



**San Juan Unified School District**  
*Regular Meeting of the Board of Education*  
3738 Walnut Avenue, Carmichael, California 95608

Zima Creason, President  
Pam Costa, Vice President  
Saul Hernandez, Clerk  
Ben Avey, Member  
Paula Villescaz, Member  
Tanya Kravchuk, Member  
Vacant, Member

### **PUBLIC PARTICIPATION GUIDELINES**

Board of Education meetings are held in person in the board room located at 3738 Walnut Avenue, Carmichael, California. Alternatively, you can view the board meeting on YouTube from a computer, mobile device or tablet. The YouTube link can be found on the district's [YouTube channel](#) or by visiting <https://www.sanjuan.edu/boardmeeting> where the link will be posted approximately 15 minutes prior to the start of the meeting. The district has taken the following steps to assist the public in offering public comment:

1. **In Person Public Comment.** Public comment may be offered in person during the board meeting at the district office located at 3738 Walnut Avenue, Carmichael, California. Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Please be aware that public comments, including your name, become part of the public record.
2. **Online Submission of Public Comment.** Members of the public may submit written comments by using the comment form located on the district website at <http://www.sanjuan.edu/boardmeeting>. If you wish to submit a written comment on more than one agenda item, please submit a separate form for each item on which you are commenting. Written comments are limited to 1,500 characters. Comments will be provided to the members of the board.

The business to be considered at this board meeting is on the following agenda:

#### **Board of Education Agenda August 22, 2023**

#### **A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS – 5:00 p.m.**

##### 1. Visitor Comments (for closed session agenda items only)

Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Public comments, including your name, become part of the public record.

#### **B. CLOSED SESSION – 5:00 p.m.**

##### 1. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(d)(1).

a. Name of Case: William Dunphy, an individual and as a taxpayer on behalf of himself and the taxpayers of San Juan Unified School District v San Juan Unified School District; All persons interested in the matter of the site leaseback and related documents by and between the San Juan Unified School District and Flint Builders, Inc., relative to the construction of the Katherine Johnson Middle School new construction project; Flint Builders, Inc., a California Corporation; Does 1-100, Sacramento Superior Court Case 34-2022-00322093.

b. Name of Case: Danielle Creedon, an individual and as a taxpayer on behalf of herself and the taxpayers of the San Juan Unified School District; Alex M. Davis, an individual and as a taxpayer on behalf of herself and the taxpayers of the San Juan Unified School District v San Juan Unified School District, a California Unified School District; Does 1-50, inclusive, Sacramento Superior Court Case 34-2022-00333102.

##### 2. Personnel Matters (Government Code section 54957).

a. Superintendent's goals for 2023-2024.

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#### **C. RECONVENE OPEN SESSION/PLEDGE OF ALLEGIANCE – 6:30 p.m.**

#### **D. APPROVAL OF THE MINUTES – August 8, 2023, regular meeting, pages 2533-2535.**

#### **E. ORGANIZATIONS/ANNOUNCEMENTS – 6:35 p.m.**

##### 1. Staff Reports

##### 2. Board-appointed/District Committees

##### 3. Employee Organizations

##### 4. Other District Organizations

##### 5. Closed Session/Expulsion Actions (Government Code section 54957.1)

## F. VISITOR COMMENTS – 6:40 p.m.

Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Public comments, including your name, become part of the public record.

## G. CONSENT CALENDAR – G-1/G-14 – 7:10 p.m.

Action: The administration recommends that the consent calendar, G-1 through G-14, regarding regular business items, be approved. Any item may be removed for further discussion and separate action following consideration of remaining agenda items.

1. \*Personnel – appointments, leaves of absence, separations, job description/salary range change and charter school personnel actions.
2. \*Purchasing Report – purchase orders and service agreements, change orders, construction and public works bids and zero dollar contract.
3. \*Business/Financial Report – notices of completion and warrants and payroll.
4. Acceptance of the following gifts: (*# = donor's estimate*)  
**Attendance Improvement**: from Kiwanis Club of Carmichael – for 20 Taco Bell \$20 gift cards for attendance incentives/rewards: \$400.  
**Bella Vista High School**: from Bella Vista ASB Athletics – for 2023 Evolution Forrester Golf Car: \$13,480.  
**Mesa Verde High School**: from Top Sports Productions LLC – for football team: \$2,000.
5. \*Approval to dispose of surplus property pursuant to Board Policy 3270 and Education Code sections 17545 and 17546.
6. \*Approval of revisions to Board Policy 5030 Student Wellness (Discussed: 08/08/2023).
7. \*Approval to implement the following grant: Middle School Foundation Academies Planning Grant, 2023-2024.
8. \*Approval to implement the following grant: Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act Grant, 2023-2027.
9. \*Approval to implement the following grant, if funded: Agricultural Career Technical Education Incentive Grant, 2023-2024.
10. \*Approval to implement the following grant, if funded: Antibias Education Grant, 2023-2026.
11. \*Adoption of Resolution No. 4090 authorizing emergency contracting.
12. \*Adoption of Resolution No. 4091 authorizing power to contract on behalf of San Juan Unified School District.
13. \*Adoption of Resolution No. 4092 approving the fifth amendment to the lease agreement for the Barrett Middle School modernization project no. 004-9495-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.
14. \*Adoption of Resolution No. 4093 approving the sixth amendment to the lease agreement for the Rio Americano High School CTE modernization project no. 208-9495-P1, Health Science project no. 208-9495-P2 and Manufacturing and Product Development project no. 208-9495-P3, between San Juan Unified and CORE Construction Inc. dba CORE Construction Management.

\*Material provided.

## H. CONSENT CALENDAR (continued, if necessary)

Discussion and action on the items removed from the consent calendar.

## I. BUSINESS ITEMS

### 1. 2023-2024 Start of School – 7:15 p.m.

(Allen)

Material provided.

Report: regarding the opening of the 2023-24 school year.

**2. 2023-2024 Attendance Improvement Initiative – 7:35 p.m.** (Calvin)  
Material provided.

Report: regarding the 2023-24 Attendance Improvement Initiative.

**3. Notice of Intent to Convey Permanent Easement at Katherine Johnson Middle School – 7:55 p.m.** (Camarda)  
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 4094, declaring the intent to convey a permanent easement at Katherine Johnson Middle School (Creekside Site) to the Sacramento Municipal Utility District (SMUD) and to call a public hearing to be held on September 12, 2023.

**4. Williams Complaint Report – 8:00 p.m.** (Gaddis)  
Material provided.

Report: regarding the status of Williams-type complaints filed with the district per Education Code section 35186(d), which requires each school district to publicly report, on a quarterly basis, summarized data on the nature and resolution of all Williams-type complaints.

**5. California School Boards Association (CSBA) Directors-At-Large Nominations – 8:05 p.m.** (Board)  
Material provided.

Discussion/Action: The board may wish to discuss and recommend the nomination of candidates to fill director-at-large seats for African American and American Indian on the CSBA Board of Directors.

**J. BOARD REPORTS – 8:10 p.m.**

**K. FUTURE AGENDA – 8:20 p.m.**

The board may wish to identify items to be discussed at future meetings and the reasons therefore.

**B. CLOSED SESSION (continued, if necessary)**

Announcement of topics/announcement of actions.

**L. ADJOURNMENT – 8:25 p.m.**

*The Board of Education welcomes and encourages the public’s participation at the board meetings and has devoted time throughout the meeting for that purpose. You may comment on items included on this agenda; however, we ask that you limit your comments to two (2) minutes, so that as many people as possible may be heard (Education Code section 35145.5, Government Code section 54954.3). When an item indicates “material provided,” the additional information is available prior to the meeting in the Information and Communication Office, 3738 Walnut Avenue, Carmichael, (916) 979-8281, or on the district website at [www.sanjuan.edu](http://www.sanjuan.edu).*

*A person with a disability may contact the Board of Education office at (916) 971-7111, or email [stephanie.cunningham@sanjuan.edu](mailto:stephanie.cunningham@sanjuan.edu) at least 48 hours before the scheduled board meeting to request receipt of an agenda and other distributed writings in an appropriate alternative format, or to request disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public board meeting.*

*Translation and interpretation services will be made available upon request with advance notice. If you wish to utilize these services, please notify the Board of Education office at (916) 971-7111, or email [stephanie.cunningham@sanjuan.edu](mailto:stephanie.cunningham@sanjuan.edu) at least 24 hours before the scheduled board meeting to allow for the scheduling of appropriate translation staff and other resources.*

**NOTE: The times indicated are approximate.**

**Mission Statement**  
Valuing diversity and excellence, the San Juan Unified School District’s mission is to educate and inspire each student to succeed and responsibly contribute to a radically evolving world by providing innovative, rigorous, student-focused instruction and programs in a safe, caring and collaborative learning community.



**San Juan Unified School District**  
Board of Education  
3738 Walnut Avenue, Carmichael, California 95608

**Board of Education Minutes  
August 8, 2023**

**Regular Meeting**  
Board of Education  
6:00 p.m.

**Open Session/Call to Order/Announcement of Closed Session Topics (A)**

The August 8 regular meeting was called to order by the president, Zima Creason. The board meeting was held in person and was also streamed to the district's YouTube channel.

**Roll Call**

Present:  
Zima Creason, president  
Pam Costa, vice president  
Saul Hernandez, clerk  
Ben Avey, member  
Paula Villescaz, member  
Tanya Kravchuk, member  
Vacant:  
Trustee area 7, member

**Visitor comments: Closed Session (A-1)**

There were no closed session visitor comments.

**Closed Session (B)**

The meeting was then recessed with the board convening in closed session to consider student readmissions in four cases (Education Code section 48918[f]).

**Reconvene Open Session/Pledge of Allegiance (C)**

At 6:30 p.m., the meeting was called back to order by the president, Zima Creason, who then led the group in the Pledge of Allegiance.

**Minutes Approved (D)**

Mr. Avey requested a correction to the minutes of June 27 for item J - Board Reports to read: "Mr. Avey reported on the community meeting that he ~~took part in~~ held at Bella Vista High School last week." It was moved by Ms. Kravchuk, seconded by Mr. Avey, that the minutes of the June 27 regular meeting be approved as amended. MOTION CARRIED 5-0-1 [AYES: Creason, Hernandez, Avey, Villescaz, Kravchuk; NOES: None; ABSTAIN: Costa].

**Board-appointed/District Committees (E-2)**

Timothy Slape, chair of the Bond Oversight Committee, provided an update on the work of the committee.

**Closed Session/Expulsion Actions (E-5)**

Mr. Hernandez reported that the board voted unanimously to deny four student readmissions in case numbers RA-01, RA-02, RA-03 and RA-04.

**Visitor Comments (F)**

Afzal Rashid spoke about the county dropout rate and Miracle University.

Ramona Landeros spoke about the Miracle University program.

Dr. Kadhira Raja spoke about the dropout crisis in the county and Miracle University.

Frank Cvetovac expressed support for full-time athletic trainers as well as stadium facilities at Rio Americano High School.

Carolyn Balazs spoke about the need for a certified athletic trainer and lights and bleachers at Rio Americano High School.

Jesse Smith shared information about his experiences as a Miracle University student.

Cherrie Hayes expressed concerns regarding a teacher at Orangevale Open K-8 School.

Gabe Johannesson shared information about his experiences as a student at Orangevale Open K-8 School.

Charlotte Wilkie shared information about her experiences as a student at Orangevale Open K-8 School.

Michelle Maddux expressed concerns regarding a teacher at Orangevale Open K-8 School.

Kristin Peterson expressed concerns regarding a teacher at Orangevale Open K-8 School.

Jessica Johannesen expressed concerns regarding a teacher at Orangevale Open K-8 School.

Mikila Fetzer spoke about athletics and the need training services.

Ureyda Rivera Patino shared information about her experiences as a Miracle University student.

Vicki Grenz advocated for athletic trainers and lights at Rio Americano High School.

J'Lynn Poltrock shared information about her experiences as a Miracle University student.

**Consent Calendar Approved (G-1/G-8)**

It was moved by Mr. Hernandez, seconded by Ms. Villescaz, that the consent calendar items G-1 through G-8 be approved. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Hernandez, Avey, Villescaz, Kravchuk].

**Personnel (G-1)**

Appointments, leaves of absence, separations and reassignments/change in work year – approved as submitted.

**Purchasing Report (G-2)**

Purchase orders and service agreements, change orders, construction and public works bids and zero dollar contract – approved as submitted.

**Business/Financial Report (G-3)**

Notices of completion – approved as submitted.

**Gifts (G-4)**

Acceptance of gift to Family and Community Engagement.

**Surplus Property Report (G-5)**

Approval to dispose of surplus property pursuant to Board Policy 3270 and Education Code sections 17545 and 17546.

**2023-2024 School Plan for Student Achievement (G-6)**

Approval of the 2023-2024 School Plan for Student Achievement (SPSA) and corresponding budgets for each school site, including those that have been identified for Comprehensive Support and Improvement (CSI).

**CIF Superintendent's Designation of Athletic League Representative for El Camino Fundamental High School (G-7)**

Approval of California Interscholastic Federation (CIF) superintendent's designation of athletic league representatives for the 2023-2024 school year for El Camino Fundamental High School.

**Ratification of Committee Members (G-8)**

Ratification of three board-appointed committee members: Jodi Mulligan-Pfile (Facilities Committee; Creason), Jennifer Lawson (Curriculum, Standards, Instructional and Student Services Committee; Avey) and Catrayel Wood (Curriculum, Standards, Instructional and Student Services Committee; Hernandez).

**San Juan Education Foundation (I-1)**

Chief of Staff Trent Allen introduced Colleen Cadwallader, Executive Director of the San Juan Education Foundation (SJEF) who gave a presentation on the organization’s activities and progress. Bryan McKrell, an SJEF board member, introduced fellow board members who were present in the audience. Ms. Cadwallader discussed the grants extended to teachers and schools within San Juan Unified and also the graduating senior scholarship program. Ms. Cadwallader acknowledged several of the grant and scholarship recipients.

Public Comment:

Carol Paskulin expressed appreciation for SJEF’s assistance in expanding the high school scholarship program of the Sacramento Women’s Chorus to San Juan students.

Ms. Costa thanked SJEF for its outstanding work in supporting students and schools. Ms. Kravchuk said that she enjoyed learning about the scholarship program. Ms. Creason shared an anecdote, praised Ms. Cadwallader on her prompt responsiveness and willingness to assist, and she also noted that she looks forward to helping promote the efforts of the Foundation. Superintendent Bassanelli expressed her gratitude to SJEF and appreciation for the partnership, and she acknowledged the scholarship selection process and recognized the teacher grant awardees who were present in the audience.

**Proposed Revisions to Board Policy 5030 Student Wellness (I-2)**

Chief Operations Officer Frank Camarda introduced Director of Nutrition Services Sneh Nair who presented the proposed revisions to Board Policy 5030 Student Wellness. Ms. Nair elaborated on the necessity of the revisions ahead of the impending state administrative review. Board members made comments and posed questions, which Ms. Nair addressed. Action was scheduled for August 22.

**Declaration of Need for Fully Qualified Educators (I-3)**

Executive Director of Labor Relations and Government Affairs Daniel Thigpen presented the item. It was moved by Ms. Villescaz, seconded by Ms. Costa, to adopt the Declaration of Need for Fully Qualified Educators for the 2023-2024 school year. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Hernandez, Avey, Villescaz, Kravchuk].

**Sacramento County Treasury Oversight Committee Election (I-4)**

It was moved by Mr. Avey, seconded by Ms. Villescaz, to cast a vote for Sean Martin for the School and Community College District Representative to the Sacramento County Treasury Oversight Committee. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Hernandez, Avey, Villescaz, Kravchuk].

**Board Reports (J)**

Ms. Villescaz expressed her excitement about the upcoming school year.

Mr. Avey reported that he attended the LeGette Elementary School back-to-school barbecue and the Carnegie Middle School seventh-grade orientation, noting that he appreciates the additional efforts made to welcome students ahead of the first day of school.

Ms. Creason welcomed everyone to the start of a new school year.

**Future Agenda (K)**

There were no items added to the future agenda.

**Adjournment (L)**

At 7:49 p.m., there being no further business, the regular meeting was adjourned.

\_\_\_\_\_  
Zima Creason, Board President

\_\_\_\_\_  
Melissa Bassanelli, Secretary

Approved: \_\_\_\_\_  
:sc

APPROVED: 

## HUMAN RESOURCES

The following reports are submitted for board approval

<b>Personnel Pages</b>	Page #
<b>Appointments</b>	
Management	1
Certificated	1
Classified	1-2
<b>Leaves of Absence</b>	
Management	2
Certificated	2
Classified	2
<b>Separations</b>	
Management	
Certificated	3
Classified	3
<b>Pre-Retirement Reduced Workload</b>	
<b>Reassignments/Change in Work Year</b>	
<b>Errata</b>	
<b>Job Description/Salary Range Change</b>	
Management	
Certificated	
Classified	4-9
Unrepresented	10-12
<b>Cabinet Contracts/Extension of Contract</b>	
<b>Recommendation to Extend A District Intern Credential</b>	
Certificated	
<b>Credential Approval Recommendations</b>	
Certificated	
<b>Charter School Personnel Actions</b>	
Choices	13

Agenda for the August 22, 2023 Board Meeting

**1. APPOINTMENTS**

**MANAGEMENT**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Sampson, Charnay	Temp	Behavior Support Specialist	Katherine Johnson	08/09/23 06/17/24

**CERTIFICATED SUPERVISORY**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Promotion	Schuermann, Michelle	Prob	Vice Principal	Sylvan	07/31/23

**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Andrews, Emily	Prob	Teacher Grade 1	Starr King	08/08/23
New Hire	Ax, Tanya	Prob	Tch-Mod/Severe K/12	Thomas Edison	08/08/23
New Hire	Berry, Kaitlyn	Temp	Tch-Grade 7/8	Will Rogers	08/08/23 06/05/24
New Hire	Cox, Stephen	Temp	Counselor 7/8	Carnegie	08/08/23 06/05/24
New Hire	Davis, Mattea	Prob	Tch-Grade 7/8	Barrett	08/08/23
New Hire	DiSalvo, Michael	Prob	Tch-Grade 9/12	El Camino	08/08/23
New Hire	Fino, Kaitlyn	Temp	Teacher Grade 5	Mariemont	08/08/23 06/05/24
New Hire	Firenze, Erica	Temp	Teacher Grade 1	Starr King	08/08/23 06/05/24
New Hire	Fruit, Wendy	Prob	Tch 4/5 Combo	Del Dayo	08/08/23
New Hire	Gloor, Matthew	Prob	Tch-Grade 9/12	Rio Americano	08/08/23
New Hire	Gomes, Paula	Prob	Tch-Grade 9/12	Rio Americano	08/08/23
New Hire	Gravel, Catie	Prob	Tch-Grade 9/12	Mira Loma	08/08/23
New Hire	Gray, Ashley	Prob	Tch-Grade 7/8	Churchill	08/08/23
New Hire	Holscher, Jessica	Prob	Teacher Grade 4	Mariemont	08/08/23
New Hire	Hucklebridge, Katlyn	Prob	Teacher Grade 5	Starr King	08/08/23
New Hire	Hunter, Alexis	Prob	Teacher Grade 1	Pasadena	08/08/23
New Hire	Ip, April	Prob	Counselor-9/12	Encina	07/26/23
New Hire	Lacuesta, Jacob	Prob	Tch-Grade 7/8	Katherine Johnson	08/08/23
New Hire	Lentz, Ryan	Prob	Tch- Deaf/Hard of Hrg	Del Campo	08/08/23
New Hire	Lippner, Ashley	Prob	Teacher Grade 1	Carmichael	08/08/23
New Hire	Losmozos, Laura	Temp	Tch-Grade 7/8	Will Rogers	08/08/23 06/05/24
New Hire	McCowen, Chelsea	Prob	Teacher Grade 2	Oakview	08/08/23
New Hire	Melby, Sean	Temp	Tch-Voc Educ/ROP 9/12	Mesa Verde	08/08/23 06/05/24
New Hire	Murrish, Spencer	Temp	Tch-Grade 9/12	Mesa Verde	08/08/23 06/05/24
New Hire	Nell, April	Prob	Librarian 9/12	Casa Roble	08/08/23
New Hire	Olipphant, Rebecca	Prob	Tch-Grade 9/12	Rio Americano	08/08/23
New Hire	Potter, Rachael	Prob	Tch-Grade 9/12	Del Campo	08/08/23
New Hire	Reynoso, Natalie	Prob	Tch-Grade 9/12	Encina	08/08/23
New Hire	Scharmacher, Kaylee	Prob	Tch-Grade 9/12	Rio Americano	08/08/23
New Hire	Schulz, Jeffrey	Prob	Tch-Grade 9/12	Mesa Verde	08/08/23
New Hire	Simonson, Marissa	Prob	Tch-Grade 9/12	Encina	08/08/23
New Hire	Simpson, Kimberly	Temp	Tch-Resource Spec K/12	Twin Lakes	08/08/23 06/05/24
New Hire	Tataipu, Ashleigh	Prob	Teacher Grade 3	Mariemont	08/08/23
New Hire	Taylor, Jaymee	Prob	Teacher Grade 6	Orangevale	08/08/23
New Hire	Taylor, Kyle	Temp	Tch-Grade 7/8	Will Rogers	08/08/23 06/05/24
New Hire	Taylor, Patrick	Prob	Tch-Grade 7/8	Arden	08/08/23
New Hire	Thomure-Albrecht, Danielle	Prob	Tch-Grade 7/8	Sylvan	08/08/23
New Hire	Uhler, Alec	Temp	Tch-Grade 9/12	Mira Loma	08/08/23 06/05/24
New Hire	Unninayar, Tasha	Prob	Language/Speech/Hrg Spec	Special Education- Kenneth	08/08/23
New Hire	Woodruff, Brian	Prob	TchGrade 7/8	Starr King	08/08/23
Rehire	Hill, Katie	Perm	Tch-Grade 9/12	Rio Americano	08/08/23
Rehire	Jarquín, Amalia	Perm	Tch-ELD	Dyer-Kelly	08/08/23
Rehire	Johnston, Emma	Prob	Teacher Kindergarten	Carmichael	08/08/23
Rehire	Owen, Dayna	Prob	Tch-Grade 7/8	Churchill	08/08/23
Rehire	Rivas, Amy	Prob	Teacher Grade 4	Carmichael	08/08/23
Rehire	Rodrigues, Erin	Perm	Tch-Mild/Moderate K/12	Casa Roble	08/08/23

**CLASSIFIED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Al Shabandr, Hanaa	Prob	Non-Instruc Support Aide	San Juan ECE	07/19/23
New Hire	Barone, BreAnn	Prob	Instructional Assistant III	Ralph Richardson	08/09/23
New Hire	Bloodsaw, Kienna	Prob	Nutrition Services Worker I	Thomas Kelly	08/09/23
New Hire	Clark, Sarah	Prob	High School Secretary I	San Juan	07/31/23

Agenda for the August 22, 2023 Board Meeting

1. APPOINTMENTS (Continued)

CLASSIFIED

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Conner, John	Prob	Instructional Assistant II	Grand Oaks	08/09/23
New Hire	Frescas, Moses	Prob	Nutrition Services Worker I	Sierra Oaks	08/09/23
New Hire	Gutierrez, Mary	Prob	Nutrition Services Worker I	Cottage	08/09/23
New Hire	Hinton, Diane	Prob	Inst Assistant Health	Health Services	08/09/23
New Hire	Jori, Theris	Prob	Nutrition Services Worker I	Dyer-Kelly	08/09/23
New Hire	Joseph, Hester	Prob	Nutrition Services Worker I	Will Rogers	08/09/23
New Hire	London, Marquise	Prob	Instructional Assistant III	San Juan	08/09/23
New Hire	Mezer, Haneen	Prob	Child Dev Assistant-SA	Deterding ECE	06/15/23
New Hire	Murphy, Caitlyn	Prob	Instructional Assistant III	Carmichael	08/09/23
New Hire	Palmer, Clarence	Prob	Nutrition Services Worker I	Casa Roble	08/09/23
New Hire	Payne, Sophia	Prob	Instructional Assistant II	Kingswood	08/09/23
New Hire	Salton Lewis, Zicari	Prob	Nutrition Services Worker I	Arden	08/09/23
New Hire	Sommerfield, Kiefer	Prob	Nutrition Services Worker I	Del Campo	08/09/23
New Hire	Victoria, Raymond	Prob	Inst Assistant Health	Health Services	07/05/23
New Hire	Wood, Shelly	Prob	Inst Assistant Health	Health Services	07/05/23
New Hire	Yeagley, Pamela	Prob	Instructional Assistant II	San Juan	08/09/23
Rehire	Azevedo, Samuel	Prob	Expnd Learning Prog Assist	Pupil Personnel Services	08/07/23
Rehire	Carter, Kyesha	Prob	Nutrition Services Worker I	Trajan	08/09/23
Rehire	Norman, Bradley	Prob	Expnd Learning Prog Assist	Pupil Personnel Services	06/02/23
Rehire	Oslin, Cari	Prob	Campus Monitor	Del Campo	08/09/23
Rehire	Warner, Kelly	Perm	Instructional Assistant I	Green Oaks	08/09/23

2. LEAVES OF ABSENCE

MANAGEMENT

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Paid	Lacayanga, Aprille	Perm	Behavior Support Specialist	Special Education- Kenneth	08/26/23 11/29/23

CERTIFICATED

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Paid	Brouillet, Jacquelyn	Perm	Teacher Grade 2	Northridge	07/02/23 11/02/23
Paid	Coffey, Marissa	Perm	Tch-Consulting	Center Teacher Support	07/01/23 11/07/23
Paid	Hansford, Shelby	Perm	Teacher Grade 2	Greer	08/14/22 02/09/24
Paid	Harry, Jennifer	Perm	Social Worker	Mariemont	07/01/23 01/12/24
Paid	Jordan, Jenny	Perm	Tch-Trav Elem- Art	Teaching & Learning	07/01/23 11/02/23
Paid	Kalua, Rhonda	Perm	Tch-Trav Elem- PE	Teaching & Learning	07/01/23 06/30/24
Paid	Klaas, Reagan	Perm	Teacher Grade 2	Grand Oaks	07/01/23 11/03/23
Paid	Lainey-Valencia, Evelyn	Perm	Teacher Grade 4	Howe Avenue	07/01/23 11/03/23
Paid	McGlamery Reich, Megan	Perm	Tch-Grade 9/12	Rio Americano	08/28/23 12/01/23
Paid	Meza, Heather	Perm	Tch-Grade 9/12	Del Campo	07/01/23 06/30/24
Paid	Quinonez, Ana	Perm	Tch-Grade 9/12	Encina	07/01/23 09/15/23
Paid	Taheri, Amir	Perm	Tch-Grade 9/12	San Juan	09/05/23 12/21/23
Paid	Tamburrino, Jill	Perm	Tch-Grade 7/8	Carnegie	07/01/23 09/14/23
Paid	Ures, Kathleen	Perm	Teacher Grade 1	Charles Peck	08/19/23 12/07/23
Paid	Ventura, Alysia	Perm	Tch-Mod/Severe	Skycrest	07/01/23 11/30/23
Paid	Wells, Michael	Prob	Tch- Grade 7/8	Orangevale	08/08/23
Paid	Whittaker, Jenna	Perm	Teacher Grade1	Cowan	07/01/23 06/30/24
Unpaid	Balsz-Cavrrera, Malaya	Perm	Tch- Grade 9/12	Rio Americano	07/01/23 06/30/24
Unpaid	Williams, Jonna	Perm	Tch-Preschool	Skycrest	07/01/23 12/21/23

CLASSIFIED

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Paid	Ahrar, Muzhgan	Perm	Instructional Assistant I	Cottage	07/01/23 11/07/23
Paid	Douglas, Jenee	Perm	Instructional Assistant II	Trajan	07/01/23 11/02/23
Paid	Huff, Tori	Perm	Expnd Lrng Site Facilitator	Pupil Personnel Services	08/09/23 09/06/23
Unpaid	Ayala, Yayranex	Perm	Instructional Assistant I	Thomas Edison	07/01/23 06/04/24
Unpaid	Bautista, Lisa	Perm	Child Dev Assistant	Arlington	07/01/23 06/30/24
Unpaid	Grissom, Herning	Perm	Nutrition Service Worker I	Cottage	07/01/23 06/30/24

Agenda for the August 22, 2023 Board Meeting

**3. SEPARATIONS**

**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Wehrenberg, Edward	Perm	Tch-Grade 7/8	Sylvan	08/04/23

**CLASSIFIED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Cornelison, Doug	Perm	Comm Safety Specialist	Safe Schools	08/04/23
Resignation	Ferris, Tracy	Prob	Bus Driver	Transportation	08/04/23
Resignation	Jacobsen, Pamela	Perm	Secretary	Churchill	07/18/23
Resignation	Hang, Christopher	Perm	Custodian	Dyer-Kelly	08/17/23
Resignation	Lathe, Stephanie	Perm	Clerk	Orangevale	08/11/23
Resignation	Love, Massio	Prob	Custodian	Rio Americano	08/04/23
Resignation	O'Connell, Hailey	Prob	Account Clerk I	Fiscal Services	08/04/23
Resignation	Toler, Lauren	Prob	Campus Monitor	Rio Americano	08/25/23
Retirement	Key, John	Perm	Bus Driver	Transportation	09/29/23
Retirement	Roy, Jeannete	Perm	Payroll Technician	Payroll	07/31/23

**4. JOB DESCRIPTION / SALARY RANGE CHANGE**

**CLASSIFIED**

<u>Class Title</u>	<u>Unit</u>	<u>New/Update</u>	<u>Old Salary Range</u>	<u>New Salary Range</u>	<u>Effective Date (s)</u>
Campus Safety Monitor	CSEA	Update	13	N/A	08/23/23
School Community Specialist	CSEA	New	N/A	28	08/23/23
School Playground Recreation Aide	Unrep	Update	10	N/A	08/23/23



## JOB DESCRIPTION

**Position Code:** 985  
**Classified Group:** CSEA  
**Salary Range:** 13  
**Work Calendar:** 17  
Page 1 of 3

**POSITION TITLE:** Campus Safety Monitor

**DEFINITION:** Under general supervision, assists in maintaining a positive and inviting school environment *focused on safety, security, supervision, relationships, and connection at schools. Actively supervises the school grounds, supports increased student attendance, parent-school communication, and parent and community involvement to increase student achievement. Identifies potential problems or challenges regarding student welfare, safety, and/or barriers to accessing school and learning, and works with all school community partners to address these needs.*

**DIRECTLY RESPONSIBLE TO:** Site Administrator, as assigned.

**SUPERVISION OVER:** N/A

***DISTINGUISHING CHARACTERISTICS:***

*The focus and purpose of this position is to:*

- 1. Improve safety, security, supervision, relationships, and connections with priority student groups.*
- 2. Reduce incidents of fighting, bullying, racism, harassment, drug use, and discrimination on campus.*
- 3. Increase inclusion, belonging, and wellbeing of students and staff on school campuses.*

**DUTIES AND RESPONSIBILITIES:** (Any one position may not include all of the duties listed; the listed examples do not include all duties and responsibilities which may be found in positions within this classification.)

1. Monitors school facilities (e.g., grounds, buildings, adjacent areas, parking lots, lunch time activities, etc.) for the purpose of providing support and incentives to priority student groups in feeling safe and ready to learn.
2. Arriving on time (to school/class) and building positive relationships with peers and school personnel to feel connected to the school.
3. Supervises students in non-classroom areas including halls, bus stops, parking lots, hallways, rest rooms and other areas where students gather in order to observe student behavior and provide redirection as needed.
4. Provides additional direction and reinforcement to respond to emergency situations (difficulty with peers, community disruptions, e.g., strangers on campus, gang influence, police activities, etc.) for the purpose of addressing safety and well-being of student(s) as well as providing follow-up with parents and families to broaden the support network for students at risk of failure.
5. Proactively intervenes utilizing culturally appropriate de-escalation strategies when needed to reduce student misconduct.
6. Unlock and lock gates, hallway doors or bathrooms as assigned; report graffiti and/or vandalism.
7. Reports unauthorized activities to appropriate authority.
8. Operate and respond on calls on a two-way radio.
9. Completes necessary written reports as requested by the site administrator.
10. Works with school personnel and students in the development of student activities and programs.

11. Collects related student data required for LCAP reporting purposes, as assigned by site administrator.
12. Provides information to school visitors and directs them to the proper office.
13. Prepares and maintains various logs, records and reports related to daily activities, events and/or incidents.
14. Serves as a positive role model for students.
15. Works with students, families; the School Attendance Review Team and the School Attendance Review Board on attendance issues/problems.
16. Performs related work as required.

**QUALIFICATIONS:**

Education and Experience:

Any combination of experience and training which provides the applicant with the knowledge, skills and ability required to perform the job duties.

Knowledge, Skills, and Abilities:

- Ability to establish effective working relationships with students, school staff and the public.
- Ability to communicate effectively with students and adults.
- Ability to deal tactfully and effectively with students and adults.
- Ability to follow oral and written instructions.
- Ability to work independently and make minor decisions within the framework of established guidelines.
- Ability to remain calm in stressful situations.
- Ability to assess and diffuse tense situation.
- Ability to operate a two-way radio and related equipment.

**WORKING CONDITIONS:**

Work Environment:

- Indoor and outdoor school environment.
- Significant distractions.
- Exposure to seasonal hot and cold weather.
- Continuous contact with students and staff.
- Contact with dissatisfied individuals.

Typical Physical Characteristics: (with or without the use of aids; consideration will be given to reasonable accommodation).

- Mobility and stamina to walk for a major portion of the work shift.
- Sufficient vision to read printed material.
- Sufficient hearing to hear normal and telephone conversation.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversation.
- Manual dexterity to write and operate business machines.

Hazards:

- Possible confrontations with students and other individuals.
- Exposure to and contact with blood and other bodily fluids.

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved: 06/26/2012  
Revised: 03/15/2022  
Revised: TBD



## JOB DESCRIPTION

**Position Code:** TBD  
**Classified Group:** CSEA  
**Salary Range:** 28  
**Work Calendar:** 18  
Page 1 of 3

**POSITION TITLE:** School Community Specialist

**DEFINITION:** This classification provides active student supervision on campus. Works under general supervision and assists with implementation of school community building initiatives and programs. May assist with support and interventions for students as needed.

**DIRECTLY RESPONSIBLE TO:** School Site or Program Administrator, as assigned.

**SUPERVISION OVER:** N/A

### **DISTINGUISHING CHARACTERISTICS:**

The focus and purpose of this position is to:

1. Improve safety, security, supervision, relationships, and connections with priority student groups.
2. Reduce incidents of fighting, bullying, racism, harassment, drug use, and discrimination on campus.
3. Increase inclusion, belonging, and wellbeing of students and staff on school campuses.

**DUTIES AND RESPONSIBILITIES:** (Any one position may not include all of the duties listed; the listed examples do not include all duties and responsibilities which may be found in positions within this classification.)

1. Monitors school facilities (e.g., grounds, buildings, adjacent areas, parking lots, lunch time activities, etc.) for the purpose of providing additional support and incentive to students in feeling safe and ready to learn; arriving on time (to school/class), and building positive relationships with peers and school personnel to feel connected to the school.
2. Responds to emergency situations (e.g., fights, injury, etc.) for the purpose of addressing immediate safety concerns.
3. Proactively intervenes when needed to reduce student misconduct.
4. Utilizes behavior referral data to determine early intervention needs of students and provides support to students to decrease referrals.
5. Collects related data required for reporting purposes, as assigned by site administrator.
6. Implements programs and intervenes with attendance problems at assigned school site.
7. Works with students, families; the School Attendance Review Team and the School Attendance Review Board on attendance issues/problems.
8. Conducts initial student and/or parent intervention preliminary assessment interviews.
9. Screens students referred to campus-based support groups.
10. Facilitates multiple support groups on assigned campus.
11. Coordinates and tracks referrals to community-based resources, Including Child Protective Services, Sacramento County Sheriff's Department, and other crisis intervention services.
12. Coordinates school/community resources and volunteers to provide positive alternative activities to students and their families.
13. Develops and maintains an up-to-date community resource network.
14. Makes presentations regarding program activities and provides in-service training about the student assistance process.

15. Sponsors and/or attends program related meetings, conferences, and workshops.
16. Develops and maintains a variety of specialized files and record keeping systems; completes and maintains forms, records, reports, and documentation of program activity.
17. Provides information and assists in developing strategies for effective utilization of funding; may transport students.
18. May be required to perform work on equipment including but not limited to computers, printers, scanners, and related equipment.

## **QUALIFICATIONS:**

### Education and Experience:

- Related work experience which demonstrates the ability to perform the duties of the position.
- Education equivalent to graduation from a two-year college strongly desired.
- Education in a human services related field preferred.

### Knowledge, Skills, and Abilities:

- Knowledge of the laws, rules, and regulations applicable to social services; Knowledge of anger management, violence prevention or other high-risk behaviors; Knowledge of community resources.
- Experience in community planning, organization, or administration.
- Experience in peer support group facilitation with children or adolescents.
- Experience conducting screening interviews and interventions with students/families; Ability to communicate effectively verbally and in writing and to speak in public.
- Ability to read, interpret and explain policies, programs, and reports.
- Ability to follow oral and written instructions with a minimum of direction.
- Ability to work independently and to make decisions within the framework of established guidelines.
- Ability to establish priorities and deadlines and plan work with only overall objectives defined.
- Ability to establish working relationships with students, parents, staff "agency representatives and the public.
- Ability to plan and direct the work of other employees.
- Ability to analyze and resolve problems with tact and diplomacy.
- Ability to compile and analyze information and prepare reports.

### Other Characteristics:

- Willing to work additional hours and attend evening meetings on occasion.
- Willing to travel locally and attend conferences/seminars periodically.

### Licenses & Certificates

Possession of, or willingness and ability to obtain a valid California Driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving equipment/vehicle requiring this license (use of personal automobile may be required).

**WORKING CONDITIONS:**

Work Environment:

- Indoor and outdoor school environment.
- Significant distractions.
- Exposure to seasonal hot and cold weather.
- Continuous contact with students and staff.
- Contact with dissatisfied individuals.

Typical Physical Characteristics: (with or without the use of aids; consideration will be given to reasonable accommodation).

- Mobility and stamina to walk for a major portion of the work shift.
- Sufficient vision to read printed material.
- Sufficient hearing to hear normal and telephone conversation.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversation.
- Manual dexterity to write and operate business machines.

Hazards:

- Possible confrontations with students and other individuals.
- Exposure to and contact with blood and other bodily fluids.

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved:      TBD



## JOB DESCRIPTION

**Position Code:** 760  
**Classified Group:** Unrepresented  
**Salary Range:** 10  
**Work Calendar:** 17  
Page 1 of 3

**POSITION TITLE:** School Playground Recreation Aide

**DEFINITION:** Under supervision, provides for and assures a safe, clean, and secure environment for students involved in the school lunch and playground programs; organizes and oversees recreational and playground activities. *Assist site with improving safety, security, supervision, relationships, and connection.*

**DIRECTLY RESPONSIBLE TO:** *School Site Administrator*

**SUPERVISION OVER:** *N/A*

**DISTINGUISHING CHARACTERISTICS:**

*The focus and purpose of this position is to:*

- 1. Improve safety, security, supervision, relationships, and connections with priority student groups.*
- 2. Reduce incidents of fighting, bullying, racism, harassment, drug use, and discrimination on campus.*
- 3. Increase inclusion, belonging, and wellbeing of students and staff on school campuses.*

**DUTIES AND RESPONSIBILITIES:** (Any one position may not include all of the duties listed; the listed examples do not include all duties and responsibilities which may be found in positions within this classification.)

1. Coordinates and conducts lunch time and before-and-after school recreational activities.
2. Supervises students in the cafeterias, playgrounds, restrooms, hallways, and other areas where students gather at lunch or during playground time.
3. Monitors student behavior in assigned areas to ensure compliance with school rules and procedures.
4. Monitors and reports the presence of unauthorized persons or activities on school grounds to appropriate school authority.
5. Helps students resolve minor conflicts on the playground.
6. Enforces the school reward/consequence system for students.
7. Proactively intervenes when needed to reduce student misconduct.
8. Observes the necessary precautions to secure the safety of students.
9. Organizes and directs a variety of competitive and non-competitive playground activities.
10. Ensures that only the assigned school areas are used for play or sports activities and that only appropriate equipment, games, and toys are used in these areas.
11. Issues, receives, and maintains recreation equipment and supplies and collects any equipment left on the playground.
12. Monitors student passes to ensure that students are in appropriate areas.
13. Assembles students promptly for class when the bell rings.
14. Helps students in the cafeterias.
15. Helps coordinate children moving from one table to another in cafeterias and excuses students from tables.
16. Performs related work as required.

**QUALIFICATIONS:**

Education and Experience:

Any combination of training, education, and experience working with groups of children which demonstrates potential ability to perform the duties of the position; recreation experience desirable.

Knowledge, Skills, and Abilities:

- Knowledge of correct English usage, spelling, grammar, and punctuation.
- Knowledge of basic recreational activities.
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community.
- Ability to work effectively with all levels of staff, students, and the public.
- Ability to effectively supervise students.
- Ability to understand and follow verbal and written instructions.
- Ability to work independently, with minimum direction, and make minor decisions within the framework of established guidelines.
- Ability to remain calm in stressful situations.
- Ability to understand and maintain confidentiality.
- Ability to maintain consistent, punctual, and regular attendance.

**WORKING CONDITIONS:**

Work Environment:

- Indoor and outdoor school environment.
- *Significant distractions.*
- *Exposure to seasonal hot and cold weather.*
- Continuous contact with students and staff.

Typical Physical Characteristics: (with or without the use of aids; consideration will be given to reasonable accommodation).

- *Mobility and stamina to walk for a major portion of the work shift.*
- Inspect documents and other written materials with fine print.
- Communicate to exchange information in person, in small groups, and/or the telephone.
- Utilize playground equipment requiring repetitive hand movement and fine coordination.
- Move about school and facilities to conduct work, including walking, bending, kneeling, crouching, twisting/turning, and remaining stationary for long periods of time.

Hazards:

- Outdoor weather conditions.
- Seasonable hot/cold temperatures.
- Exposure to and contact with blood and other bodily fluids.

Other Conditions

School Playground/Recreation Aides are part time playground workers and, as of January 1, 2018, are part of Classified Service as defined in California Education Code 45103. The purpose of their employment is to supervise students on the playground and during lunchtime.

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved: 09/13/1988  
Revised: 05/22/2001  
Revised: 11/01/2017  
Revised: TBD

AGENDA ITEM FOR THE AUGUST 22, 2023 BOARD MEETING  
SAN JUAN CHOICES CHARTER SCHOOL

SEPARATIONS

<u>Certificated</u> <u>Name</u>	<u>Reason</u>	<u>Effective Date</u>
Roxanna Summers	Retirement	June 13, 2023

APPOINTMENTS

<u>Certificated</u> <u>Name</u>	<u>Reason</u>	<u>Effective Date</u>
Mark Billingsley	New Hire	August 15, 2023
Mary Beth Catanzarite	New Hire	August 15, 2023

Brent Givens  
Choices Charter School  
4425 Laurelwood Way  
Sacramento, CA 95864  
916-979-8378

cc: Brian Ginter  
Kirsten Pogue  
Melissa Koehly  
Megan Itza-Smith

APPROVED:    
Jennifer Stahlheber

## Purchasing Contracts Report

The following reports are submitted for board approval/ratification:

	Inc	Page #
Purchase Orders & Service Agreements	✓	1
Change Orders	✓	2
Construction & Public Works Bids	✓	3
Piggyback Contracts	NA	
Zero Dollar Contract	✓	4
Bids/RFPs	NA	
Other	NA	
ERRATA	NA	





**Purchasing Contracts Board Report  
Change Orders/Amendments**

July 26, 2023 - August 8, 2023

**Change Orders**

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility

**Service Agreement Change Orders**

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
							\$ -	
							\$ -	

**Other Contract Change Orders**

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
305871 VR	8/3/2023	Kahua	Additional annual lic subscription fees and client success manager program for 3 years (construction program)	\$ 375,000.00		\$ 90,000.00	\$ 465,000.00	216 - Facilities
205758 VR24-01872	8/4/2023	Lionakis	Soil Vapor Mitigation System design services for Katherine Johnson MS New Construction project 055-9512-P1	\$ 2,500,000.00	\$ 362,300.00	\$ 4,000.00	\$ 2,866,300.00	216 - Facilities
207840 VR24-01651	8/4/2023	AECOM	DTSC consultation & MMRP implementation for Arcade Fundamental MS New Construction project 001-9512-P1	\$ 9,150.00	\$ 138,375.00	\$ 102,878.00	\$ 250,403.00	216 - Facilities

**Lease Amendments/Change Orders**

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
							\$ -	

**General Contract Change Orders**

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility

**Purchasing Contracts Board Report  
Construction and Public Works Bids and Contracts**

July 26 , 2023 - August 8, 2023

Upon evaluation of the bids/contracts staff has awarded the following in accordance with all legal guidelines.

**General Contract**

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility

**Other Contracts**

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility
23	8/11/2023	TBD	Piggyback	Campbell Keller	Classroom furniture for Carriage Full Site Furniture Replacement project 171-9306-J1	\$ 377,965.99	216 - Facilities
23	8/11/2023	TBD	Piggyback	Campbell Keller	Admin Furniture, and designed areas for Mesa Verde Full Site Furniture Replacement project 210-9306-J1	\$ 687,787.83	216 - Facilities

**New Addendum to Master Agreements**

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility

**Purchasing Contracts Board Report  
Board Pre-Approval  
Zero Dollar**

July 26 , 2023 - August 8, 2023

<b>Fund</b>	<b>Date</b>	<b>Site/ Department</b>	<b>Vendor Name</b>	<b>Description</b>
01	8/8/2023	Whitney	All for Kidz	School Assembly

APPROVED:    
Jennifer Stahlheber

## Business and Financial Report

The following reports are submitted for board approval/ratification:

	Inc	Page #
Easements/Leases		
Notices of Completion	✓	1
Quarterly Investment Report		
Warrants & Payroll	✓	2-3
Budget Revisions		
E-Rate		
ERRATA		

**Notices of Completion - Board of Education**

<b>CONTRACTOR</b>	<b>PROJECT</b>	<b>DATE OF ACCEPTANCE</b>	<b>DATE RECORDED</b>
BRCO Constructors, Inc.	PO#208643 Provide all labor, materials, equipment, tools, transportation and incidentals for the modernization of the existing tennis courts at Mira Loma High School, 4000 Edison Avenue Sacramento, CA 95821, located in the San Juan Unified School District Vendor: BRCO Constructors, Inc.	7/7/2023	7/17/2023

**SAN JUAN UNIFIED SCHOOL DISTRICT**  
*Accounting Services*

**WARRANTS & PAYROLL**

<b>VENDOR AND CONTRACT WARRANTS</b>		
<b>Fund</b>		<b>June 2023</b>
01	General Fund	\$ 10,409,522.16
09	Charter Schools	19,584.10
10	Special Ed Pass-Thru	511,139.30
11	Adult Education	36,845.95
12	Child Development	303,322.72
13	Food Service/Cafeteria	880,866.40
14	Deferred Maintenance	169,788.00
21	Building Fund	60,386.05
22	Measure S Building Fund	-
23	Measure J Building Fund	27,000.00
24	Measure N Building Fund	87,298.08
25	Capital Facilities	4,625.00
26	Measure P Building Fund	17,232,054.18
35	State Schools Facilities Fund	-
40	Sp Res FD -- Capital Outlay Proj	-
67	Self Insurance	3,528,150.41
95	Student Body Fund	-
<b>TOTALS</b>		<b>\$ 33,270,582.35</b>

<b>PAYROLL AND BENEFITS</b>	
<b>All Funds</b>	<b>June 2023</b>
Certificated Payroll	\$ 25,971,054.34
Classified Payroll	7,961,278.14
Benefits	15,583,632.02
<b>TOTALS</b>	<b>\$ 49,515,964.50</b>

**GRAND TOTAL \$ 82,786,546.85**

**SAN JUAN UNIFIED SCHOOL DISTRICT**  
*Accounting Services*

**WARRANTS & PAYROLL**

<b>VENDOR AND CONTRACT WARRANTS</b>		
<b>Fund</b>		<b>July 2023</b>
01	General Fund	\$ 3,635,255.99
09	Charter Schools	\$ 1,846.24
10	Special Ed Pass-Thru	\$ -
11	Adult Education	\$ 10.00
12	Child Development	\$ 10,798.13
13	Food Service/Cafeteria	\$ 44,630.59
14	Deferred Maintenance	\$ 6,141.47
21	Building Fund	\$ 7,230.50
22	Measure S Building Fund	\$ -
23	Measure J Building Fund	\$ 31,302.95
24	Measure N Building Fund	\$ 22,700.00
25	Capital Facilities	\$ -
26	Measure P Building Fund	\$ 12,678,030.11
35	State Schools Facilities Fund	\$ -
40	Sp Res FD -- Capital Outlay Proj	\$ -
67	Self Insurance	\$ 639,689.28
95	Student Body	\$ -
<b>TOTALS</b>		<b>\$ 17,077,635.26</b>
		17,112,102.34

<b>PAYROLL AND BENEFITS</b>	
<b>All Funds</b>	<b>July 2023</b>
Certificated Payroll	\$ 2,830,158.50
Classified Payroll	4,454,156.74
Benefits	2,585,800.01
<b>TOTALS</b>	<b>\$ 9,870,115.25</b>

**GRAND TOTAL \$ 26,947,750.51**

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM: G-5**

**MEETING DATE: 08/22/2023**

**SUBJECT:** Surplus Property

**CHECK ONE:**

- For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Business Support Services

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the disposal of surplus property pursuant to Board Policy 3270.

**RATIONALE/BACKGROUND:**

The Governing Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district. The superintendent or designee shall arrange for the sale or disposal of district personal property in accordance with board policy and the requirements or state law.

The superintendent or designee shall identify to the board all items not needed by the district together with their estimated value and a recommended disposition.

**ATTACHMENT(S):**

A: List of Surplus Property

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(unrestricted base, supplemental, other restricted, etc.)  
Current Year Only  Ongoing

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A

Strategic Plan: N/A

**PREPARED BY:** Jennifer Stahlheber, Chief Financial Officer 

**APPROVED BY:** Melissa Bassanelli, Superintendent of Schools 

The following District property is unusable, obsolete, or no longer needed. The items are to be disposed of by sale, recycled, donated, or discarded as required by Board Policy 3270 Education Code 17545 and 17546.

Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Cameron Ranch	HP	Jet Pro 8715	Printer		eWaste
Charles Peck	Apple		Computer	QP1070D9DNM	eWaste
Charles Peck	HP		Printer	VNBCC1D0GG	eWaste
Charles Peck	LASERJET	PRO	Color Printer	CM1415FNW	eWaste
Churchill	Apple		MacBook Air	100178800	eWaste
Churchill	Apple		MacBook Air	10017798	eWaste
Churchill	Apple		MacBook Air	10017799	eWaste
Churchill	Apple		MacBook Air	10017796	eWaste
Churchill	HP		Monitor and Keyboard	20177323	eWaste
Churchill	HP		Printer	CN09G1P99S	eWaste
District Office - FACE	HP	Prodesk 600 G2	Desktop Computer & Monitor		eWaste
Encina			Laptops and Computer Equipment		eWaste
General Davie			Wizix Copier	C62924	Recycled
Mariemont	Epson		2 - Interactive Touch Modules		Recycled
Mariemont	Epson		3 - Ultra-Short throw Wall Mount		Recycled
Mariemont	Tripp		2 - Lite 25 High speed HDMI Cable		Recycled
Mariemont	Tripp		2 - Lite 25' USB Repeater Cable		Recycled
Mariemont	Tripp		2 - Lite 25 ft Stero Audio Dubbing Cord		Recycled
Mariemont	StarTech		2 - 1000 ft Cat 5e Ethernet Cable		Recycled
Mariemont	Panduit		2 - NetKey Category 5e Jack Modules		Recycled
Mariemont	Tripp		2 - Lite Single-Gang 1 port wall plate		Recycled
Mariemont			2 - C2G 1 port Cat 5e Jack		Recycled
Mariemont	Tripp		2 - 7 ft cable Molded Patch Cable		Recycled
Mission	Konica Minolta	Bizhub 454e	Copier		Recycled
Mission	GBC		Laminator		Recycled
Orangevale	HP	Elite Desk 800 G15FF	Desktop Computer	MXL5231Z99 / 10007051	eWaste
Orangevale	HP	LE22a1w	Monitor	CNK9360LPB	eWaste
Orangevale	Samsung	LN19A451C1D	Television Receiver	20189344	Recycled
Pasadena	HP		Computer	MXL2051V7Y	eWaste
Pasadena	HP		Monitor	448302-001	eWaste
Pasadena	Samsung		Laptop	HY3A91D0419431W	eWaste
Pasadena	Samsung		Laptop	HY3A91D0409734Z	eWaste
Pasadena	Samsung		Laptop	HY3A91D0419371M	eWaste
San Juan HS	HP	LaserJet P3015	Printer	VNBCB63208 SJ #20177585	eWaste
San Juan HS	HP	LaserJet 4200n	Printer	USGNM18566 SJ #20179253	eWaste
San Juan HS	HP	LaserJet 4200n	Printer	USBK09561 SJ #20179775	eWaste
San Juan HS	HP	LaserJet P4015n	Printer	CNDY434169 SJ #20180159	eWaste
San Juan HS	HP	Color Laser 4600dn	Printer	JPHMF45621 SJ #20179252	eWaste
Starr King	Risograph	GR1700	Copier	88466389	Recycled
Starr King	TCC		Thermal Laminator	801520	Recycled
Starr King			COW Cart	20174877	eWaste
Starr King	Brookstone		2 - Bluetooth Speaker	562	Recycled
Starr King	HP	2300N	Printer	CNBGG02648	eWaste
Starr King	Newcomb		Record Player	350532	Recycled
Starr King	Gateway		LCD Monitor	MMC2VAA001206032	eWaste
Starr King	Sony		Handheld Camera	358505 DD54331	Recycled
Starr King	Canon		Handheld Camera	372324105406	Recycled
Starr King	Apple		iPad	DMPQJ41AFCM8	eWaste
Starr King	Acer		Chromebook	NXSHEAA00440412DDD7600	eWaste
Starr King	Apple		Macbook	C1MHFCR7DV13	eWaste
Starr King	Olympus		Camera	11013918	Recycled
Starr King	Canon		Camcorder	20176458	Recycled
Starr King	Blonder		Tongue Modulator		Recycled
Starr King	Sharp		Color TV	9H102 516216	Recycled
Starr King	Mackie	1202-VL23	Line Mixer	001845200AVBN0424	Recycled
Starr King	Edirol	LVS-400	Switcher / mixer	ZV62506	eWaste
Starr King	Sony		Camcorder	111935	Recycled
Starr King			Misc.Boards and Drives		eWaste
Starr King	HP	LaserJet Pro M402n	Printer	PHBHK93094	eWaste
Starr King	HP	LaserJet 1022	Printer	VNB3H07472	eWaste
Starr King	HP	LaserJet 1022	Printer	VNB3HO8879	eWaste

The following District property is unusable, obsolete, or no longer needed. The items are to be disposed of by sale, recycled, donated, or discarded as required by Board Policy 3270 Education Code 17545 and 17546.

Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Starr King	Elmo	Doc.	Camera	480712	Recycled
Starr King	Panasonic		DVD/VCR	G31A37911	Recycled
Starr King	HP	Envy	Printer	TH59M2G0PW	eWaste
Starr King	Ben	Q	Projector	PD18H0040804E	Recycled
Starr King	Ben	Q	Projector	PDFBH0176204E	Recycled
Starr King	Ben	Q	Projector	PDE1M0030104E	Recycled
Starr King	Ben	Q	Projector	PD74L0059504E	Recycled
Starr King	Ben	Q	Projector	PDR8K02615000	Recycled
Starr King	Ben	Q	Projector	PD18H0046504E	Recycled
Starr King	NEC		Projector	2Z00812FA	Recycled
Starr King	NEC		Projector	2Z00382FA	Recycled
Starr King	NEC		Projector	7400442ED	Recycled
Starr King	Ben	Q	Projector	PDM5F01275000	Recycled
Starr King	InFocus		Projector	ARKC62206571	Recycled
Starr King	Ben	Q	Projector	PD74L0053904E	Recycled
Starr King	Ben	Q	Projector	PDFBH0175804E	Recycled
Starr King	Ben	Q	Projector	PDM5F01269000	Recycled
Starr King	Ben	Q	Projector	PD23J0003104E	Recycled
Starr King	NEC		Projector	2Z00380FA	Recycled
Starr King	NEC		Projector	2Z00385FA	Recycled
Starr King	NEC		Projector	2Z00872FA	Recycled
Starr King	NEC		Projector	2Z00383FA	Recycled
Starr King	Apple	MacBook Air	Computer	C02F24U5DDQX	eWaste
Starr King	Apple	MacBook Pro	Computer	C17H17RCDB13	eWaste
Starr King	Apple	MacBook Pro	Computer	C1MHKKANDV13	eWaste
Starr King	Apple	MacBook Pro	Computer	C02JLE8HDTY3	eWaste
Starr King	HP		Chromebook	5CD7153VN9	eWaste
Starr King	HP		Chromebook	5CD7153DGV	eWaste
Starr King	Apple	MacBook Pro	Computer	C02JLEBADTY3	eWaste
Starr King	Apple	MacBook Pro	Computer	WQ0461HUATM	eWaste
Starr King	Apple	MacBook Pro	Computer	C02JLEB9DTY3	eWaste
Starr King	Scan	Snap	Scanner	825	Recycled
Starr King			COW Cart	20177015	eWaste
Starr King	Apple		iPad	DMPQJ41AFCM6	eWaste
Starr King	Apple		iPad	DMPQH2LMFCM8	eWaste
Starr King	Apple		iPad	DMPQH2H4FCM8	eWaste
Starr King	Promethean		White Board	C1009290354	Recycled

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-6

**SUBJECT:** Revisions to Board Policy 5030  
Student Wellness

**MEETING DATE:** 08/22/2023

**DEPARTMENT:** Nutrition Services

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the proposed changes to Board Policy 5030 Student Wellness.

**RATIONALE/BACKGROUND:**

Board Policy 5030 requires revisions based on the 2018 California Department of Education (CDE) administrative review. Revisions are required before the next administrative review, scheduled for the 2023-24 school year. The proposed revisions have been vetted by the Whole School, Whole Community, Whole Child (WSCC) committee and legal services.

**ATTACHMENT(S):**

A: Revisions to Board Policy 5030 Student Wellness

**PREVIOUS STAFF/BOARD ACTION:**

Board of Education: 08/08/2023  
Superintendent's Cabinet: 07/31/2023, 08/14/2023  
WSCC Committee: 05/10/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
Strategic Plan: N/A

**PREPARED BY:** Sneh Nair, Director, Nutrition Services *SN*

**APPROVED BY:** Frank Camarda, Chief Operations Officer *FC*  
Melissa Bassanelli, Superintendent of Schools *MB*

Proposed revisions due to 2018 CDE Administrative Review – 3.23.18

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## San Juan USD

### Board Policy

#### Student Wellness

BP 5030

#### Students

The Board of Education recognizes the link between student health and learning, and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The superintendent or designee shall coordinate and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. In addition, the superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

~~(cf. 3513.3 Tobacco Free Schools) (cf. 3514 Environmental Safety)~~  
~~(cf. 5131.6 Alcohol and Other Drugs)~~  
~~(cf. 5131.61 Drug Testing)~~  
~~(cf. 5131.62 Tobacco)~~  
~~(cf. 5131.63 Androgenic/Anabolic Steroids) (cf. 5141.22 Infectious Diseases)~~  
~~(cf. 5141.3 Health Examinations) (cf. 5141.31 Immunizations)~~  
~~(cf. 5141.32 Kindergarten Screening)~~  
~~(cf. 6142.1 Comprehensive Sexual Health and HIV/AIDS Prevention Education) (cf. 6164.2 Guidance Services)~~

#### School Health Council/Committee

The superintendent or designee shall encourage parents/guardians, students, nutrition service employees, physical education teachers, school health professionals, board members, school administrators, and members of the public to participate in the development, implementation, and tri-annual review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the superintendent or designee ~~may~~ **shall** appoint a school health council or other district committee whose membership shall include representatives of these groups, and may also invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or ~~others~~ **members of the public who are** interested in school health issues. ~~The duties of the committee shall include the development, planning, implementation,~~

monitoring, evaluation, and triennial assessment and reporting of the wellness policy. Public notification of council/committee activities and recruitment of members shall be posted on the district website.

~~(cf. 1220 – Citizen Advisory Committees) (cf. 9140 – Board Representatives)~~

The school health council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the superintendent or designee, the duties of the council/committee may also include the planning, implementation, and evaluation, tri-annually, of activities to promote health within the school or community.

#### Goals for Nutrition, Physical Activity, and Other Wellness Activities

The board shall adopt specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness, including the promotion of school meals by posting the nutritional content of meals on the school nutrition webpage. (42 USC 1758b; 7CFR 210.31)

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~~(cf. 0000 – Concepts and Roles) (cf. 0200 – Goals for the School District)~~

The district's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the state's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

~~(cf. 6011 – Academic Content Standards) (cf. 6142.7 – Physical Education) (cf. 6143 – Courses of Study)~~

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

~~(cf. 6177 – Summer School)~~

To reinforce the district's nutrition education program, the board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free give-aways, or other means on campus, following Smart Snacks

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standards, during the school day. (Education Code section 49431.9; 7 CFR 210.31)

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~~(cf. 1325 – Advertising and Promotion)~~

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

~~(cf. 5142.2 – Crossing Guards)~~

~~(cf. 6145 – Extracurricular and Co-curricular Activities) (cf. 6145.2 – Interscholastic Competition)~~

The board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunities for physical activity.

Professional development shall be regularly offered to health education and physical education teachers, coaches, activity supervisors, nutrition services staff, and other staff as appropriate to enhance their health knowledge and skills related to student healthy and wellness.

~~(cf. 4131 – Staff Development) (cf. 4231 – Staff Development) (cf. 4331 – Staff Development)~~

The superintendent or designee will disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

~~(cf. 1100 – Communication with the Public)~~

~~(cf. 1112 – Public, Press, Radio and Television)~~

~~(cf. 6020 – Parent Involvement and Family Engagement)~~

The board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

~~(cf. 5131.2 – Bullying)~~

~~(cf. 5145.3 – Nondiscrimination/Harassment)~~

The superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness and shall promote work-site wellness programs and may

provide opportunities for regular physical activity among employees.

#### Nutritional Guidelines for Foods Available at School

For all foods ~~and beverages~~ available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC sections 1773, 1779, ~~1758, 1766~~ and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC section ~~1758b~~)

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In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and ~~after-school snack programs~~ the ~~Child and Adult Care Food Program~~ ~~At-Risk After-school Meals program~~, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

~~(cf. 3550 – Food Service)~~

~~(cf. 3553 – Free and Reduced Price~~

~~Meals) (cf. 5148 – Child Care)~~

The superintendent or designee shall provide access to free, potable water during ~~meal-~~ ~~times~~ meal times in the food service area in accordance with Education Code section 38086 and 42 USC section 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

To support children's health and school nutrition education efforts, school, teacher, or parent group sponsored fundraising activities will only involve foods that meet nutrition and portion size standards for foods and beverages as specified by law. Schools will encourage fundraising activities that promote physical activity. The school district will make available a list of ideas for acceptable fundraising activities.

Competitive Food regulations apply to ALL foods sold to students by ANY entity.

Sold means the exchange of food for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

~~(Reference Ed Code sections 49430, 49431.2, 49431.7, California Code of Regulations sections 15575, 15577, 15578, Code of Federal Regulations sections 210.11, 220.12)~~

Any foods and beverages sold on any school campus must meet the nutrition and portion size standards as required by USDA guidelines as well as SB 12 and SB 965.

Student organizations must also follow competitive food sale regulations as listed in the California Code of Regulations sSections 15500 and&- 15501. Food items may not be prepared on the premises. ("Prepared on the premises" refers to the heating or re-heating and service of hot food and/or beverage items such as instant soup, hot chocolate, microwave popcorn, or pizza), and must adhere to the following guidelines.

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- ~~(cf. 1230 – School Connected Organizations)~~
- ~~(cf. 1321 – Solicitations for Funds from and by Students)~~
- ~~(cf. 3550 – Food Service/Child Nutrition Program)~~
- ~~(cf. 5030 – Student Wellness)~~

The board believes that all foods and beverages sold to students at district schools, including those available outside the district's nutrition services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal ~~nutritional standards~~ **Smart Snacks standards**.

- ~~(cf. 3312 – Contracts)~~
- ~~(cf. 3554 – Other Food Sales)~~

The superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes and shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

- ~~(cf. 1230 – School Connected Organizations)~~

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties. Food or beverage items sold or given are prepared or purchased through a facility that has a health permit. Class parties or celebrations shall be held after the lunch period when possible.

Program Implementation and Evaluation

The superintendent ~~designates the individual(s) identified below as the individual(s) responsible for designate one or more district or school employees, as appropriate, to ensuring that each school site complies with the district's wellness policy,~~ (42 USC section 1758b; 7 CFR 210.31);

Coordinator of the Whole School, Whole Community, Whole Child Council

The superintendent or designee shall assess the implementation and effectiveness of this policy at least once every ~~two~~ **three** years. (42 USC section 1758b; 7 CFR 210.31) ~~The) The~~ assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC section 1758b)

The board and the superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness.

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The superintendent or designee shall invite feedback on district and school wellness activities from nutrition service personnel, school administrators, the school health council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

The superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and shall make the policy, and any updates to the policy, available to the public on an annual basis. They shall also inform the public of the district's progress toward meeting the goals of the wellness policy, including the availability of the triennial district assessment results via the district webpage and newsletters. (42 USC section 1758b, 7 CFR 210.31; Education Code section 49432)

In addition, the assessment results shall be submitted to the board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

Posting Requirements ~~This is no longer a requirement and should be deleted~~

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~~Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code section 49432)~~

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Records

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~~The superintendent or designee shall retain records that document compliance with 7 CFR 210.31, including, but not limited to, the written student wellness policy, documentation of the triennial assessment of the wellness policy for each school site, and documentation demonstrating compliance with the community involvement requirements, including requirements to make the policy and assessment results available to the public. (7 CFR 210.31)~~

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In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of

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[hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339. Additionally, program information may be made available in languages other than English.](#)

[To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form \(AD-3027\), found online at \[http://www.ascr.usda.gov/complaint\\\_filing\\\_cust.html\]\(http://www.ascr.usda.gov/complaint\_filing\_cust.html\) and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:](#)

(1) Mail: [U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410](#)

(2) Fax: [202-690-7442](tel:202-690-7442)

(3) E-mail: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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{nondiscrimination language here}](#)

**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b><u>State</u></b>	<b><u>Description</u></b>
<a href="#">5 CCR 15500-15501</a>	<a href="#">Food sales by student organizations</a>
<a href="#">5 CCR 15510</a>	<a href="#">Mandatory meals for needy students</a>
<a href="#">5 CCR 15530-15535</a>	<a href="#">Nutrition education</a>
<a href="#">5 CCR 15550-15565</a>	<a href="#">School lunch and breakfast programs</a>
<a href="#">Ed. Code 33350-33354</a>	<a href="#">CDE responsibilities re: physical education</a>
<a href="#">Ed. Code 38086</a>	<a href="#">Free fresh drinking water</a>
<a href="#">Ed. Code 49430-49434</a>	<a href="#">Pupil Nutrition, Health, and Achievement Act of 2001</a>
<a href="#">Ed. Code 49490-49494</a>	<a href="#">School breakfast and lunch programs</a>
<a href="#">Ed. Code 49500-49505</a>	<a href="#">School meals</a>
<a href="#">Ed. Code 49510-49520</a>	<a href="#">Nutrition</a>
<a href="#">Ed. Code 49530-49536</a>	<a href="#">Child Nutrition Act</a>
<a href="#">Ed. Code 49540-49546</a>	<a href="#">Child care food program</a>
<a href="#">Ed. Code 49547-49548.3</a>	<a href="#">Comprehensive nutrition services</a>

<u>State</u>	<u>Description</u>
<a href="#">Ed. Code 49550-49562</a>	<a href="#">Meals for needy students</a>
<a href="#">Ed. Code 49565-49565.8</a>	<a href="#">California Fresh Start pilot program</a>
<a href="#">Ed. Code 49570</a>	<a href="#">National School Lunch Act</a>
<a href="#">Ed. Code 51210</a>	<a href="#">Course of study for grades 1-6</a>
<a href="#">Ed. Code 51210.1-51210.2</a>	<a href="#">Physical education; grades 1-6</a>
<a href="#">Ed. Code 51210.4</a>	<a href="#">Nutrition education</a>
<a href="#">Ed. Code 51220</a>	<a href="#">Course of study for grades 7-12</a>
<a href="#">Ed. Code 51222</a>	<a href="#">Physical education</a>
<a href="#">Ed. Code 51223</a>	<a href="#">Physical education; elementary schools</a>
<a href="#">Ed. Code 51795-51797</a>	<a href="#">School instructional gardens</a>
<a href="#">Ed. Code 51880-51921</a>	<a href="#">Comprehensive health education</a>
<u>Federal</u>	<u>Description</u>
<a href="#">42 USC 1751-1769j</a>	<a href="#">School Lunch Program</a>
<a href="#">42 USC 1758b</a>	<a href="#">Local wellness policy</a>
<a href="#">42 USC 1771-1793</a>	<a href="#">Child Nutrition Act</a>
<a href="#">42 USC 1773</a>	<a href="#">School Breakfast Program</a>
<a href="#">42 USC 1779</a>	<a href="#">Rules and regulations, Child Nutrition Act</a>
<a href="#">7 CFR 210.1-210.33</a>	<a href="#">National School Lunch Program</a>
<a href="#">7 CFR 210.31</a>	<a href="#">Wellness policy</a>
<a href="#">7 CFR 220.1-220.22</a>	<a href="#">National School Breakfast Program</a>
<u>Management Resources</u>	<u>Description</u>
<a href="#">California Department of Education Publication</a>	<a href="#">Physical Education Framework for California Public Schools, Kindergarten Through Grade 12, 2009</a>
<a href="#">California Department of Education Publication</a>	<a href="#">Health Framework for California Public Schools: Kindergarten through Grade 12, 2003</a>
<a href="#">California Project Lean Publication</a>	<a href="#">Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006</a>
<a href="#">Center for Collaborative Solutions</a>	<a href="#">Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical Activity and Food Security, Jan 2015</a>
<a href="#">Centers for Disease Control&amp;Prevention Publication</a>	<a href="#">School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide, rev. 2012</a>

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<u>Management Resources</u>	<u>Description</u>
<a href="#">Court Decision</a>	<a href="#">Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781</a>
<a href="#">CSBA Publication</a>	<a href="#">Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009</a>
<a href="#">CSBA Publication</a>	<a href="#">School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006</a>
<a href="#">CSBA Publication</a>	<a href="#">Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief, 2009</a>
<a href="#">CSBA Publication</a>	<a href="#">Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, 2012</a>
<a href="#">CSBA Publication</a>	<a href="#">Increasing Access to Drinking Water in Schools, Policy Brief, April 2013</a>
<a href="#">CSBA Publication</a>	<a href="#">Integrating Physical Activity into the School Day, Governance Brief, April 2016</a>
<a href="#">CSBA Publication</a>	<a href="#">Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, rev. 2012</a>
<a href="#">CSBA Publication</a>	<a href="#">Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. April 2012</a>
<a href="#">CSBA Publication</a>	<a href="#">Physical Activity and Physical Education in California Schools, Research Brief, April 2010</a>
<a href="#">CSBA Publication</a>	<a href="#">Physical Education and California Schools, Policy Brief, October 2007</a>
<a href="#">Federal Register</a>	<a href="#">Rules and Regulations, July 29, 2016, Vol. 81, Number 146, pages 50151-50170</a>
<a href="#">National Assoc of State Boards of Education Pub</a>	<a href="#">Fit, Healthy and Ready to Learn, rev. 2012</a>
<a href="#">U.S. Department of Agriculture Publication</a>	<a href="#">Dietary Guidelines for Americans, 2016</a>
<a href="#">Website</a>	<a href="#">CSBA District and County Office of Education Legal Services</a>
<a href="#">Website</a>	<a href="#">California Project LEAN (Leaders Encouraging Activity and Nutrition)</a>
<a href="#">Website</a>	<a href="#">California School Nutrition Association</a>
<a href="#">Website</a>	<a href="#">Center for Collaborative Solutions</a>
<a href="#">Website</a>	<a href="#">Dairy Council of California</a>
<a href="#">Website</a>	<a href="#">National Alliance for Nutrition and Activity</a>

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<u>Management Resources</u>	<u>Description</u>
<a href="#"><u>Website</u></a>	<a href="#"><u>National Association of State Boards of Education</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>School Nutrition Association</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>Society for Nutrition Education</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>U.S. Department of Agriculture, Food Nutrition Service, wellness policy</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>U.S. Department of Agriculture, Healthy Meals Resource System</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>Action for Healthy Kids</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>Alliance for a Healthier Generation</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>California Department of Education, Nutrition Services Division</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>California Department of Public Health</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>California Healthy Kids Resource Center</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>Centers for Disease Control and Prevention</u></a>
<a href="#"><u>Website</u></a>	<a href="#"><u>CSBA</u></a>

**Cross References**

<u>Code</u>	<u>Description</u>
<a href="#"><u>0200</u></a>	<a href="#"><u>Goals For The School District</u></a>
<a href="#"><u>0460</u></a>	<a href="#"><u>Local Control And Accountability Plan</u></a>
<a href="#"><u>0460</u></a>	<a href="#"><u>Local Control And Accountability Plan</u></a>
<a href="#"><u>1220</u></a>	<a href="#"><u>Citizen Advisory Committees</u></a>
<a href="#"><u>1220</u></a>	<a href="#"><u>Citizen Advisory Committees</u></a>
<a href="#"><u>1230</u></a>	<a href="#"><u>School-Connected Organizations</u></a>
<a href="#"><u>1230</u></a>	<a href="#"><u>School-Connected Organizations</u></a>
<a href="#"><u>1260</u></a>	<a href="#"><u>Educational Foundation</u></a>
<a href="#"><u>1325</u></a>	<a href="#"><u>Advertising And Promotion</u></a>
<a href="#"><u>1330.1</u></a>	<a href="#"><u>Joint Use Agreements</u></a>
<a href="#"><u>1400</u></a>	<a href="#"><u>Relations Between Other Governmental Agencies And The Schools</u></a>
<a href="#"><u>1700</u></a>	<a href="#"><u>Relations Between Private Industry And The Schools</u></a>
<a href="#"><u>3000</u></a>	<a href="#"><u>Concepts And Roles</u></a>
<a href="#"><u>3290</u></a>	<a href="#"><u>Gifts, Grants And Bequests</u></a>

<u>Code</u>	<u>Description</u>
<u>3312</u>	<u>Contracts</u>
<u>3452</u>	<u>Student Activity Funds</u>
<u>3513.3</u>	<u>Tobacco-Free Schools</u>
<u>3513.3</u>	<u>Tobacco-Free Schools</u>
<u>3513.4</u>	<u>Drug And Alcohol Free Schools</u>
<u>3550</u>	<u>Food Service/Child Nutrition Program</u>
<u>3550</u>	<u>Food Service/Child Nutrition Program</u>
<u>3551</u>	<u>Food Service Operations/Cafeteria Fund</u>
<u>3551</u>	<u>Food Service Operations/Cafeteria Fund</u>
<u>3552</u>	<u>Summer Meal Program</u>
<u>3552</u>	<u>Summer Meal Program</u>
<u>3553</u>	<u>Free And Reduced Price Meals</u>
<u>3553</u>	<u>Free And Reduced Price Meals</u>
<u>3554</u>	<u>Other Food Sales</u>
<u>3554</u>	<u>Other Food Sales</u>
<u>3555</u>	<u>Nutrition Program Compliance</u>
<u>3555-E(1)</u>	<u>Nutrition Program Compliance</u>
<u>4131</u>	<u>Staff Development</u>
<u>4231</u>	<u>Staff Development</u>
<u>5113.1</u>	<u>Chronic Absence And Truancy</u>
<u>5113.1</u>	<u>Chronic Absence And Truancy</u>
<u>5113.12</u>	<u>District School Attendance Review Board</u>
<u>5113.12</u>	<u>District School Attendance Review Board</u>
<u>5131.2</u>	<u>Bullying</u>
<u>5131.2</u>	<u>Bullying</u>
<u>5131.6</u>	<u>Alcohol And Other Drugs</u>
<u>5131.6</u>	<u>Alcohol And Other Drugs</u>
<u>5131.61</u>	<u>Drug Testing</u>
<u>5131.62</u>	<u>Tobacco</u>
<u>5131.62</u>	<u>Tobacco</u>
<u>5131.63</u>	<u>Steroids</u>

<u>Code</u>	<u>Description</u>
<u>5131.63</u>	<u>Steroids</u>
<u>5137</u>	<u>Positive School Climate</u>
<u>5141</u>	<u>Health Care And Emergencies</u>
<u>5141</u>	<u>Health Care And Emergencies</u>
<u>5141.22</u>	<u>Infectious Diseases</u>
<u>5141.22</u>	<u>Infectious Diseases</u>
<u>5141.23</u>	<u>Asthma Management</u>
<u>5141.23</u>	<u>Asthma Management</u>
<u>5141.27</u>	<u>Food Allergies/Special Dietary Needs</u>
<u>5141.27</u>	<u>Food Allergies/Special Dietary Needs</u>
<u>5141.3</u>	<u>Health Examinations</u>
<u>5141.3</u>	<u>Health Examinations</u>
<u>5141.31</u>	<u>Immunizations</u>
<u>5141.31</u>	<u>Immunizations</u>
<u>5141.32</u>	<u>Health Screening For School Entry</u>
<u>5142.2</u>	<u>Safe Routes To School Program</u>
<u>5142.2</u>	<u>Safe Routes To School Program</u>
<u>5144</u>	<u>Discipline</u>
<u>5144</u>	<u>Discipline</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.6</u>	<u>Parent/Guardian Notifications</u>
<u>5145.6-E(1)</u>	<u>Parent/Guardian Notifications</u>
<u>5145.71</u>	<u>Title IX Sexual Harassment Complaint Procedures</u>
<u>5145.71-E(1)</u>	<u>Title IX Sexual Harassment Complaint Procedures</u>
<u>5146</u>	<u>Married/Pregnant/Parenting Students</u>
<u>5147</u>	<u>Dropout Prevention</u>
<u>5148</u>	<u>Child Care And Development</u>
<u>5148</u>	<u>Child Care And Development</u>
<u>5148.2</u>	<u>Before/After School Programs</u>

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<u>Code</u>	<u>Description</u>
<u>5148.2</u>	<u>Before/After School Programs</u>
<u>5148.3</u>	<u>Preschool/Early Childhood Education</u>
<u>5148.3</u>	<u>Preschool/Early Childhood Education</u>
<u>6020</u>	<u>Parent Involvement</u>
<u>6020</u>	<u>Parent Involvement</u>
<u>6112</u>	<u>School Day</u>
<u>6112</u>	<u>School Day</u>
<u>6142.1</u>	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
<u>6142.1</u>	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
<u>6142.5</u>	<u>Environmental Education</u>
<u>6142.7</u>	<u>Physical Education And Activity</u>
<u>6142.7</u>	<u>Physical Education And Activity</u>
<u>6142.8</u>	<u>Comprehensive Health Education</u>
<u>6142.8</u>	<u>Comprehensive Health Education</u>
<u>6145.2</u>	<u>Athletic Competition</u>
<u>6145.2</u>	<u>Athletic Competition</u>
<u>6176</u>	<u>Weekend/Saturday Classes</u>
<u>6177</u>	<u>Summer Learning Programs</u>
<u>6184</u>	<u>Continuation Education</u>
<u>6184</u>	<u>Continuation Education</u>
<u>7110</u>	<u>Facilities Master Plan</u>

Legal Reference:

EDUCATION CODE

- ~~33350-33354 CDE responsibilities re: physical education~~
- ~~49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001~~
- ~~49490-49494 School breakfast and lunch programs~~
- ~~49500-49505 School meals~~
- ~~49510-49520 Nutrition~~
- ~~49530-49536 Child Nutrition Act~~
- ~~49540-49546 Child care food program~~
- ~~49547-49548.3 Comprehensive nutrition services~~
- ~~49550-49561 Meals for needy students~~
- ~~49565-49565.8 California Fresh Start pilot program~~
- ~~49570 National School Lunch Act~~

~~51210 Course of study, grades 1-6~~

~~51220 Course of study, grades 7-12~~

~~51222 Physical education~~

~~51223 Physical education, elementary schools~~

~~51795-51796.5 School instructional gardens~~

~~51880-51921 Comprehensive health education~~

~~CODE OF REGULATIONS, TITLE 5~~

~~15500-15501 Food sales by student organizations~~

~~15510 Mandatory meals for needy students~~

~~15530-15535 Nutrition education~~

~~15550-15565 School lunch and breakfast programs~~

~~UNITED STATES CODE, TITLE 42~~

~~1758b Local wellness policy~~

~~1771-1791 Child Nutrition Act, especially:~~

~~1773 School Breakfast Program~~

~~1779 Rules and regulations, Child Nutrition Act~~

~~CODE OF FEDERAL REGULATIONS, TITLE 7~~

~~210.1-210.31 National School Lunch Program~~

~~220.1-220.21 National School Breakfast Program~~

~~COURT DECISIONS~~

~~Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781~~

~~Management Resources:~~

~~CSBA PUBLICATIONS~~

~~Increasing Access to Drinking Water in Schools, Policy Brief, March 2013~~

~~Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, rev. 2012~~

~~Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. April 2012~~

~~Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2012~~

~~Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009~~

~~Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief,~~

~~2009 Physical Education and California Schools, Policy Brief, rev. October 2007~~

~~School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009~~

~~Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003~~

~~CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS~~

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide, 2005

**CALIFORNIA PROJECT LEAN PUBLICATIONS**

Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006

**CENTER FOR COLLABORATIVE SOLUTIONS**

Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical Activity and Food Security in Afterschool Programs, March 2010

**FEDERAL REGISTER**

Rules and Regulations, January 26, 2012, Vol. 77, Number 17, pages 4088-4167

**NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION (NASBE) PUBLICATIONS**

Fit, Healthy and Ready to Learn, 2000

**U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS**

Dietary Guidelines for Americans, 2005

Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000

**WEB SITES**

CSBA: <http://www.csba.org>

Action for Healthy Kids: <http://www.actionforhealthykids.org>

California Department of Public Health: <http://www.cdph.ca.gov>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org>

Center for Collaborative Solutions: <http://www.cescenter.org>

Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>

Dairy Council of California: <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org>

School Nutrition Association: <http://www.schoolnutrition.org>

Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture, Food Nutrition Service, wellness policy:

<http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>

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~~(1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410~~

~~(2) Fax: 202-690-7442~~

~~(3) E-mail: [program.intake@usda.gov](mailto:program.intake@usda.gov)~~

~~This institution is an equal opportunity provider.~~

Policy SAN JUAN UNIFIED SCHOOL DISTRICT  
Adopted: June 13, 2006 Carmichael, California  
Revised: June 27, 2006  
Revised: May 23, 2017 approved  
Revised:

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-7

**MEETING DATE:** 08/22/2023

**SUBJECT:** Middle School Foundation Academies Planning Grant  
2023-2024

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Grants and Special Projects

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the implementation of the following grant:

- Middle School Foundation Academies Planning Grant, 2023-2024

**RATIONALE/BACKGROUND:**

The Middle School Foundation Academies Planning Grant provides funds to develop middle school career academies to prepare students for participation in a complete, high-quality career technical education (CTE) pathway at the local high school. The Middle School Foundation Academy at Arcade Fundamental Middle School will consist of a three-semester career and self-exploration sequence of courses, with one semester each for 6th, 7th and 8th grade students. The program at Arcade will serve as a pipeline for students to enroll in the CTE manufacturing and product development program at El Camino Fundamental High School.

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$0  
Additional Budget: \$25,000  
Funding Source: California Department of Education  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: 1 Focus: 5 and 6  
Action: 5  
Strategic Plan: 1 and 2

**PREPARED BY:** Robyn Caruso, Program Specialist, Grants and Special Projects

**APPROVED BY:** Trent Allen, APR, Chief of Staff *TA*  
Melissa Bassanelli, Superintendent of Schools *MB*

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-8

**MEETING DATE:** 08/22/2023

**SUBJECT:** Workforce Innovation and Opportunity Act, Title II:  
Adult Education and Family Literacy Act Grant 2023-2027

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Grants and Special Projects

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the implementation of the following grant:

- Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act (AEFLA) Grant, 2023-2027

**RATIONALE/BACKGROUND:**

The Workforce Innovation and Opportunity Act, Title II: AEFLA Grant provides supplemental funds for adult education to assist adults in becoming literate and obtaining the knowledge and skills necessary for employment and economic self-sufficiency. The grant helps adults acquire education and skills, a secondary school diploma and postsecondary education and training through career pathways. This grant also assists immigrants and other individuals who are English language learners.

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$1,325,998  
Additional Budget: \$1,322,595  
Funding Source: California Department of Education  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: 1 Focus: 1 and 3  
Action: 5  
Strategic Plan: 1 and 4

**PREPARED BY:** Robyn Caruso, Program Specialist, Grants and Special Projects

**APPROVED BY:** Trent Allen, APR, Chief of Staff *TA*  
Melissa Bassanelli, Superintendent of Schools *MB*

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-9

**MEETING DATE:** 08/22/2023

**SUBJECT:** Agricultural Career Technical Education  
Incentive Grant 2023-2024

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Grants and Special Projects

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the implementation of the following grant (if funded):

- Agricultural Career Technical Education Incentive Grant, 2023-2024

**RATIONALE/BACKGROUND:**

The Agricultural Career Technical Education Incentive Grant will provide funds to Casa Roble Fundamental High School to improve the quality and implementation of its agricultural vocation education program. The goal of the program is to maintain a high quality, comprehensive agricultural vocation program and help ensure a constant source of employable, trained and skilled individuals.

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$5,096  
Additional Budget: \$11,088  
Funding Source: California Department of Education  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: 1 Focus: 5 and 6  
Action: 5

Strategic Plan: 1 and 2

**PREPARED BY:** Robyn Caruso, Program Specialist, Grants and Special Projects

**APPROVED BY:** Trent Allen, APR, Chief of Staff *TA*  
Melissa Bassanelli, Superintendent of Schools *MB*

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-10

**MEETING DATE:** 08/22/2023

**SUBJECT:** Antibias Education Grant, 2023-2026

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Grants and Special Projects

**ACTION REQUESTED:**

The superintendent is recommending that the board approve the implementation of the following grant (if funded):

- Antibias Education Grant, 2023-2026

**RATIONALE/BACKGROUND:**

The Antibias Education Grant will provide funds to the Equity and Student Achievement department to address hate incidents on campus, the decline in positive school climate, and barriers to inclusivity and opportunities for marginalized students to find community. The goal of the grant program is to provide professional support to educators to develop competencies that mitigate bias and to activate changes to structures, processes, and practices that when implemented will make a real difference in the educational experiences of students.

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$0  
Additional Budget: \$200,000  
Funding Source: California Department of Education  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: 2 Focus: 3  
Action: 5

Strategic Plan: 2 and 4

**PREPARED BY:** Robyn Caruso, Program Specialist, Grants and Special Projects

**APPROVED BY:** Trent Allen, APR, Chief of Staff *TA*  
Melissa Bassanelli, Superintendent of Schools *MB*



SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

Resolution No. 4090

EMERGENCY CONTRACTING RESOLUTION

WHEREAS, the District has adopted the uniform public construction cost accounting procedures set forth in the Uniform Public Construction Cost Accounting Act set forth at California Public Contract Code Section 22000 et seq.

WHEREAS, pursuant to the Act, if a public entity adopts the uniform public construction cost accounting procedures, per Public Contract Code Section 22050 in the case of an emergency, when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property; such public agency may, in its discretion, delegate to an administrative officer of such public agency the authority to repair or replace a public facility, take any directly related and immediate action required by such emergency, and procure any necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts and without prior notice or approval of the governing board of such public agency.

If a person with such authority orders any action specified under this resolution; that person shall report to the governing board, at its next meeting the reasons justifying why the emergency would not permit a delay resulting from a competitive solicitation for bids and why the action was necessary to respond to the emergency. The board shall review the emergency action at every regularly scheduled meeting thereafter until the action is terminated. The action shall be terminated at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts.

NOW THEREFORE, BE IT RESOLVED that the governing board of the San Juan Unified School District hereby delegates to the undersigned the authority in case of an emergency to repair or replace a public facility, take any directly related and immediate action required by such emergency, and procure any necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts and without prior notice or approval of the governing board of such public agency.

\_\_\_\_\_  
Melissa Bassanelli, Executive Secretary

\_\_\_\_\_  
Ben Avey, Member

\_\_\_\_\_  
Amy L. Slavensky, Ph.D., Interim Deputy Superintendent,  
Schools and Student Support

\_\_\_\_\_  
Pam Costa, Member

\_\_\_\_\_  
Frank Camarda, Chief Operations Officer

\_\_\_\_\_  
Zima Creason, Member

\_\_\_\_\_  
Jennifer Stahlheber, Chief Financial Officer

\_\_\_\_\_  
Saul Hernandez, Member

\_\_\_\_\_  
Tanya Kravchuk, Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Paula Villescaz, Member

\_\_\_\_\_  
Vacant, Member

\_\_\_\_\_  
Board of Education  
San Juan Unified School District  
Sacramento County, California

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM: G-12**

**MEETING DATE: 08/22/2023**

**SUBJECT:** Signature Authorizations

**CHECK ONE:**

For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Fiscal Services

**ACTION REQUESTED:**

The superintendent is recommending that the board adopt Resolution No. 4091 Power to Contract on Behalf of District.

**RATIONALE/BACKGROUND:**

The Education Code requires the Governing Board of Education adopt a resolution authorizing and empowering certain individuals to sign legal documents on behalf of the San Juan Unified School District (SJUSD).

**ATTACHMENT:**

A: Resolution No. 4091 Power to Contract on Behalf of District

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

Board of Education: 08/14/2018; 03/26/2019; 08/13/2019; 01/12/21; 09/28/2021; 01/11/2022; 01/10/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(unrestricted base, supplemental, other restricted, etc.)  
Current Year Only  Ongoing

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
Strategic Plan: N/A

**PREPARED BY:** Jennifer Stahlheber, Chief Financial Officer



**APPROVED BY:** Melissa Bassanelli, Superintendent of Schools



SAN JUAN UNIFIED SCHOOL DISTRICT  
**RESOLUTION NO. 4091**  
 Power to Contract on Behalf of District

**WHEREAS**, California Education Code section 35160 authorizes governing boards to initiate and carry on a program, activity, or otherwise act in any manner which is not in conflict with or inconsistent with, or preempted by, any law and which is not in conflict with the purposes for which school districts are established; and

**WHEREAS**, the power to enter into contracts for goods or services is vested in the governing board through the Education Code and is an activity within the purposes for which school districts are established; and

**WHEREAS**, Education Code section 17604 authorizes the governing board, by majority vote, to delegate the power to contract in the name of the school district to its superintendent or to such persons as he may designate, subject to the governing board's approval or ratification evidenced by a motion of said board duly passed and adopted; and

**WHEREAS**, Education Code section 35035(h) authorizes the superintendent to enter into contracts for and on behalf of the district pursuant to section 17604;

**NOW THEREFORE, BE IT RESOLVED AND ORDERED** by the Governing Board of the San Juan Unified School District that Melissa Bassanelli, Superintendent of Schools; Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools and Student Support; Trent Allen, APR, Chief of Staff; Frank Camarda, Chief Operations Officer; Jennifer Stahlheber, Chief Financial Officer; Debra Calvin, Ed.D., Associate Superintendent, Educational Services; Kristan Schnepf, Assistant Superintendent, Secondary Education and Programs; Rebecca Toto, Ed.D., Assistant Superintendent, Human Resources; Amberlee Townsend-Snyder, Assistant Superintendent, Elementary Education and Programs; Daniel Thigpen, Executive Director, Labor Relations and Government Affairs and Peter Skibitzki, Senior Director, Technology are hereby authorized and empowered to contract in the name of the San Juan Unified School District, and the superintendent is authorized to delegate, in writing, the power to contract to such persons as he shall determine, subject to the provisions of Education Code section 35200; and

**BE IT FURTHER RESOLVED AND ORDERED** that said power to contract is subject to and conditional upon the Governing Board's approval or ratification evidenced by a motion of the board duly passed and adopted; and

**BE IT FURTHER RESOLVED AND ORDERED** that the term "contract" as used herein shall be deemed to include change orders to contracts but shall not include transmittal or listing sheets, orders on district funds, payroll sheets or vendor sheets.

**IN WITNESS WHEREOF**, this resolution was adopted by the Board of Education of the San Juan Unified School District of Sacramento County this August 22, 2023.

\_\_\_\_\_  
 Melissa Bassanelli, Superintendent and Secretary

\_\_\_\_\_  
 Ben Avey, Member

\_\_\_\_\_  
 Amy L. Slavensky, Ph.D., Interim Deputy Superintendent,  
 Schools and Student Support

\_\_\_\_\_  
 Pam Costa, Member

\_\_\_\_\_  
 Trent Allen, APR, Chief of Staff

\_\_\_\_\_  
 Zima Creason, Member

\_\_\_\_\_  
 Frank Camarda, Chief Operations Officer

\_\_\_\_\_  
 Saul Hernandez, Member

\_\_\_\_\_  
 Jennifer Stahlheber, Chief Financial Officer

\_\_\_\_\_  
 Tanya Kravchuk, Member

\_\_\_\_\_  
 Debra Calvin, Ed.D., Associate Supt., Educational Services

\_\_\_\_\_  
 Paula Villescaz, Member

\_\_\_\_\_  
 Kristan Schnepf, Asst. Supt., Secondary Education & Programs

\_\_\_\_\_  
 Vacant, Member

\_\_\_\_\_  
 Rebecca Toto, Ed.D., Asst. Supt., Human Resources

\_\_\_\_\_  
 Board of Education  
 San Juan Unified School District  
 Sacramento County, California

\_\_\_\_\_  
 Amberlee Townsend-Snyder, Asst. Supt., Elementary Education &  
 Programs

\_\_\_\_\_  
 Daniel Thigpen, Executive Director, Labor Relations and Government Affairs

\_\_\_\_\_  
 Peter Skibitzki, Senior Director, Technology

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-13

**MEETING DATE:** 08/22/2023

**SUBJECT:** Lease Amendment No. 5 Barrett Middle School  
Modernization Project

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Facilities

**ACTION REQUESTED:**

The superintendent is recommending that the board adopt Resolution No. 4092 approving the fifth amendment to the lease agreement for the Barrett Middle School modernization project no. 004-9495-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.

**RATIONALE/BACKGROUND:**

To move unused funds between the Owner's contingency and the Contractor contingency.

**ATTACHMENT(S):**

A: Resolution No. 4092  
B: Lease Amendment No. 5

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A

Strategic Plan: N/A

**PREPARED BY:** Nicholas Arps, Director, Facilities, Construction & Modernization *NA*

**APPROVED BY:** Frank Camarda, Chief Operations Officer *FC*  
Melissa Bassanelli, Superintendent of Schools *MB*

**RESOLUTION NO. 4092**

**RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #5  
BARRETT MIDDLE SCHOOL – MODERNIZATION  
SJUSD PROJECT #004-9495-P1**

**WHEREAS**, section 17406 of the Education Code authorizes school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process;

**WHEREAS**, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Landmark Modernization Contractors dba Landmark Construction for this Project per Resolution No. 2977, Facilities Lease Preconstruction Services was in the amount of \$183,294.00 per Resolution No. 3037, and Total Base Rent in the amount of \$27,7739,907.00 per Resolution No. 3058; and

**WHEREAS**, Unused funds from Section 4.4.2.4.1 Construction Contingency will be moved to Section 4.4.2.4.3 Owners “District Contingency as outlined in Amendment #5; and

**NOW, THEREFORE**, the San Juan Unified School District Board of Education does hereby resolve as follows:

**Section 1.** The foregoing recitals are hereby adopted as true and correct.

**Section 2.** The Board approves the transferring of funds as outlined in Amendment #5

Total Base Rent - Preconstruction	\$133,294.00
Changes by Prior Amendment #1	\$50,000.00
Changes by Prior Amendment #2	\$27,556,613.00
Changes by Prior Amendment #3	\$0.00
Changes by Prior Amendment #4	\$0.00
<b>Net Changes by Amendment #5</b>	<b>\$0.00</b>
<b><u>Final Total Base Rent</u></b>	<b><u>\$27,739,907.00</u></b>

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on August 22, 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

**Zima Creason, President  
San Juan Unified School District  
Board of Education**

**Attest:**

---

**Saul Hernandez, Clerk  
San Juan Unified School District  
Board of Education**



**San Juan Unified School District**  
**Facilities Business Department**  
 5320 Hemlock Street, Sacramento, California 95841  
 Telephone 916- 971-7283  
 Internet Web Site: www.sanjuan.edu

Melissa Bassanelli, Superintendent of Schools  
 Frank Camarda, Chief Operations Officer  
 Nic Arps, Director Construction & Mod  
 Cherie Chenoweth, Coordinator Facilities Business & Compliance

**Facilities Lease Amendment #05**  
**Barrett MS Modernization**  
**DSA App. 02-118610/Facilities Lease Agreement#006461**  
**SJUSD Project #004-9495-P1**

Effective **August 22, 2023**, the Facilities Lease Agreement dated **February 25, 2020** between the San Juan Unified School District and **Landmark Modernization Contractors dba Landmark Construction** for the **Barrett MS Modernization** is amended to reallocate \$625,000 from Contractor Contingency to Owner Contingency. The following sections are amended:

1. Section 4.4.2.4.1 Construction Contingency is amended to be ~~One million Forty two thousand Five hundred ten dollars and no/100 (\$1,042,510.00)~~ **Four hundred Seventeen thousand Five hundred Ten dollars (\$417,510.00).**
2. Section 4.4.2.4.3 District Contingency is amended to be ~~Two million Three hundred nine thousand Four hundred eighty one dollars and no/100 (\$2,309,481.00) Two million Five hundred fifty nine thousand Six hundred six dollars (\$2,559,606.00)~~ **Three million One hundred eighty-four thousand Six hundred six dollars (\$3,184,606.00).**

Original Total Base Rent	\$133,294.00
Changes by Prior Amendments #01 / #02 / #03 / #04	\$27,606,613.00
Net Change by this Amendment #05	\$0.00
Revised Total Base Rent	\$27,739,907.00

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District  
 A school district organized and existing under  
 the laws of the State of California

Landmark Modernization Contractors dba  
 Landmark Construction  
 A California Corporation

By: \_\_\_\_\_  
 Nicholas Arps, Director of Construction &  
 Modernization

By: \_\_\_\_\_  
 Ryan Anderson, Operations Manager

By: \_\_\_\_\_  
 Frank Camarda, Chief Operations Officer

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** G-14

**MEETING DATE:** 08/22/2023

**SUBJECT:** Rio Americano High School CTE Modernization  
Project Lease Amendment No. 6

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Facilities

**ACTION REQUESTED:**

The superintendent is recommending that the board adopt Resolution No. 4093 approving the sixth amendment to the lease for the Rio Americano High School CTE modernization project no. 208-9495-P1, Health Science project no. 208-9495-P2 and Manufacturing and Product Development project no. 208-9495-P3, between San Juan Unified School District and CORE Construction Inc. dba CORE Construction Management.

**RATIONALE/BACKGROUND:**

Amend the Facilities Lease Contingencies and Total Base Rent for a final reconciliation revised Total Base Rent of \$6,593,910.00.

**ATTACHMENT(S):**

A: Resolution No. 4093  
B: Facilities Lease Amendment No. 6

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
  
Strategic Plan: N/A

**PREPARED BY:** Nicholas Arps, Director, Facilities, Construction & Modernization *NA*

**APPROVED BY:** Frank Camarda, Chief Operations Officer *FC*  
Melissa Bassanelli, Superintendent of Schools *MB*

**RESOLUTION NO. 4093**

**RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION APPROVING FACILITIES LEASE AMENDMENT #6  
RIO AMERICANO HIGH SCHOOL CTE PROJECT  
MODERNIZATION - SJUSD PROJECT #208-9495-P1  
HEALTH SCIENCE – SJUSD PROJECT #208-9495-P2  
MANUFACTURING & PRODUCT DEVELOPMENT – SJUSD PROJECT #208-9495-P3**

**WHEREAS**, sections 17406 of the Education Code authorize school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process, including preconstruction services;

**WHEREAS**, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to CORE Construction Inc., dba CORE Construction Management for this Project, which approval for the Facilities Lease Preconstruction Services was in the amount of \$20,000.00 per Resolution No. 3087 and increased it by \$1,657,345.00 per Resolution No. 4012, and final approval of the Total Base Rent of \$6,680,130.00 per Resolution No. 4049; and

**WHEREAS**, Section 4.4.2.4.5 states all remaining funds shall be returned to the district by deduction of the Total Base Rent, as outlined in Amendment #6; and

**WHEREAS**, the Facilities Lease Total Base Rent is amended to \$6,593,910.00; and

**NOW, THEREFORE**, the San Juan Unified School District Board of Education does hereby resolve as follows:

**Section 1.** The foregoing recitals are hereby adopted as true and correct.

**Section 2.** The Board approves the revised Total Base Rent is amended to \$6,593,910.00 as outlined in Amendment #6.

Total Base Rent – Preconstruction	\$20,000.00
Changes by Prior Amendment #1	\$1,657,345.00
Changes by Prior Amendment #2	\$4,802,785.00
Changes by Prior Amendment #3	\$200,000.00
Change by Prior Amendment #4	\$0.00
Change by Prior Amendment #5	\$0.00
<b>Net Change by Amendment #6</b>	<b>(\$86,220)</b>
<b><u>Final Total Base Rent</u></b>	<b><u>\$6,593,910.00</u></b>

The foregoing findings and decision to award were made by the San Juan Unified School District Board of Education at a meeting of the Board on August 22, 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

**Zima Creason, President  
San Juan Unified School District  
Board of Education**

**Attest:**

---

**Saul Hernandez, Clerk  
San Juan Unified School District  
Board of Education**



## San Juan Unified School District

### Facilities Business Department

5320 Hemlock Street, Sacramento, California 95841

Telephone 916- 971-7283

Internet Web Site: [www.sanjuan.edu](http://www.sanjuan.edu)

Melissa Bassanelli, Superintendent of Schools

Frank Camarda, Chief Operations Officer

Nic Arps, Director Construction & Mod

Cherie Chenoweth, Coordinator Facilities Business & Compliance

### Facilities Lease Amendment #06

#### Rio Americano HS CTE

#### DSA App. #02-119642

#### Facilities Lease Agreement#204372

#### SJUSD Project MODERNIZATION #208-9495-P1

#### SJUSD Project HEALTH SCIENCE #208-9495-P2

#### SJUSD Project MANUFACTURING & PRODUCT DEVELOPMENT #208-9495-P3

Effective **August 22, 2023**, the Facilities Lease Agreement dated **October 26, 2021** between the San Juan Unified School District and **CORE Construction Inc. dba CORE Construction Management** for the **Rio Americano HS CTE** is amended to:

1. Reconcile the used and balances of the Contractor and Owner Contingencies for the Modernization, Health Science, and Manufacturing & Product Development.

#### a. Modernization:

Owner Contingency		Construction Contingency	
Original Contingency	\$166,046	Original Contingency	\$118,733
Amendment #3	\$200,000	Authorized Draws:	(\$109,223)
Revised Owner Contingency	\$366,046	Contingency Unused-Credit back:	\$9,510
Authorized Draws:	(\$360,086)		
Contingency Unused-Credit back:	\$5,960		

#### b. Health Science:

Owner Contingency		Construction Contingency	
Original Contingency	\$97,087	Original Contingency	\$66,925
Authorized Draws:	(\$63,041)	Authorized Draws:	(\$65,259)
Contingency Unused-Credit back:	\$34,046	Contingency Unused-Credit back:	\$1,666

#### c. Manufacturing & Product Development:

Owner Contingency		Construction Contingency	
Original Contingency	\$114,993	Original Contingency	\$79,999
Authorized Draws:	(\$98,156)	Authorized Draws:	(\$61,798)
Contingency Unused-Credit back:	\$16,837	Contingency Unused-Credit back:	\$18,201

<b>MODERNIZATION #208-9495-P1 bc 6270</b>	
Original Contract Amount (PC only)	\$20,000.00
Previously approved Amendments #01 for Preconstruction Services	\$476,886.00
Amendment #02 for Total Base Rent	\$1,872,577.00
Amendment #03 Increase to District Contingency	\$200,000.00
Amendment #04 Lease Payment Schedule	\$0.00
Amendment #05 Lease Payment Schedule	\$0.00
Amendment #06 Final Reconciliation of Contingencies	(\$15,470.00)
Revised Total Base Rent	<b>\$2,553,993.00</b>

<b>HEALTH SCIENCE #208-9495-P2 bc 6270 (Scope breakout – Bldg J Health Science)</b>	
Original Contract Amount (PC only)	\$0.00
Previously approved Amendment #01 for Preconstruction Services	\$647,437.00
Amendment #02 for Total Base Rent	\$1,235,926.00
Amendment #03	\$0.00
Amendment #04 Lease Payment Schedule	\$0.00
Amendment #05 Lease Payment Schedule	\$0.00
Amendment #06 Final Reconciliation of Contingencies	(\$35,712.00)
Revised Total Base Rent	<b>\$1,847,651.00</b>

<b>MANUFACTURING &amp; PRODUCT DEVELOPMENT #208-9495-P3 bc 6270 (Scope breakout – Bldg J Manufacturing)</b>	
Original Contract Amount (PC only)	\$0.00
Previously approved Amendment #01 for Preconstruction Services	\$533,022.00
Amendment #02 for Total Base Rent	\$1,694,282.00
Amendment #03	\$0.00
Amendment #04 Lease Payment Schedule	\$0.00
Amendment #05 Lease Payment Schedule	\$0.00
Amendment #06 Final Reconciliation of Contingencies	(\$35,038.00)
Revised Total Base Rent	<b>\$2,192,266.00</b>

<b>TOTAL REVISED CONTRACT AMOUNT</b>	<b>\$6,593,910.00</b>
--------------------------------------	-----------------------

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,  
A school district organized and existing under the laws  
of the State of California

CORE Construction Inc. dba CORE Construction  
Management  
A California Corporation

By: \_\_\_\_\_  
Nicholas Arps  
Title: Director of Facilities, Construction &  
Modernization

By: \_\_\_\_\_  
Nicholas Maurer  
Title: Regional Director

By: \_\_\_\_\_  
Frank Camarda  
Title: Chief Operations Officer

Federal Tax Identification Number:  
86-0433249

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** I-1

**MEETING DATE:** 08/22/2023

**SUBJECT:** 2023-2024 Start of School

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Division of Teaching and Learning

**ACTION REQUESTED:**

The superintendent is recommending that the board receive a report on the opening of the 2023-2024 school year.

**RATIONALE/BACKGROUND:**

The start of a new school year signals possibility and opportunity for students, families, schools, district staff and the community. This year is no exception as we welcome new students and staff to San Juan Unified and set the stage for another year of learning and growing. The intent of this report is to share with the board how we continue to build positive school and district cultures by welcoming and supporting all staff, students and families.

**ATTACHMENT(S):**

A: Presentation

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
Strategic Plan: N/A

**PREPARED BY:** Kristan Schnepf, Assistant Superintendent, Secondary Education and Programs <sup>KS</sup>  
Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools and Student Support <sup>AS</sup>

**APPROVED BY:** Melissa Bassanelli, Superintendent of Schools *MB*



**2023-24**  
**Start of**  
**School**

**San Juan Unified**  
SCHOOL DISTRICT

Board of Education  
August 22, 2023

1

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## Enrollment and Staffing

**Enrollment**

- Total Enrollment 37,661 (Aug. 15)
- From July 31 to Aug. 15, 2023, averaged 200 new enrollments a day, TK-12
- Enrollment locations
  - Greer Elementary
  - San Juan Central
  - Online

**Staffing**

- New Hires
  - Certificated (178)
  - Classified (147)
- Vacancies
  - Special Education
  - Speech Language Pathologists
  - World Language teachers
  - Math/Science teachers
  - Social Workers
  - Counselors
  - Nurses
  - Instructional Assistants

2

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# TK-Adult Principal Meeting

- Reconnect as colleagues
- Continue to build our vertical alignment as a PK-Adult division
- Study our communities
- Build connections within our buildings and larger communities in order to create inclusive spaces of belonging
- Explore culturally responsive practices to develop and expand our proficiency in identifying and using these practices

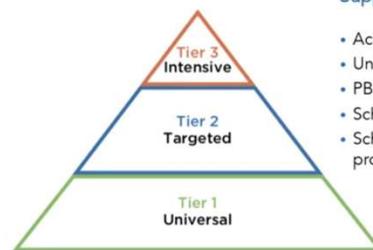


3

3

# Vice Principal Professional Learning

- Connecting and reconnecting
- Professional development with staff
- Reflecting on 2022-23:
  - Student, staff, and community voice
  - Professional learning about Tier 1 interventions
  - Restorative practices and alternatives to suspension
- Planning for 2023-24:
  - Systems of support and belonging
  - Networking: Five culturally responsive practices
  - Culturally responsive classrooms/pedagogy



Supports for all students:

- Academic curriculum
- Universal SEL programs
- PBIS
- School climate
- Schoolwide attendance programs



4

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## Classified Office Support Inservice Day

- Human Resources
- Facilities
- Office of Student Learning Assistance
- McKinney-Vento
- Family and Community Engagement
- Communication
- Payroll
- Technology
- Risk Management

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## Equity Leadership Summit

### Outcomes:

- Identify how our unique identities impact our sense of belonging and creating spaces of belonging
- Make connections between culturally responsive practices and creating communities of belonging
- Set goals for individual learning and identify the resources that will support our efforts to increase the use of culturally responsive practices.

### Activities:

- Engage in identity mapping
- Reflect about personal timeline of belonging
- Connect to 8 Point Commitment to Educational Justice and five culturally responsive practices
- Review student data
- Identify actions that will foster more inclusive and equitable communities of belonging



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## Smooth Start

### Professional Learning Content:

- Benefits of San Juan Teachers Association (SJTA) membership
- The System of Professional Growth (SPG)
- Employee benefits and payroll
- Various instructional breakout topics

### Collaborating Departments:

- Benefits and Payroll
- Center for Teacher Support (CTS)
- Equity and Student Achievement
- Human Resources (HR)
- Professional Learning and Innovation (PLI)
- Superintendent's Office
- Special Education
- System of Professional Growth (SPG)
- Technology Services

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## Cultivating Leaders Meet and Greet

### Elements of the Afternoon Event

- Major components of the program
  - Mentoring
  - Seminars
  - Shadowing opportunities
- Networking opportunities

### Collaborative Effort

- San Juan Professional Educators Coalition (SJPEC)
- San Juan Teachers Association (SJTA)
- California School Employees Association (CSEA)
- San Juan Administrators Association (SJAA)



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# System of Professional Growth Kickoff

## Professional Learning Content

- Process for new practitioners
- Process for veteran practitioners

## Collaborating Departments

- Human Resources
- Professional Growth Team
- Elementary and Secondary Division



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# Visual/Performing Arts & Physical Education

All Elementary Specialists' Professional Development

## Focus on:

- Creating lessons with diversity and equity
- Classroom expectations and management strategies
- Standards-based lesson development and practice



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# Professional Learning: Early Childhood Education

- 8 Point Commitment to Educational Justice (Equity Department Team)
- Healing Together Trauma Informed Care (Hanna Institute)
- WestEd Math support
- Desired Results Development Profile (DRDP) and Learning Genie Back to the Basics (using student data to drive our lesson plans)
- Setting up welcoming environments and inclusive classrooms
- Supporting positive behaviors
- Federal, state, and licensing requirements
- Health and safety updates



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# School Site Professional Learning: Elementary



- Building thinking classrooms in math
- Data-informed decision making
- Welcoming environments, welcoming communities
- Community asset mapping
- Arts integration and belonging
- Disrupting poverty
- Positive behavior intervention and support
- English language development

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# School Site Professional Learning: Secondary

- Building student voice
- Social emotional supports
- Positive Behavioral Intervention and Supports (PBIS)
- Community building activities
- Community asset mapping
- Culturally responsive practices



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# Student Welcoming Activities

## Elementary and K-8

- Popsicles in the park
- Welcome back barbecues
- Coffee and donuts with the administration
- Open shoe closet
- Opening day partnerships with Citrus Heights
- Back to school events held by family organizations

## Middle School and High School

- Where Everybody Belongs (WEB)
- Link Crew
- Welcome barbecues
- Welcome back dance
- First day rally



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# Family and Community Engagement

## Family Education

- FACE Mobile visits to all summer programs
- ECE & Kindergarten Readiness supports



## Staff Education

- "Powerful Partnerships" summer book club with 95 district colleagues
- "Engage Every Family" summer professional development with district teams and SCOE



## Family Engagement

- Family Fun Fridays partnership with Sierra Nevada Journeys
- Camp Winthers Family Leadership Camp

## Community Engagement

- Sparkle Foundation's backpack stuffing & About Kidz's supply giveaways
- Welcome Back engagement events

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# Communication

- Back-to-School Postcard
- Launch of new communication tools
  - Two-way classroom and family texting
  - New website
  - E-newsletters
  - Graphic design
- New brand identity standards
  - Logo
  - Written style guide
  - Design style guide

Get Ready for the First Day of School on **Thursday, Aug. 10!**

**REQUIRED BY AUG. 31**

Visit [www.sanjuan.edu/parentportal](http://www.sanjuan.edu/parentportal) or scan the QR code on the back to log in to Parent Portal and complete back-to-school essentials:

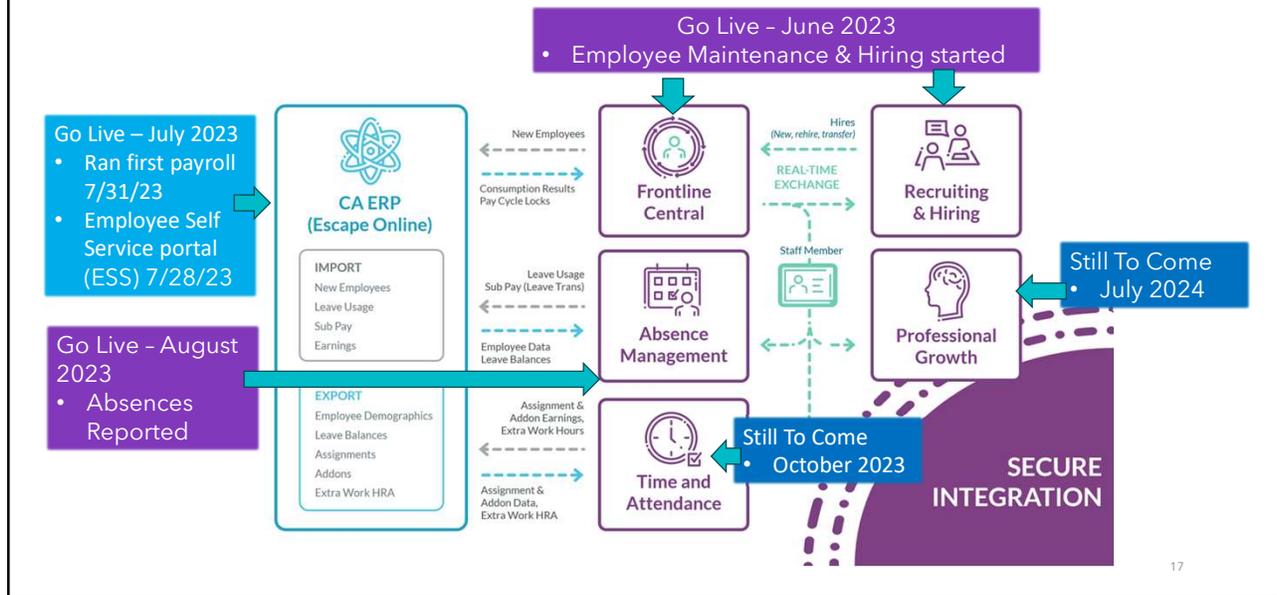
- Update Emergency Contact Information
- Help Your School Get Funding
- Get the 2023-24 Family Handbook



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# Fiscal Services, HR & Technology



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## Nutrition Services

- Site leads held PD on Aug. 8
- All staff participated in operations kick-off Aug. 9
- First day stats:
  - 5,053 - Breakfast
  - 15,230 - Lunch

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# Transportation



- New buses
- Electric buses in 2024
- 880 students transported on the first day

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# Technology



**Wi-Fi Services now available on all district buses**



**Interactive panel adoption expansion**



**E-Sports launch across elementary and middle schools**

20

20

## Deferred Maintenance Projects



- Bella Vista and Mira Loma's resurfacing of dive pools
- Mira Loma's new pool filtration system
- Mariposa, Kingswood, Arlington Heights and Pasteur's new multipurpose rooms, kitchen flooring and new cafeteria seating
- Casa Roble softball and baseball fields upgraded
- Del Campo and Rio Americano received full-site flooring and site-wide student and staff furniture
- Multiple sites received updated striping on playgrounds
- Del Dayo field maintenance project to improve irrigation and grounds



21

## Questions and Board Discussion

22

22

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** I-2

**SUBJECT:** 2023-24 Attendance Improvement Initiative

**MEETING DATE:** 08/22/2023

**DEPARTMENT:** Division of Teaching and Learning,  
Educational Services

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**ACTION REQUESTED:**

The superintendent is recommending that the board receive a report from the Division of Teaching and Learning, Educational Services, regarding the 2023-24 Attendance Improvement Initiative.

**RATIONALE/BACKGROUND:**

The purpose of this report is to provide an overview of the district's Attendance Improvement Initiative for the 2023-24 school year. Attendance data, post-pandemic, clearly shows students are missing more days of school than pre-pandemic levels (locally and statewide). The pandemic, school closures, virtual learning and hybrid learning had an enormous impact on schoolwide attendance policies and procedures. The 2023-24 Attendance Improvement Initiative is based on the Multi-Tiered System of Supports (MTSS) framework. A major focus of the initiative is grounded in promoting Tier I universal actions throughout the district, with sites creating welcoming, culturally responsive environments and building back overall student daily attendance and connections to school. Strategic Tier II and intensive Tier III strategies can then be effectively employed for chronically absent groups and individual students who are most in need of support.

**ATTACHMENT(S):**

A: 2023-24 Attendance Improvement Initiative PowerPoint

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: N/A

Additional Budget: N/A

Funding Source: N/A

Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goals: 1-5

Strategic Plan: 1-4

**PREPARED BY:** Dominic Covello, Director, Student Support Services

**APPROVED BY:** Debra Calvin, Ed.D., Associate Superintendent, Educational Services *DC*  
Melissa Bassanelli, Superintendent of Schools *MB*



# Attendance Improvement Initiative 2023-24

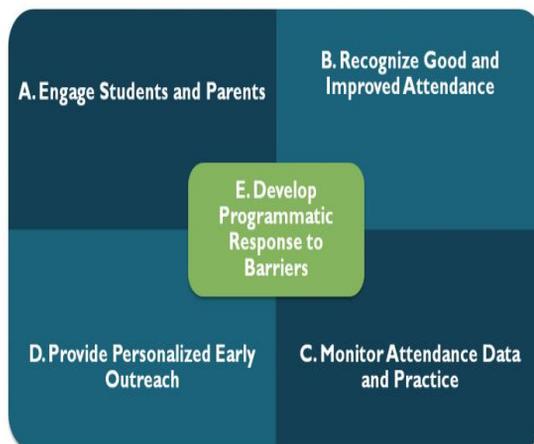
San Juan Unified School District  
August 22, 2023

Debra Calvin, Ed.D., Associate Superintendent, Educational Services  
Dominic Covello, Director, Student Support Services

## Why Now?

- Post-COVID: average daily attendance (locally and nationwide) has dropped to record low levels and chronic absenteeism rates have soared
- Change must begin with reengaging students and families, building relationships and creating welcoming, culturally responsive environments

### 5 Keys to Improving Student Attendance

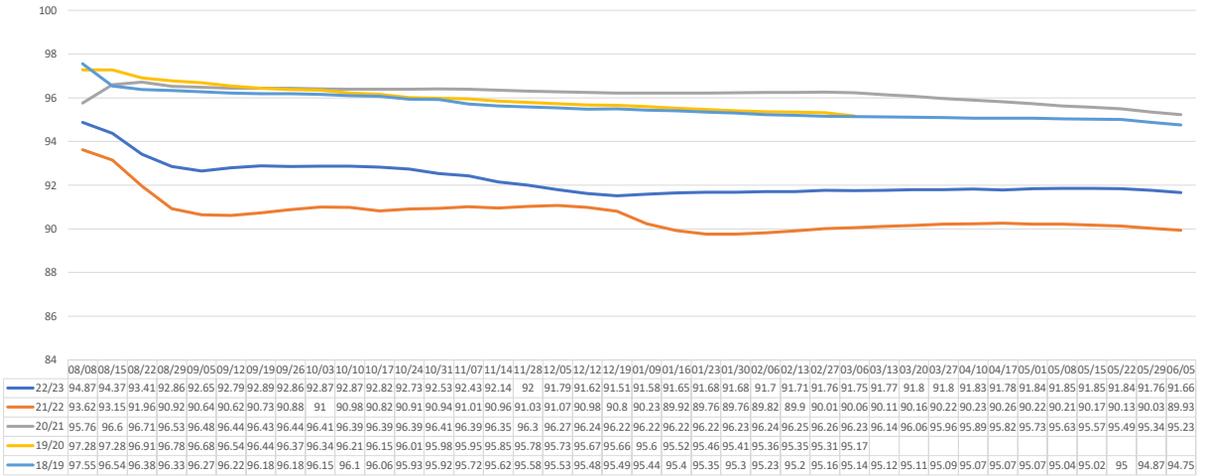


[www.attendanceworks.org](http://www.attendanceworks.org)



## Why Now? Historical Attendance Data

District Weekly YTD Attendance Percentages

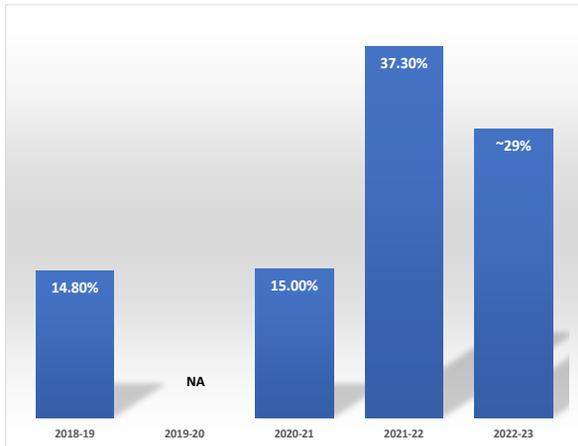


3

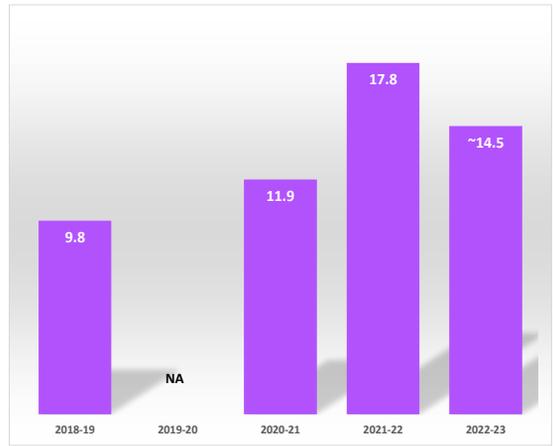


## Why Now? Historical Attendance Data

**San Juan Unified Chronic Absenteeism**  
(% of students absent 10+ days for any reason)



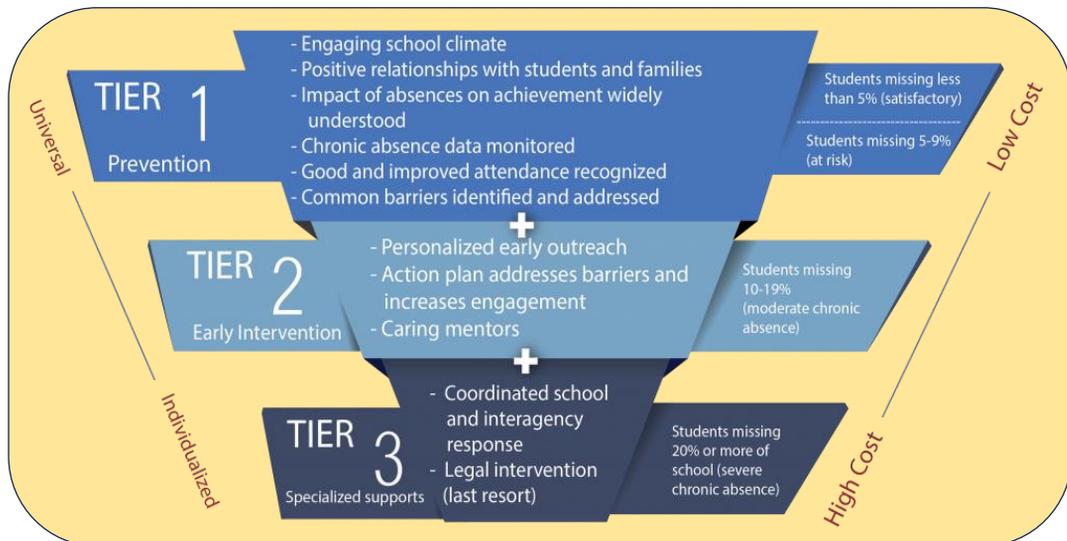
**Average School Days Missed**  
(for students with 1+ absences)



4



## Tiered Model for Attendance Improvement



www.attendanceworks.org

5



## Tier I (Prevention) Districtwide Actions

**All sites focusing on positive culture, climate and attendance messaging to begin the school year**

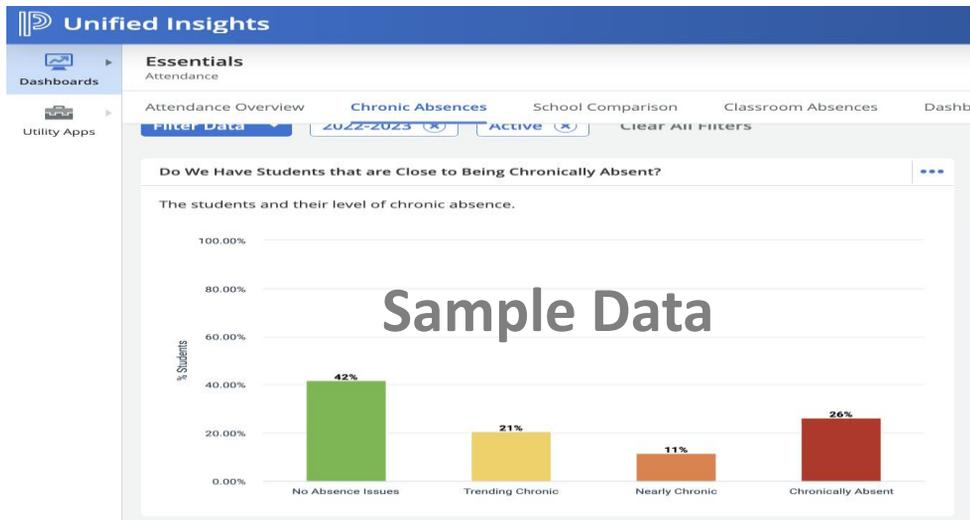
**Pupil Accounting collaboration with AIP: regular professional development opportunities for all site attendance clerks and new site administrators**

**TK-12 Principal Network Meetings - ongoing themes: creating welcoming, culturally responsive environments and student belonging**

6



# Tier I (Prevention) Districtwide Actions



7



# Tier II – Early Intervention

Summer 2023

**June: Chronically absent student lists generated from 2022/23 school year; lists distributed to school sites**

**July - August: Postcards, emails, texts and phone calls proactively made to students/families**



8



# Tier II – Early Intervention

August-September, 2023

- Sites proactively addressing chronically absent students - “all hands on deck” utilizing all available support staff:
  - Home visits
  - Phone calls
  - Personal connections and outreach

On-Going 2023-24

- School supervisor and site visits: added emphasis on attendance data, outreach and interventions

9



# Tier II – Early Intervention

## Student Support Services (S<sup>3</sup>) Mobile

- Focusing on McKinney-Vento and marginalized families

Outreach and Interventions: Site and AIP Scheduled Attendance Meetings



10



## Tier III – Specialized Individual Supports

---

1

Increase Site level  
Habitual Truancy and  
Chronic Absenteeism  
Conferences with  
Individual Contracts

2

Increase SARB  
referrals,  
participation and  
hearings (as  
appropriate)

3

Increase legal  
referrals to County  
Truancy Court (as  
appropriate – last  
resort only)

11



## Key Considerations Moving Forward

---

- **Attendance monitoring using Post-COVID attendance guidelines from state and county**
- **Remaining focused on daily, gradual attendance improvement: change will not happen overnight**
- **Acknowledge and celebrate the small wins: the goal is continual improvement, not perfect attendance**

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## Board Comments/Questions



**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** I-3

**MEETING DATE:** 08/22/2023

**SUBJECT:** Intent to Convey Easement at Katherine Johnson Middle School (Creekside Site) to the Sacramento Municipal Utility District

**DEPARTMENT:** Facilities

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**ACTION REQUESTED:**

The superintendent is recommending the board adopt Resolution No. 4094, declaring the intent to convey a permanent easement at Katherine Johnson Middle School (Creekside Site) to the Sacramento Municipal Utility District, and to call a public hearing to be held on September 12, 2023.

**RATIONALE/BACKGROUND:**

The Sacramento Municipal Utility District is requesting the granting of a permanent easement at Katherine Johnson Middle School (Creekside Site). The easement is necessary for the purpose to construct, place, inspect, remove, maintain and use electrical and communication facilities at the property located in Arden-Arcade, County of Sacramento, State of California, bounded and described as follows in the attachments.

**ATTACHMENT(S):**

- A: Resolution No. 4094
- B: Sacramento Municipal Utility District Easement
- C: Sacramento Municipal Utility District Aerial Overlay Exhibit

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  Ongoing:

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
  
Strategic Plan: N/A

**PREPARED BY:** Nic Arps, Director, Facilities, Construction and Modernization *NA*

**APPROVED BY:** Frank Camarda, Chief Operations Officer *FC*  
Melissa Bassanelli, Superintendent of Schools *MB*

SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

Resolution No. 4094

RESOLUTION OF INTENTION TO CONVEY TO THE  
SACRAMENTO MUNICIPAL UTILITY DISTRICT

WHEREAS, San Juan Unified School District (“District”) owns real property located at 2641 Kent Dr, Sacramento, California, in the County of Sacramento, State of California, bearing Assessor’s Parcel Number (APN: 268-0290-001-0000);

WHEREAS, Sacramento Municipal Utility District (“SMUD”) has requested that the District convey to SMUD an Utility Easement (“Easement”) for right of way and construction purposes, over an area of real property on APN (268-0290-001-0000) of approximately 2,700 square feet, as generally described and depicted in Exhibit A (“Easement Area”);

WHEREAS, the purpose of the Easement is for SMUD to access and construct, place, inspect, remove, maintain and use electrical & communication facilities on the District’s property;

WHEREAS, pursuant to Education Code section 17557, before so conveying property, a school district’s governing board must adopt a resolution in an open meeting by a two-thirds vote of all of its members declaring the intention to convey the property.

NOW, THEREFORE, the Board of Education of the San Juan Unified School District hereby finds, determines, declares, orders, and resolves as follows:

1. Recitals. The foregoing recitals are hereby adopted as true and correct.
2. Intent to Dedicate, Terms, and Conditions. Pursuant to Education Code sections 17556, et seq., it is the intention of the District to convey to SMUD the Easement generally described and depicted in the attached Exhibit A for the purposes described herein.
3. Public Hearing. On September 12, 2023, at the hour of 6:30 p.m., or as soon thereafter as the matter can be heard, the District’s Governing Board shall hold a public hearing upon the question of making the conveyance of the Easement to SMUD pursuant to Education Code sections 17558 and 17559, at which time any interested person may appear and be heard thereon.
4. Notice of Adoption. Notice of adoption of this Resolution shall be given by posting a true copy of this Resolution in three (3) public places in the District not less than ten (10) days before the date of the public hearing described above. Notice of said public hearing shall be given by publishing the notice in a newspaper of general circulation published in the District or in a newspaper published in Sacramento County that has general circulation within the District not less than five (5) days before the date of the public hearing described above.

PASSED AND ADOPTED on August 22, 2023, at a regular meeting of the Board of Education by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

SAN JUAN UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_  
Zima Creason, President  
San Juan Unified School District  
Board of Education

ATTESTED TO:

By: \_\_\_\_\_  
Saul Hernandez, Clerk  
San Juan Unified School District  
Board of Education

RECORD AT REQUEST OF AND RETURN TO:  
 Sacramento Municipal Utility District  
 Attention: Real Estate Services – B 209  
 P.O. Box 15830  
 Sacramento, CA 95852-1830

No Fee Document – Per Govt. Code Sec. 6103 & 27383  
 No County Transfer Tax Per R & T Code 11922

SMUD BY: gh KLK

A.P.N. 268-0290-001-0000

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

R/W U-2023/149  
 SO 30182393

**GRANT OF EASEMENT**

San Juan Unified School District, a political subdivision of the State of California, Grantor, is the owner of record of that certain real property located in Sacramento County, California, designated by the above referenced Assessor's Parcel Number and more fully described as follows:

*Lot 212 as shown on the Subdivision Map entitled "Plat of El Paso Park View Tract NO.2, recorded in the office of Recorder of Sacramento County on June 7, 1913 in Book 14 of Maps, Map No. 33.*

Grantor hereby grants to SACRAMENTO MUNICIPAL UTILITY DISTRICT (SMUD Grantee), a municipal utility district, Grantee, and its successors and assigns, the right from time to time to construct, place, inspect, remove, replace, maintain and use electrical and communication facilities consisting of underground conduits, wires and cables, with associated, above-ground or below-ground transformers, transformer pads, pedestals, service equipment, terminals, splicing, switching and pull boxes, switch and fuse cubicles, cubicle pads, and all other necessary fixtures and appurtenances (Facilities), within the following Easement Area described in EXHIBIT A attached hereto and made a part hereof. SMUD hereby accepts the Easement Area in its as-is, where -is condition, with no representations and warranties whatsoever from Grantor. SMUD shall maintain the Facilities located therein in a reasonably good and safe condition and repair.

Said right includes the trimming by of any trees or foliage along the Easement Area considered necessary for the complete enjoyment thereof and the right of ingress to and egress from said Easement Area for the purpose of exercising and performing all rights and privileges granted herein. In addition, the Easement Area shall be kept clear of any building or other structure and Grantor will not drill or operate any well within the Easement Area. Grantee shall provide 72-hours prior notice to Grantor prior to accessing the Easement Area and shall notify school personnel at the front office when SMUD arrives at the Property; unless emergency situation exists and therefore immediate access is required with no prior notice. Grantor shall have the right, if it so desires, to accompany Grantee while Grantee is on the Property. Grantee shall promptly repair any broken facilities and any damage done by Grantee to Grantor's Property, including, without limitation, damage to any landscaping or pavement, in connection with Grantee's exercise of its rights granted hereunder.

Grantee shall (i) comply with all applicable federal, state, and local laws, statutes, ordinances, and regulations, and any and all reasonable and uniform rules created by Grantor for utility providers from time to time to the extent consistent with good utility practice and standard of care so long as said rules created by Grantor are provided to Grantee in writing and accepted by in writing, and (ii) exercise reasonable care in the use and enjoyment of the Easement Area and perform all work in the Easement Area in a safe and good workmanlike manner.

The route of said easement is described in EXHIBITS A and depicted in EXHIBITS B attached hereto and made a part hereof.

Dated: \_\_\_\_\_

Grantor: San Juan Unified School District,  
a political subdivision of the State of  
California, a Political Subdivision of the State of California

BY: \_\_\_\_\_

Its: \_\_\_\_\_

Print Name: \_\_\_\_\_

**EXHIBIT A**  
**Description of Property**

The centerline of the 5 foot Easement Area shall be coincidental with the centerline of the said Facilities constructed in, on, over, under, across and along the Grantor's property. Additionally, the Easement Area will include the area occupied by Grantee Facilities and appurtenances.

The legal description herein, or the map attached hereto, defining the location of this utility easement, was prepared by Grantee pursuant to Section 8730 (c) of the Business and Professions Code.

**EXHIBIT A  
SMUD EASEMENT**

A portion of lot 212 as shown on the plat of "El Paso Park View Tract No. 2" as filed in the office of the Sacramento County Recorder in Book 14 of Maps at Page 33, in unincorporated area of Sacramento County, State of California, more particularly described as follows:

A 5.00-foot-wide strip of land, the centerline of which is described as follows:

Commencing at the Southwest corner of said Lot 212, thence, along the West line of said Lot 212 North 00°05'45" East 630.06 feet to a point that is 630.00 feet North, at right angles, from the South line of said Lot 212; Thence, parallel to said South line, South 89°08'15" East 40.00 feet; Thence, parallel to the West line of said Lot 212, North 00°05'45" East 116.74 feet to the Point of Beginning; Thence, from said Point of Beginning South 89°54'14" East 12.52 feet to a point hereinafter referred to as Point 'A'.

Thence, continuing South 89°54'14" East 4.58 feet;

Thence, South 97.47 feet;

Thence, East 423.79 feet to a point hereinafter referred to as Point 'B'.

**Together with** a 11.20-foot-wide strip of land, the centerline of which is described as follows:

Beginning at said Point 'A', thence, from said Point of Beginning South 89°54'14" East 9.17 feet.

**Together with** a 20.00-foot-wide strip of land, lying 11.50 feet North and 8.50 feet South of the following described line:

Beginning at said Point 'B', thence, from said Point of Beginning East 20.00 feet.

The sidelines of the above-described strip to be lengthened or shortened to terminate at a line 40.00 feet East of and parallel to the West line of said lot 212.

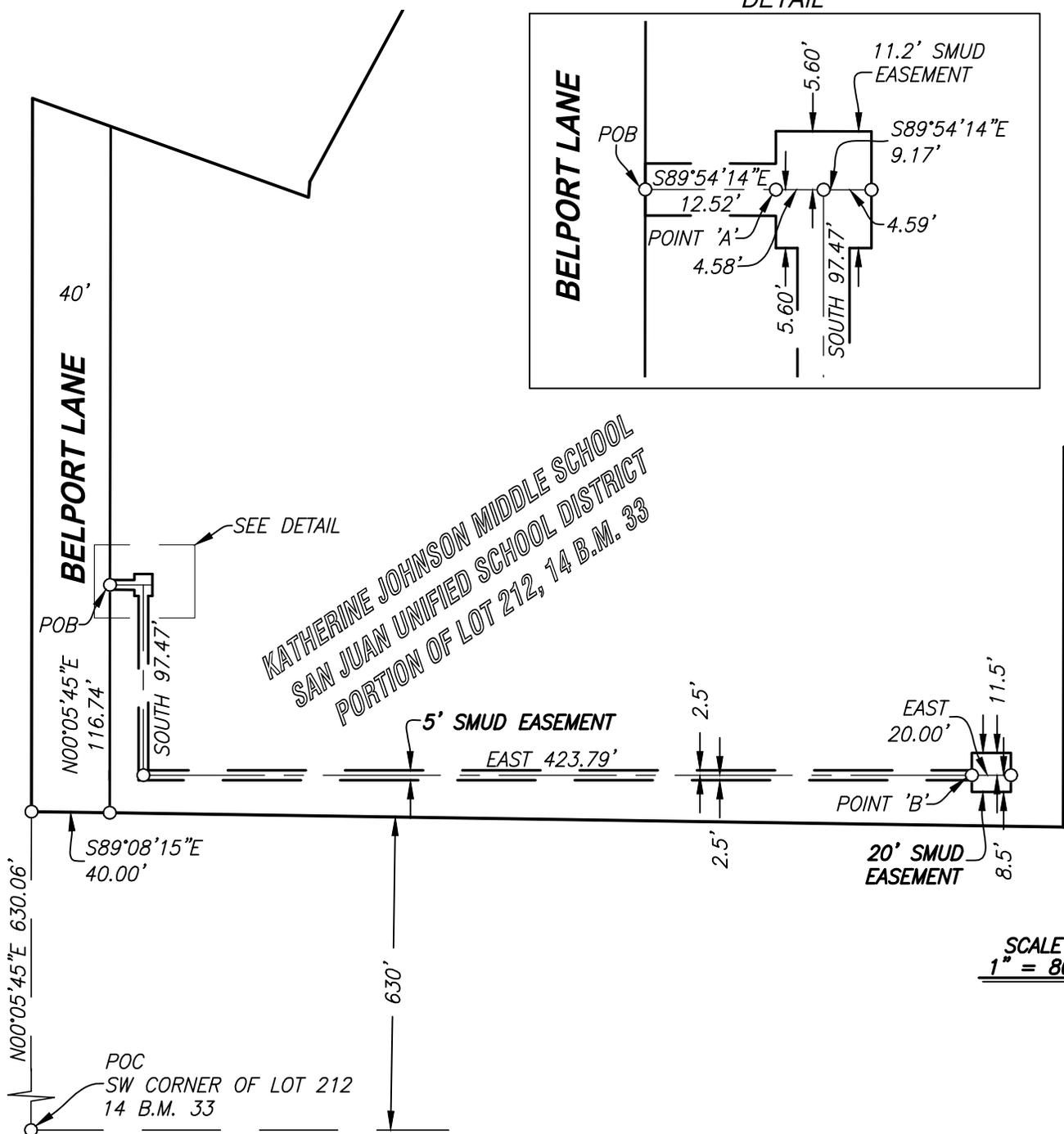
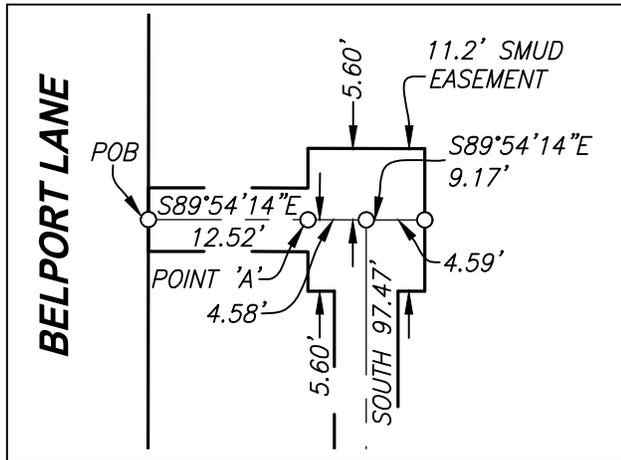


*Braden Barnum*

7-14-2023

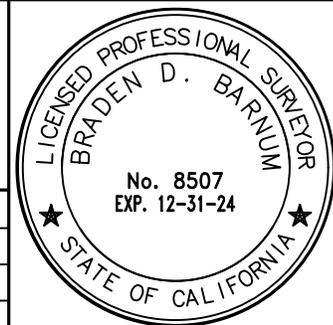
**EXHIBIT "B"**

**DETAIL**

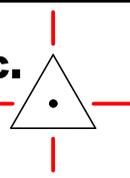


**SCALE**  
1" = 80'

**SMUD EASEMENT**  
**A PORTION OF LOT 212, 14 B.M. 33**  
**SECTION 30 OF RANCHO DEL PASO**  
**COUNTY OF SACRAMENTO, CALIFORNIA**



**CenterPoint Engineering, Inc.**  
Land Surveying & Construction Staking



DRAWN BY: BB  
CHECKED BY: AE  
SHEET: 1 OF 1  
DATE: 7-14-23

*Braden Barnum*

4230 Rocklin Rd., Suite 200 • Rocklin, CA • 95677  
Phone: 916-773-4006 Fax: 916-773-4498



SMUD EASEMENT



**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM:** I-4

**MEETING DATE:** 08/22/2023

**SUBJECT:** Williams Complaint Report

**CHECK ONE:**  
For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**DEPARTMENT:** Legal Services

**ACTION REQUESTED:**

The superintendent is recommending the board receive a report regarding Williams-type complaints filed with the district during the time period from April 1, 2023, to June 30, 2023.

**RATIONALE/BACKGROUND:**

The Williams legislation embodied in Education Code section 35186(d) requires each school district to publicly report, on a quarterly basis, summarized data on the nature and resolution of all Williams-type complaints filed with the district.

**ATTACHMENT(S):**

A: Williams Act 4th Quarterly Report

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

Current Budget: \$ N/A  
Additional Budget: \$ N/A  
Funding Source: N/A  
(Unrestricted Base, Supplemental, other restricted, etc.)  
Current Year Only  On-going

**LCAP/STRATEGIC PLAN:**

Goal: N/A Focus: N/A  
Action: N/A  
Strategic Plan: N/A

**PREPARED BY:** Fhanysha C. Gaddis, General Counsel, J.D., MPP *FCG*

**APPROVED BY:** Melissa Bassanelli, Superintendent of Schools *MB*

## WILLIAMS UNIFORM COMPLAINT PROCESS (UCP)

## Quarterly Report



## Legal Services

Melissa Bassanelli  
*Superintendent of Schools*

Fhanysha Clark Gaddis,  
J.D., MPP  
*General Counsel*

*Year covered by this report:* 2023  
*Quarter covered by this report:* Quarter 4 (April - June)

*Sufficiency of textbooks*

Number of complaints: 0  
Number resolved: 0  
Number unresolved: 0

*School facilities issues*

Number of complaints: 0  
Number resolved: n/a  
Number unresolved: n/a

*Vacancy or misassignment of teachers*

Number of complaints: 0  
Number resolved: n/a  
Number unresolved: n/a

Respectfully submitted: Fhanysha C. Gaddis, J.D., MPP  
General Counsel

## ADDRESS

3738 Walnut Avenue  
Carmichael, CA 95608

## PHONE

(916) 971-7110

## WEBSITE

[www.sanjuan.edu](http://www.sanjuan.edu)

**SAN JUAN UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA ITEM: I-5**

**MEETING DATE: 08/22/2023**

**SUBJECT:** CSBA Directors-at-Large Nominations

**DEPARTMENT:** Administration

**CHECK ONE:**

For Discussion:   
For Action:   
Report:   
Workshop:   
Recognition:   
Emergency Action:

**ACTION REQUESTED:**

The board may wish to nominate candidates to fill directors-at-large seats for African American and American Indian, on the board of directors of the California School Boards Association (CSBA).

**RATIONALE/BACKGROUND:**

The CSBA Board of Directors is comprised of directors from throughout the state. There are five directors-at-large. The CSBA Directors-at-Large African American and American Indian are elected in odd-numbered years. The directors, along with the officers and members of the Delegate Assembly, are a vital link in the Association's governance structure, ensuring that the association continues to effectively carry out its mission.

**ATTACHMENT(S):**

A: CSBA Nomination Memorandum

**BOARD COMMITTEE ACTION/COMMENT:**

N/A

**PREVIOUS STAFF/BOARD ACTION:**

Superintendent's Cabinet: 08/14/2023

**FISCAL IMPACT:**

N/A

**APPROVED BY:** Melissa Bassanelli, Superintendent of Schools *MB*



**TIME SENSITIVE, REQUIRES BOARD ACTION**  
**DEADLINE Friday, September 29, 2023**  
**Please deliver to all members of the governing board.**

August 1, 2023

## MEMORANDUM

TO: All CSBA Member Districts and County Offices of Education  
 FROM: Susan Markarian, CSBA President  
 SUBJECT: Call for Nominations for CSBA Directors-at-Large African American, American Indian, and County

Nominations for CSBA Directors-at-Large African American, American Indian, and County are currently being accepted through Friday, September 29, 2023. Directors-at-Large play an important role at CSBA, helping shape policy and set organizational direction.

The nominations for Directors-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education. It is important to note [Standing Rules 108 and 109](#) prior to making a nomination. SR 108 prohibits Directors from serving on state-wide boards whose organization focuses on labor, parents, special interests, or other segments of the school governance community as it is seen as a conflict of interest. SR 109 prohibits employees of CSBA from serving on the Board of Directors and Delegate Assembly.

The elections will take place at CSBA's Delegate Assembly meeting on Wednesday, November 29, 2023 at the San Francisco Hilton Union Square. Directors-at-Large serve two-year terms and take office immediately upon the close of the Association's Annual Education Conference, December 2, 2023. **All newly elected Directors should plan to attend a required orientation in San Francisco following the 3<sup>rd</sup> General Session at the Annual Education Conference on December 2.**

A valid nomination includes the following and are required to be submitted **no later than 11:59 p.m. on Friday, September 29, 2023 via online submission or emailed to [nominations@csba.org](mailto:nominations@csba.org).**

- **Nomination form from a member board:** A completed, signed, and dated nomination form. Member boards must secure permission before placing a name into nomination.

Nominees are required to submit the following candidate materials **by 11:59 p.m. on Friday, October 13, 2023:**

- **Candidate Form:** A signed and dated candidate form completed by the nominee.
- **Two letters of recommendation:** A one page, single-sided, letter addressed to CSBA President Susan Markarian. Recommendation letters may be from:
  - 1) A CSBA member district or county office of education (COE) board – ***If the letter is signed by the Superintendent, it must state in the letter that the letter of recommendation is “on behalf of the board.”***
  - 2) An individual board member from a CSBA member district or COE board
  - 3) Another association of school or county office of education board members
- **An optional, one-page, single-sided résumé** from the nominee.

Please contact CSBA's Executive Office at [nominations@csba.org](mailto:nominations@csba.org) should you have any questions.

**SAN JUAN UNIFIED SCHOOL DISTRICT  
TENTATIVE BOARD AGENDA ITEMS  
2023-2024**

**SEPTEMBER 12**

*Meet and Greet (before board meeting)*

Recognition: 2024 Teachers of the Year – A Toto  
Professional Learning Update – R Slavensky  
Cultivating Leaders Program – R Calvin  
2022-2023 Unaudited Actuals and 2023-2024 Revised Budget – A Stahlheber  
Public Hearing: Katherine Johnson MS Conveyance of Easement to SMUD – A [Discussed 08/22/23] Camarda  
Exemption to the Separation-From-Service Requirement – A Toto  
\*Resolution: GANN Limit – A Stahlheber

**SEPTEMBER 26**

Recognition: Week of the School Administrator (Oct. 8-14) – A Toto  
Summer School Update – R Schnepf  
Special Education Inclusive Practices – R Calvin  
Early Literacy Support Block Grant Annual Report – A Townsend-Snider  
Public Hearing: Sufficiency of Textbooks and Instructional Materials and Adoption of Resolution – A Slavensky  
\*Consolidated Application, 2023-2024 – A Calvin  
\*Commit Fund Balance – A Stahlheber

**OCTOBER 10**

Proposition 28: The Arts and Music in Schools Funding Guarantee and Accountability Act Plan – R Slavensky  
Arts, Music, Instructional Media Block Grant – A Slavensky  
La Vista Center Update – D Calvin  
Variable Term Waivers – A Toto  
Assignment of Teachers Outside Regular Base Credential – A Toto  
Provisional Internship Permits – A Toto

**OCTOBER 24**

Recognition: School Psychology Awareness Week (Nov. 6-10) – A Calvin  
2022-2023 End of Year Data Summary – R Slavensky  
Public Hearing: Proposed Fee Increase for Fee-Based ECE Programs – D Townsend-Snider  
Williams Complaint Report – R Gaddis

**NOVEMBER 14**

Learning Recovery Emergency Block Grant – R Slavensky  
Innovative School Update – R Townsend-Snider  
Proposed Fee Increase for Fee-Based ECE Programs – A [Discussed 10/24/23] Townsend-Snider  
Set Annual Organizational Meeting – A Board

**DECEMBER 12**

*Board Reception/Swearing-In (before board meeting)*

Annual Organizational Meeting – A Board  
Family and Community Engagement Update – R Allen  
2022-2023 Audit Report – A Stahlheber  
2023-2024 First Interim & Budget/Financial Status Report – A Stahlheber  
\*Minimum Wage Increase (Short Term, Temporary) – A Toto

**JANUARY 9**

Workshop: The Brown Act, Board Governance, Governance Handbook – D Gaddis  
Universal Prekindergarten Planning and Implementation Update – R Townsend-Snider  
Williams Complaint Report – R Gaddis

Annual Policy Review – D	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
*Resolution: Emergency Contracting – A	Stahlheber
*Resolution: Authorized Signature - Power to Contract on Behalf of the District – A	Stahlheber
*Resolution: Delegating Signature Authorization to the Superintendent – A	Stahlheber

**JANUARY 23**

Recognition: 2024 Classified Employees of the Year – A	Toto
Recognition: National School Counseling Week (Feb. 5-9) – A	Schnepf
Bond Program Update – R	Camarda
Government Affairs (Legislative) Update – R	Thigpen
*Annual Policy Review – A [Discussed 01/09/24]	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
*School Accountability Report Cards (SARCs) – A	Slavensky
*LCAP Federal Addendum Annual Revision – A	Calvin
*Continued Funding Application CSPP & CCTR – A	Townsend-Snider
*Early Head Start/Head Start Year 1 Budget Mod/Carryover Funds – A	Townsend-Snider
*Resolution: Federal Surplus Property participation renewal – A	Stahlheber

**FEBRUARY 13**

Public Hearing: Camp Winthers Fee Increase – D	Schnepf
Mid-Year LCAP Update 2023-2024 – R	Slavensky
Choices Charter School Mid-Year LCAP Update 2023-2024 – R	Ginter
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D	Toto
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated ECE) – D	Toto
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – D	Toto
Notice of Intent to Reduce Classified Positions – D	Toto
*EHS/HS Year 2 Budget Carryover Funds – A	Townsend-Snider

**FEBRUARY 27**

Recognition: Arts Education Month (March) – A	Townsend-Snider
Recognition: National School Social Work Week (Mar. 3-9) – A	Calvin
Instructional Materials Update – R	Slavensky
Second Interim Budget Report – R	Stahlheber
Camp Winthers Fee Increase – A [Discussed 02/13/24]	Schnepf
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/13/24]	Toto
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/13/24]	Toto
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/13/24]	Toto
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/13/24]	Toto
2024 CSBA Delegate Assembly Election – A	Board

**MARCH 19 (3rd Tuesday)**

Elevating Youth Voice – R	Calvin
District K-12 Mathematics Update – R	Slavensky
Nutrition Services Update – R	Camarda
*Resolution: Election Order – A	Board
*2024-2025 Transportation Plan – A	Camarda
*Head Start and Early Head Start Grant Application 2022-2023 – A	Townsend-Snider
*Audit Report for Measures J, N, P and S – A	Stahlheber

**APRIL 9**

Recognition: Week of the Young Child (Apr. 1-5) – A	Townsend-Snider
Recognition: School Bus Driver’s Appreciation Day (Apr. 23) – A	Toto
Instructional Materials Adoptions – D	Slavensky
New High School Courses – D	Slavensky
Williams Complaint Report – R	Gaddis
Proposed Board Meeting Dates for 2024-2025 – A	Board

**APRIL 23**

Recognition: California Day of the Teacher (May 8) – A	Toto
Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 8) – A	Calvin
Expanded Learning Opportunities Update (Secondary) – R	Schnep
Technology Update – R	Skibitzki
Safety and Safe Schools Update – R	Allen
*Instructional Materials Adoptions – A [Discussed 04/09/24]	Slavensky
*New High School Courses – A [Discussed 04/09/24]	Slavensky

**MAY 14**

Recognition: National Speech Pathologist Day (May 18) – A	Calvin
Recognition: Classified School Employee Week (May 19-25) – A	Toto
English Learner Update – R	Calvin
Expanded Learning Opportunities Update (Elementary) – R	Townsend-Snider
Hearing Officer’s Recommendation-2024 RIF (if applicable) – A	Gaddis
*Approval of CTE 2024 Advisory Committee Roster – A	Schnep
*Head Start/Early Head Start COLA Funding Allocation 2024-2025 – A	Townsend-Snider
*Resolution: CSPP Continued Funding Application Designated Personnel 2024-2025 – A	Townsend-Snider

**MAY 28**

Recognition: National Science Bowl (if applicable) – A	Schnep
Recognition: Science Olympiad (if applicable) – A	Schnep
Recognition: Academic Decathlon (if applicable) – A	Schnep
Expanded Learning Opportunities Program (ELO-P) Update – R	Calvin
Early Childhood Education Update – R	Townsend-Snider
*Head Start/Early Head Start Contract Resolution FY 2024-2025 – A	Townsend-Snider

**JUNE 11**

Public Hearing: LCAP – D	Slavensky
Public Hearing: LCAP/Choices Charter School – D	Ginter
Early Literacy Support Block Grant Annual Report – R	Townsend-Snider
Public Hearing: Adoption of the 2024-2025 Budget – D	Stahlheber
Temporary Interfund Borrowing of Cash – A	Stahlheber
*CIF Superintendent Designation of Representatives 2024-2025 – A	Schnep
*ECE Program Self-Evaluation for CDE – A	Townsend-Snider

**JUNE 25**

California School Dashboard Local Indicators – R	Slavensky
LCAP – A [Public Hearing 06/11/24]	Slavensky
Choices Charter School California School Dashboard Local Indicators – R	Ginter
LCAP Choices Charter School – A [Public Hearing 06/11/24]	Ginter
Adoption of the 2024-2025 Budget – A [Public Hearing 06/11/24]	Stahlheber
*2023-2024 Actuarial Report (OPEB) – A	Stahlheber
*Charter School 2022-2023 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A	Stahlheber
*2024-2025 School Plan for Student Achievement (SPSAs) – A	Calvin

D=discussion; A=action; \*=consent; R=report; PC=public comment