for services. The following optional section is for use by districts that contract with outside firms to provide legal services and should be modified to reflect district practice.

When the district is seeking legal advice or representation, the Superintendent or designee shall identify prospective attorney(s), firm(s), and/or legal services entity(ies).

The district may, but is not required to, initiate a Request for Proposals (RFP) to advertise and solicit proposals for legal services. In evaluating the proposals, prospective attorney(s), firm(s), and/or entity(ies), the Board and Superintendent shall consider the firm's or attorney's, firm's, and/or entity's background, experience, and relevant legal reputation in education law; experience advising ~~or~~ and representing school districts in California; fees; and experience of attorneys at the firm who will provide legal services.

Any attorney representing the district shall be admitted to practice law in California. (Education Code 35041.5)

The Board and Superintendent shall annually/periodically evaluate the performance of the firm(s) and/or attorneys providing legal services in such areas as attorney(s); the efficiency and adequacy of advice; the results obtained for the district; the reasonableness of fees; and the responsiveness to and interactions with the Board, administration, and community. ~~Upon a successful~~

The Board may use such evaluation, ~~the Board may(s) to determine whether to~~ renew ~~the any current~~ agreement ~~with(s) for~~ legal ~~counsel without initiating an RFP~~ services.

The Board may also contract for ~~temporary,~~ specialized legal services ~~without initiating an RFP, as~~ appropriate, when a majority of the Board determines that the unique demands of a particular issue or emergency situation ~~so requires~~ require such representation.

Contacting Legal Counsel

CSBA NOTE: The following section should be modified to reflect district practice.

~~At his/her discretion, the~~ The Board president, or Superintendent or designee, may, at their discretion, confer with district legal counsel subject to any limits or parameters established by the Board. In addition, the Board president, or Superintendent or Board president designee, may contact district legal counsel to provide the Board with legal information or advice when so directed by a majority of the Board.

Individual Board members other than the Board president may not seek advice from district legal counsel on matters of district business unless so authorized by the Superintendent, the Board president, or a majority of the Board.