

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

Ben Avey, President
Tanya Kravchuk, Vice President
Manuel Perez, Clerk
Zima Creason, Member
Nick Bloise, Member
Abid Stanekzai, Member
Pam Costa, Member

Board of Education Agenda
August 12, 2025

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 virtually via livestream from a computer, mobile device or tablet at <https://www.sanjuan.edu/boardmeeting>.

The full agenda packet is available on the district website at <https://www.sanjuan.edu/boardagendas>. 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 <https://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.

A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS - 5:30 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 - 5:30 p.m.

1. Public Employee Discipline/Dismissal/Release (Government Code section 54957)
Position: N/A – Discussion regarding complaint/investigation concerning a member of the Board of Trustees – 25-26_001.
2. Public Employee Discipline/Dismissal/Release (Government Code section 54957)
Position: N/A – Discussion regarding complaint/investigation concerning a member of the Board of Trustees – 25-26_002.

C. RECONVENE OPEN SESSION/PLEDGE OF ALLEGIANCE/LAND ACKNOWLEDGEMENT - 6:30 p.m.

D. APPROVAL OF MINUTES

1. Minutes - June 24, 2025, regular meeting

Action: The superintendent is recommending that the board approve the minutes for June 24, 2025, regular meeting, pages 2694-2697.

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 - 7:10 p.m.

Action: The administration recommends that the consent calendar, G-1 through G-10, 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 Report

The superintendent is recommending that the board approve the personnel report and related items – appointments, leaves of absence, separations and reassignments/change in work year.

2. Purchasing Report

The superintendent is recommending that the board approve the purchasing report - purchase orders, service agreements and contracts; change orders/amendments; zero dollar contracts; and bids/RFPs.

3. Business/Financial Report

The superintendent is recommending that the board approve the business/financial report - warrants and payroll and notices of completion.

4. Gifts

The superintendent is recommending that the board accept the list of gifts.

5. Surplus Property

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

6. Arcade Middle School Lease Amendment No. 10

The superintendent is recommending that the board adopt Resolution No. 4220, approving the tenth amendment to the lease for the Arcade Middle School New Construction Project No. 001-9512-P1 between San Juan Unified School District and Clark/Sullivan Construction.

7. Howe Avenue Elementary School Emergency Resolution for BACTalk Retrofit Project

The superintendent is recommending that the board adopt Resolution No. 4221, approving the Resolution for Emergency Work for the HVAC Energy Management System & Controls (BACTalk Retrofit Project) between San Juan Unified School District and L&H Airco LLC.

8. Howe Avenue Elementary School Energy Management System - BACTalk Retrofit Project

The superintendent is recommending that the board approve the contract for the HVAC Energy Management System & Controls (BACTalk Retrofit Project) between San Juan Unified School District and L&H Airco LLC.

9. Cabinet Salary Schedule

The superintendent is recommending that the board approve a revision to the cabinet salary schedule.

10. Ratification of Committee Members

The superintendent is recommending that the board ratify the appointment and reappointment of committee members.

H. CONSENT CALENDAR (continued, if necessary)

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

I. BUSINESS ITEMS

1. **San Juan Teacher Residency Update (Dale) - 7:15 p.m.**

Report: The superintendent is recommending that the board review a report regarding the San Juan Teacher Residency program.

2. **Revisions to Board Policy and Exhibit 4040 Employee Use of Technology (Dale) - 7:35 p.m.**

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy and Exhibit 4040 Employee Use of Technology. Action anticipated: 08/26/2025.

3. **Revisions to Board Policy and Exhibit 6163.4 Student Use of Technology (Dale) - 7:40 p.m.**

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy and Exhibit 6163.4 Student Use of Technology. Action anticipated: 08/26/2025.

4. **Revisions to Board Policy 5131.9 Academic Honesty (Dale) - 7:45 p.m.**

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy 5131.9 Academic Honesty. Action anticipated: 08/26/2025.

5. **Declaration of Need for Fully Qualified Educators (Thigpen) - 7:50 p.m.**

Action: The superintendent is recommending that the board adopt the Declaration of Need for Fully Qualified Educators for the 2025-2026 school year.

6. **San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the San Juan Teachers Association (SJTA) Successor Contract (2025-26) (Thigpen) - 7:55 p.m.**

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the San Juan Teachers Association (SJTA) for 2025-26.

7. **San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the San Juan Professional Educators Coalition (SJPEC) Reopeners for 2025-26 (Thigpen) - 8:00 p.m.**

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the San Juan Professional Educators Coalition (SJPEC) for 2025-26.

8. **San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the California School Employees Association, Chapter 127 (CSEA) Reopeners**

for 2025-26 (Thigpen) - 8:05 p.m.

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the California School Employees Association, Chapter 127 (CSEA) for 2025-26.

9. Cabinet Contract (Thigpen) - 8:10 p.m.

Action: The superintendent is recommending that the board approve the employment contract for the Senior Director of Human Resources covering the 2025/2026 and 2026/2027 school years.

10. Williams Complaint Report (Gaddis) - 8:15 p.m.

Report: The superintendent is recommending that the board receive an update on Williams-type complaints filed with the district during the time period from April 1, 2025, to June 30, 2025.

J. BOARD REPORTS - 8:20 p.m.

K. FUTURE AGENDA - 8:25 p.m.

1. Tentative future agenda items

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

L. CLOSED SESSION (continued, if necessary)

Announcement of topics/announcement of actions.

M. ADJOURNMENT - 8:30 p.m.

NOTE: The times indicated are approximate.

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).

A person with a disability may contact the Board of Education office at (916) 971-7111, or email 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, at least 24 hours before the scheduled board meeting to allow for the scheduling of appropriate translation staff and other resources.

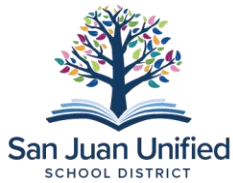
Mission Statement

We partner with our San Juan Unified community in setting high expectations for academic achievement rooted in equity and unity to create supportive learning experiences in which all students, families and staff can excel and thrive.

San Juan Unified Land Acknowledgement

The San Juan Unified School District acknowledges that our schools are located on the ancestral lands of the Nisenan and Miwok peoples, who continue to care for this land as they have since time immemorial. We deeply respect their ongoing connection to this land and recognize their resilience in preserving and revitalizing their cultures and traditions despite historical and ongoing challenges.

We recognize the profound injustices endured by their ancestors, including genocide, forced assimilation, and displacement, and we remain aware of the ongoing challenges and injustices they face today. As we advance in our commitment to equity and inclusion, we pledge to strengthen our connections by fostering a culture of understanding, respect, and active collaboration with their communities.



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

**Board of Education Minutes
June 24, 2025**

Regular Meeting

Board of Education
6:00 p.m.

Open Session/Call to Order (A)

The June 24 regular meeting was called to order by the president, Ben Avey. The board meeting was held in person and was also livestreamed on the district website.

Roll Call

Present:

Ben Avey, president
Zima Creason, member
Nick Bloise, member
Abid Stanekzai, member
Pam Costa, member

Absent:

Tanya Kravchuk, vice president
Manuel Perez, clerk

Announcement of Closed Session Topics/Closed Session Visitor Comments (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 a student expulsion in one case (Education Code section 48918[f]).

Reconvene Open Session/Pledge of Allegiance/Land Acknowledgement (C)

At 6:30 p.m., the June 24 regular meeting was called back to order by the president, Ben Avey, who led the group in the Pledge of Allegiance and then read the San Juan Unified land acknowledgement. Mr. Avey also welcomed the new Deputy Superintendent of Schools and Student Support, Dr. Timothy Chip Dale.

Minutes Approved (D)

It was moved by Mr. Bloise, seconded by Mr. Stanekzai, that the minutes of the June 10 regular meeting be approved. MOTION CARRIED 5-0-2 [AYES: Avey, Creason, Bloise, Stanekzai, Costa; NOES: None; ABSENT: Kravchuk, Perez].

Board-Appointed/District Committees (E-2)

Oleg Shishko, chair of the Bond Oversight Committee, provided a report on the work of the committee.

Closed Session/Expulsion Actions (E-5)

Ms. Creason reported that the board voted unanimously to accept a hearing panel's recommendation of one expulsion in case number S-32.

Visitor Comments (F)

There were no general visitor comments.

Consent Calendar Approved (G-1/G-21)

It was moved by Ms. Creason, seconded by Mr. Bloise, that the consent calendar items G-1 through G-21 be approved. MOTION CARRIED 5-0-2 [AYES: Avey, Creason, Bloise, Stanekzai, Costa; NOES: None; ABSENT: Kravchuk, Perez].

Personnel (G-1)

Appointments, leaves of absence, separations and job description/salary range change – approved as submitted.

Purchasing Report (G-2)

Purchase orders, service agreements and contracts; change orders/amendments; construction and public works bids and contracts; piggyback contracts; and bids/RFPs – approved as submitted.

Business/Financial Report (G-3)

Notices of completion and warrants and payroll – approved as submitted.

Gifts (G-4)

Acceptance of gifts to Starr King K-8.

Surplus Property (G-5)

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

School Plans for Student Achievement (G-6)

Approval of the School Plans for Student Achievement (SPSAs) and corresponding budgets.

Sacramento Region 3 Title I Nonprofit Private Schools Consortium Memorandum of Understanding (G-7)

Approval of the Memorandum of Understanding for students attending Nonprofit Private Schools (NPS) 2025-2028.

Aspire Alexander Twilight Secondary Academy and Aspire Alexander Twilight College Prep Academy 2023-2024 Annual Independent Financial Audit Report (G-8)

Acceptance of the 2023-2024 Consolidated Audit Report for Aspire Alexander Twilight Secondary Academy and Aspire Alexander Twilight College Prep Academy.

California Montessori Project 2023-2024 Annual Independent Financial Audit Report (G-9)

Acceptance of the 2023-2024 Annual Independent Financial Audit Report for California Montessori Project.

Gateway International School 2023-2024 Annual Independent Financial Audit Report (G-10)

Acceptance of the 2023-2024 Annual Independent Financial Audit Report for Gateway International School.

Golden Valley Orchard Charter and Golden Valley River Charter 2023-2024 Annual Independent Financial Audit Report (G-11)

Acceptance of the 2023-2024 Audit Report for Golden Valley Orchard Charter and Golden Valley River Charter.

Options For Youth - San Juan Charter School 2023-2024 Annual Independent Financial Audit Report (G-12)

Acceptance of the 2023-2024 Annual Independent Financial Audit Report for Options For Youth - San Juan Charter School.

Visions In Education Charter School 2023-2024 Annual Independent Financial Audit Report (G-13)

Acceptance of the 2023-2024 Annual Independent Financial Audit Report for Visions In Education Charter School.

2024-2025 Actuarial Report Other Post-Employment Benefits (OPEB) (G-14)

Approval of the other post-employment benefits (OPEB) liability reported in the district's financial statements for the fiscal year ending June 30, 2025, in the amount of \$117,036,258.

Addendum to Pay Schedules (G-15)

Adoption of the Addendum to San Juan Teachers Association Pay Schedules dating back to the 2021-22, 2022-23 and 2023-24 school years.

Resolution No. 4213: Lease Amendment No. 5 for the Encina High School Full Site Renovation Project (G-16)

Adoption of Resolution No. 4213, approving the fifth amendment for the Encina High School Full Site Renovation Project.

Camp Winthers Facilities Use Agreement (G-17)

Approval of the Facilities Use Agreement for Camp Winthers.

Resolution No. 4214: Kingswood K-8 School Early Childhood Education Contract Amendment No. 1 (G-18)

Adoption of Resolution No. 4214, approving the first amendment and ratifying the contract for Kingswood Early Childhood Education canopy, playground, and hardscape replacement project between San Juan Unified School District and Joe's Landscaping & Concrete Inc.

Resolution No. 4215: Encina Early Childhood Education Contract Amendment No. 1 (G-19)

Adoption of Resolution No. 4215, approving the first amendment and ratifying the contract for Encina Early Childhood Education canopy, playground, and hardscape replacement project between San Juan Unified School District and Joe's Landscaping & Concrete Inc.

Resolution No. 4216: Choices Charter Early Childhood Education Contract Amendment No. 1 (G-20)

Adoption of Resolution No. 4216, approving the first amendment and ratifying the contract for Choices Charter Early Childhood Education canopy, playground, and hardscape replacement project between San Juan Unified School District and Joe's Landscaping & Concrete Inc.

Resolution No. 4217: Sunrise Tech Early Childhood Education Contract Amendment No. 1 (G-21)

Adoption of Resolution No. 4217, approving the first amendment and ratifying the contract for Sunrise Tech Early Childhood Education canopy, playground, and hardscape replacement project between San Juan Unified School District and Joe's Landscaping & Concrete Inc.

Strategic Plan Update (I-1)

Chief of Staff Trent Allen gave an update on the district's strategic plan and highlighted examples of the work in each of the plan's four strategic directions:

- Strategic Direction 1: Advance and Support Student Success – expanding arts education and strengthening universal pre-kindergarten offerings
- Strategic Direction 2: Prioritize Equitable Practices – implementing the dress code and nutrition services expansion of meal options
- Strategic Direction 3: Enhance Employee Systems and Supports – class size reduction and planning for business continuity and disaster recovery
- Strategic Direction 4: Engage Students, Families and Community as Valued Educational Partners – strengthened connection with Citrus Heights and Katherine Johnson Middle School lands in its new home

Mr. Allen explained that each body of work has identified indicators used for refinement and measurement, noting that the indicators in the Local Control and Accountability Plan (LCAP) help provide a broader perspective. Mr. Allen also discussed next steps for the second year of implementation, planned for the 2025-2026 school year, which will include a focused effort on two high-priority outcome goals under each strategic direction. Board members made comments. Ms. Creason commended staff for their well-done work. Mr. Avey described the strategic plan as a well-crafted, comprehensive document, and he highlighted the inclusion of community input, acknowledged successes in Citrus Heights and at Katherine Johnson Middle School, and noted the efforts related to school meals.

California School Dashboard: Local Indicators (I-2)

Interim Deputy Superintendent of Schools and Student Support Amy Slavensky introduced Director of Continuous Improvement and LCAP Gianfranco Tornatore, Ed.D. and Assistant Director of Assessment, Evaluation and Planning Christopher Smith. Mr. Smith gave a detailed presentation on the district's measurement of progress for State Priority Areas 1, 2, 3, 6 and 7 related to the state accountability dashboard. Mr. Avey asked a clarifying question about the school climate requirement, which Mr. Smith addressed.

Local Control and Accountability Plan (LCAP) (I-3)

It was moved by Ms. Costa, seconded by Mr. Bloise, to approve the district's 2025-2026 Local Control and Accountability Plan (LCAP). MOTION CARRIED 5-0-2 [AYES: Avey, Creason, Bloise, Stanekzai, Costa; NOES: None; ABSENT: Kravchuk, Perez].

San Juan Choices Charter School California School Dashboard: Local Indicators (I-4)

Assistant Superintendent of Educational Services Harvey Oaxaca, Ed.D., introduced Director of Choices Charter School Brent Givens who gave a presentation on Choices Charter School's measurement of progress for State Priority Areas 1, 2, 3, 6 and 7 related to the state accountability dashboard. Ms. Costa praised Choices for their success on indicators 3 and 4.

San Juan Choices Charter School Local Control and Accountability Plan (LCAP) (I-5)

It was moved by Mr. Stanekzai, seconded by Mr. Bloise, to approve the Choices Charter School Local Control and Accountability Plan (LCAP). MOTION CARRIED 5-0-2 [AYES: Avey, Creason, Bloise, Stanekzai, Costa; NOES: None; ABSENT: Kravchuk, Perez].

Adoption of 2025-2026 Budget (I-6)

It was moved by Ms. Creason, seconded by Ms. Costa, to adopt the San Juan Unified School District 2025-2026 budget, including the approval of the Education Protection Account spending plans for the district and Choices Charter School; the excess reserves in the ending fund balance; the district staffing standards; and approve the revisions to the 2024-2025 budget. MOTION CARRIED 5-0-2 [AYES: Avey, Creason, Bloise, Stanekzai, Costa; NOES: None; ABSENT: Kravchuk, Perez].

Presentation of District's Initial Bargaining Proposal with the San Juan Teachers Association (SJTA) Successor Contract 2025-2026 (I-7)

Chief of Human Resources Daniel Thigpen presented the district's bargaining interests with the San Juan Teachers Association for discussion. There being no questions from the board, the item was scheduled for public comment/action on August 12.

Presentation of District's Initial Bargaining Proposal with the California School Employees Association, Chapter 127 (CSEA) Reopeners for 2025-2026 (I-8)

Mr. Thigpen presented the district's bargaining interests with the California School Employees Association Chapter 127 for discussion. There being no questions from the board, the item was scheduled for public comment/action on August 12.

Presentation of District's Initial Bargaining Proposal with the San Juan Professional Educators Coalition (SJPEC) Reopeners for 2025-2026 (I-9)

Mr. Thigpen presented the district's bargaining interests with the San Juan Professional Educators Coalition for discussion. There being no questions from the board, the item was scheduled for public comment/action on August 12.

Board Reports (J)

There were no board reports.

Future Agenda (K)

No items were added to the future agenda.

Adjournment (M)

At 7:20 p.m., there being no further business, the regular meeting was adjourned.

Ben Avey, Board President

Melissa Bassanelli, Secretary

Approved: _____
:sc

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

AGENDA ITEM: G.1

MEETING DATE: 08/12/2025

SUBJECT: Personnel Report

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board approve the personnel report and related items – appointments, leaves of absence, separations and reassignments/change in work year.

RATIONALE/BACKGROUND:

The personnel report provides an accounting of recent appointments, leaves of absence, separations, reassignments or changes in work calendar, errata, job description changes, salary range changes, employment contracts and extensions, recommendations on credential and charter school personnel actions.

ATTACHMENT(S):

1. [Personnel Pages](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Megan Itza-Smith, Analyst, Human Resources

APPROVED BY: Daniel Thigpen, Chief of Human Resources
Melissa Bassanelli, Superintendent of Schools

1. APPOINTMENTS**CABINET**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Henry, Cloris	Prob	Senior Director, Human Resources	Human Resources	08/18/25

MANAGEMENT

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Lilley, Laura	Prob	Director Fiscal Services	Fiscal Services	08/11/25
New Hire	Marsolais, Rebecca	Prob	Director II- ECE/Exp Learning	Early Childhood Education	07/21/25

CERTIFICATED SUPERVISORY

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Burrola, Alec	Prob	Psychologist	Psych Services - Kenneth	08/05/25
New Hire	Krum, Alysia	Prob	Psychologist	Psych Services - Kenneth	08/05/25
New Hire	Maldonado, Anibal	Prob	Elem Sch Admin Specialist	Starr King	07/24/25
New Hire	Pierce, Alexander	Prob	Psychologist	Psych Services - Kenneth	08/05/25
New Hire	Ryals, Robert	Prob	Vice Principal, Elementary	Gold River Discovery Center	07/24/25
Promotion	Galvan, Armando	Prob	Vice Principal, Elementary	Thomas Edison	07/24/25
Promotion	Grinsell, Logan	Prob	Middle Sch Admin Specialist	Will Rogers	07/24/25
Promotion	Knight-Hokafonu, Alrikka	Prob	Vice Principal, High School	El Camino	08/04/25
Promotion	Magliola, Michael	Prob	Principal, High School	Del Campo	07/08/25
Promotion	Rambo, Sonia	Prob	Vice Principal, High School	San Juan	07/24/25
Rehire	Murphy, Timothy	Prob	Vice Principal, High School	Del Campo	07/24/25
Rehire	Padua-Dean, Hayley	Prob	Psychologist	Psych Services - Kenneth	08/05/25

CERTIFICATED

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
New Hire	Acero, Jennifer	Temp	Tch-Grad 9/12	Encina	08/12/25 06/10/26
New Hire	Anaya, Ana	Temp	Tch-Grad 9/12	Encina	08/12/25 06/10/26
New Hire	Anderson Preston, Willie	Temp	Tch-Grad 7/8	Starr King	08/12/25 06/10/26
New Hire	Armes, Ingrid	Temp	Tch-Grad 7/8	Arcade	08/12/25 06/10/26
New Hire	Armstrong, Magdaline	Temp	Tch-Grad 7/8	Starr King	08/12/25 06/10/26
New Hire	Babcock, Megan	Temp	Teacher Grade 1	Greer	08/12/25 06/10/26
New Hire	Booth, Madison	Prob	Language/Speech/Hrg Spec	Special Ed - Kenneth	08/11/25
New Hire	Bright, Neil	Temp	Tch-Grad 7/8	Arden	08/12/25 06/10/26
New Hire	Clawson, Jonathan	Temp	Tch-Grad 7/8	Katherine Johnson	08/12/25 06/10/26
New Hire	Flores, Jaileen	Temp	Tch-Grad 7/8	Katherine Johnson	08/12/25 06/10/26
New Hire	Hernandez, Michael	Temp	Counselor K/6	Greer	08/12/25 06/10/26
New Hire	Hernandez, Omar	Temp	Teacher Grade 4	Starr King	08/12/25 06/10/26
New Hire	Hinlo, Maybeline	Temp	Teacher Grade 3	Starr King	08/12/25 06/10/26
New Hire	Hinton, Sierra	Temp	Teacher Grade 1	Starr King	08/12/25 06/10/26
New Hire	Ionescu, Cristina	Temp	Tch-Grad 9/12	Del Campo	08/12/25 06/10/26
New Hire	Jacques, Kailey	Temp	Teacher Grade 2	Greer	08/12/25 06/10/26
New Hire	Johnson, Mia	Temp	TCH-CDPT	Early Childhood Education	06/16/25 06/10/26
New Hire	Jolly, Mallory	Temp	Tch-Grad 7/8	Barrett	08/12/25 06/10/26
New Hire	Jones, Andrew	Temp	Tch-Grad 9/12	Del Campo	08/12/25 06/10/26
New Hire	Kawale, Sara	Temp	Counselor-9/12	Encina	07/30/25 06/10/26
New Hire	Kringel, Sydney	Temp	Tch-Grad 7/8	Arcade	08/12/25 06/10/26
New Hire	Latimer, Brendan	Temp	Tch-Grad 7/8	Barrett	08/12/25 06/10/26
New Hire	Maystryuk, Tatyana	Prob	Language/Speech/Hrg Spec	Special Ed - Kenneth	08/11/25
New Hire	Moreno Aguilar, Christina	Temp	Tch-Grad 7/8	Katherine Johnson	08/12/25 06/10/26
New Hire	Nadeau, Melissa	Prob	Tch-Resource Spec K/12	Mariposa	08/12/25
New Hire	Ortiz, Eduardo	Temp	Tch-Grad 9/12	Rio Americano	08/12/25 06/10/26
New Hire	Osmonson, Darlene	Temp	Tch-English Language Dev	Del Campo	08/12/25 06/10/26
New Hire	Perreira, Diane	Prob	Tch-Resource Spec K/12	Arcade	08/12/25
New Hire	Plasencia, Paola	Temp	Tch-English Language Dev	Arcade	08/12/25 06/10/26
New Hire	Ramos, Sara	Temp	Tch-Mild/Moderate K/12	Carmichael	08/12/25 06/10/26
New Hire	Reed, Dylan	Temp	Teacher Elementary K-8	Starr King	08/12/25 06/10/26
New Hire	Rivera, Jacqueline	Temp	Teacher Kindergarten	Howe Avenue	08/12/25 06/10/26
New Hire	Rosenberg, Autumn Sky	Temp	Tch-Grad 9/12	Casa Roble	08/12/25 06/10/26
New Hire	Shannon, Sophia	Temp	Tch-Grad 7/8	Arcade	08/12/25 06/10/26
New Hire	Souza, Jordan	Temp	Teacher Grade 3	Greer	08/12/25 06/10/26
New Hire	Spinka, Sarah	Prob	Tch-Mild/Moderate K/12	Greer	08/12/25
New Hire	Tagavilla, Kaila	Temp	Tch-Grad 7/8	Arcade	08/12/25 06/10/26
New Hire	Tagye, Mackenna	Temp	Tch-Transitional Kindergrtn	Howe Avenue	08/12/25 06/10/26
New Hire	Taylor, Alecca	Prob	Tch-Mod/Severe K/12	Grand Oaks	08/12/25
New Hire	West, Rachel	Temp	Teacher Grade 5	Howe Avenue	08/12/25 06/10/26

1. APPOINTMENTS (Continued)**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>	
New Hire	Zielsdorf, Owen	Temp	Tch-Elem Specialist-PE	Teaching And Learning	08/12/25	06/10/26
Rehire	Adler, Carolyn	Temp	Tch-English Language Dev	Arcade	08/12/25	06/10/26
Rehire	Aldaz, Esmeralda	Temp	Tch-English Language Dev	Starr King	08/12/25	06/10/26
Rehire	Barnett, Jace	Prob	Tch-Mild/Moderate K/12	Skycrest	08/12/25	
Rehire	Bitonti, Krista	Perm	Teacher Grade 2	Grand Oaks	08/12/25	
Rehire	Bleile, Kari	Temp	Tch-Grad 9/12	San Juan	08/12/25	06/10/26
Rehire	Casale, Sara	Prob	Tch-Mild/Moderate K/12	Howe Avenue	08/12/25	
Rehire	Casares, Christina	Temp	Teacher Grade 4	Grand Oaks	08/12/25	06/10/26
Rehire	Christian, Kimberly	Prob	Tch-Resource Spec K/12	Sylvan	08/12/25	
Rehire	Cosma, Tonja	Temp	Tch-Grad 9/12	San Juan	08/12/25	06/10/26
Rehire	Dalfavero, Ryan	Temp	Tch-Grad 9/12	Rio Americano	08/12/25	06/10/26
Rehire	Dezhgahi, Parnian	Temp	Tch-Grad 7/8	Arcade	08/12/25	06/10/26
Rehire	Firenze, Erica	Temp	Teacher Grade 1	Starr King	08/12/25	06/10/26
Rehire	Gilmore, Kendyl	Perm	Counselor Spec Prgm	English Lang Learning - DO	07/30/25	
Rehire	Gordon, Alesha	Prob	Tch-Mild/Moderate K/12	Schweitzer	08/12/25	
Rehire	Hernandez, Jordan	Prob	Tch-Mild/Moderate K/12	Greer	08/12/25	
Rehire	Kamminga, Gavyn	Temp	Tch-Grad 9/12	Del Campo	08/12/25	06/10/26
Rehire	Karras, Kyle	Temp	Tch-Grad 7/8	Will Rogers	08/12/25	06/10/26
Rehire	Levin, Richard	Temp	Teacher Grade 5	Sierra Oaks	08/12/25	06/10/26
Rehire	Lopez, Mayra	Temp	Tch-Grad 9/12	San Juan	08/12/25	06/10/26
Rehire	Maynard, Ronald	Temp	Tch-Grad 9/12	Mesa Verde	08/12/25	06/10/26
Rehire	McCorkill, Mikaila	Temp	Teacher Grade 6	Starr King	08/12/25	06/10/26
Rehire	Navasero, Nicholas	Temp	Tch-Grad 9/12	Encina	08/12/25	06/10/26
Rehire	Nelson, Lindsay	Temp	Teacher Kindergarten	Greer	08/12/25	06/10/26
Rehire	Northcutt, Kevin	Temp	Teacher Grade 6	Kingswood	08/12/25	06/10/26
Rehire	Perea, Santana	Temp	Teacher Grade 2	Starr King	08/12/25	06/10/26
Rehire	Pickett, Lindsay	Temp	Teacher Grade 3	Grand Oaks	08/12/25	06/10/26
Rehire	Ramirez, Lucero	Temp	Teacher Elementary K-8	Dyer-Kelly	07/01/25	06/10/26
Rehire	Reyes Lange, Magdalena	Temp	Teacher Grade 6	Northridge	08/12/25	06/10/26
Rehire	Rubens, Steven	Temp	Teacher Grade 5	Starr King	08/12/25	06/10/26
Rehire	Sanchez, Kimberly	Temp	Teacher Grade 4	Del Paso Manor	08/12/25	06/10/26
Rehire	Sandoval, Ashley	Temp	Counselor-9/12	Mesa Verde	07/30/25	06/10/26
Rehire	Sloan, David	Temp	Tch-Grad 9/12	Bella Vista	08/12/25	06/10/26
Rehire	Taher, Mayada	Temp	Teacher Elementary K-8	Starr King	08/12/25	06/10/26
Rehire	Thomas, Destiny	Temp	Tch-English Language Dev	Arcade	08/12/25	06/10/26
Rehire	Wirth, Morgan	Temp	Tch-Grad 7/8	Arcade	08/12/25	06/10/26

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<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>	
New Hire	Andreichenko, Sofiia	Prob	Biling Translator,Ukrainian	Central Enroll/family Svcs	07/09/25	
New Hire	Collins, Josie	Prob	Campus Safety Monitor	Bella Vista	08/13/25	
New Hire	Gonzalez, Miguel	Prob	Custodian	Mariemont	07/18/25	
New Hire	Jacquez, Gabriel	Prob	Custodian	Rio Americano	07/14/25	
New Hire	Morales, Javonna	Prob	Instructional Assistant III	Skycrest	08/13/25	
New Hire	Poitau, Virginia	Prob	Custodian	Garfield	07/02/25	
New Hire	Scott, Margo	Prob	Legal Analyst (Conf)	Superintendents Office	07/17/25	
Rehire	Melvin, Amy	Prob	Instructional Assistant III	Arlington Heights	07/01/25	
Rehire	Reyna, Claudia	Perm	Sch/Com Intrv Sp I	Pupil Personnel Services	07/01/25	
Rehire	Robinson, LaToya	Prob	Sch/Comm Interv Asst	Mesa Verde	07/01/25	
Rehire	Workman, Vernon	Prob	Van Driver	Transportation	06/23/25	

2. LEAVES OF ABSENCE**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>	
Paid	Ambrose, Valerie	Prob	Tch-Resource Spec K/12	Whitney Avenue	07/01/25	11/05/25
Paid	Baker, Emily	Perm	Teacher Grade 5	Whitney Avenue	07/01/25	11/05/25
Paid	Blackmon, Kathryn	Perm	Tch-Grad 9/12	Del Campo	07/01/25	10/06/25
Paid	Folta, Connie	Perm	Tch-Resource Spec K/12	Barrett	07/01/25	06/30/26
Paid	Hafez, Mai	Prob	TCH-CDPT	Early Childhood Education	07/01/25	07/30/25
Paid	Hatridge, Katie	Perm	Tch-Site Res: Elem Intrnv	Mariemont	07/01/25	11/07/25
Paid	Jack, Jeri	Perm	TCH-PRE-S	Early Childhood Education	07/01/25	10/31/25
Paid	Lintz, Rebecca	Prob	Teacher Combo 4-5	Del Dayo	07/01/25	06/30/26
Paid	Mc Mann, Justin	Perm	Tch-Elem Specialist-PE	Teaching And Learning	07/01/25	11/05/25
Paid	Mendoza Torres, Jessica	Prob	Counselor K/6	Greer	07/01/25	10/31/25
Paid	Oldenburg, Michelle	Perm	Tch-Elem Specialist-PE	Teaching And Learning	07/01/25	11/13/25
Paid	Pfost, Laura	Perm	Teacher Grade 5	Harry Dewey	07/01/25	10/27/25

2. LEAVES OF ABSENCE (Continued)**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Paid	Putarek, Maria	Perm	Tch-English Language Dev	Cottage	07/01/25 11/05/25
Paid	Ramos, Victoria	Prob	Teacher Grade 4	Greer	07/01/25 09/26/25
Paid	Rodriguez, Aliya	Perm	Language/Speech/Hrg Spec	Special Ed - Kenneth	07/01/25 01/06/26
Paid	Roesser, Julia	Perm	Counselor Spec Prgm	Vocational Education/ROP	07/01/25 07/31/25
Paid	Sanchez, Augustine	Perm	Tch-Grad 9/12	Mesa Verde	07/01/25 06/30/26
Paid	Santin, Christy	Prob	Tch-English Language Dev	Mariposa	07/01/25 10/06/25
Unpaid	Arnold, Nicole	Perm	Tch-Grad 9/12	Bella Vista	07/01/25 06/30/26
Unpaid	Bailey, Michelle	Perm	Teacher Grade 2	Mariemont	07/01/25 06/30/26
Unpaid	Borders, Dena	Perm	TCH-CDPT	Carmichael ECE	07/01/25 08/12/25
Unpaid	Carlson, Kathryn	Perm	Tch-Grad 9/12	Casa Roble	07/01/25 06/30/26
Unpaid	Facino, Shay	Perm	Teacher Kindergarten	Howe Avenue	07/01/25 06/30/26
Unpaid	Gonzalez, David	Perm	Tch-Grad 9/12	Bella Vista	07/01/25 06/30/26
Unpaid	Laurente, Katherine	Perm	Tch-Elem Specialist-Music	Teaching And Learning	07/01/25 12/05/25
Unpaid	Posner, Maxwell	Perm	Tch-Grad 7/8	Arden	07/01/25 09/01/25
Unpaid	Schroeder, Zoe	Perm	District Res Tchr	Student Learning Assistance	07/01/25 06/30/26
Unpaid	Wyley, Abigail	Perm	Teacher Grade 4	Del Paso Manor	07/01/25 06/30/26

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<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Paid	Bell, Kenneth	Perm	Custodian	Encina	07/01/25 08/05/25
Paid	Briseno, Francisco	Perm	Middle Schl Head Custodian	Sylvan	07/01/25 08/06/25
Paid	Brown, Ronnie	Perm	Elementary Head Custodian	Carriage Drive	07/01/25 08/06/25
Paid	Cowan, Kerri	Perm	Bus Driver	Transportation	07/01/25 08/07/25
Paid	Etebarzai, Susan	Perm	Instructional Assistant I	Arlington Heights	07/01/25 11/05/25
Paid	Gagnon, Bobbi	Perm	Intermed Clerk Typist	Orangevale Open	07/01/25 08/06/25
Paid	Hawkes, Deborah	Perm	Trans Oper Technician	Transportation	07/01/25 08/31/25
Paid	Heath, Christopher	Perm	Custodian	Del Campo	07/01/25 07/31/25
Paid	Hernandez, John	Perm	Middle Schl Head Custodian	Will Rogers	07/01/25 12/07/25
Paid	Isamaeel, Shatha	Perm	Non-Inst School Aide	Fair Oaks ECE	07/01/25 08/06/25
Paid	Kennard, Rose	Perm	Spch & lang Pathology Asst	Special Ed - Kenneth	07/01/25 08/18/25
Paid	Martin, Jeffery	Perm	Custodian	Pasadena	07/01/25 08/11/25
Paid	Melnichuk, Aleksandr	Perm	Elementary Head Custodian	Cowan	07/01/25 08/03/25
Paid	Rand, Brittney	Perm	Secretary	Marvin Marshall	07/01/25 08/01/25
Paid	Robison, Cameron	Perm	Elementary Head Custodian	Deterding	07/01/25 08/03/25
Paid	Saldivar, Charles	Perm	Custodian	Greer	07/01/25 08/08/25
Paid	Snyder, Nichole	Perm	Custodian	Casa Roble	07/01/25 08/05/25
Paid	Watson-Ewell, Janay	Perm	Instructional Assistant III	Carriage Drive	07/01/25 05/31/26
Unpaid	Al Mayyah, Maha	Perm	Instructional Assistant II	Cameron Ranch	07/01/25 06/30/26
Unpaid	Altak, Rahmah	Perm	Instructional Assistant II	El Camino	07/01/25 11/07/25
Unpaid	Bondarchuk, Tetyana	Perm	Inst Asst/Bil-Russian	Mira Loma	07/01/25 06/30/26
Unpaid	Decroix, Maria	Perm	Instructional Assistant II	Casa Roble	07/01/25 06/30/26
Unpaid	Jackson, Myesha	Perm	Instructional Assistant III	La Vista Center	07/01/25 06/30/26
Unpaid	Lor, Kagau	Perm	Instructional Assistant III	Trajan	07/01/25 06/30/26
Unpaid	Markiel, Kristyn	Perm	Instructional Assistant I	Green Oaks	07/01/25 10/31/25
Unpaid	Parveen, Sajida	Perm	Instructional Assistant II	Laurel Ruff	07/01/25 09/10/25
Unpaid	Safay, Husna	Perm	Sch/Comm Res Asst Pashto	English Lang Learning - DO	07/01/25 08/31/25

3. SEPARATIONS**MANAGEMENT**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Blandford, Kristi	Perm	Director Fiscal Services	Fiscal Services	07/09/25
Resignation	Valtierra, Laura	Prob	Behavior Support Specialist	Katherine Johnson	06/30/25

CERTIFICATED SUPERVISORY

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Snyder, Gregory	Perm	Principal, High School	Del Campo	06/27/25
Resignation	Stellmacher, Roxanne	Perm	Principal, Elementary	Lichen	07/15/25
Resignation	Strinden, Matthew	Perm	Vice Principal On Special Assignment	Teaching And Learning	06/19/25

3. SEPARATIONS (Continued)**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Acuna, Amelia	Perm	Teacher Grade 5	Howe Avenue	06/11/25
Resignation	Aguayo Luviano, Maricela	Perm	Tch-Grad 7/8	Katherine Johnson	06/11/25
Resignation	Akins, Courtney	Perm	Teacher Grade 5	Sierra Oaks	06/11/25
Resignation	Bannan, Sommer	Perm	Tch-Grad 9/12	Del Campo	06/30/25
Resignation	Buddharaju, Jennifer	Prob	Tch-Grad 7/8	Sylvan	06/11/25
Resignation	Cannon, Angelique	Perm	Tch-Mild/Moderate K/12	Del Paso Manor	06/11/25
Resignation	Ceballos, Armando	Perm	Teacher Grade 2	Howe Avenue	06/11/25
Resignation	Chilcutt, Monique	Prob	Tch-Elem Specialist-Other	Thomas Kelly	06/11/25
Resignation	Colmenares, Deisy	Prob	Teacher Grade 2	Greer	06/11/25
Resignation	Contreras Ramos, Edna	Perm	Tch-Grad 9/12	Rio Americano	06/11/25
Resignation	Correia, Natasha	Perm	Tch-Grad 9/12	Mira Loma	06/30/25
Resignation	Cox, Stephen	Prob	Counselor-7/8	Carnegie	06/11/25
Resignation	Davis, Vanessa	Perm	Tch-(ED) Emotional Dstbd	La Vista Center	06/11/25
Resignation	Ellanson, Elizabeth	Prob	Teacher Grade 5	Carriage Drive	06/30/25
Resignation	Evans, Chase	Prob	Tch-Grad 7/8	Starr King	06/11/25
Resignation	Falcon, Delia	Perm	Tch-Grad 9/12	Del Campo	06/11/25
Resignation	Frizzell, Kayelyn	Perm	Tch-Resource Spec K/12	Mariposa	06/11/25
Resignation	Garcia, Madeline	Prob	Tch-English Language Dev	Cameron Ranch	07/03/25
Resignation	Guettler, Madeline	Perm	Teacher Grade 4	Dyer-Kelly	06/11/25
Resignation	Harris, Jack	Prob	Tch-Grad 9/12	Rio Americano	06/11/25
Resignation	Hennagin, Baylee	Perm	Tch-Grad 9/12	Mesa Verde	06/30/25
Resignation	Hijawi, Sabrina	Prob	Tch-Mod/Severe K/12	Lichen	06/30/25
Resignation	Hong, Sophia	Perm	Teacher Elementary K-8	Dyer-Kelly	06/12/25
Resignation	Levesque, Quintin	Prob	Tch-Grad 9/12	Del Campo	06/11/25
Resignation	Liesenfeld, John	Prob	Tch-Elem Specialist-PE	Teaching And Learning	06/11/25
Resignation	Meigs Blakely, Camille	Perm	Tch-Mod/Severe K/12	Ralph Richardson Center	06/11/25
Resignation	Meza, Heather	Prob	Tch-Grad 9/12	Del Campo	06/30/25
Resignation	Mojzis, Elizabeth	Perm	Tch-Grad 7/8	Human ResourcesUnassgnd	07/18/25
Resignation	Oceguera, Natalie	Perm	Teacher Grade 1	Mariemont	06/11/25
Resignation	Parker, Claire	Prob	Tch-Elem Specialist-Music	Teaching And Learning	06/11/25
Resignation	Ramirez-Avalos, Celina	Prob	School Social Worker	LSC Region 2	06/18/25
Resignation	Richards, Malcolm	Perm	Teacher Grade 5	Sierra Oaks	06/11/25
Resignation	Sanchez, Estibaliz	Perm	Tch-English Language Dev	Katherine Johnson	06/30/25
Resignation	Sassano Holtey, Danielle	Perm	Tch-Grad 7/8	Will Rogers	06/11/25
Resignation	Schumacher, Kelly	Perm	Tch-Mild/Moderate K/12	Harry Dewey	06/11/25
Resignation	Seavers, Ben	Prob	Tch-Grad 7/8	Arden	06/11/25
Resignation	Seines, Ande	Prob	Tch-Site Res: Elem Intrnv	Mariemont	06/11/25
Resignation	Silver, Michelle	Perm	Teacher Grade 3	Mission Avenue	06/11/25
Resignation	Simon, Robert	Prob	Teacher Grade 5	Starr King	06/30/25
Resignation	To, Grachelle	Prob	Counselor-9/12	Mesa Verde	06/30/25
Resignation	Valencia, Vanessa	Prob	Teacher Grade 5	Mariemont	06/11/25
Resignation	Vasquez, Shelly	Perm	Teacher Grade 1	Oakview	06/11/25
Resignation	Youngman, Mari	Prob	Tch-Grad 9/12	Rio Americano	06/11/25
Retirement	Anderson, Cheri	Perm	Teacher Grade 5	Mission Avenue	06/11/25
Retirement	Anderson, Suzanne	Perm	Teacher Grade 4	Schweitzer	06/17/25
Retirement	Avery, Jeri	Perm	Tch-Site Res: Elem Intrnv	Grand Oaks	06/11/25
Retirement	Borkovich, Margaret	Perm	Teacher Grade 6	Twin Lakes	06/30/25
Retirement	Brooks, Jean	Perm	Teacher Grade 3	Oakview	06/11/25
Retirement	Collopy, Barbara	Perm	Tch-Grad 7/8	Orangevale Open	06/30/25
Retirement	De Lay, Sandra	Perm	Tch-Grad 9/12	Bella Vista	06/30/25
Retirement	De Witt, Jeri	Perm	Tch-Site Res: Elem Intrnv	Whitney Avenue	06/11/25
Retirement	Dultz, Cheryl	Perm	Cultivating Leaders Mentor	Student Support Services	06/30/25
Retirement	Evans, Jack	Perm	Teacher Grade 6	Kingswood	06/11/25
Retirement	Fraizer, Debra	Perm	Tch-Grad 7/8	Churchill	06/11/25
Retirement	Franz, Karen	Perm	Tch-Transitional Kindergrtn	Howe Avenue	06/11/25
Retirement	Gardner, Wanda	Perm	Teacher Grade 2	Harry Dewey	06/11/25
Retirement	Garrett, Julianne	Perm	Teacher Grade 5	Cambridge Heights	06/12/25
Retirement	Gregg, Caron	Perm	Teacher PreSchool	Early Childhood Education	06/30/25
Retirement	Hernandez, Mia	Perm	TCH-CDPT	Early Childhood Education	06/30/25
Retirement	Huss, Laurie	Perm	Tch-Resource Spec K/12	Carnegie	06/11/25
Retirement	Jerue, Shelley	Perm	Tch-Grad 7/8	Churchill	06/11/25
Retirement	Keefe, Cynthia	Perm	Teacher Grade 4	Orangevale Open	06/30/25
Retirement	McIntosh, Kimberly	Perm	TCH-CDPT	Early Childhood Education	06/30/25
Retirement	Raddatz, James	Perm	Tch-Mod/Severe K/12	Casa Roble	06/11/25
Retirement	Samuelson, Katherine	Prob	Tch-Resource Spec K/12	Pasadena	06/11/25
Retirement	Schmelling, Marlene	Perm	Counselor-7/8	Pasteur	06/11/25
Retirement	Serviss, Jennifer	Perm	TCH-CDPT	General Davie	06/30/25
Retirement	Vanerstrom Dittmer, Kari	Perm	Tch-Site Res: Elem Intrnv	Del Dayo	06/11/25
Retirement	Wilson, Aris	Perm	Teacher Combo TK-K	Coyle Avenue	06/11/25

3. SEPARATIONS (Continued)**CERTIFICATED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Retirement	Winkler, Kathleen	Perm	Teacher Grade 4	Sierra Oaks	06/11/25
Retirement	Wohlenberg, Michelle	Perm	Teacher Grade 6	Twin Lakes	06/30/25
Deceased	Valencich, Matthew	Perm	Tch-Grad 9/12	Rio Americano	06/11/25

CLASSIFIED

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Resignation	Akalonu, Nkemdirim	Perm	Child Dev Assist-School Age	Cambridge Heights ECE	06/11/25
Resignation	Alshoubaki, Zainab	Prob	Child Dev Assist-ITPre	Marvin Marshall ECE	06/30/25
Resignation	Anguiano, Brisaldo	Prob	Van Driver	Transportation	07/18/25
Resignation	Azizi, Samira	Perm	Instructional Assistant I	Dyer-Kelly	06/30/25
Resignation	Botello, Sonia	Perm	School/Community Worker	Dyer-Kelly	06/30/25
Resignation	Braham, Virginia	Perm	Sch/Com Prevention Spec	Pupil Personnel Services	06/30/25
Resignation	Bursee, Emily	Prob	Secretary	Pupil Personnel Services	06/30/25
Resignation	Canty, Piper	Prob	Instructional Assistant I	Rio Americano	06/30/25
Resignation	Carlton, Jillian	Prob	Instructional Assistant I	Greer	06/11/25
Resignation	Cecil, Ashley	Prob	School/Community Wrkr	Pupil Personnel Services	06/30/25
Resignation	Chavez, Sonny	Perm	Custodian	Mariemont	06/16/25
Resignation	Clark, Melissa	Prob	Parent/Family Support Amba	Superintendents Office	07/25/25
Resignation	Dawal, David	Perm	Instructional Assistant III	Del Campo	06/30/25
Resignation	Estes, Shaun	Prob	Athletic Fields Technician	M&O - Building Maintenance	07/03/25
Resignation	Gomez, Isabella	Prob	School Playground Rec Aide	Pasadena	06/30/25
Resignation	Hernandez, Mache	Prob	School Playground Rec Aide	Dyer-Kelly	06/19/25
Resignation	Hernandez, Martha	Perm	Instructional Assistant I	Orangevale Open	06/30/25
Resignation	Huerta, Angel	Perm	Instructional Assistant III	Del Campo	06/30/25
Resignation	Ibrahim Khail, Hayat Ullah	Perm	Inst Asst/Bil-Pashto	Katherine Johnson	06/30/25
Resignation	Jaimes, Ana	Perm	Sch/Com Intrv Sp I	Cambridge Heights	06/30/25
Resignation	Jamshidy, Sorosh	Prob	Expanded Learn Prog Asst	Pupil Personnel Services	06/30/25
Resignation	Jimenez, Maximino	Perm	Instructional Assistant I	Lichen	06/30/25
Resignation	Juarez, Gerardo	Prob	Bilingual Translator, Spanish	Central Enroll/family Svcs	07/11/25
Resignation	Kamjo Saleemi, Huma	Prob	Inst Asst/Bil-Dari	Starr King	06/30/25
Resignation	Knapp, Christopher	Perm	School Community Specialist	Bella Vista	06/30/25
Resignation	Levchenko, Irina	Prob	Instructional Assistant I	Northridge	07/21/25
Resignation	Levis, Emily	Prob	Expanded Learning Site Fac	Pupil Personnel Services	06/16/25
Resignation	Lewis, John	Prob	Bus Driver	Transportation	06/11/25
Resignation	Marquez, Janelle	Perm	Instructional Assistant II	Arcade	06/30/25
Resignation	Melchor, Moises	Perm	Elementary Head Custodian	Thomas Kelly	06/30/25
Resignation	Mitchell, Carrie	Perm	High School Secretary I	El Camino	06/30/25
Resignation	Morgan, Robert	Perm	Instructional Assistant III	Carmichael	06/30/25
Resignation	Moser-Edwards, Claudia	Perm	Instructional Assistant I	Greer	06/30/25
Resignation	O'Connor, Jennifer	Perm	School Playground Rec Aide	Sierra Oaks	06/30/25
Resignation	Pratcher, Stevonna	Perm	Clerk	Thomas Edison	06/16/25
Resignation	Robles, Briana	Prob	Intermed Clerk Typist	Rio Americano	06/16/25
Resignation	Robles, Cassandra	Perm	Elem School Secretary	Whitney Avenue	06/19/25
Resignation	Ruacho, Angelina	Perm	Campus Safety Monitor	Coyle Avenue	06/30/25
Resignation	Salesky, Nichole	Prob	Mental Health Worker	White House Counsel Center	06/30/25
Resignation	Samuels, Jay-Dane	Prob	School Playground Rec Aide	Pasadena	06/30/25
Resignation	Samuelson, Cady	Perm	Instructional Assistant I	Greer	06/30/25
Resignation	Silva, Annette	Perm	Neighborhood Parent Liaison	Northridge	06/30/25
Resignation	Thompson, Mariana	Perm	Instructional Assistant I	Dyer-Kelly	06/30/25
Resignation	Todd, Patricia	Prob	Emp Benefits Technician	Employee Benefits	06/27/25
Resignation	Upton, Melissa	Perm	Instructional Assistant I	Carmichael	06/30/25
Resignation	Velez, Victor	Perm	Campus Representative	Pasadena	06/30/25
Resignation	Weinberg, Stella	Prob	Instructional Assistant I	Rio Americano	06/30/25
Resignation	Williams, Josiah	Prob	Expanded Learn Prog Asst	Pupil Personnel Services	07/10/25
Resignation	Wirth, Scott	Perm	Instructional Assistant II	Laurel Ruff	06/30/25
Resignation	Yeagley, Pamela	Perm	Instructional Assistant II	San Juan	06/30/25
Resignation	Yerramsetty, Lakshmi	Perm	Admin Assistant	Student Support Services	07/18/25
Retirement	Alcalay, Marisa	Perm	Intermed Clerk Typist	Del Dayo	06/16/25
Retirement	Bol, Jan	Perm	Intermediate Clerk	Health Services	06/19/25
Retirement	Britz, Vicki	Perm	Intermed Clerk Typist	Carriage Drive	06/16/25
Retirement	Cook, Michelle	Perm	Intermediate Clerk	Health Services	06/19/25
Retirement	Desmangles, David	Perm	Nutrition Services Worker II	Meraki	06/30/25
Retirement	Ellis-Burgess, Annie	Perm	Child Dev Assist-ITPre	General Davie	06/30/25
Retirement	Karamchandani, Madhu	Perm	Instructional Assistant II	Mira Loma	06/11/25
Retirement	Kugelman, Kenneth	Perm	Attendance Technician	Business Support Services	07/04/25
Retirement	Tighe-Mansanet, Judy	Perm	Instructional Assistant III	Earl Legette	07/31/25
Retirement	Wilson, Nena	Perm	Intermed Clerk Typist	Green Oaks	06/16/25

3. SEPARATIONS (Continued)**CLASSIFIED**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Dismissal	CL #639	Prob	Instructional Assistant I	Teaching And Learning	07/07/25
Dismissal	CL #640	Prob	Bus Driver II	Transportation	07/09/25

4. REASSIGNMENTS / CHANGE IN WORK YEAR**CERTIFICATED SUPERVISORY**

<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective Date (s)</u>
Reassignment	Belt, Amanda	Perm	Vice Principal, High School	Mira Loma	07/24/25
Reassignment	Coartney, Gary	Perm	Middle Sch Admin Specialist	Sylvan	07/24/25
Reassignment	Finney, Kristin	Perm	Elem Sch Admin Specialist	Thomas Edison	07/24/25
Reassignment	Freeman, Sara	Perm	Vice Principal, Middle School	Katherine Johnson	07/24/25
Reassignment	Harris, Megan	Perm	Vice Principal, Elementary	Dyer-Kelly	07/24/25
Reassignment	Lyon, Chad	Perm	Vice Principal, Middle School	Carnegie	07/24/25
Reassignment	Manley, Laini	Perm	Elem Sch Admin Specialist	Woodside	07/24/25
Reassignment	Muro, Vikki	Perm	Elem Sch Admin Specialist	Greer	07/24/25
Reassignment	Rubey, Patrick	Perm	Vice Principal, Middle School	Sylvan	07/24/25

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

AGENDA ITEM: G.2

MEETING DATE: 08/12/2025

SUBJECT: Purchasing Report

DEPARTMENT: Fiscal Services

ACTION REQUESTED:

The superintendent is recommending that the board approve the purchasing report - purchase orders, service agreements and contracts; change orders/amendments; zero dollar contracts; and bids/RFPs.

RATIONALE/BACKGROUND:

Business Support Services and Facilities Accounting will combine a list of purchase orders and service agreements, change orders, construction and public works bids, piggyback contracts, and bids and RFPs and other purchases in accordance with Education Code 3300 Expenditures and Purchases, 3311 Bids, 3311.1 Uniform Public Construction Cost Accounting Procedures and 3311.4 Procurement of Technological Equipment.

ATTACHMENT(S):

1. [Purchasing Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Laura Fry, Manager, Business Support Services
Joel Ryan, Chief Financial Officer

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

June 12, 2025- July 29, 2025

PO#	Date	Vendor Name	Description	Amount \$	Site/ Department
PR# 910082	7/16/2025	Bill Smith Photography	Photography Services	\$ -	Bella Vista HS
SA26-00043	7/16/2025	United College Network (CAPS)	Mentoring Program	\$ 150,000.00	317- Equity & Student Achievment
SA26-00032	7/16/2025	The Education Team	Substitute Staffing Services	\$ 320,000.00	380 - Bridges After-School Program
VR26-01496	7/16/2025	Curriculum Associates	i-Ready Subscription Services	\$ 2,735,165.00	AEP / PLI
SA26-00044	7/16/2025	Improve Your Tomorrow	Mentoring Program	\$ 758,988.00	317- Equity & Student Achievment
VR26-01494	7/16/2025	Navigate 360	Subscription Services	\$ 139,995.00	317 - Student Support Services
VR26-01618	7/16/2025	PowerSchool	Subscription Services	\$ 235,446.00	317 - Student Support Services
SA26-00026	7/16/2025	Jabbergym	Physical and Occupational Therapy Services	\$ 250,751.00	316 - Special Ed
VR26-01745	7/16/2025	Lindamood Bell	Individual Student Instruction Services	\$ 9,500.00	316 - Special Ed
VR26-02072	7/17/2025	Aldar Academy	Language and Speech Therapy Services	\$ 282,000.00	316 - Special Ed
VR26-01955	7/22/2025	SysCloud	Professional Consulting/Subscription Services	\$ 54,000.00	423 - Technology
VR26-02090	7/23/2025	YMCA of Superior California	Afterschool / Mentorship Program	\$ 700,000.00	380 - Expanded Learning
VR26-01998	7/23/2025	E.L. San Juan, LLC.	Recess Support and Afterschool Program	\$ 314,550.00	317- Equity & Student Achievment
VR26-02172	7/29/2025	Access Language	Translation Services	\$ 2,100,000.00	316 - Special Ed
VR26-02219	7/29/2025	Amergis	LVN / Nursing Services	\$ 853,000.00	316 - Special Ed
VR26-02038	7/24/2025	Department of Social Services	CCTR Contract Overpayment	\$ 319,430.00	305 - SPED
VR26-01802	7/17/2025	CDW	Proofpoint 3 Yr Prime Threat Software	\$ 241,098.21	240 - Tech
VR26-01773	7/16/2025	Amplify Education	mClass Curriculum	\$ 220,764.60	700 - Teaching and Learning
VR26-01605	7/10/2025	Curriculum Associates	Elevation	\$ 127,218.75	412 - Student Learning
VR26-02216	7/29/2025	Amergis	Paraprofessionals/ Instruction Aide Services	\$ 300,000.00	316 - Special Ed
VR26-02215	7/29/2025	Gates of Learning Center	NPS School for Foster Youth	\$ 174,000.00	316 - Special Ed
PO25-09733	6/16/2025	Suburban Motors	Nutrition Services Vehicles	\$ 254,028.84	213 - Nutrition Services
PO26-00244	6/13/2025	Finalsite	Communications Software	\$ 162,795.00	030 - Commuications
VR26-00939	6/16/2025	Apple	Computer Replacement Program	\$ 357,036.75	240 -Technology
VR26-00940	6/16/2025	CDW	Computer Replacement Program	\$ 385,555.54	240 - Technology
PO26-00219	6/18/2025	CDW	Service Now	\$ 140,700.00	240 - Technology
VR26-01134	6/25/2025	Schools Excess Liability	Liability Fund	\$ 1,390,640.01	233 - Risk Management
PO26-00245	6/26/2025	Magic School	Software	\$ 13,252.00	700 - Teaching and Learning
VR26-01245	6/30/2025	Cintas Corporation	AEDs	\$ 163,848.96	233 - Risk Management
BPO26-00765	6/30/2025	Schools Insurance Authority	Liability Deductibles	\$ 150,000.00	233 - Risk Management
BPO26-00767	6/30/2025	Schools Insurance Authority	Cyber Liability Contribution	\$ 152,028.00	233 - Risk Management
BPO26-00768	6/30/2025	Schools Insurance Authority	Property Contribution	\$ 1,563,960.00	233 - Risk Management
VR26-01314	7/1/2025	Schools Insurance Authority	Liability Contribution	\$ 3,458,772.00	233 - Risk Management

[illegible]

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

Attachment 1

June 12, 2025 - July 29, 2025

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
BPO25-00870	7/1/2025	Carmichael Water	Additional services	\$ 295,000.00	\$ 10,000.00	\$ 8,887.15	\$ 313,887.15	M&O
BPO25-00868	7/1/2025	Sacramento County Utilities	Additional services	\$ 500,000.00	\$ 65,000.00	\$ 46,427.50	\$ 611,427.50	M&O

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
VR-25-07738	7/15/2025	Mobile Modular	Additional site prep required for the new portables at Howe Ave ES for Project #123-9568-P2	\$ 370,089.64	\$ -	\$ 984.00	\$ 371,073.64	216 - Facilities
VR-25-07734	7/15/2025	Mobile Modular	Additional site prep required for the new portables at Greer ES for Project #121-9568-P1	\$ 308,340.66	\$ -	\$ 1,312.00	\$ 309,652.66	216 - Facilities
VR-25-07741	7/3/2025	Mobile Modular	Additional site prep required for the portables at Dyer-Kelly for Project #114-9568-P1	\$ 462,510.00	\$ 67,802.00	\$ 1,404.00	\$ 531,716.00	216 - Facilities
VR25-10780	7/15/2025	Statewide Educational Wrap UP Program	Extending builders risk for Encina HS Full Site Renovation Project #202-9332-P1	\$ 934,180.20	\$ -	\$ 268,734.37	\$ 1,202,914.57	216 - Facilities
VR25-10006	7/15/2025	Campbell Keller	Additional furniture for Woodside Light Mod Project #169-9497-P1	\$ 1,528,085.42	\$ -	\$ 169,874.27	\$ 1,697,959.69	216 - Facilities
VR24-04496	7/21/2025	Warren Consulting Engineers Inc.	Extending the Master Contract Agreement to allow for final project close-out on the Winston Churchill MS Student Safety Fencing Project #064-9716-P1	\$ 44,534.00	\$ -	\$ -	\$ 44,534.00	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
Board Pre-Approval
Zero Dollar**

June 12, 2025 - July 29, 2025

Fund	Date	Site/ Department	Vendor Name	Description
All	7/16/2025	SJ Adult Education	Niazi Family Medicine & Urgent Care	Externship for clinical medical assisting program. 7/1/25 - 6/30/27
All	7/16/2025	Employee Benefits	Schools First Credit Union	Third party administrator for 403(b) & 457 accounts
All	7/16/2025	Technology Services	Canva	Subscription services 7/1/25 - 6/30/28

Purchasing Contracts Board Report
Bids/RFPs

June 12, 2025 - July 29, 2025

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

Fund	Date	Bid/RFP #	Vendor Name	Description	Amount \$	Responsibility
All	7/29/2025	RFP# 25-100	Access Language, Excel Interpreting, Language Line	Interpreting services 07/01/25 - 06/30/26	\$4,500,000.00	Various

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

AGENDA ITEM: G.3

MEETING DATE: 08/12/2025

SUBJECT: Business/Financial Report

DEPARTMENT: Fiscal Services

ACTION REQUESTED:

The superintendent is recommending that the board approve the business/financial report - warrants and payroll and notices of completion.

RATIONALE/BACKGROUND:

In accordance with Education Code section 3460 Financial Report and Accountability, Fiscal Services will report the warrants and payroll expenditures for the prior month. In accordance with Education Code section 7400 Construction and Modernization of Facilities, Facilities accounting compliance will list any notices of completion for construction projects that have been finalized.

ATTACHMENT(S):

1. [Business Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Kristi Blandford, Director, Fiscal Services
Joel Ryan, Chief Financial Officer

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

SAN JUAN UNIFIED SCHOOL DISTRICT
Accounting Services

WARRANTS & PAYROLL

VENDOR AND CONTRACT WARRANTS			
Fund			June 2025
01	General Fund		\$ 21,669,995.30
09	Charter Schools		\$ 36,041.32
10	Special Ed Pass-Thru		\$ 219,617.49
11	Adult Education		\$ 13,329.56
12	Child Development		\$ 102,436.04
13	Food Service/Cafeteria		\$ 848,181.55
14	Deferred Maintenance		\$ 15,980.00
21	Building Fund		\$ 1,415,386.88
22	Measure S Building Fund		\$ -
23	Measure J Building Fund		\$ 787.50
24	Measure N Building Fund		\$ -
25	Capital Facilities		\$ 20,000.00
26	Measure P Building Fund		\$ 9,099,665.58
35	State Schools Facilities Fund		\$ -
40	Sp Res FD -- Capital Outlay Proj		\$ -
67	Self Insurance		\$ 3,103,400.36
95	Student Body Fund		\$ -
TOTAL		TOTAL	\$ 36,544,821.58

PAYROLL AND BENEFITS			
All Funds			June 2025
Certificated Payroll			\$ 28,816,993.39
Classified Payroll			12,855,704.81
Benefits			19,208,491.72
TOTAL		TOTALS	\$ 60,881,189.92

GRAND TOTAL \$ 97,426,011.50

Notices of Completion - Board of Education

CONTRACTOR	PROJECT	DATE OF ACCEPTANCE	DATE RECORDED
Perkins Electric, Inc.	VR25-07405 Provide all labor, materials, equipment, tools, transportation and incidentals for upgrade to existing fire alarm system to meet current requirement of voice evacuation notification throughout the entire campus at Encina High School, 1400 Bell Street, Sacramento, CA 95825, located in the San Juan Unified School District. Vendor: Sound & Signal, Inc.	6/9/2025	6/17/2025
DDK Mechanical, Inc.	VR24-08350 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacement that included minor roofing and flashing replacement at HVAC curbs, new condensate lines and supports at Skycrest Elementary School, 5641 Mariposa Avenue, Citrus Heights, CA 95610, located in the San Juan Unified School District. Vendor: DDK Mechanical, Inc.	6/9/2025	6/17/2025
DDK Mechanical, Inc.	VR24-08358 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacement that included minor roofing and flashing replacement at HVAC curbs, new condensate lines and supports at Cottage Elementary School, 2221 Morse Avenue, Sacramento, CA 95825, located in the San Juan Unified School District. Vendor: DDK Mechanical, Inc.	6/9/2025	6/17/2025
DDK Mechanical, Inc.	VR24-08351 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacement that included minor roofing and flashing replacement at HVAC curbs, new condensate lines and supports at Mission Elementary School, 2925 Mission Avenue, Carmichael, CA 95608, located in the San Juan Unified School District. Vendor: DDK Mechanical, Inc.	6/9/2025	6/17/2025
Biondi Paving, Inc.	VR24-10634 Provide all labor, materials, equipment, tools, transportation and incidentals to remove selective flat work and hard-court and replace with new, remove and replace existing site security fencing, provide new site security gates, install underground utility additions/upgrades due to reconfiguration of hard-court, install new gate security Algo System at Admin entrance gate, at Cameron Ranch Elementary School, 4333 Hackberry Lane, Carmichael, CA 95608, located in the San Juan Unified School District. Vendor: DDK Mechanical, Inc.	6/9/2025	6/17/2025
B & M Builders, Inc.	VR24-08359 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at Arlington Heights Elementary School, 6401 Trenton Way, Citrus Heights, CA 95621, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/17/2025	6/25/2025

Notices of Completion - Board of Education

CONTRACTOR	PROJECT	DATE OF ACCEPTANCE	DATE RECORDED
B & M Builders, Inc.	VR24-08357 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at General Davie Jr. Primary Center, 1500 Dom Way, Sacramento, CA 95864, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/17/2025	6/26/2025
B & M Builders, Inc.	VR24-08354 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at Howe Avenue Elementary School, 2404 Howe Avenue, Sacramento, CA 95825, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/17/2025	6/26/2025
B & M Builders, Inc.	VR24-08356 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at Gold River Discovery Center, 2200 Roaring Camp Drive, Gold River, CA 95670, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/17/2025	6/26/2025
B & M Builders, Inc.	VR24-08352 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at Mariposa Avenue Elementary School, 7940 Mariposa Avenue, Citrus Heights, CA 95610, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/27/2025	7/7/2025
B & M Builders, Inc.	VR24-08349 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC unit replacements that included minor roofing and flashing replacements at HVAC curbs, new condensate lines and supports at at Sylvan Middle School, 7085 Auburn Blvd, Citrus Heights, CA 95621, located in the San Juan Unified School District. Vendor: B & M Builders, Inc.	6/27/2025	7/7/2025
Clark & Sullivan Builders	PO#208553 VR24-01658 Provide all labor, materials, equipment, tools, transportation and incidentals for demolition of existing building and construction of a new middle school campus consisting of (5) buildings: Administration, (2) Classroom buildings, Library/Science Classroom building, and Multi-Purpose Room (MPR) building; and site improvements include outdoor eating, outdoor learning spaces, basketball courts, field, and new parking lot at Arcade Middle School, 3500 Edison Avenue, Sacramento, CA 95821, located in the San Juan Unified School District. Vendor: Clark & Sullivan Builders	6/30/2025	7/9/2025

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

AGENDA ITEM: G.4

MEETING DATE: 08/12/2025

SUBJECT: Gifts

DEPARTMENT: Administration

ACTION REQUESTED:

The superintendent is recommending that the board accept the list of gifts.

RATIONALE/BACKGROUND:

Acceptance of the following gifts:

Bella Vista High School: from Bella Vista ASB Student Body - for sound system equipment, cart and mixer: \$6,476.66.

ATTACHMENT(S):

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Stephanie Cunningham, Administrative Assistant, Board of Education

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

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

AGENDA ITEM: G.5

MEETING DATE: 08/12/2025

SUBJECT: Surplus Property

DEPARTMENT: Fiscal 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):

1. [Surplus Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Laura Fry, Manager, Business Support Services
Joel Ryan, 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
Green Oaks	Apple	Imac	Laptop	Asset: 20188754	eWaste
Green Oaks	Apple	Imac	Laptop	Asset: 20188752	eWaste
Green Oaks	Misc		2 Pallets of Books and Obsolete Desktop Computers	N/A	Recycled
Greer	HP		Printer	ID# 139178	eWaste
Greer	HP		Printer	ID# 106840	eWaste
Greer	HP		Scanner and Printer	N/A	eWaste
Greer	Cannon		Printer	S/N: AEWP61510	eWaste
Greer	Sharp		TV	S/N: 803612893	eWaste
Greer	Center Stage		TV	S/N: CST6510170500018E537	eWaste
Greer	Bretford	Model # H3635LL/A	COW	N/A	eWaste
Greer	HP		Printer	ID# 135598	eWaste
Kingswood	Apple	Macbook Pro	Laptop	C17GDYNEJ7	eWaste
Kingswood	HP	LaserJet 1012	Printer	CNFO24477	eWaste
Kingswood	HP	LaserJet 1012	Printer	CNFO24468	eWaste
Kingswood	Apple	Ipad	Tablet 32 GB	DN6FN0H6DFJ2	eWaste
Kingswood	Lumens	DC125	Document Camera	D58A38065	eWaste
Kingswood	Honeywell	HCE323V	Stand up Heater	N/A	eWaste
Kingswood	Apple		Mini VGA Monitor Cable X4	N/A	eWaste
Kingswood	Apple		VGA Adapter for IOS Ipad	N/A	eWaste
Mariposa Ave	IMAX		Projector	1100014317	eWaste
Mariposa Ave	IMAX		Projector	1100014341	eWaste
Mariposa Ave	IMAX		Projector	1100014332	eWaste
Mariposa Ave	IMAX		Projector	1100014320	eWaste
Mariposa Ave	IMAX		Projector	1100013285	eWaste
Mariposa Ave	IMAX		Projector	1100014323	eWaste
Mariposa Ave	IMAX		Projector	1100014339	eWaste
Marvin Marshall	Apple	All in One Macs	Computers	N/A	eWaste
Marvin Marshall	Apple	All In One Macs	Computers	N/A	eWaste
Mira Loma	Xerox	Workcenter 5335 Copier	Copier	N/A	eWaste
Mira Loma	Xerox		Copy Machine	SN: 110-127vac	Recycled
Ottomon	Misc		Misc Apple Cords	N/A	eWaste
Ottomon	Aver	AverVision F50-8M	Projector	S/N: 5308033800122	eWaste
Ottomon	Aver	AverVision F50HD	Projector	S/N: 530698300190	eWaste
Ottomon	Aver	AverVision F50HD	Projector	S/N: 5306968300191	eWaste
Sylvan	Apple		Desktop Computer	Asset: 10009009	eWaste
Thomas Kelly	HP	Probook	Laptop	S/N: 5CG7353K2G	eWaste
Twin Lakes	ELMO	TT-02 RX 450093	Projector	Asset: 20175323	eWaste
Twin Lakes	Apple	Imac	Laptop	Asset: 1000012939 S/N: QP0460WADNM	eWaste
Del Dayo	Apple		Desktop Computer	Asset: 10021575	eWaste
Del Dayo	Apple		Desktop Computer	Asset: 10004622	eWaste
Del Dayo	Apple		Desktop Computer	Asset: 10008131	eWaste
Del Dayo	Apple		Desktop Computer	Asset: 100008133	eWaste
Del Dayo	HP	LaserJet 500	Printer	Asset: 20192039	eWaste
Del Dayo	HP	LaserJet 500	Printer	S/N: CNBCD9K109	eWaste
Del Dayo	Apple		Misc Apple Keyboards and Mouse	N/A	eWaste
La Vista	HP		Laptop	Asset: 10002415	eWaste
La Vista	HP		Laptop	S/N: CNU116364H	eWaste
La Vista	HP		Computer/ Desktop	N/A	eWaste
La Vista	HP		Printer	S/N: VNB3831904	eWaste
La Vista	HP		Printer	S/N: PHGFF51046	eWaste
La Vista	HP		Printer	S/N: PHB5819039	eWaste
La Vista	Sharp		TV		eWaste
La Vista	Samsung		TV		eWaste
La Vista	Misc.		VHS	KVC11BJ	eWaste
La Vista	HP		Monitor	K7X31A	eWaste

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

AGENDA ITEM: G.6

MEETING DATE: 08/12/2025

SUBJECT: Arcade Middle School Lease Amendment No. 10

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4220, approving the tenth amendment to the lease for the Arcade Middle School New Construction Project No. 001-9512-P1 between San Juan Unified School District and Clark/Sullivan Construction.

RATIONALE/BACKGROUND:

The Facilities Lease Agreement states all unused funds for Contractor Contingency, Owner Contingency, Allowances, and Preconstruction Services are to be returned to the district.

ATTACHMENT(S):

1. [Resolution No. 4220](#)
2. [Lease Amendment No. 10](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction and Modernization

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

**RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #10 FOR THE
ARCADE FUNDAMENTAL MIDDLE SCHOOL PROJECT
SJUSD PROJECT #001-9512-P1**

RESOLUTION NO. 4220

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; and

WHEREAS, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Clark & Sullivan Builders, Inc. dba Clark/Sullivan Construction for this project, including preconstruction services in the amount of \$74,800.00 per resolution #4019; and

WHEREAS, Section 4.4.2.4.5 of the Facilities Lease Agreement states all remaining funds shall be returned to the district by deduction outlined in Amendment #10;

WHEREAS, Section 4.4.2.4.1 Construction Contingency and Section 4.4.2.4.3 Owner Contingency will be reduced and return all unused funds to the district;

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 Facilities Lease amendments stated in Amendment #10, including supplementing the District Contingency as recommended.

Original Facilities Lease Amount– Preconstruction Services	<u>\$74,800.00</u>
Approved Total Base Rent Through Amendment #9	\$57,604,964.00
Net Change by Amendment #10	<u>(\$373,772.00)</u>
Revised Total Base Rent	<u>\$57,231,192.00</u>
Revised Facilities Lease Amount	<u>\$57,679,764.00</u>

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 12, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Ben Avey, President,
San Juan Unified School District
Board of Education**

Attest:

**Manuel Perez, 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

Lease Amendment #10
Arcade MS - New Construction
DSA App. # 02 – 120476 / Facilities Lease Agreement# 208553
SJUSD Project # 001-9512-P1

Effective **August 12 , 2025**, the Facilities Lease Agreement dated **May 10, 2022**, between the San Juan Unified School District and **Clark/Sullivan Construction** for the **Arcade Fundamental MS – New Construction** is amended as follows:

- A. The last sentence in Section 4.4.2, Total Base Rent, is amended as follows: “The TBR for the lease of the Project is (~~\$57,604,964.00~~) Fifty-Seven Million Two Hundred Thirty One Thousand One Hundred Ninety Two dollars and no cents (**\$57,231,192.00**) for Pre-safety, Increment 1, and Increment 2, subject to the provisions of any Contingency Funds set forth in this Article 4.”
- B. The first sentence in Section 4.4.2.4.1 is amended as follows: “Construction Contingency Fund in the amount of (~~\$671,912.00~~) Six Hundred Eighteen Thousand Eight Hundred Fifteen dollars and no cents. (**\$618,815.00**) which, except as set forth herein, shall cover all additional or extra costs of the work set forth in the contract documents”
- C. The first sentence in Section 4.4.2.4.3, is amended as follows: “District Contingency in the amount of (~~\$6,752,531.00~~) Six Million Four Hundred Thirty One Thousand Eight Hundred Fifty Six Dollars and no cents (**\$6,431,856.00**) which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease.”

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

Clark/Sullivan Construction,

A California Corporation

By:

Nicholas Arps

Title: Director of Facilities, Construction & Modernization

By:

Ted Foor

Title: President/ CA Operations

By:

Frank Camarda

Title: Chief Operations Officer

Federal Tax Identification Number:
88-0493821

SUBJECT: Howe Avenue Elementary School Emergency Resolution for BACTalk Retrofit Project

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4221, approving the Resolution for Emergency Work for the HVAC Energy Management System & Controls (BACTalk Retrofit Project) between San Juan Unified School District and L&H Airco LLC.

RATIONALE/BACKGROUND:

The parties intended to proceed with the project upon execution of a contract regarding the same. However, the district's board did not receive a contract for the project and as such, no contract was approved and no notice to proceed was issued.

Acting with the best intentions, L&H proactively began ordering materials, mobilizing for the project, and in fact began working without a contract in place. Upon discovery of this fact, L&H was asked to stop work immediately. However, due to the abrupt stop of work, the project site was considered unsafe and a danger to district staff and other visitors to the site. As such, the district entered into an emergency contract with L&H to remediate the emergency and provide temporary stand-alone controllers to conditioned spaces for staff and students during summer extreme temperatures.

ATTACHMENT(S):

1. [Resolution No. 4221](#)
2. [Emergency Work Proposal](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

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

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

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION FOR EMERGENCY WORK
PURSUANT TO PUBLIC CONTRACT CODE 22035 AND 22050**

RESOLUTION NO. 4221

WHEREAS, the San Juan Unified School District (“District”) has, by resolution, elected to become subject to the Uniform Construction Cost Accounting procedures as set forth in Public Contract Code section 22010 *et seq.*; and

WHEREAS, District staff was exploring the potential for energy management system improvements at the District’s Howe Avenue Elementary School located at 2404 Howe Ave, Sacramento, CA 95825 (“School”) and had engaged in conversations with L&H Airco LLC. (“L&H”) as the potential vendor for such work; and

WHEREAS, on July 10, 2025, the District was notified that L&H began work on the BACTalk Retrofit project at the School without prior receipt of notice to proceed or approved contract for the work; and

WHEREAS, upon discovery of L&H’s commencement of work, District staff asked L&H to immediately stop all work. However, due to the abrupt stop of work and the nature of the project, the project site was considered unsafe and a danger to District staff and other visitors to the site; and

WHEREAS, emergency repair to restore the School site and remove all potential hazards due to L&H’s initially unauthorized work was necessary to avoid danger to health and property (“Project”); and

WHEREAS, the District engaged L&H to remedy the dangerous situation and complete the work; and

WHEREAS, under such circumstances, Public Contract Code sections 22035 and 22050 permit such emergency situations to be remedied by entering a contract or contracts which would otherwise require compliance with the public bidding process; and

WHEREAS, Public Contract Code Section 22035 authorizes a school district to enter a contract for emergency repairs without first soliciting bids; and

WHEREAS, Public Contract Code section 22050 permits the District, in the case of such emergency, by a four-fifths vote of the Board of Trustees, to enter a contract or contracts without complying with the bidding requirements and, if needed, to authorize the use of day labor or force account; and

WHEREAS, Public Contract Code section 22050 also provides that the Board of Trustees may, by a four-fifths vote, delegate the authority to take such Emergency Action to a non-elected District officer; and

Attachment 1

WHEREAS, a person delegated such authority shall report to the Board of Trustees the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids, and why the action is necessary to respond to the emergency; and

WHEREAS, the emergency will not permit a delay resulting from a competitive solicitation for bids and such action as necessary to respond to the emergency; and

WHEREAS, through Resolution No. 4171, the Board delegated authority to the Chief Operations Officer to take such Emergency Action when necessary to remediate the dangerous condition and avoid further danger to health and property; and

WHEREAS, due to the dangerous conditions present at the School, there was an imminent risk to the health and safety of staff and visitors to the School that would have been exacerbated due to the delay caused by engaging in a competitive solicitation; and

WHEREAS, District staff with such delegated authority took such authorized Emergency Action by executing a contract with L&H to remediate the dangerous condition and ensure the health and safety of staff and visitors at the School; and

WHEREAS, that contract and the declaration of emergency are now before the Board for review and approval.

NOW, THEREFORE, BE IT RESOLVED that the San Juan Unified School District Board of Trustees hereby finds, determines and orders as follows:

1. Adopts the foregoing recitals as true and correct as findings in support of this resolution.
2. Incorporates by reference all correspondence, reports and plans documenting the emergency as described herein as substantial evidence in support of the findings, which are hereby incorporated in the minutes of the meeting of the Board of Trustees.
3. Authorizes and directs the District Superintendent, or his or her designee, to take any and all lawful measures to ensure the timely completion of the Project required to make remediate the dangerous condition, to negotiate, enter, and closeout all contracts pursuant to the authority of this resolution.

Attachment 1

PASSED AND ADOPTED by the San Juan Unified School District Board of Trustees at its meeting held on August 12, 2025, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

**Ben Avey, President,
San Juan Unified School District
Board of Education**

Attest:

**Manuel Perez, Clerk
San Juan Unified School District
Board of Education**

Alerton Controls Proposal


L&H AIRCO

2530 WARREN DRIVE
ROCKLIN, CA 95677
MAIN (916) 677-1000
SERVICE (916) 677-1010
FAX (916) 677-1111
CC LICENSE 591093
WWW.LHAIRCO.COM

BID DATE: **July 24, 2025**
PROJECT: **Howe Ave Elem BACtalk Retrofit**
LOCATION: **2404 Howe Ave, Sacramento, CA 95825**
TO: **Mike Milo**

QUOTE #: **5898-Part 2 Rev 1**

As specified, we propose to continue installation of an Alerton BACtalk Energy Management System. This proposal is for emergency work required to ensure that staff and students are not in harm's way due to construction of the site after school starts. It includes the Additive for Unforeseen Issues.

Note: All installation labor to occur during normal business hours (Monday thru Friday, 7:00 AM to 4:00 PM, 7/28/2025 through 8/13/2025).

GENERAL - DESCRIPTION TO INCLUDE:

- Field install Alerton controls and terminate to AC manufacture provided and installed conventional thermostat interface
- All control wire and interlocks, at buildings, to be installed in existing EMT conduit and wiremold raceways
- All site communication cable to be installed in existing raceways and underground conduits
- Individual units on entire campus shall function in "stand-alone"
- Engineering submittals
- Pre-programming of unitary controllers
- Equipment Lift
- Payment and Performance Bond
- Live Scan Fingerprinting

BUILDING D- DESCRIPTION TO INCLUDE:

- Provide and install (6) Alerton field controllers
- Provide and install (6) Alerton room sensors
- Provide and install (6) Supply air sensors
- Provide and install (6) Current sensors to monitor fan status
- Reuse Smoke detector interlocks conduit and wire (existing)
- Reuse Exhaust fan interlocks pipe and wire (existing)
- Interlock factory provided Belimo damper actuators economizers

BUILDING H Portables - DESCRIPTION TO INCLUDE:

- Provide and install (4) Alerton field controllers with Enclosures
- Provide and install (4) Alerton room sensors
- Provide and install (4) Supply air sensors
- Provide and install (4) Current sensors to monitor fan status

BUILDING F, G, J, and I - DESCRIPTION TO INCLUDE:

- Provide and install (23) Alerton field controllers
- Provide and install (23) Alerton room sensors
- Provide and install (23) Supply air sensors
- Provide and install (23) Current sensors to monitor fan status
- Reuse Smoke detector interlocks conduit and wire (existing)
- Reuse Exhaust fan interlocks pipe and wire (existing)
- Interlock factory provided Belimo damper actuators economizers

EXCLUSIONS:

- Installing, configuring, set-up, etc. of any third-party devices including VFD's provided by others
- Providing, installing, or implementing any controls related to refrigerant detection systems
- Filling out or submitting T-24 documentation


L&H AIRCO

2530 WARREN DRIVE
 ROCKLIN, CA 95677
 MAIN (916) 677-1000
 SERVICE (916) 677-1010
 FAX (916) 677-1111
 CC LICENSE 591093
 WWW.LHAIRCO.COM

- Providing or installing any occupancy sensors or door switches
- Providing or installing any motor starters, disconnects, ECM's or variable frequency drives
- Providing or installing any dampers (i.e. economizer, manual, fire/smoke, etc...)
- Providing, installing, monitoring or interlocking any smoke or carbon monoxide sensors (i.e. fire/smoke, unit duct, etc...)
- Providing or installing any economizer actuators, economizer controls or power exhaust controls
- Any trenching, backfilling or underground conduit
- Any Ethernet network connections, Internet access or IT assistance
- Any integration of security, life safety, lighting, receptacle control, fire alarm or power monitoring
- Any work with fire alarm system, fire/smoke dampers (FSD) or FSD test switches
- Any 120 VAC power wiring
- Any HVAC or equipment start up
- Any air balancing
- Any Measurement & Verification support, measurement-based commissioning or commissioning otherwise not outlined above
- Any asbestos or lead abatement
- Any roof jacks, roof penetrations, access doors or associated work
- Any cutting, coring, painting or patching
- Any permits or other fees
- Any labor performed outside normal business hours
- Any work not mentioned above

Control System Price:\$ 83,711.00

Additive for Unforeseen Issues.....\$ 13,500.00

Terms and Conditions: See attached sheet

Presented By:

Kevin Bender
 Service Sales Representative

California License #591093

Dept. of Industrial Relations #1000045587

Accepted By:

Name / Title: Frank Camarda

Company: San Juan Unified

Signature: Frank Camarda

Date: 07/24/2025

L&H Airco LLC
dba: L&H Airco

Control System Terms & Conditions

1. **Net 30 days, subject to credit approval and all existing accounts are current. We will prelien all projects. A joint check or other payment method may be required based on payment history.** Quotation is valid for 30 days. Late payments will be subject to a finance charge of 1 ½ % per month or the maximum legal rate, whichever is less on the overdue amount until paid. A purchase order/subcontract reflecting these terms and conditions and referencing our scope of work as outlined on our proposal must be received prior to the compilation of submittals. **No work or engineering will begin until credit is approved.**
2. The proposed price does not include any bonds or subrogated insurance certificates. If either of these is required there will be an adjustment in the price quoted to reflect these costs. **If a bond is requested, the payment for the bond must be made when the bond is furnished.**
3. The proposed price includes the necessary labor, conduit and wire as specified and any applicable sales taxes unless otherwise stated.
4. **L&H Airco requires two (2) sets of construction plans, one (1) set of specifications,** and equipment submittals with wiring diagrams for all the equipment that we will be controlling. Submittals will be available within 6 weeks after receipt of this required information.
5. **Dampers, if included above, will not be ordered until contractor confirms sizes.**
6. L&H Airco shall not be responsible or held liable for any special, indirect, consequential, and liquidated and/or punitive damages.


L&H AIRCO

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SERVICE (916) 677-1010

FAX (916) 677-1111

CITY OF THE CONTRACT, OR 601093

WWW.LH-AIRCO.COM

7. In the event the work is suspended, delayed or interrupted by the acts or failure to act on the part of the purchaser or other contractors on the project the purchaser shall make an equitable adjustment of the contract price and the time for completion of the work will be extended appropriately.
8. **Warranty** – L&H Airco warrants the complete installation for 1 year or per the contract requirements unless otherwise stated on the scope of work.
9. **Change Orders** – Without invalidating the contract, the purchaser may order changes in the work by altering, adding to or deducting from the work, or to add correlated work not covered by the contract, or to make provision for changed conditions of this contract. All such changes in the work shall be authorized by written change order and shall be approved by both parties. If any such revision necessitates a price adjustment, the contract will be amended accordingly.
10. **Limitation of Liability** – Except for liquidated damages which, if applicable to this contract and agreed to by L&H Airco, are limited herein to a cumulative total of 10% of the contract price, L&H Airco's liability on all claims of any kind (excluding death or bodily injury); whether based on contract, indemnity, warranty, tort (including negligence) strict liability or otherwise for all losses or damages arising out of, connected with, or resulting from this order, or from the performance or breach thereof, or from any equipment or services covered by or furnished under this order or any extension or expansion thereof (including remedial warranty efforts), shall in no case exceed the contract price. Except as to title all such liability shall terminate upon the expiration of the warranty period. This limitation of Liability shall prevail over any conflicting or inconsistent provision contained in any item or document, which compromises the contract. The remedies provided in these terms are exclusive.
11. **Hazardous Materials** – L&H Airco excludes any work with any Hazardous Materials such as Asbestos, Lead Paint or any other Materials that are considered Hazardous. Upon discovering any potential Hazardous Materials, L&H Airco will immediately stop work in the affected area and report the hazard to the appropriate party for evaluation and testing. L&H Airco will not return to work in any affected area until it is determined that the area is safe.
12. **Cancellation** – L&H Airco may terminate this agreement by written notice to the purchaser if a petition is filed by or against the purchaser under the bankruptcy laws, or if the purchaser makes a general assignment for the benefit of its creditors or if a receiver is appointed for any property of the purchaser, or for the purchasers willful failure without cause to make payment or any application for payment within thirty (30) days from submission thereof. Such termination shall be without prejudice or any of the legal rights and remedies L&H Airco may possess to recover any amounts due under the contract.
13. **Legal Fees** – Any legal fees necessary to enforce collection or any part of this agreement shall be for the account of the purchaser.
14. **Entire Agreement** – There are no understanding between the parties hereto as to the subject matter of this agreement other than as set forth herein. All previous communications concerning the subject matter of this agreement, either verbal or written are hereby abrogated and withdrawn and the agreement constitutes the whole agreement between parties. Any provisions of a purchase order/subcontract or specification which may be issued hereafter shall not be binding on the parties unless duly approved in writing by a corporate officer of each party. This agreement may not be changed or modified without permission by a corporate officer of L&H Airco.

Equipment Terms & Conditions

1. L & H AIRCO represents several and varied Manufacturers of finished goods, and represents these firms as Agents and Distributors. As such, L&H Airco passes on to the Purchaser, certain conditions of the various Manufactures. In no instance, expressed or implied, are the terms and conditions of one of several Manufacturers represented invalidated by this quotation.
2. **TERMS** - On approval of credit and unless otherwise agreed, terms of payment are net cash 30 days from date of invoice. No rights of lien are waived.
3. **ACCEPTANCE** - This quotation is offered for acceptance for a period of 30 days, subject to extension only on review of L&H Airco. This quotation is subject to revision on notice. In those instances where the Manufacturer reserves order acceptance prerogative, final acceptance shall be governed.
4. **TAXES** - Prices do not include sales, use, excise or similar taxes. In addition to the price specified herein, the amount of any present or future sales, use excise or other similar tax applicable to the sale of use of the equipment, imposed by any authority, shall be paid by the purchaser at the time of delivery, or in lieu thereof the Purchaser shall provide L&H Airco with a tax-exemption certificate acceptable to the taxing authorities.
5. **CLAIMS** - All shipments are made F.O.B. the various points of Manufacturer. Goods, even though shipped to L&H Airco's order, are shipped at the sole risk of the Purchaser from and after delivery to the carrier, and Purchaser assumes all responsibility for shortages, loss, delay or damage in transit after issuance to the Manufactures' carrier by a clean bill of lading. All claims must be made by Purchaser against the carrier.
6. **DELIVERY** - All shipping information is approximate. Delivery of the equipment hereunder shall be made F.O.B Manufactures' plant, unless otherwise stated. Shipping dates are approximate and are based on prompt receipt of all necessary information at Manufacture's plant. In case of delay in furnishing complete information, dates or shipment may be extended for a reasonable time based conditions at Manufacturers' plant. Receipt of the equipment by Purchaser shall constitute a waiver of all claims for delay and in no event shall L&H Airco be liable for special or consequential damages due to delay. The will not be liable for delay due to causes beyond the reasonable control due to acts of God, acts of the Purchaser, or any civil or military authority, fires, strikes, picketing or boycotts, floods, epidemics, quarantine restrictions, war, insurrection or riot, embargoes, car shortages, wrecks of delay in transportation, unusually severe weather, or inability to obtain necessary labor, materials, or manufacturing facilities due to such causes, and in the event of any such delay the date of delivery shall be extended for a length of time equal to the period of delay.
7. **WARRANTIES (General)** - L&H Airco passes on to the Purchaser, the Manufacturer's warranty that applies to that certain purchased item. The purchaser shall request the exact warranty as applicable to his purchased product. There are no implied or expressed warranties by L&H Airco other than those of the Manufacturer and in no case will the amount of the warranty or liability exceed the amount of the invoice. L&H Airco accepts no contingent or consequential liabilities of any nature.
8. **CANCELLATIONS** - L&H Airco passes on to the Purchaser all charges, as applicable as directed by the Manufacturers, which in no case is less the 15%. Materials may be returned only on written confirmation by the Manufacturer.
9. **PRODUCT DESIGN** - L&H Airco Represents Companies whose products are believed to be the finest available. Continued product revision is mandatory with our times. The product shipped will be of the latest available design. Product improvement is in the customer's best interest and no liability of any kind will be incurred on the part of L&H Airco, due to a product change.
10. **COLLECTIONS** - Should Purchaser for any reason default in the payment for the materials, Purchaser agrees to pay all collection costs, attorney fees and expenses incurred by L&H Airco in collection payment, including interest on the amount due at the maximum prime rate.

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

AGENDA ITEM: G.8

MEETING DATE: 08/12/2025

SUBJECT: Howe Avenue Elementary School Energy Management System - BACTalk Retrofit Project

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board approve the contract for the HVAC Energy Management System & Controls (BACTalk Retrofit Project) between San Juan Unified School District and L&H Airco LLC.

RATIONALE/BACKGROUND:

Howe Avenue Elementary School received all new HVAC package units during the summer of 2024 as part of an earlier ESSER funded project. Since then, the energy management system and controllers have experienced connectivity problems with the new units. The district decided to replace the existing energy management system to provide better control and monitoring of the units.

This agreement is the original contract that was intended to go in front of the Board back in June 2025. It includes work that has been completed as well as the necessary tasks to complete the project. There will be future deductive change order to remove costs that are associated with tasks included in the Emergency Resolution No. 4221. The complete contract can be found [here](#).

ATTACHMENT(S):

1. [L&H Airco Construction Contract pages 1-3](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

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

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

Section 00 52 00 - FORM OF CONTRACT**ARTICLE 1. AGREEMENT FOR CONSTRUCTION**

This contract is contingent upon San Juan Unified School District Board approval and will not be valid unless approved.

THIS AGREEMENT is made and entered into as of this **6/10/2025**, by and between the San Juan Unified School District ("District"), and **L & H Airco**, a Limited Liability Corporation, Contractors State License Board license number 591093 ("Contractor").

District and Contractor hereby mutually agree as follows:

Section 1 - SCOPE OF WORK.

Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor and materials and transportation necessary to perform and complete in a good and workmanlike manner to the satisfaction of District, all work called for and in the manner designated in, and in strict accordance with, the Contract Documents as defined in Section 2 hereof, the Work for the **Howe Avenue Elementary School, BACTalk Retrofit, 123-9568-P2.**

All work shall be in strict accordance with:

- A.** Attachment A, L&H proposal dated April 3, 2025 (3 pages)
- B.** Attachment B:
 - a. Section 00 72 00 General Conditions (44 pages)
 - b. Division 23 09 23 Energy Management System Design Build (48 pages)
 - c. Division 26 05 00 Basic Materials and Methods (17 pages)
 - d. Division 27 00 00 Communication Administrations (5 pages)
 - e. Division 27 05 00 Common Work Results for Communications (18 pages)
 - f. Division 27 11 23 Communication Cable Management & Ladder Rack (5 pages)
 - g. Division 27 15 00 Communication Horizontal Cabling (8 pages)
- C.** Attachment C, Single/Sole Source document approved by San Juan USD on 11/09/2020 (1 page)

Section 2 - CONTRACT DOCUMENTS.

The Contract Documents, sometimes also referred to as "the Contract", consist of the Notice to Bidders, the Instructions for Bidders, the Agreement for Construction, the Performance Bond, the Payment Bond, all documents listed in Section 1 – Scope of Work above, the Construction Forms Manual, and the Contract Schedule.

Section 3 - DEFINITIONS.

Unless otherwise specifically provided herein, all words and phrases defined in the General Conditions shall have the same meaning and intent in this Agreement.

Section 4 - CONTRACT AMOUNT AND PAYMENT.

District agrees to pay and Contractor agrees to accept, for the full and complete performance of this Agreement for the Work performed the sum of **Two Hundred and Ninety-Two Thousand Seven Hundred and Thirty-Seven Dollars and Zero Cents \$ \$292,737.00** ("Contract Sum"), subject to adjustment as provided in the Contract Documents.

Monthly progress payments shall be made in accordance with Article 12 of the General Conditions of the Contract Documents.

Final payment shall be made in accordance with Article 21 of the General Conditions.

Section 5 – CONTRACT TIME.

The Work shall be commenced on the date specified in the District's "Notice to Proceed," and shall be fully completed as described in the Contract Documents, including, without limitation, submittal of all close-out documentation **by 1/21/2026** together with such additional time as may be provided by any change order issued pursuant to the Contract Documents.

Time is of the essence in this Agreement and the Contract Documents. Failure of Contractor to complete the Work by the completion date and in the manner provided for by the Contract Documents, as that time may be extended by Change Order, shall subject Contractor to liquidated damages as hereinafter provided in this Agreement and the Contract Documents.

Section 6 - NO WAIVER BY PERFORMANCE; REMEDIES.

No action by the District or its representatives in performing this Agreement, including without limitation inspection or payment, shall operate as a waiver of any provision of this Agreement or the Contract Documents or of any legal right of District unless such waiver is expressly stated in writing. No waiver of any breach of this Agreement or of the Contract Documents shall waive any other or subsequent breach. In addition to each and every remedy provided in this Agreement and/or the Contract Documents, District shall have any and all equitable and legal remedies otherwise available to it.

Section 7 - LIQUIDATED DAMAGES.

Liquidated damages may be assessed against Contractor in accordance with Article 14 of the General Conditions and the Special Provisions, in the amount of **\$1,000.00** per calendar day if Contractor fails to substantially complete the Work within the Contract Time, as that time may be extended by change order, and in the amount of \$100 per calendar day after substantial completion and until final completion. The provision for liquidated damages in the Contract Documents shall not act as a limitation upon District if Contractor abandons the Work. In such event, Contractor shall be liable to District for all losses incurred.

Section 8 - PERFORMANCE AND PAYMENT BONDS.

As a condition of award of this Agreement, Contractor was required to file a Performance Bond and a Payment Bond with District. These bonds shall be maintained during the entire life of the Agreement at the expense of Contractor. Each bond shall be in the amount of one hundred percent (100%) of the Contract Sum. Any alteration or alterations made in any provision of the Contract shall not operate to release any surety from any liability on any bond required hereunder and the consent to make such alterations is hereby given, and any surety on said bonds must waive the provisions of Section 2819 of the Civil Code.

Section 9 - UNFAIR COMPETITION.

The following provision is included in this Agreement pursuant to California Public Contract Code section 7103.5.

“In entering into a public works contract or subcontract to supply goods, services, or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700 of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.”

Section 10 - ASSIGNMENT.

Neither this Agreement nor any rights herein of Contractor shall be assigned without the written consent of District first obtained.

Section 11 - NO THIRD PARTY BENEFICIARIES.

This Agreement is entered into solely between District and Contractor. There are no third-party beneficiaries, intended, unintended, or otherwise to this Agreement.

Section 12 - AGREEMENT BINDING.

This Agreement shall bind and insure to the heirs, devisees, assignees, and successors in interest of Contractor and to the successors in interest of District in the same manner as if such parties had been expressly named herein.

Section 13 - AGREEMENT CONTROLS.

In the event of a conflict between the terms and conditions set forth in this Agreement and the terms and conditions set forth in the other Contract Documents, the terms and conditions set forth in this Agreement shall prevail.

Section 14 - FINGERPRINTING.

Education Code sections 45125.1 and 45125.2 apply to this Agreement. Contractor shall, prior to commencement of Work, comply with either of the methods of ensuring safety set forth in Education Code section 45125.2(a)(1) (installation of a physical barrier) or 45125.2(a)(2) (continual supervision by an employee of Contractor who has not been convicted of a serious or violent felony). If Contractor elects to provide continual supervision pursuant to Education Code section 45125.2(a)(2), Contractor shall require the person(s) who will provide that continual supervision to be fingerprinted by the Department of Justice ("DOJ"). Upon verification from DOJ that those persons fingerprinted have no record of a serious or violent felony, Contractor will so certify by signing and submitting to District, through the District Representative, the certification form attached as Exhibit A and incorporated by reference. In addition, Contractor shall submit the names of those persons who have received clearance on a form as indicated in Exhibit B. Any person whose name is not on the cleared list may not have such access. In that case, Contractor must make arrangements with District for appropriate access. No person with a violent or serious felony as reported by DOJ may have access to the school campuses.

Failure to comply with this Section of this Agreement at all times, or permitting unsupervised access by an employee whose name has not been cleared by DOJ as certified by Contractor, shall constitute grounds for termination of this Agreement.

Section 15 - GOVERNING LAW.

This Agreement will be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

Contractors are required by law to be licensed and regulated by the Contractor's State License Board, which has jurisdiction to investigate complaints against contractors if a complaint is filed within three years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

District: San Juan Unified School District

By:

Nicholas Arps

Its: Director of Construction/Mod

Contract Amount: \$292,737.00

By:

Frank Camarda

Its: Chief Operations Officer

Board Approval Date: 6/10/2025

Contractor: L & H Airco

Signature:

By/Its: John Harris /

Business Address: 2530 Warren Drive, , Rocklin, CA 95677

License Number: 591093

Contractor DIR Registration #: 1000045587

San Juan Unified School District

Howe Avenue Elementary School, BACTalk Retrofit – 123-9568-P2

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

AGENDA ITEM: G.9

MEETING DATE: 08/12/2025

SUBJECT: Cabinet Salary Schedule

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board approve a revision to the cabinet salary schedule.

RATIONALE/BACKGROUND:

Under a recent cabinet restructure, the position of Executive Director for Labor Relations and Government Affairs will be replaced with the position of Senior Director of Human Resources, at no additional cost to the district. Therefore, the cabinet salary schedule needs to be brought to the board for approval.

ATTACHMENT(S):

1. [Cabinet Salary Schedule](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Chief of Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

San Juan Unified School District
Cabinet Salary Schedule
2025-2026

Superintendent Cabinet	Paid Days	Daily Rate	Annual Salary
Deputy Superintendent Schools and Student Support	245*	\$ 1,135.29	\$ 278,147.00
General Counsel	245*	\$ 1,057.14	\$ 259,000.00
Chief Financial Officer	245*	\$ 1,014.74	\$ 248,611.00
Chief of Human Resources	245*	\$ 1,014.74	\$ 248,611.00
Chief Operations Officer	245*	\$ 1,014.74	\$ 248,611.00
Chief of Staff	245*	\$ 1,014.74	\$ 248,611.00
Assistant Superintendent Educational Services	245*	\$ 893.88	\$ 219,000.00
Assistant Superintendent Secondary Education and Programs	245*	\$ 893.88	\$ 219,000.00
Assistant Superintendent Elementary Education and Programs	245*	\$ 893.88	\$ 219,000.00
Executive Director Labor Relations and Government Affairs	245*	\$ 893.88	\$ 219,000.00
Senior Director Technology Services	245*	\$ 836.73	\$ 205,000.00
Senior Director Human Resources	245*	\$ 836.73	\$ 205,000.00

*Vacation dates accrued

Anniversary/ Longevity Increment Steps
<p><i>For credit toward and anniversary increment, a manager must have worked 75% of each school year.</i></p> <ol style="list-style-type: none"> 1. Two percent (2%) of base salary after 9 years of completed service in San Juan Unified School District. 2. Four percent (4%) of the base salary after 14 years of completed service in the San Juan Unified School District (the 4% includes the year 9 increment) 3. Six percent (6%) of the base salary after 19 years of completed service in the San Juan Unified School District (the 6% includes the 9 year and 14 year increments). 4. Eight percent (8%) of the base salary after 24 years of completed service in the San Juan Unified School District (the 8% includes the 9 year, 14 year, and 19 year increments).

Board Approved: TBD

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

AGENDA ITEM: G.10

MEETING DATE: 08/12/2025

SUBJECT: Ratification of Committee Members

DEPARTMENT: Administration

ACTION REQUESTED:

The superintendent is recommending that the board ratify the appointment and reappointment of committee members.

RATIONALE/BACKGROUND:

Per the committee bylaws, each individual board member shall appoint and reappoint committee members subject to ratification by a majority vote of the board.

New Appointments:

- Community Advisory Committee
 - Cordelia Haines (Avey)
 - Nicole Harrigan (Bassanelli)
 - James Moraga (Creason)
 - Tanya Morgan (Perez)
- Curriculum, Standards, Instructional and Student Services Committee
 - Taylor Brown (Bloise)
 - Vincenzo Cerruti (Bloise)
 - Kathleen Gately (Perez)
 - Veronica Schwalbach (Costa)
 - Catrayel Wood (Avey)
- Facilities Committee
 - Melinda Avey (Costa)
 - Saul Hernandez (Bloise)

Reappointments:

- Community Advisory Committee
 - David Burbridge (Kravchuk)
 - Kaylin Boyce (Bassanelli)
 - Ryan Digman (Creason)
 - Daniel Hicks (Bloise)
 - David Martiasian (Costa)
- Curriculum, Standards, Instructional and Student Services Committee
 - Mariya Babiychuk (Kravchuk)
 - Maggie Cooper (Perez)
- Facilities Committee
 - Josh Alvarado (Kravchuk)
 - Tina Cooper (Costa)
 - Jodi Mulligan-Pfile (Creason)

ATTACHMENT(S):

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY:

Stephanie Cunningham, Administrative Assistant, Board of Education

APPROVED BY:

Melissa Bassanelli, Superintendent of Schools

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

AGENDA ITEM: I.1

MEETING DATE: 08/12/2025

SUBJECT: San Juan Teacher Residency Update (Dale) - 7:15 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Report: The superintendent is recommending that the board review a report regarding the San Juan Teacher Residency program.

RATIONALE/BACKGROUND:

The San Juan Teacher Residency at Alder Graduate School of Education is beginning its fourth year of implementation. The program was originally approved as a strategy for supporting recruiting and retention efforts, specifically emphasizing our goal to staff hard-to-fill teaching positions with employees who represent the communities we serve. The purpose of this report is to share background information about the residency, a progress report about the residency's key actions and accomplishments and a summary of next steps. Key points in this presentation include the following:

- The residency has three key goals: staffing hard-to-fill positions, building career pathways, and diversifying the workforce
- The residency's success is a result of significant collaboration between Alder Graduate School of Education, our schools, multiple departments, and our labor partners
- Data indicates that the residency is having the intended impact on our system
- Next steps of our work include continuing to track data and determining a pathway toward sustainability

ATTACHMENT(S):

1. [Alder Residency Presentation](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

California Commission on Teacher Credentialing (CTC) Grant	\$1,235,540.49
Supplemental	\$ 249,161.92
Total CTC Resources	\$1,484,702.41

PREPARED BY: Nicole Kukral, Director, Professional Learning and Curriculum Innovation

APPROVED BY: Timothy C. Dale, Ed.D., Deputy Superintendent, Schools and Student Support
Melissa Bassanelli, Superintendent of Schools



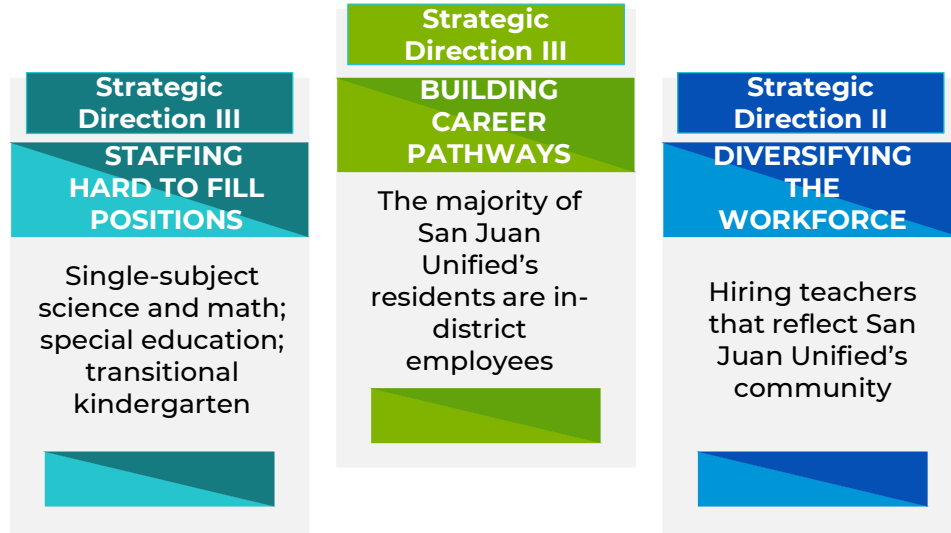
SAN JUAN TEACHER RESIDENCY UPDATE

Board of Education
August 12, 2025

San Juan Teacher Residency at a Glance

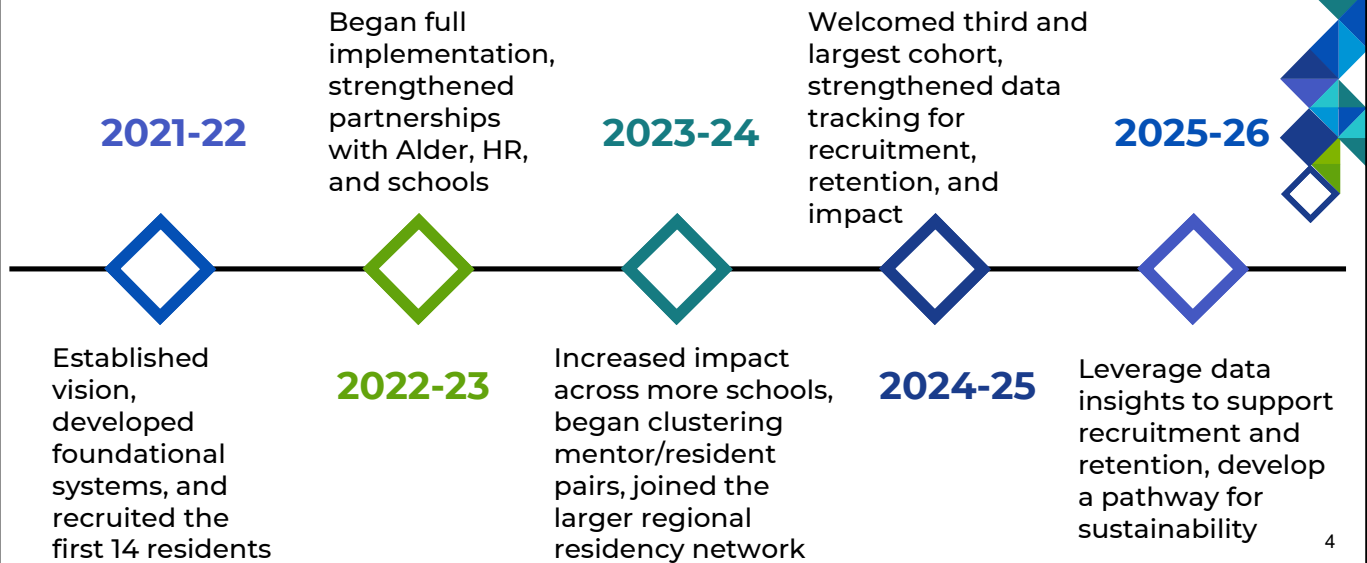
- ❖ Residents earn their teaching credential and Master's degree in one year
- ❖ Residents co-teach all year with their mentors
- ❖ The residency is a whole-system effort with collaboration from multiple departments and sites

From Promise to Impact: Strengthening the Teacher Workforce



3

Strengthening and Sustaining the Residency



4

San Juan Unified's Partnership with Alder Graduate School of Education (GSE)



Recruitment and enrollment support in partnership with human resources and the residency facilitator



Program completion support, including test preparation, transcript auditing, coursework enrollment in lieu of testing



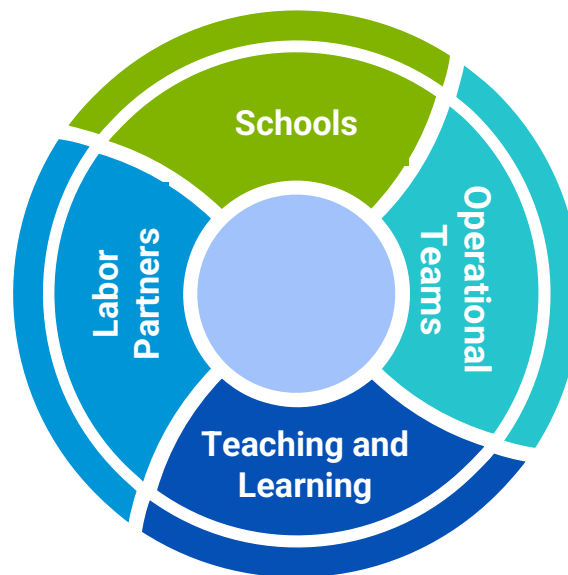
Support through dedicated staff that coach and collaborate with the San Juan Unified residency team



Partnership support through data collection and analysis and an annual impact review with residency staff and district leaders

5

A Whole-System Approach



6

Staffing Hard-to-Fill Positions

	Cohort 1 (2022-2023)	Cohort 2 (2023-2024)	Cohort 3 (2024-2025)	Cohort 4 (2025-2026)
Math	4	3	4	3
Science	1	2	2	3
World Languages	0	1	1	0*
Education Specialist (Mild-Moderate)	1	6	6	8
Multiple Subject	7	6	13	12

*Alder Graduate School of Education no longer offers a Single Subject World Language credential

Building Career Pathways that Lead to Long-Term Teacher Retention

Building Career Pathways

58.9% of residents were San Juan Unified employees before entering

28.6% of residents are San Juan Unified alumni

Hiring and Retention

100% of residents seeking employment were hired

90% of residents were retained

Cohort 1	14 hired, 12 retained
Cohort 2	18 hired, 17 retained
Cohort 3	22 hired, starting first year

Diversifying the Workforce

	San Juan Unified Students	San Juan Unified Teachers	Cumulative Resident Hires (as of Fall 2025)*	Current Resident Enrollment
White	47%	82.3%	53.3%	40.9%
Hispanic or Latino	26%	7.4%	23.3%	40.9%
Asian	10.7%	3.6%	6.7%	13.6%
Two or More Races	8.3%	0.2%	3.3%	4.5%
Black or African-American	6.5%	1.8%	6.7%	0%
Multilingual	21.5%	Not available	32.6%	34.6%

*includes residents who graduated in Spring 2025 and were hired for the coming Fall

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Resident Placements by Year

Year	Number of Schools	Schools
2022-23	12	Arcade, Cambridge Heights, Cottage, Del Campo (2), Del Paso Manor, Deterding, Dyer Kelly (2), El Camino, LeGette, Pasteur, Rio Americano, Will Rogers (2)
2023-24	18	Arcade, Arden, Barrett, Carnegie, Cottage, Coyle, Del Campo (2), Del Paso Manor, Dyer Kelly (3), El Camino, Howe, Lichen, Mira Loma (3), Pasteur, Pershing, Schweitzer, Sylvan, Will Rogers
2024-25	15	Arden, Bella Vista, Carnegie, Coyle (3), Del Campo (2), Del Paso Manor (2), Deterding, Dyer Kelly (3), Gold River (2) Howe, LeGette, Mira Loma, Pershing, Schweitzer, Will Rogers
2025-26	20	Arden, Barrett, Carnegie, Carriage, Deterding, Del Campo (2), Del Paso Manor (2), Dyer Kelly (3), El Camino, Gold River, Howe, LeGette, Lichen, Mira Loma, Pasteur, Pershing, Schweitzer (2), Skycrest (2), Starr King, Will Rogers

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“Through this innovative teacher preparation model, Mira Loma has welcomed passionate, equity-driven residents who bring fresh perspectives and a deep commitment to student success.” - Kaden Bahner, principal, Mira Loma High School

“[Our resident] created a warm, welcoming space, collaborated seamlessly with colleagues, formed meaningful relationships with students and families, stayed after school to support kids with homework, and still had the energy to coach our volleyball team!” - Amy Alexander-Carter, principal, Barrett Middle School

Impact on our Schools

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Impact on our Staff

“[I have become] more reflective and positive. I am able to process things internally and think of a positive yet professional way to give feedback - Angela Dubose, mentor, Dyer-Kelly

“I have learned to listen. I have learned that clear expectations are really important to set at the beginning. I also see great value in really planning out the year and picking pockets of instruction to let the resident take the lead.” - Cassandra Trevino, mentor, Gold River Discovery Center TK-8

“...Even with years of experience...I still have more to learn, and having a resident with me made me want to be the best model of what good teaching looks like and feels like each new day” - Aris Wilson, mentor, Coyle Avenue

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Voice from the Field

Alesha Gordon, class of 2025, Albert Schweitzer
Elementary School



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Next Steps

- ❖ Strengthen San Juan Unified's network of alumni, including recruiting alumni to be mentors in the residency
- ❖ Increase focus on employee retention
- ❖ Identify sustainable funding and long-term pipeline goals

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Questions



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

AGENDA ITEM: I.2

MEETING DATE: 08/12/2025

SUBJECT: Revisions to Board Policy and Exhibit 4040 Employee Use of Technology (Dale) - 7:35 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy and Exhibit 4040 Employee Use of Technology. Action anticipated: 08/26/2025.

RATIONALE/BACKGROUND:

The proposed revisions to Board Policy and Exhibit 4040 - Employee Use of Technology update the district's expectations to reflect evolving technological tools, including artificial intelligence (AI) applications. It clarifies appropriate professional uses of AI, strengthens privacy and security requirements, and aligns with current legal and ethical standards. The revised policy also emphasizes employee responsibilities for final work products, the protection of confidential information, and the district's right to monitor use. These updates ensure responsible, secure, and effective use of technology in support of district operations and student learning.

ATTACHMENT(S):

1. [Board Policy 4040 Employee Use Of Technology](#)
2. [Exhibit 4040-E\(1\) Employee Use Of Technology](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY:

Nicole Kukral, Director, Professional Learning and Curriculum Innovation
Peter Skibitzki, Senior Director, Technology Services

APPROVED BY:

Timothy C. Dale, Ed.D., Deputy Superintendent, Schools and Student Support
Melissa Bassanelli, Superintendent of Schools

Board Policy Manual San Juan Unified School District

Policy 4040: Employee Use Of Technology

Status:
ADOPTED

Original Adopted Date: 12/12/2017 | **Last Reviewed Date:** 12/12/2017

The Governing Board recognizes that technological resources can enhance employee performance by offering effective tools to assist in providing a quality instructional program, facilitating communications with parents/guardians, students, and the community, supporting district and school operations, and improving access to and exchange of information. The board expects all employees to learn to use the available technological resources that will assist them in the performance of their job responsibilities. As needed, employees shall receive professional development in the appropriate use of these resources.

Employees shall be responsible for the appropriate use of technology and shall use district Technology primarily for purposes related to their employment *in accordance with the accompanying board policy and applicable copyright laws.*

"District Technology" includes, but is not limited to, district-owned devices (e.g., by way of example, district owned computers, smartphones, smart devices, tablet computers, telephones, cellular phones, USB drives, wireless access points (routers), personal digital assistants, pages, MP3 players, wearable technology, any wireless communication device (emergency radios), etc.), the district's email system, computer network, servers, wireless computer networking technology (Wi-Fi), online collaboration, file storage services, any system or program owned, managed or licensed by the district (such as Pages, Aeries, etc.); *applications (apps) and other digital tools, including artificial intelligence (AI) apps and tools*; peripherals; interactive projection systems; access to network information sources; any equipment or technology provided or maintained by the district; and/or future technological innovations. All aspects of this policy and the Employee Acceptable Use Policy apply equally whether District Technology is accessed on or off site or through district-owned or personally owned equipment or devices.

The superintendent or designee shall establish an Acceptable Use Policy which outlines employee obligations and responsibilities related to the use of District Technology, *including the use of artificial intelligence (AI) applications (apps) and tools*. Upon employment, employees shall be required to *sign the agreement as acknowledgement* ~~acknowledge in writing~~ that they have read and agreed to the Acceptable Use Policy.

An employee may use technology, including AI apps, to assist the employee in the performance of the employee's professional duties, including, but not limited to, the following specific tasks: developing syllabi, creating curriculum, reviewing student work, suggesting instructional

strategies, and researching academic content or instructional techniques. Any employee using technology, including AI, shall review and be responsible for any final product or document; not share confidential student records with a third party, such as an AI app, except as permitted by law; and use the technology in accordance with Board Policy 6162.6 - Use of Copyrighted materials, and in a manner otherwise consistent with law, board policies, and administrative regulations. If an employee is unsure about the appropriate use of technology, the employee shall confer with the Superintendent or designee before using.

As determined by the Superintendent or designee, employees shall receive professional development in the appropriate use of these resources, including in the use of AI apps and tools

Employees shall not use District Technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, board policy, or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code section 313)

The superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 6777; 47 USC 254)

Employees using District Technology have no reasonable expectation of privacy in such use. The superintendent or designee shall notify employees in writing that they have no reasonable expectation of privacy in the use of District Technology. Employees using District Technology shall be informed that their use of District Technology, including, but not limited to, computer files, emails, text messages, instant messages, Internet, and other electronic communications, is not private and may be monitored and/or accessed by the District at any time without additional notice.

The district reserves the right to monitor all employee use of District Technology within the jurisdiction of the district without specific advance notice. By using District Technology, employees grant specific consent to the district to search and monitor all use of District Technology, including, but not limited to, electronic communication information and electronic device information created, stored, or transmitted via District Technology. The data that employees create, store, and/or transmit using District Technology is not private and is considered the property of the district, even when employees are provided their own password.

Employees using personal accounts to load applications ("apps") and resources onto a district-owned device must exercise prudent judgment to ensure that only appropriate apps and resources for the school setting are loaded onto the district-owned devices. Employees have no reasonable expectation of privacy in personal apps, files, or email accounts residing on a district-owned device or district managed service. The district retains the right to inspect, delete, and report any apps, information, and files that find their way onto district-owned technology.

In addition, employees shall be notified that records maintained on any personal device or messages sent or received on a personal device that is being used to conduct District business may be subject to disclosure, pursuant to a subpoena or other lawful request. Employees are expected to conduct district business via District Technology only.

Employees shall report any security problem or misuse of District Technology to the superintendent or designee. Inappropriate use of District Technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, board policy, and administrative regulation.

**Board Policy Manual
San Juan Unified School District**

Exhibit 4040-E(1): Employee Use Of Technology

Status:
ADOPTED

Original Adopted Date: 12/12/2017 | **Last Reviewed Date:** 12/12/2017

EMPLOYEE ACCEPTABLE USE POLICY

This Employee Technology Acceptable Use Policy ("AUP") outlines the acceptable use of "district technology" for the San Juan Unified School District ("district") employees.

The district authorizes district employees to use district technology as necessary to fulfill the requirements of their position. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable board policies, administrative regulations, and this AUP. The district reserves the right to suspend access at any time, without notice, for any reason. The district may place reasonable restrictions on the sites, material, and/or information that employees may access through district technology.

The district expects all employees to use all technology responsibly in order to avoid potential problems and liability.

Each employee who is authorized to use district technology shall sign this AUP as an indication that he/she/they has read and understands it. All aspects of this AUP apply equal whether district technology is accessed on or off site, or through district-owned or personally owned equipment or devices.

Definition of District Technology

"District technology" includes, but is not limited to, district-owned devices (e.g., district owned computers, smartphones, smart devices, tablet computers, telephones, cellular phones, USB drives, wireless access points (routers), personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device (emergency radios), etc.), the district's email system, computer network, servers, wireless computer networking technology (Wi-Fi), online collaboration, file storage services; any system or program owned, managed or licensed by the district; *applications (apps) and tools, including artificial intelligence (AI) apps and tools;* peripherals; interactive projection systems; access to network information sources; any equipment or technology provided or maintained by the district ; and future technological innovations.

Employee Obligations and Responsibilities

The district expects all employees to use district technology safely, responsibly, and primarily for work-related purposes. Any incidental personal use of district technology shall not interfere with district business and operations, the work and productivity of any district employee, or the safety and security of district technology.

The employee in whose name district technology is issued is responsible for its proper use at all times. Employees shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Employees shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, employees shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization. Employees also shall not use their authorization to gain access to any data, documents, emails, or programs in the district's system that are unrelated to their assigned duties as a district employee.

The list below is by no means exhaustive. It is intended to provide a framework for activities which fall into the category of unacceptable use of district technology. Accordingly, employees are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, share, create, post, submit, publish, display, transmit, or otherwise use material that is discriminatory, defamatory, obscene, profane, abusive, sexually explicit, harassing, intimidating, threatening, disruptive, inaccurate, offensive, illegal, or damaging to another person's reputation.
2. Access, share, transmit, post, display, publish or otherwise use material that could be construed as harassing or disparaging of another based on their actual or perceived race/ethnicity, national origin, nationality, color, sex, gender, gender expression, gender identity, sexual orientation, age, mental or physical disability, religion, race or ethnicity, ethnic group identification, or political beliefs.
3. Send/transmit, download, upload, or post messages that may be considered physically, sexually, or verbally threatening or harassing via text, email, comment, or post.
4. Disclose or in any way cause to be disclosed confidential or sensitive district, employee, or student information without prior authorization from a supervisor. *This includes the unauthorized sharing or dissemination of personal identifying information (PII) through a third-party app, including any tools using AI.*

5. Engage in personal commercial or other for-profit activities
6. Engage in unlawful use of district technology for political lobbying.
7. Infringe on copyright, license, trademark, patent, or other intellectual property rights.
8. Encourage the use or possession of drugs, alcohol, tobacco or weapons of any type.
9. Disrupt or harm district technology or other district operations (such as destroying district equipment, introducing a virus on district computers, adding or removing a computer program without permission, changing settings on shared computers, using encryption or other password software without permission, vandalizing data, otherwise tampering with district technology).
10. Install unauthorized software.
11. Engage in or promote unethical practices or violate any law or board policy, administrative regulation, or cause intentional disruption to the orderly operation of the district.
12. Degrade or disrupt equipment or system performance (including, but not limited to, inappropriate downloads, streaming, or other such activities).
13. View, change, or use another employee's files, records, or documents without explicit authorization.
14. Invade the privacy of another.
15. Access, create, post, submit, publish, display, transmit, or otherwise use material that is or could be used in the production of destructive devices (such as bombs, explosives, fireworks, firearms, etc.).

Privacy

Employees have no reasonable expectation of privacy in their use of district technology.

1. Employee use of district technology may be monitored, recorded, and accessed by the district at any time without additional notice for any legal purposes including, but not limited to, record retention and distribution, and/or investigation of improper, illegal, or prohibited activity. Employees should be aware that, in most instances, their use of district technology (such as web searches or emails) cannot be erased or deleted.
2. By using district technology, employees grant specific consent to the district searching, monitoring, and recording all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology (such as emails, text messages, instant messages and other electronic

communications), electronic communication information, electronic device information created, stored, or transmitted via district technology, and other uses within the jurisdiction of the district .

3. The data that employees create, store, and/or transmit using district technology is not private and is considered the property of the district, even when employees are provided their own password.

4. Employees have no ownership or possessory right in the district-owned devices used or in the information stored or created therein. District-owned devices are the property of the district. The district may confiscate any district-owned device at any time and without cause. District-owned devices and the information contained therein may be assigned or used by other employees, on as-needed basis, in furtherance of the district's operational and administrative objectives.

Personally Owned Devices

Employees who choose to use district technology with their own personally owned computing devices do so at their own risk and forfeit any expectation of privacy in information stored on or accessed using district technology. This includes any communications that travels through the district's network.

If an employee uses a personally owned device to access district technology or conduct district business, he/she/they shall abide by all applicable board policies, administrative regulations, and this AUP.

Records maintained on any personally owned device or messages sent or received on a personally owned device that is being used to conduct district business will be subject to disclosure, pursuant to a subpoena, public records request, or other lawful request. Employees are expected to conduct district business via district technology only. Employees are prohibited from transmitting, sending, or saving district records or property to an employee's personal account, personal device, or other technology outside the control of the district.

Retention of Records

Any electronically stored information generated or received by an employee which constitutes a district or student record shall be classified, retained, and destroyed in accordance with BP/AR 3580 - District Records, BP/AR 5125 - Student Records: Confidentiality, or other applicable board policies and administrative regulations addressing the retention of district or student records.

Reporting

An employee will notify the system administrator immediately if his/her/their password has been lost or stolen, or if he/she/they suspects unauthorized access to his/her/their account. If an employee becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she/they shall immediately report such information to the superintendent or designee.

Consequences for Violation

Violations of the law, board policy, or this AUP may result in revocation of an employee's access to district technology and/or discipline, up to and including termination. In addition, violations of the law, board policy, or this AUP may be reported to law enforcement agencies as appropriate.

Supervision of Students

Employees whose duties include supervision of students are expected to provide reasonable supervision and instruction to students under their authority when the students are using district technology pursuant to board policies and administrative regulations (including BP 6163.4 - Student Use of Technology) and to monitor students' compliance with their responsibilities under the Student Acceptable Use Agreement.

Applications and Software

Employees using personal accounts to load applications ("apps"), software, and/or resources onto a district-owned device must exercise prudent judgment to ensure that only appropriate apps and resources for the school setting are loaded onto the district-owned devices. Employees have no reasonable expectation of privacy in personal apps, files, or email accounts residing on a district-owned device or district managed service. The district retains the right to inspect, delete, and report any apps, information, and files that find their way onto district-owned technology.

Websites, apps, and software may collect student information that the district is not legally authorized to release. Employees may only use apps and software with students that are listed on the district's "[Approved Software and Applications List](#)." Employees using apps or software with students must exercise prudent judgment to ensure that only appropriate apps and resources for the school setting are loaded onto the district-owned devices and used with students.

Apps and software will be purchased in alignment with the district's purchasing practices. Unauthorized purchasing of apps and software made by an employee violates this AUP, will not be reimbursed, and must be removed. Employees are required to obtain authorization prior to

purchasing, downloading, installing, or utilizing with students any apps, or software.

Employees may submit apps and software for consideration for inclusion on the Approved Software and Applications List by completing and submitting the "Request for Addition to Approved List" form via district's intranet. This procedure applies to all apps and software, including those that are available for free.

Requests for Addition to Approved List forms will be processed in a timely basis by appropriate instructional and technology staff.

Limitations on District Responsibility

The district makes no guarantee that the functions or services provided by or through district technology will be without defect or uninterrupted. The district is not responsible for any damages suffered while utilizing district technology. The district is not responsible for any loss or damage incurred by an employee as a result of his/her personal use of district technology. The district is not responsible for any financial obligations arising from unauthorized use of district technology.

Consequences for Violation

Violations of the law, board policy, administrative regulations, or this Acceptable Use Agreement may result in an employee's loss of privileges to access to district technology and/or discipline, up to and including termination. In addition, violations of the law, board policies, administrative regulations, or this Acceptable Use Policy may be reported to law enforcement agencies as appropriate.

Acknowledgement and Signature Page

I have received, read, understand, and agree to abide by the Employee Acceptable Use Policy, BP 4040 - Employee Use of Technology and the Employee Social Media Use Policy. I also agree to abide by any other applicable laws and district policies and administrative regulations governing the use of district technology.

I understand and acknowledge that I have no expectation of privacy when using district technology, as defined above. I understand that the data I create, store, and/or transmit using district technology is not private and is considered the property of the district, even when I am provided my own password.

I also understand that any district or school records maintained on any of my personally owned devices, or messages sent or received on a personally owned device that is being used to conduct district business will be subject to disclosure, pursuant to a subpoena or other lawful

request.

I further understand that any violation may result in revocation of user privileges, disciplinary action, up to and including termination, and/or appropriate legal action.

I also understand that, in order to comply with state and federal student privacy laws, I will not allow people who are not district employees (such as parents, volunteers, students, children, spouses, or significant others) to use or access my district-owned devices since confidential or protected student information or sensitive district information may be stored or accessed therefrom.

I hereby release the district and its personnel from any and all claims and damages arising from my use of district technology or from the failure of any technology protection measures employed by the district.

Employee Name: _____

Signature: _____ Date: _____

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

AGENDA ITEM: I.3

MEETING DATE: 08/12/2025

SUBJECT: Revisions to Board Policy and Exhibit 6163.4 Student Use of Technology (Dale) - 7:40 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy and Exhibit 6163.4 Student Use of Technology. Action anticipated: 08/26/2025.

RATIONALE/BACKGROUND:

This revision to Board Policy and Exhibit 6163.4 – Student Use of Technology reflects the rapid expansion of digital tools, including artificial intelligence (AI), in education. It clarifies expectations for responsible, ethical, and safe student use of technology while reinforcing privacy protections, academic integrity, and digital citizenship. The updates align with current legal requirements, best practices for instructional technology, and the district’s commitment to fostering secure and equitable access to digital resources.

ATTACHMENT(S):

1. [Board Policy 6163.4 Student Use Of Technology](#)
2. [Exhibit 6163.4-E\(1\) Student Use Of Technology](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Nicole Kukral, Director, Professional Learning and Curriculum Innovation

APPROVED BY: Timothy C. Dale, Ed.D., Deputy Superintendent, Schools and Student Support
Melissa Bassanelli, Superintendent of Schools

Board Policy Manual San Juan Unified School District

Policy 6163.4: Student Use Of Technology

Status:
ADOPTED

Original Adopted Date: 12/12/2017 | **Last Reviewed Date:** 12/12/2017

The Governing Board intends that technological resources provided by the district shall be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. *Students will have access to use such technology, including artificial intelligence (AI) technology, in accordance with district policies, including, but not limited to, policies on academic honesty, data privacy, nondiscrimination, and copyright protections.* All students using these resources shall receive instruction in the proper and appropriate use. *Such instruction shall incorporate students' responsibilities regarding academic honesty, honoring copyright provisions, assessing the reliability and accuracy of information, protecting personal data, and the potential for biases and errors in artificially generated content.*

Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The superintendent or designee shall notify students and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with board policies, administrative regulations, and the district's "Student Acceptable Use Agreement."

District technology includes, but is not limited to, district-owned devices (e.g., district owned computers, smartphones, smart devices, tablet computers, telephones, cellular phones, USB drives, wireless access points (routers), personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, etc.), the district's email system, computer network, servers, wireless computer networking technology (Wi-Fi), online collaboration, file storage services, any system or program owned, managed or licensed by the district (such as Pages, Aeries, etc.); *applications (apps) and tools, including AI apps and tools*; peripherals; interactive projection systems; access to network information sources; any equipment or technology provided or maintained by the district; and/or future technological innovations. All aspects of this policy and the Student Acceptable Use Policy, apply equally whether district technology is accessed on or off site or through district-owned or personally owned equipment or devices.

Before a student is authorized to use district technology, the student and his/her/their parent/guardian shall sign and return the "Student Acceptable Use Agreement" acknowledging receipt and understanding of, and agreeing to comply with, all regulations governing use of district technology. In that agreement, the student and his/her/their parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures or user mistakes or negligence and shall agree to indemnify and hold harmless the district and district staff for any damages or costs incurred.

Access to district technology, including the district's wireless network, is made available to students for instructional purposes only.

The district reserves the right to monitor all student use of district technology within the jurisdiction of the district without specific advance notice or consent. By using district technology, students and parents/guardians grant specific consent to the district to search and monitor all use of district technology, including, but not limited to, electronic communication information and electronic device information created, stored, or transmitted via district technology. Students will be informed that their use of district technology, including, but not limited to, computer files, email, text messages, instant messages, Internet usage, and other electronic communications, is not private and may be monitored and/or accessed by the district at any time without additional prior notice. Students have no reasonable expectation of privacy in use of district technology. The data that students create, store, and/or transmit using district technology is not private and is considered the property of the district.

The superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any district student in accordance with Education Code section 49073.6 and board policy/administrative regulation 5125 - Student Records: Confidentiality.

Whenever a student is found to have violated board policies, administrative regulations, or the district's "Student Acceptable Use Agreement," the principal or designee may cancel, suspend, or limit a student's user privileges or increase supervision of the student's use of district technology, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and board policy.

The superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using district technology and to help ensure that the district adapts to changing technologies and circumstances.

Internet Safety

The superintendent or designee shall ensure that all district technology with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 6777; 47 USC 254; 47 CFR 54.520.)

To reinforce these measures, the superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code section 313)

The district's "Student Acceptable Use Agreement" shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of another based on their race/ethnicity, national origin, nationality, color, sex, gender, gender expression, gender identity, sexual orientation, age, mental or physical disability, religion, race or ethnicity, ethnic group identification, or political beliefs
2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"
3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying. The principal or designee shall ensure that all students using district technology receive training on proper and appropriate use.

Board Policy Manual San Juan Unified School District

Exhibit 6163.4-E(1): Student Use Of Technology

Status:
ADOPTED

Original Adopted Date: 12/12/2017 | **Last Reviewed Date:** 12/12/2017

San Juan Unified School District

STUDENT ACCEPTABLE USE AGREEMENT

The San Juan Unified School District ("district") authorizes students to use district technology for educational purposes only. The use of district technology is a privilege, not a right. All use of district technology is subject to the restrictions set forth in federal and state law, board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend or limit access at any time, without notice, for any reason.

The district expects all students to use any technology, the district's or others, responsibly at all times. The district may place restrictions on the sites, material, and/or information that students may access through district technology. Before a student is authorized to use district technology, the student and his/her/their parent/guardian shall sign and submit this Acceptable Use Agreement indicating that they have read and understand it and agree to comply with it.

All aspects of this Acceptable Use Agreement apply equal whether district technology is accessed on or off site, or through district-owned or personally-owned equipment or devices.

Definition

"District technology" includes, but is not limited to, district-owned devices (e.g., district owned computers, smartphones, smart devices, tablet computers, telephones, cellular phones, USB drives, wireless access points (routers), personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device (emergency radios), etc.), the district's email system, computer network, servers, wireless computer networking technology (Wi-Fi), online collaboration, file storage services, any system or program owned, managed or licensed by the district (such as Pages, Aeries, etc.); *applications (apps) and tools, including artificial intelligence (AI) apps and tools*; peripherals; interactive projection systems; access to network information sources; any equipment or technology provided or maintained by the district; and/or future technological innovations.

Privacy

Since the use of district technology is for educational purposes, students have no reasonable expectation of privacy in any use of district technology. The district may access, monitor, and record all student use of district technology without specific advanced notice, including, but not limited to, any and all student email and other district provisioned accounts, access to the Internet or social media, communications sent or received from district technology, or other uses. Students should be aware that, in most cases, their use of district technology (such as web searches and emails) cannot be erased or deleted. All passwords created for or used on any district technology belong to the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

The data that students create, store, and/or transmit using district technology is not private and is considered the property of the district.

By using district technology, whether from personally or district-owned devices, students and parents/guardians grant specific consent to the district searching and monitoring all use of district technology, including, but not limited to, electronic communication information and electronic device information created, stored, or transmitted via district technology.

Use Restrictions

Personal electronic devices and/or district technology must remain off and put away during class time, unless the classroom teacher specifically authorizes use.

Personal electronic devices and district technology may not be used at any time in locker rooms, restrooms, the nurse's office, and/or any area where individuals have an expectation of privacy.

Students are prohibited from photographing, video and/or audio recording, or posting any content online, without express permission from a district faculty member.

Reporting

If a student becomes aware of any security problem, unauthorized log in, or misuse of district technology, he/she/they shall immediately report such information to the teacher or other district personnel. If a student unintentionally gains access to another student's account, he/she/they should immediately notify a teacher or district personnel and log-out of that account.

Personally Owned Devices

If a student uses a personally owned device to access district technology, he/she/they shall abide by board policies, administrative regulations, this Acceptable Use Agreement, and the Family Handbook. The student is fully responsible, at all times, for the personally-owned device brought to school.

Students who use personally-owned devices on district property will be deemed an authorized user of the device by the district and will be required to grant the district access to the device in the event there is a reasonable suspicion of wrongdoing and/or for the teacher to access student work product in conjunction with curriculum and instruction. Students' personally-owned devices may be searched if there is a reasonable suspicion, under the circumstances, that the student is violating law, district policy, or school rules. (See *New Jersey v. T.L.O* (1985) 469 US 325.)

Student Obligations and Responsibilities

Students are expected to use district technology safely, responsibly, and for educational purposes only. The student is responsible for proper use of account(s) and/or district technology issued to him/her/them at all times. Students must keep private and not share their account information, passwords, or other information at any time. Students shall only use their assigned account(s).

The following list is meant to provide families with examples of prohibited conduct, but is not intended to serve as a comprehensive list. Students may not use district technology to:

1. Access, share, transmit, create, post, display, publish or otherwise use material that is discriminatory, obscene, profane, abusive, threatening, disruptive, defamatory, inaccurate, sexually explicit, offensive, illegal, or damaging to another's reputation, *including through the use of AI.*
2. Access, share, transmit, post, display, publish or otherwise use material that could be construed as harassing or disparaging of another based on their race/ethnicity, national origin, nationality, color, sex, gender, gender expression, gender identity, sexual orientation, age, mental or physical disability, religion, race or ethnicity, ethnic group identification, or political beliefs, *including through the use of AI.*
3. Harass, intimidate, or threaten students, staff, or other individuals ("cyberbullying").
4. Share, obtain, use, publish, disclose, or distribute personal identification information (such as name, address, telephone number, Social Security number, passwords, family information, or other personal information) about themselves or others. *This includes the*

unauthorized sharing or dissemination of personal identifying information (PII) through third-party apps, including AI apps and tools

5. Send/transmit, download, upload, or post messages that may be considered physically, sexually, or verbally threatening or harassing via text, email, comment, or post.
6. Visit social networking sites that are not directly used for educational purposes (including Facebook, Instagram, Twitter, Vine, etc.).
7. Encourage the use of drugs, alcohol, or tobacco.
8. Promote unethical practices or any activity prohibited by law, board policy, administrative regulations, or Family Handbook.
9. Search for and/or visit inappropriate websites (such as websites containing lewd, sexually suggestive, or graphically violent images or demeaning, derogatory, or hateful speech.)
10. Record video or audio, or take photographs of other students or staff.
11. Transmit, post, or share images, videos, and/or audio files created/recorded on district property without express permission from a district faculty member.
12. Infringe on copyright, license, trademark, patent, or other intellectual property rights, *through AI or other means*, including, but not limited to, stealing others' intellectual property including text, music, movies, and software, or using without the appropriate citation or expressed permission. All materials from the Internet and other digital resources, including graphics, which are used in student projects or reports, must be properly cited. Such materials may not be placed on the Internet without the permission of the author.
13. Intentionally harm district technology or other district operations (such as destroying district equipment; uploading, downloading, or creating a virus on district computers; adding or removing a computer program without permission from a teacher or other district personnel; changing settings on shared computers; maliciously attempting to harm or destroy district technology, equipment or materials; etc.).
14. "Hack" into district technology to change or use data of the district or other users.

15. Attempt to interfere with other users' ability to send or receive email, or to attempt to read, delete, copy, modify, or use another individual's emails.
16. Create alternate (fake) accounts, login information, or passwords to bypass district filters, or to deceive others.
17. Engage in or promote any practice that is unethical or violates any law or board policy, administrative regulation, or district practice.
18. Access, create, post, submit, publish, display, transmit, or otherwise use material that is could be used in the production of destructive devices (such as bombs, explosives, fireworks, firearms, etc.), *including through the use of AI*.

Academic and behavioral policies and expectations are applicable to all technology use on campus, while using district technology or personal devices, or any off campus use of technology that may cause a serious disruption on campus. The district reserves the right, but is not obligated, to intervene when off campus issues are brought to its attention.

Consequences for Violation

Violations of the law, board policy, administrative regulations, or this Acceptable Use Agreement may result in a student's loss of access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, board policies, administrative regulations, or this Acceptable Use Agreement may be reported to law enforcement agencies as appropriate.

Limitations on District Responsibility

The district makes no guarantee that the functions or services provided by or through district technology will be without defect or uninterrupted. The district is not responsible for any damages suffered while utilizing district technology. The district is not responsible for any financial obligations arising from unauthorized use of district technology.

>>>>>>>SIGN AND RETURN THIS PAGE <<<<<<<<<<<

Student Acknowledgment

I understand, and agree to abide by this Technology Acceptable Use Agreement and other laws and district policies guiding the use of district technology. I understand that when using district technology, I have no reasonable expectation of privacy and my information and communications are not private. I further understand that any violation may result in loss of my privileges, disciplinary action, and/or legal action.

Name (print): _____

Signature: _____

Date: _____ Grade: _____ Teacher: _____

Parent or Legal Guardian Acknowledgment

As the parent/guardian of the above-named student, I understand, and agree with the terms of the Acceptable Use Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the school's computer network and the Internet. I understand that even though the district filters Internet access it is impossible to restrict access to all offensive and controversial materials.

By signing this Acceptable Use Agreement, I agree to release from liability, indemnify, and hold harmless the school, the district and district personnel against all claims, damages, and costs that may result from my child's use of district technology, the failure of any technology protection measures used by the district, violations of copyright restrictions, or user mistakes or negligence. Further, I accept full responsibility for supervision of my child's use of his/her/their access account if and when such access is not in the school setting.

Name (print): _____

Signature: _____

Date: _____

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

AGENDA ITEM: I.4

MEETING DATE: 08/12/2025

SUBJECT: Revisions to Board Policy 5131.9 Academic Honesty (Dale) - 7:45 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Discussion: The superintendent is recommending that the board discuss the proposed revisions to Board Policy 5131.9 Academic Honesty. Action anticipated: 08/26/2025.

RATIONALE/BACKGROUND:

This revision to Board Policy 5131.9 – Academic Honesty updates the district’s expectations to address emerging technologies, including artificial intelligence (AI). It clarifies prohibited uses of technology that undermine academic integrity while affirming appropriate, teacher-approved educational uses. The policy reinforces students’ responsibility for original work, supports ethical digital citizenship, and aligns with updated instructional practices and legal requirements. These changes ensure clear guidance for maintaining integrity in an evolving academic and technological landscape.

ATTACHMENT(S):

1. [Board Policy 5131.9 Academic Honesty](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY:

Nicole Kukral, Director, Professional Learning and Curriculum Innovation
Peter Skibitzki, Senior Director, Technology Services

APPROVED BY:

Timothy C. Dale, Ed.D., Deputy Superintendent, Schools and Student Support
Melissa Bassanelli, Superintendent of Schools

Policy 5131.9: Academic Honesty**Status:**
ADOPTED**Original Adopted Date:** 06/09/1992 | **Last Reviewed Date:** 06/09/1992

The Governing Board believes that personal integrity is basic to all solid achievement. Students will reach their full potential only by being honest with themselves and with others.

The Board expects students to respect the educational purpose underlying all school activities. All students need to prove to themselves that they can do successful work as a result of their own efforts. The Board expects that students will not cheat, lie or plagiarize.

The Board recognizes that students are more inclined to cheat when there is little likelihood of getting caught. Each school shall provide an environment that encourages honesty. Students must know that their teachers will not ignore or condone cheating and that anyone discovered cheating will be penalized.

When an incidence of cheating occurs, parents/guardians shall be contacted.

Teachers shall instruct students in research and study skills appropriate to each subject, so that all students may feel confident that if they prepare, they can succeed without cheating. Students shall be encouraged to see tests as a means for finding out what they have learned and that students who cheat on tests are cheating themselves.

Prohibited and Permitted Technology Use

As the district's standards for academic achievement are designed to challenge all students to reach their full potential in acquiring the knowledge and skills needed for success in postsecondary education, employment, and digital citizenship, ~~responsible citizenship~~ any use of technology that prevents or inhibits a student from achieving these standards is prohibited. Prohibited uses include, but are not limited to, using technology primarily or solely for the completion of coursework as a student's original work and generating answers to mathematical, scientific, or analytical problems. This includes the inappropriate use of Artificial Intelligence (AI) as specified in Board Policy 6163.4 - Student Use of Technology.

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

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

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

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

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

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

AGENDA ITEM: I.5

MEETING DATE: 08/12/2025

SUBJECT: Declaration of Need for Fully Qualified Educators (Thigpen) - 7:50 p.m.

DEPARTMENT: Human Resources

ACTION REQUESTED:

Action: The superintendent is recommending that the board adopt the Declaration of Need for Fully Qualified Educators for the 2025-2026 school year.

RATIONALE/BACKGROUND:

Human Resources staff has followed the policies and procedures for hiring fully-credentialed teachers to staff schools for the 2025-2026 school year. While a due and diligent search has been conducted for fully-credentialed teachers, in order to staff all classrooms, Human Resources still anticipates a need to assign certain teachers on the basis of an emergency authorization (Internship, English Learner Authorization, Limited Assignment Permit, Short-Term Staff Permit, Provisional Internship Permit, etc.). Before this can occur, this Declaration of Need must be adopted by the Board of Education and filed with the California Commission on Teacher Credentialing.

In addition, the California Department of Education in collaboration with the Commission on Teacher Credentialing will audit the entire district for credential mis-assignments. Although every effort is made to properly staff our schools, occasionally mis-assignments are identified and it becomes necessary to request a limited assignment permit to correct mis-assignments.

ATTACHMENT(S):

1. [Declaration of Need for Fully Qualified Educators 25-26](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Lisa Ellington, Analyst, Human Resources

APPROVED BY: Daniel Thigpen, Chief of Human Resources
Melissa Bassanelli, Superintendent of Schools



State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: DON@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2025-26

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: San Juan Unified School District District CDS Code: 67447

Name of County: Sacramento County CDS Code: 34

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 8/12/2025 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► Enclose a copy of the board agenda item

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2026.

Submitted by (Superintendent, Board Secretary, or Designee):

Daniel Thigpen _____ Chief of Human Resources
Name Signature Title

916-971-7669 916-971-7171 _____
Fax Number Telephone Number Date

3738 Walnut Avenue, Carmichael, CA 95608
Mailing Address

daniel.thigpen@sanjuan.edu
Email Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**
Submitted by Superintendent, Director, or Designee:

_____	_____	_____
Name	Signature	Title
_____	_____	_____
Fax Number	Telephone Number	Date

Mailing Address		

E-Mail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	25
Bilingual Authorization (applicant already holds teaching credential)	5
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	20
Teacher Librarian Services	-
Emergency Transitional Kindergarten (ETK)	5

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	12
Single Subject	78
Special Education	30
TOTAL	120

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	7
Art	7	Music	7
Business		Physical Education	5
Dance	3	Science: Biological Sciences	4
English	7	Science: Chemistry	2
Foundational-Level Math	4	Science: Geoscience	
Foundational-Level Science	4	Science: Physics	2
Health	2	Social Science	
Home Economics		Theater	7
Industrial & Technology Education	2	World Languages (specify)	ELD- 10; Spanish- 5

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes ☐ No

If yes, how many interns do you expect to have this year? 40

If yes, list each college or university with which you participate in an internship program.

Alliant University, CSU-East Bay, Fortuna School of Education, National
University, Point Loma Nazarene University, Sacramento County Office of
Education (SCOE), Sacramento State, University of Phoenix, United States University

If no, explain why you do not participate in an internship program.

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

AGENDA ITEM: I.6

MEETING DATE: 08/12/2025

SUBJECT: San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the San Juan Teachers Association (SJTA) Successor Contract (2025-26) (Thigpen) - 7:55 p.m.

DEPARTMENT: Administration

ACTION REQUESTED:

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the San Juan Teachers Association (SJTA) for 2025-26.

RATIONALE/BACKGROUND:

The board and representatives of SJTA have agreed to engage in an interest-based, collaborative approach to negotiations. As part of the model of negotiations, the parties identify their respective interests for public sunshining.

ATTACHMENT(S):

1. [San Juan Unified School District Initial Bargaining Proposal-Interests for Contract Negotiations With the San Juan Teachers Association Successor Contract 2025-26](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

Board of Education: SJTA presented their bargaining interests on 05/13/2025 and 05/27/2025

Board of Education: District presented its bargaining interests on 06/24/2025

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Chief of Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

**SAN JUAN UNIFIED SCHOOL DISTRICT (District)
INITIAL BARGAINING PROPOSAL/INTERESTS
FOR CONTRACT NEGOTIATIONS
WITH THE
SAN JUAN TEACHERS ASSOCIATION (SJTA)
SUCCESSOR CONTRACT (2025-26)**

The San Juan Unified School District (District) intends to negotiate the following Articles of the San Juan Teachers Association (SJTA) contract for the 2025-26 reopeners.

Article 3 System of Professional Growth

- The district's interest is to explore implementation of the new California Standards for the Teaching Profession within the context of the System of Professional Growth.

Article 4 Transfers

- The district's interest is to identify barriers and discuss options related to this article, including timelines, that will allow the district to attract and hire the best candidates available in the most timely manner possible.

Article 5 Leaves

- The district's interest is to clarify contractual language as needed.

Article 8 Hours

- The district's interest is to reach agreement on 2026-27 and 2027-28 school year calendars.
- The district's interest is to clarify contractual language as needed.

Article 9 Employee Benefits

- The district's interest is to provide quality benefits and affordable options for all employees while realizing cost containment for both employees and the district.
- The district's interest is to ensure that employees recognize that benefits are part of an employee's overall compensation program.
- The district's interest is to examine the impacts of section 9.01.7.
- The district's interest is to clarify contractual language as needed.

Article 16 Just Cause, Due Process and Progressive Discipline

- The district's interest is to clarify contractual language as needed, with an emphasis on addressing areas where there is misalignment between contract language and other timelines, including but not limited to Title IX investigations, the Uniform Complaint Procedure, and law enforcement investigations.

- The district's interest is to examine the potential impacts of Assembly Bill 218 on contract language.

Article 21 Early Childhood Education

- The district's interest is to address issues related to “non-responsibility” days.

Article 24 Creating and Sustaining a Collaborative Culture

- The district's interest is to examine strategies for fostering instructional coherence and systems of collective responsibility, leading to improved, equitable outcomes for students.

The district's interest also is to review and examine all outstanding and expiring Memorandums of Understanding (MOUs) and Side Letters of Agreement (SLAs).

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

AGENDA ITEM: I.7

MEETING DATE: 08/12/2025

SUBJECT: San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the San Juan Professional Educators Coalition (SJPEC) Reopeners for 2025-26 (Thigpen) - 8:00 p.m.

DEPARTMENT: Administration

ACTION REQUESTED:

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the San Juan Professional Educators Coalition (SJPEC) for 2025-26.

RATIONALE/BACKGROUND:

The board and representatives of SJPEC have agreed to engage in an interest-based, collaborative approach to negotiations. As part of the model of negotiations, the parties identify their respective interests for public sunshining.

ATTACHMENT(S):

1. [San Juan Unified School District Initial Bargaining Proposal-Interests for Contract Negotiations With the San Juan Professional Educators Coalition Reopeners for 2025-26](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

Board of Education: SJPEC presented their bargaining interests on 05/27/2025 and 06/10/2025

Board of Education: District presented its bargaining interests on 06/24/2025

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Chief of Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

**SAN JUAN UNIFIED SCHOOL DISTRICT (District)
INITIAL BARGAINING PROPOSAL/INTERESTS
FOR CONTRACT NEGOTIATIONS
WITH THE
SAN JUAN PROFESSIONAL EDUCATORS COALITION (SJPEC)
REOPENERS FOR 2025-26**

The San Juan Unified School District (District) intends to negotiate the following Articles of the San Juan Professional Educators Coalition (SJPEC) contract for the 2025-26 reopeners.

Article 5 Evaluation of Job Performance

- The district's interest is to evaluate the implementation of the school psychologist performance evaluation pilot.

Article 7 Transfers

- The district's interest is to examine and evaluate the implementation of a side letter of agreement (SLA) related to principal transfer requests.

Article 11 Discipline

- The district's interest is to clarify contractual language as needed.

Article 13 Fringe Benefits

- The district's interest is to provide quality benefits and affordable options for all employees while realizing cost containment for both employees and the district.
- The district's interest is to ensure that employees recognize that benefits are part of an employee's overall compensation program.
- The district's interest is to clarify contractual language as needed.

The district's interest also is to review and examine all outstanding and expiring Memorandums of Understanding (MOUs) and Side Letters of Agreement (SLAs).

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

AGENDA ITEM: I.8

MEETING DATE: 08/12/2025

SUBJECT: San Juan Unified School District (District) Initial Bargaining Proposal/Interests for Contract Negotiations with the California School Employees Association, Chapter 127 (CSEA) Reopeners for 2025-26 (Thigpen) - 8:05 p.m.

DEPARTMENT: Administration

ACTION REQUESTED:

Public Comment/Action: The superintendent is recommending that the board adopt, pursuant to Government Code section 3540 et seq. and district Board Policy (BP) 4243.1, the bargaining interests with the California School Employees Association, Chapter 127 (CSEA) for 2025-26.

RATIONALE/BACKGROUND:

The board and representatives of CSEA have agreed to engage in an interest-based, collaborative approach to negotiations. As part of the model of negotiations, the parties identify their respective interests for public sunshining.

ATTACHMENT(S):

1. [San Juan Unified School District Initial Bargaining Proposal-Interests for Contract Negotiations With the California School Employees Association, Chapter 127 Reopeners for 2025-26](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

Board of Education: CSEA presented their bargaining interests on 05/13/2025 and 05/27/2025

Board of Education: District presented its bargaining interests on 06/24/2025

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Chief of Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

**SAN JUAN UNIFIED SCHOOL DISTRICT (District)
INITIAL BARGAINING PROPOSAL/INTERESTS
FOR CONTRACT NEGOTIATIONS
WITH THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 127 (CSEA)
REOPENERS FOR 2025-26**

The San Juan Unified School District (District) intends to negotiate the following Articles of the California School Employees Association, Chapter 127 (CSEA) General and Operations support contract(s) for the 2025-26 reopeners.

Article 5 Hours and Overtime

- The district's interest is to examine section 5.3 and identify opportunities for clarity as it relates to the rights of employees whose assignments are adjusted under the provisions of this section.

Article 7 Fringe Benefits

- The district's interest is to provide quality benefits and affordable options for all employees while realizing cost containment for both employees and the district.
- The district's interest is to ensure that employees recognize that benefits are part of an employee's overall compensation program.
- The district's interest is to clarify contractual language as needed.

Article 15 Layoff

- The district's interest is to examine potential barriers to employees created by provisions of this article that are not specified in California Education Code.

The district's interest also is to review and examine all outstanding and expiring Memorandums of Understanding (MOUs) and Side Letters of Agreement (SLAs).

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

AGENDA ITEM: I.9

MEETING DATE: 08/12/2025

SUBJECT: Cabinet Contract (Thigpen) - 8:10 p.m.

DEPARTMENT: Human Resources

ACTION REQUESTED:

Action: The superintendent is recommending that the board approve the employment contract for the Senior Director of Human Resources covering the 2025/2026 and 2026/2027 school years.

RATIONALE/BACKGROUND:

Under a recent cabinet restructure, the position of Executive Director for Labor Relations and Government Affairs was eliminated and replaced with the position of Senior Director of Human Resources, at no additional cost to the district. Per current legislation, Senior Director of Human Resources employment contract for Cloris Henry, Ed.D. must be brought to the board for approval.

ATTACHMENT(S):

1. [Employment Contract](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Chief of Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

SAN JUAN UNIFIED SCHOOL DISTRICT

EMPLOYMENT CONTRACT

Senior Director, Human Resources

This Employment Contract is made and entered into effective August 18, 2025 by and between the Board of Education, a local public entity pursuant to Government Code section 811.2 San Juan Unified School District, located in Sacramento County, State of California, hereinafter referred to as “Board” or “District,” and an individual, Cloris Henry, hereinafter referred to as “Employee.”

The District and Employee mutually agree as follows:

Article 1: Acceptance of Employment and Term of Contract

1.1 The District hereby employs Employee as Senior Director of Human Resources, subject to the terms and conditions stated herein. Employee hereby accepts such employment and agrees to perform the duties of said office during the term of this Employment Contract.

1.2 The term of this Employment Contract (“Agreement”) shall commence on August 18, 2025, and shall expire on June 30, 2027, unless extended in writing by mutual agreement of the District and the Employee as outlined in section 7.5 of this Agreement. Notwithstanding the foregoing, in the event this Agreement expires and a successor agreement has not been executed, the terms and conditions of this Agreement shall remain in full force and effect until such time as the parties enter into a new written agreement, as allowable under Education Code section 35031, or unless earlier terminated in accordance with Article 7 of this Agreement.

1.3 Employee’s work year shall be 245 workdays.

Article 2: Compensation

2.1 Employee shall be paid in accordance with board approved salary schedule.

2.2 The Parties acknowledge that salary increases within the District may occur from time to time. Within the sole discretion of the Superintendent, and without obligation, the Superintendent may apportion a percentage of such salary increases to this position. Any such adjustment shall be made with the intent to maintain competitiveness within the relevant job market and to support employee retention. This provision does not constitute a guarantee of any salary increase and shall not be construed as creating a vested right to any such increase.

2.3 Employee is entitled to longevity as outlined by board approved salary schedule.

2.4 District shall have the right and obligation to deduct or withhold from compensation as applicable for federal, state and local income taxes and Social Security taxes or as required by law.

Article 3: Fringe Benefits

3.1 District shall fund its (the employer’s) portion of CalPERS or CalSTRS retirement based upon the salary herein as applicable to the employee.

3.2. Employee shall be entitled to twenty (20) annual vacation days with pay. Employee is encouraged to take all vacation days during the year in which such days are earned. Employee shall obtain approval from Superintendent or designee prior to taking vacation days. Unused vacation days will be administered in accordance with Board Policy 4362.1 and Administrative Regulation 4313.9, which permit no more than

forty (40) days' vacation to carry over into next year. Employee shall be entitled to full compensation for any remaining unused and uncompensated vacation at the salary rate then in effect. Employee is entitled to any holidays designated by the Board of Education as days on which the District office is closed, and any other holidays granted generally to twelve (12) month District management personnel.

3.3 Employee shall be entitled to accrue paid sick leave at the rate of 1.0 days per month, up to a maximum of 12 days per year. If Employee does not utilize the total amount of accrued sick leave authorized during any year, Employee may carry over the unused sick leave to sick leave in the subsequent year. This accrual shall be prorated based on any changes in Employee's FTE.

3.4 Employee is entitled to accrue annual paid personal leave at the rate of eight (8) days per year. If Employee does not utilize the total amount of accrued personal leave authorized during any year, such leave may be carried over to unused sick leave in the subsequent year. This accrual shall be prorated based on any changes in Employee's FTE.

3.5 District agrees to pay directly to Employee's existing or future health, dental, and vision providers, the insurance premiums associated with Employee, and Employee's qualified dependents under Internal Revenue Code section 152, at the same level District does for other unrepresented management staff.

3.6 Employee is required to have a personal automobile to conduct District business. As an employee under contract, Employee shall not receive reimbursement for any travel or mileage expenses they incur for attendance within District boundaries at meetings, luncheons, dinners, ceremonies, and other events as required in the official performance of the duties and responsibilities of their office. Employee will continue to be entitled to reimbursement for actual and necessary conference or meeting expenses, as well as reimbursement for all approved travel, mileage, and related expenses that are incurred outside of District boundaries, in accordance with District procedures for District management personnel.

3.7 Employee shall be covered by the District's workers' compensation insurance and liability insurance.

3.8 Employee shall be provided a District credit card to make such business-related purchases as are authorized by District procedures. Misappropriation of said credit card is grounds for automatic termination as outlined in Article 7.

Article 4: Obligations Of District

4.1 District agrees to defend, indemnify and hold Employee harmless against any claims, demands, actions, lawsuits, losses, or damages of any kind or nature arising out of or related to the course and scope of Employee's discharge of their duties pursuant to this Agreement. District may continuously maintain adequate insurance for this purpose throughout the Term.

4.2 District shall provide Employee with the office, equipment, materials, and resources reasonably required by Employee to fulfill their duties, responsibilities, and obligations under this Agreement.

Article 5: Duties And Obligations Of Employee

5.1 Employee shall serve under the primary supervision of the Superintendent or designee, as the Sr. Director of Human Resources. They shall faithfully fulfill the duties and responsibilities of the job description for said position, which may from time to time be modified by the Board of Education.

5.2 All powers and duties which are lawfully delegated to Employee are to be performed and executed by them in accordance with direction from the Superintendent or designee, policies and regulations adopted by the Board, California law, and subject to the approval of the Board.

5.3 Employee shall endeavor to maintain and improve their professional competence by all available means, including subscription to and reading of appropriate periodicals, maintenance of membership in appropriate professional organizations, and attendance at professional meetings at local and state levels. Upon approval of the Superintendent or designee, the expense of said subscriptions, memberships in, and attendance at such professional meetings, is to be at District expense. Employee shall request permission from the Superintendent or designee to attend meetings requiring two (2) or more days away from the County of Sacramento and shall periodically report to the Superintendent or designee their appraisal of any meetings they attend.

5.4 With prior approval of the Superintendent or designee, Employee may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations. These outside professional activities may be performed for consideration, provided they do not interfere with or conflict with Employee's performance of duties under this Employment Contract. It is understood that should such activities cause Employee to be away from their duties on normal workdays and receive outside compensation or honorariums for such activities, such time will be taken as part of their vacation or as unpaid leave.

Article 6: Evaluation

6.1 The Superintendent or designee shall annually evaluate Employee's job performance and the effectiveness of their working relationships with the Superintendent or designee, the Governing Board, other staff, and members of the public. Their evaluation shall be based on the position description for Senior Director, Human Resources and upon an annual set of goals established by Employee and agreed upon by the Superintendent or designee, and in accordance with District policies and procedures.

6.2 At the conclusion of each year's annual evaluation, the Superintendent or designee shall determine, in writing, on Employee's evaluation form, whether or not their evaluation is "satisfactory" or "unsatisfactory" so that a clear and affirmative decision is made. In the event that the Superintendent determines that the performance of Employee is unsatisfactory in any respect, District shall describe in writing and in reasonable detail specific instances of unsatisfactory performance. The evaluation shall include recommendations as to areas of improvement in all instances where the Superintendent deems performance to be unsatisfactory. A copy of the written evaluation shall be delivered to Employee. Employee shall have the right to make a written response to the evaluation, which shall be placed in Employee's personnel file along with the evaluation.

Article 7: Termination Of Employment

7.1 District and Employee agree Employee shall serve at the pleasure and will of the Superintendent.

7.2 This Agreement may be terminated by:

- a. Without Cause. Either party may terminate this Agreement without cause upon thirty (30) days' written notice. In the event that the District terminates this Agreement without cause, the District shall pay Employee a severance amount equal to the Employee's monthly salary multiplied by the number of months remaining on the unexpired term of this Agreement. However, in accordance with Government Code section 53260, the maximum severance amount payable shall not exceed an amount equal to twelve (12) months of the Employee's monthly salary, regardless of the number

of months remaining on the unexpired term. This severance allowance shall be available only in cases where the District initiates termination without cause. It shall not apply to termination initiated by the Employee, termination for cause, or nonrenewal at the conclusion of the contract term. As a condition of receiving the severance payment, Employee shall execute a Waiver and Release Agreement that includes a full release of any and all claims, known or unknown, arising out of or in connection with their employment or the termination thereof, including a waiver of rights under California Civil Code section 1542. Employee, as a condition of said payment, shall sign an acknowledgement via a Waiver and Release that Employee has agreed to receive the severance amount in exchange for the aforementioned waivers and release of claims. Any payment made under this section shall be made no later than thirty (30) days after the day Employee executes the aforementioned acknowledgement.

1. I expressly waive the provisions of Section 1542 of the Civil Code of the State of California, and I understand that said Section provides: "A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

2. I agree not to institute or cause to be instituted any action in state or federal court, or before any local, state, or federal governmental entity, relating to or arising out of my employment with the District or separation from District employment, including claims based on the Age Discrimination in Employment Act of 1967.

3. I agree not to institute or cause to be instituted any action in state or federal court, or before any local, state, or federal governmental entity, that arises out of or reasonably relates in any manner to my employment with the District or separation of employment with the District including, without limitation, contract or tort claims, claims based on the Fair Employment and Housing Act, Government Code section 12940 et seq., California Labor Code section 132a, 42 U.S.C. section 2000(e) et seq., 29 U.S.C. section 621 et seq., the California Civil Code, the California Government Code, 42 USC Section 1983, Title IX, the Unruh Act, Title VII of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990, 42 U.S.C. section 12101 et seq., the Employee Retirement Income Security Act, 29 U.S.C. section 1001 et seq. (except as excluded by law), the Fair Labor Standards Act of 1938, 29 U.S.C. section 201 et seq., the Rehabilitation Act of 1973, 29 U.S.C. section 701 et seq., the False Claims Act, 31 U.S.C. section 3729 et seq., the Family and Medical Leave Act, 29 U.S.C. section 2601 et seq., COBRA, the California Family Rights Act, the Educational Employment Relations Act of 1976, Cal. Govt Code section 3540 et. seq., the Genetic Information Act.

4. I understand the following information, which is required by the Older Workers Benefit Protection Act ("OWBPA"), if legally applicable to me:

(a) I have been advised to consult an attorney regarding this Waiver and Release of Claims ("Waiver and Release") and the terms contained in this Waiver and Release before deciding whether or not to sign it;

(b) I have 21 days from the date this Waiver and Release is presented to me to consider this Waiver and Release and to decide whether to sign it, although I may, in the exercise of my own discretion, sign or reject it at any time before the 21-day period expires, thus waiving the remainder of the 21-day consideration period;

(c) At any time within 7 days after signing this Waiver and Release, I may revoke the waiver and release of Age Discrimination in Employment Act ("ADEA") claims.

(d) The waiver and release of ADEA claims is not effective or enforceable until the 7-day revocation period has passed. If during the 7-day revocation period I choose to revoke the waiver and release of claims under this Section 4 of this release, the revocation must be in writing and delivered prior to the expiration of the 7-day period to: San Juan Unified School District, Legal Services, 3738 Walnut Ave. Carmichael, CA 95608.

5. I understand that a revocation of the waiver and release of ADEA claims, if legally applicable to me, will release the District from any obligation to provide me with the severance consideration described herein. This acknowledgement of waiver and release may be signed in counterparts, each of which shall be deemed to be an original, and all of which taken together shall constitute one and the same agreement. Faxed, electronic and/or email signatures shall be acceptable signatures for purposes of binding the parties to the terms of the Waiver and Release.

6. I understand the contents of this release and sign the same voluntarily and without duress.

b. Discharge for Cause. For purposes of this Agreement, "cause" shall mean Employee's (a) conviction (or a nolo contendere plea) to any felony or misdemeanor; (b) dishonesty in performing Employees' duties under this Agreement; (c) repeated and willful misconduct under this Agreement; or (d) willful neglect of Employee's duties under this Agreement; or (e) unsatisfactory performance upon evaluation. The District shall pay Employee a severance amount equal to the Employee's monthly salary multiplied by the number of months remaining on the unexpired term of this Agreement. However, in accordance with Government Code section 53260, the maximum severance amount payable shall not exceed an amount equal to three (3) months of the Employee's monthly salary, regardless of the number of months remaining on the unexpired term. Employee, as a condition of said payment, shall sign an acknowledgement via a Waiver and Release (as outlined in sections, 7.2.a.1-6 of this Agreement) that Employee has agreed to receive the severance amount in exchange for the aforementioned waivers and release of claims. Any payment made under this section shall be made no later than thirty (30) days after the day Employee executes the aforementioned acknowledgement.

Prior to final determination by the Superintendent of cause for termination, Employee must have been given thirty (30) calendar days written notice of such possible action, and of the grounds therefore, and a reasonable opportunity to be heard by the Superintendent in the way of explanation or defense. In the event that such termination is determined by the Superintendent (or later adjudicated) to be "without cause," the sole remedy shall be to make Employee whole in salary and benefits pursuant to 7.2.a above.

7.3 Retirement of Employee. Where Employee elects to retire, this Agreement is hereby terminated. Employee will be paid in accordance with the applicable retirement plan and structure established at the time of Employee's retirement.

7.4 Death or Disability of Employee. For purposes of this Agreement, "disability" means Employee's inability, by reason of physical or mental infirmity or both, to perform the duties contemplated under this Agreement with or without reasonable accommodation for a period of 120 consecutive days or 150 workdays in the aggregate in a consecutive twelve (12) month period. "Disability" shall be determined by

a licensed physician acceptable to District and Employee. The physician's fee shall be paid by District. Any termination for disability shall not prejudice any rights under any disability policies benefiting Employee.

7.5 Pursuant to Education Code section 35031, Employee shall be provided written notice at least forty-five (45) days in advance of the expiration of the Term if Employee is not to be reemployed.

Employee initials acknowledging termination clauses: CH

Article 8: GENERAL PROVISIONS

8.1 All notices required to be given under this Agreement shall be delivered via hand delivery, first class mail, or email as follows:

To District: Melissa Bassanelli, Superintendent
3738 Walnut Avenue
Carmichael, CA 95608

To Employee: Cloris Henry
Street Address
City, CA ZIP
Email address

The Superintendent or Employee may change the designated address for the giving of notices by providing to the other amended notice information in writing.

8.2 Any controversy between District and Employee involving the construction or application of any of the terms, provisions, or conditions of this Agreement shall, on the written request of either party served on the other, be submitted to binding arbitration. Arbitration shall comply with and be governed by the provisions of the California Arbitration Act. District and Employee shall agree on the selection of one person to hear and determine the dispute. If the parties are unable to agree on a single arbitrator to hear the dispute, they shall obtain a list of arbitrators from the American Arbitration Association and select the arbitrator by alternative strike method. The arbitration shall be governed by the California Arbitration Act, Code of Civil Procedure section 1280 et seq.

8.3 "Year" as used in this Agreement means a fiscal year, July 1 through and including June 30, unless stated otherwise. "Day" or "days" as used in this Agreement means calendar days unless stated otherwise.

8.4 No waiver of any rights or obligations under this Agreement may occur unless provided in writing.

8.5 This Agreement constitutes the entire agreement between District and Employee concerning the subject matter of this Agreement. Any prior agreements or understandings between District and Employee concerning the same subject matter not contained within this Agreement are null and void. Where this agreement terminates in time or by operation of law, where there is not a new agreement in effect, this agreement will remain in place in the interim.

8.6 This Agreement is subject to all applicable laws of the State of California, to the rules and regulations of the State Board of Education, and to the lawful rules and regulations of the Board.

8.7 If during the Term it is found that a specific clause of this Agreement is illegal under Federal or State law, the remainder of this Agreement not affected by such a ruling shall remain in force.


8.8 This Agreement may be modified or extended only in writing and must be signed by District and Employee.

8.9 This Agreement shall be effective upon execution by Employee and the President and Secretary of the Board of Education. This Agreement may be executed and delivered by facsimile or other electronic signature (including portable document format) by either of the parties and, notwithstanding any statute or regulations to the contrary (including, but not limited to, Government Code section 16.5 and the regulations promulgated therefrom), this Agreement shall legally bind the signing party and the receiving party may rely on the receipt of such document so executed and delivered electronically or by facsimile as if the original had been received. This section constitutes a waiver by each party of the requirements and constraints on electronic signatures found in statute and regulations including, but not limited to, Government Code section 16.5 and the regulations promulgated therefrom.

SIGNATURES



Cloris Henry




Melissa Bassanelli (Jul 14, 2025 12:01 PDT)

Melissa Bassanelli, Superintendent of Schools

[Board ratification]

Approve As To Form



Fhanysha Gaddis (Jul 11, 2025 13:52 PDT)

Fhanysha Gaddis, General Counsel

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

AGENDA ITEM: I.10

MEETING DATE: 08/12/2025

SUBJECT: Williams Complaint Report (Gaddis) - 8:15 p.m.

DEPARTMENT: Legal Services

ACTION REQUESTED:

Report: The superintendent is recommending that the board receive an update on Williams-type complaints filed with the district during the time period from April 1, 2025, to June 30, 2025.

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.

The district received one (1) Williams-type complaint. The complaint was submitted on June 16, 2025, by a parent of a student at Barrett Middle School, alleging insufficient instructional materials in a 7th grade mathematics class. The concern centered around the use of photocopied worksheets instead of the district-adopted textbook.

The district conducted a review and determined that all students had access to required instructional materials as mandated by the Williams Settlement. It was confirmed that the teacher used supplemental materials in accordance with district policy and education code, which permits such use to meet instructional needs, provided it does not replace adopted materials. The parent was notified of the findings, and the complaint was resolved at the site and district level without need for further action or state-level intervention.

No additional complaints were filed or pending during this reporting period.

ATTACHMENT(S):

1. [Williams UCP 4th Quarter Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 08/04/2025

FISCAL IMPACT:

N/A

PREPARED BY: Fhanysha Clark Gaddis, J.D., MPP, General Counsel

APPROVED BY: Melissa Bassanelli, Superintendent of Schools



Legal Services

Melissa Bassanelli
Superintendent of Schools

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

WILLIAMS UNIFORM COMPLAINT PROCESS (UCP)

Quarterly Report

Year covered by this report: 2025
Quarter covered by this report: Quarter 4 (April - June)

Sufficiency of textbooks

Number of complaints:	1
Number resolved:	1
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

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**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2025-2026**

K
08/12/2025

AUGUST 20 (special meeting)

Special Closed Session/California School Boards Association Workshop: Superintendent Goals Board

AUGUST 26

2025-2026 Start of School – R	Dale
San Juan Education Foundation Update – R	Allen
Revisions to Board Policy 6146.1 High School Graduation Requirements – D	Schnepf
Revisions to Board Policy 5113 Absences and Excuses – D	Oaxaca
New Board Policy 5113.1 Chronic Absence and Truancy – D	Oaxaca
Revisions to Board Policy 5144 Discipline – D	Oaxaca
Revisions to Board Policy 5144.1 Suspension and Expulsion – D	Oaxaca
Joint Resolution on Transfers – D/A	Allen
Exemption to the Separation-From-Service Requirement – A	Thigpen
*Revisions to Board Policy and Exhibit 4040 Employee Use of Technology – A [Discussed 08/12/25]	Dale
*Revisions to Board Policy and Exhibit 6163.4 Student Use of Technology – A [Discussed 08/12/25]	Dale
*Revisions to Board Policy 5131.9 Academic Honesty – A [Discussed 08/12/25]	Dale
*Proposition 28 Annual Report – A	Dale
*Choices Charter School Proposition 28 Annual Report – A	Oaxaca
*ECE California Department of Social Services Licensee Representative – A	Townsend-Snyder
*Resolution: Emergency Contracting – A	Ryan
*Resolution: Power to Contract on Behalf of the District – A	Ryan
*Ratification of Committee Members – A	Board

SEPTEMBER 9

Meet and Greet (before board meeting)

Recognition: 2026 Certificated Employees of the Year – A	Thigpen
Summer Learning Update – R	Schnepf/Townsend-Snyder
2024-2025 Unaudited Actuals and 2025-2026 Revised Budget – A	Ryan
CSBA Directors-at-Large Nominations – D/A	Board
*Revisions to Board Policy 6146.1 High School Graduation Requirements – A [Discussed 08/26/25]	Schnepf
*Revisions to Board Policy 5113 Absences and Excuses – A [Discussed 08/26/25]	Oaxaca
*New Board Policy 5113.1 Chronic Absence and Truancy – A [Discussed 08/26/25]	Oaxaca
*Revisions to Board Policy 5144 Discipline – A [Discussed 08/26/25]	Oaxaca
*Revisions to Board Policy 5144.1 Suspension and Expulsion – A [Discussed 08/26/25]	Oaxaca
*Capital Adult Education Regional Consortium (CAERC) designation – A	Schnepf
*CIF Superintendent Designation of Representatives 2025-2026 – A	Schnepf
*Resolution: GANN Limit – A	Ryan

SEPTEMBER 23

Recognition: Week of the School Administrator (Oct. 12-18) – A	Thigpen
Literacy Update – R	Townsend-Snyder
Attendance Improvement Initiative Update – R	Oaxaca
Public Hearing/Resolution: Sufficiency of Textbooks and Instructional Materials – A	Dale
*Consolidated Application, 2025-2026 – A	Oaxaca

SEPTEMBER 27 (special meeting)

California School Boards Association Workshop: Board Self-Evaluation Board

OCTOBER 14

College and Career Readiness – R	Schnepp
Strategic Plan Update – R	Allen
Variable Term Waivers – A	Thigpen
Assignment of Teachers Outside Regular Base Credential – A	Thigpen
Provisional Internship Permits – A	Thigpen
Williams Complaint Report – R	Gaddis

OCTOBER 28

Recognition: National School Psychology Week (Nov. 3-7) – A	Dale
2024-2025 End of Year Data Summary – R	Dale
*Consolidated Application, Spring Report 2024-2025 – A	Oaxaca

NOVEMBER 18 (3rd Tuesday)

Universal Prekindergarten (UPK) Update – R	Townsend-Snider
2025-26 Meal Price Increases – A	Camarda
Legislative Priorities for 2026-2027 – D/A	Allen
Set Annual Organizational Meeting – A	Board
*Resolution: CSPP & CCTR Continued Funding Application Designated Personnel 2026-2027 – A	Townsend-Snider

DECEMBER 16 (3rd Tuesday)

Annual Organizational Meeting – A	Board
2024-2025 Audit Report – A	Ryan
2025-2026 First Interim & Budget/Financial Status Report – A	Ryan
Cellphone Policy Progress Update – R	Allen
*Minimum Wage Increase (Short Term, Temporary) – A	Thigpen

JANUARY 13

Multilingual Learner Program Update – R	Oaxaca
The Brown Act – D	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	
Williams Complaint Report – R	Gaddis
Governance Handbook Annual Update – D	Allen

JANUARY 27

Recognition: 2026 Classified Employees of the Year – A	Thigpen
Recognition: National School Counseling Week (Feb. 1-6) – A	Schnepp
Maintenance Update – R	Camarda
*Annual Policy Review – A [Discussed 01/13/25]	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	Dale
*LCAP Federal Addendum Annual Revision – A	Dale
*Continued Funding Application CSPP & CCTR – A	Townsend-Snider
*Early Head Start/Head Start Budget Mod/Carryover Funds – A	Townsend-Snider
*Governance Handbook Annual Update – A [Discussed 01/13/25]	Allen
*CTE 2025 Advisory Committee Roster – A	Schnepp

FEBRUARY 10

Recognition: National School Social Work Week (Mar. 1-7) – A
 Mid-Year LCAP Update 2025-2026 – R
 Choices Charter School Mid-Year LCAP Update 2025-2026 – R
 *Resolution: Federal Surplus Property Participation Renewal – A

Oaxaca
 Oaxaca
 Oaxaca
 Ryan

FEBRUARY 24

Recognition: Arts Education Month (March) – A
 Arts Education and Proposition 28 Update – R
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated ECE) – D
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – D
 Notice of Intent to Reduce Classified Positions – D
 2026 CSBA Delegate Assembly Election – A

Dale
 Dale
 Thigpen
 Thigpen
 Thigpen
 Thigpen
 Board

MARCH 10

New High School Courses – D
 Second Interim Budget Report – R
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/24/26]
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/24/26]
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/24/26]
 Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/24/26]
 *Head Start and Early Head Start Grant Application 2026-2027 – A
 *Audit Reports for Measures J, N, P and S – A
 *Resolution: District School Board Election Order – A

Dale
 Ryan
 Thigpen
 Thigpen
 Thigpen
 Thigpen
 Townsend-Snider
 Ryan
 Board

MARCH 24

Recognition: Week of the Young Child (Apr. 4-10) – A
 Recognition: School Library Month (April) – A
 Bond Project Update – R
 Technology Update – R
 *New High School Courses – A [Discussed 03/10/26]

Townsend-Snider
 Dale
 Camarda
 Skibitzki
 Schnepf

APRIL 14

Recognition: School Bus Driver Appreciation Day (Apr. 28) – A
 Instructional Materials Adoptions – D
 Proposed Board Meeting Dates for 2026-2027 – A

Thigpen
 Dale
 Board

APRIL 28

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 6) – A
 Recognition: California Day of the Teacher (May 6) – A
 Instructional Technology – R
 Citrus Heights Schools Update – R
 Williams Complaint Report – R
 *Instructional Materials Adoptions – A [Discussed 04/14/26]

Oaxaca
 Thigpen
 Dale
 Townsend-Snider
 Gaddis
 Schnepf

MAY 12

Recognition: Classified School Employee Week (May 17-23) – A
 Recognition: National Speech Pathologist Day (May 18) – A
 San Juan Youth Voice Advocates – R
 Hearing Officer's Recommendation-2026 RIF (if applicable) – A
 *Approval of CTE 2026 Advisory Committee Roster – A
 *Head Start/Early Head Start COLA Funding Allocation 2026-2027 – A
 *Head Start/Early Head Start SETA Grant Resolution 2026-2027 – A
 *Adult Education Course Approval – A

Thigpen
 Dale
 Oaxaca
 Gaddis
 Schnepf
 Townsend-Snider
 Townsend-Snider
 Schnepf

MAY 26

Recognition: National Science Bowl (if applicable) – A
 Recognition: Science Olympiad (if applicable) – A
 Recognition: Academic Decathlon (if applicable) – A
 District TK-12 Mathematics Update – R
 Restorative Practices/Student Discipline – R
 Public Hearing: SELPA Local Plan Annual Update – A
 *Facility Lease Amendments – A

Schnepp
 Schnepp
 Schnepp
 Dale
 Oaxaca
 Dale
 Camarda

JUNE 9

Public Hearing: LCAP – D
 Public Hearing: LCAP/Choices Charter School – D
 Public Hearing: Adoption of the 2026-2027 Budget – D
 Temporary Interfund Borrowing of Cash – A
 *CIF Superintendent Designation of Representatives 2026-2027 – A
 *ECE Program Self-Evaluation for CDE – A

Oaxaca
 Oaxaca
 Ryan
 Ryan
 Schnepp
 Townsend-Snider

JUNE 23

California School Dashboard Local Indicators – R
 LCAP – A [Public Hearing 06/09/26]
 Choices Charter School California School Dashboard Local Indicators – R
 LCAP Choices Charter School – A [Public Hearing 06/09/26]
 Adoption of the 2026-2027 Budget – A [Public Hearing 06/09/26]
 *2025-2026 Actuarial Report OPEB – A
 *Charter School 2024-2025 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A
 *School Plan for Student Achievement (SPSA) – A

Oaxaca
 Oaxaca
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 Oaxaca
 Ryan
 Ryan
 Ryan
 Oaxaca

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