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

Paula Villescaz, President
Michael McKibbin, Ed.D., Vice President
Zima Creason, Clerk
Pam Costa, Member
Saul Hernandez, Member

PUBLIC PARTICIPATION GUIDELINES

Board of Education meetings are held in person in the board room located at 3738 Walnut Avenue, Carmichael, California. Public attendance is welcome and encouraged. Alternatively, you can view the board meeting on YouTube from a computer, mobile device or tablet. The YouTube link can be found on the district's YouTube channel or by visiting https://www.sanjuan.edu/boardmeeting where the link will be posted approximately 15 minutes prior to the start of the meeting.

The district has taken the following steps to assist the public in offering public comment:

1. In Person Public Comment. Public comment may be offered in person during the board meeting at the district office located at 3738 Walnut Avenue, Carmichael, California. Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter.

2. Online Submission of Public Comment. Written public comment may be submitted using the public comment form located on the district website at https://www.sanjuan.edu/boardmeeting. Comments received by 6:00 p.m., on August 10, 2021, will be provided to the members of the board prior to the meeting. Comments received after 6:00 p.m., on August 10, 2021, may be read on the record during this meeting subject to time limits established in Board Bylaw 9323.

   All public comments will be limited to two (2) minutes or approximately 1,500 characters. Any portion of a comment extending past two (2) minutes or the approximate 1,500-character limit may not be read aloud due to time restrictions. All written comments that are not read into the record will be provided to the board members for review, provided that such comments are received prior to the end of the meeting. Please be aware that written public comments, including your name, may become public information.

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

Board of Education Agenda
August 10, 2021

A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS – 5:15 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.

B. CLOSED SESSION – 5:15 p.m.

1. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(d)(1).
   a. Name of Case: Magali Kincaid, Benito Juarez Neighborhood Association, Neighborhood Elections Now, Juan Yniguez, Carolina Flores, Damaris Canton v. San Juan Unified School District, Complaint for Violation of the California Voting Rights Act and in the Alternative, For Violation of the Voting Rights Act of 1965 and the California Constitution, Sacramento Superior Court Case No. 34-2020-00286475.
   b. Name of Case: Carolina Flores, Neighborhood Elections Now, Petitioners, vs. San Juan Unified School District, Paula Villescaz, in her official capacity of Board President, Respondents, Verified Petition for Writ of Mandate Pursuant to the First Amendment, the California Constitution, California Public Records Act, and the Ralph M. Brown Act; and Complaint for Declaratory and Injunctive Relief, Sacramento Superior Court Case No. 34-2021-80003644-CU-WM-GDS.
2. Collective bargaining matters – discussion with negotiator Daniel Thigpen, Senior Director, Labor Relations, regarding CSEA Chapter 127 General/Operations support, Chauffeurs/Teamsters Local No. 150 Transportation, Supervisors, Teachers and Certificated Supervisory units; and regarding non-represented groups: management and confidential units (Government Code section 54957.6).
3. Personnel matters (Government Code section 54957).
   a. Superintendent's goals for 2021-2022.

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

D. APPROVAL OF THE MINUTES – July 27, 2021, special meeting, pages 2364-2368.

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 – 6:45 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.

G. CONSENT CALENDAR – G-1/G-10 – 7:15 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 – appointments, leaves of absence, separations, reassignments/change in work year, job description/salary range change and charter school personnel actions.

2. *Purchasing Report – purchase orders and service agreements, change orders and construction and public works bids.

3. Acceptance of the following gifts: (# = donor's estimate)
   Dyer-Kelly Elementary School: from Northminster Presbyterian Church: $2,000.
   Family and Community Engagement: from Carmichael Kiwanis and Sacramento Kindness Campaign – for 140 scientific calculators for math camp participants: $1,778.
   Grand Oaks Elementary School: from Phyliss Lochelt – for cello: $2,000#.

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

5. *Approval of permanent exemption from physical education for 456 qualifying students that have given consent.

6. *Approval of the Head Start/Early Head Start American Rescue Plan and Coronavirus Response and Relief Supplemental Appropriations Act supplement funds agreement No. 21C6651S0ARP-CR between SJUSD and the Sacramento Employment and Training Agency (SETA).

7. *Approval of six members to the Local Control and Accountability Plan Parent Advisory Committee (LCAP PAC).

8. *Approval to name the director of nutrition services as the district representative to the Super Co-Op Joint Powers Authority.

9. *Adoption of Resolution No. 3071 approving the third amendment to the lease agreement for the Barrett Middle School new construction project no. 004-9512-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.

10. *Adoption of Resolution No. 3072 approving the third amendment to the lease agreement for the Barrett Middle School modernization project no. 004-9495-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.

*Material provided.

H. CONSENT CALENDAR (continued, if necessary)

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

I. BUSINESS ITEMS

1. Expanded Learning Opportunities – 7:20 p.m. (Bassanelli)

Material provided.

Report: regarding Expanded Learning Opportunities within the secondary school division.

2. Update on California Department of Public Health and Sacramento County Public Health Requirements – 7:45 p.m. (Allen)
Material provided.

Report: regarding the latest updates to district safety practices related to changes in health recommendations and requirements from the California Department of Public Health (CDPH) and Sacramento County Public Health (SCPH).

3. Notice of Intent to Convey Easement at Barrett Middle School – 8:00 p.m. (Camarda)
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 3067, declaring the intent to convey a permanent easement at Barrett Middle School to the Carmichael Water District and to call a public hearing to be held on September 14, 2021.

4. Notice of Intent to Convey Easement at Del Campo High School – 8:05 p.m. (Camarda)
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 3069, declaring the intent to convey a permanent easement at Del Campo High School to the Carmichael Water District and to call a public hearing to be held on September 14, 2021.

5. Board Bylaw 9270 Conflict of Interest – 8:10 p.m. (Simlick)
Material provided.

Discussion: regarding the proposed changes to Board Bylaw 9270 Conflict of Interest Code, its accompanying exhibit, Exhibit 9270 and the sunset of Board Policy 2300 Conflict of Interest Code. Action anticipated: 08/24/2021.

6. Williams Complaint Report – 8:15 p.m. (Simlick)
Material provided.

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

7. Declaration of Need for Fully Qualified Educators – 8:20 p.m. (Oropallo)
Material provided.

Action: The superintendent is recommending that the board adopt the Declaration of Need for Fully Qualified Educators for the 2021-2022 school year.

8. Exemption to the Separation-From-Service Requirement – 8:25 p.m. (Oropallo)
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 3066 Exemption to the Separation-From-Service Requirement.

9. Tentative Agreement: California School Employees Association – 8:30 p.m. (Thigpen)
Material provided. (Discussed: 07/27/2021)

Public Comment/Action: The superintendent is recommending that the board approve the tentative agreement between the California School Employees Association Chapter 127 and the San Juan Unified School District.

J. BOARD REPORTS – 8:35 p.m.

K. FUTURE AGENDA – 8:45 p.m.
The board may wish to identify items to be discussed at future meetings and the reasons therefore.

L. VISITOR COMMENTS – 8:50 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.

B. CLOSED SESSION (continued, if necessary)

Announcement of topics/announcement of actions.

M. ADJOURNMENT – 8:55 p.m.

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

*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.*

NOTE: The times indicated are approximate.

Mission Statement

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

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

Board of Education Minutes
July 27, 2021

Special Meeting
Board of Education
5:00 p.m.

Open Session/Call to Order/Announcement of Closed Session Topics (A)
The July 27 special meeting was called to order by the president, Paula Villescaz. The board meeting was held in person and also livestreamed on the district's YouTube channel.

Roll Call
Present:
Paula Villescaz, president
Michael McKibbin, Ed.D., vice president (via teleconference)
Zima Creason, clerk
Pam Costa, member
Saul Hernandez, member

Visitor Comments: Closed Session (A-1)
There were no closed session visitor comments.

Closed Session (B)
The meeting was then recessed with the board convening in closed session to conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(d)(1) – two cases – Name of Case: Magali Kincaid, Benito Juarez Neighborhood Association, Neighborhood Elections Now, Juan Yniguez, Carolina Flores, Damaris Canton v. San Juan Unified School District, Complaint for Violation of the California Voting Rights Act and in the Alternative, For Violation of the Voting Rights Act of 1965 and the California Constitution, Sacramento Superior Court Case No. 34-2020-00286475 and Name of Case: Carolina Flores, Neighborhood Elections Now, Petitioners, vs. San Juan Unified School District, Paula Villescaz, in her official capacity of Board President, Respondents, Verified Petition for Writ of Mandate Pursuant to the First Amendment, the California Constitution, California Public Records Act, and the Ralph M. Brown Act; and Complaint for Declaratory and Injunctive Relief, Sacramento Superior Court Case No. 34-2021-80003644-CU-WM-GDS.

Reconvene Open Session/Pledge of Allegiance (C)
At 6:30 p.m. the meeting was called back to order by the president Paula Villescaz. After the Pledge of Allegiance, Ms. Villescaz explained the two methods (in person or electronically) available to submit public comment for tonight's meeting.

Minutes Approved (D)
It was moved by Ms. Costa, seconded by Ms. Creason, that the minutes of the July 13 special meeting be approved. MOTION CARRIED 5-0-0 [AYES: Villescaz, McKibbin, Creason, Costa, Hernandez; NOES: None; ABSTAIN: None].

Closed Session/Expulsion Actions (E-1)
There were no closed session actions to report.

California Voting Rights Act Public Hearing: Map Review Public Hearing No. 2 (F-1)
General Counsel Linda Simlick presented the item and introduced Michael Smith, an attorney from Lozano Smith Attorneys at Law, who outlined the roadmap of tonight's meeting related to the California Voting Rights Act (CVRA). Superintendent

Kern provided an overview of the district's public outreach efforts that took place and Demographer Justin Rich from Cooperative Strategies reviewed information regarding the nine proposed maps. After the presentation, Ms. Villescaz declared the topic of the proposed maps for potential composition of trustee areas a public hearing and invited the public to speak.

Public Comments:
[in person]
Glenn Snyder stated he supports a seven-member board.

Fred Latu expressed support for a seven-member board, map number 3.

Timothy Slape offered his support for a seven-member board.

Juan Yniguez made remarks related to the proposed maps.

Carolina Flores, after she gave comments in Spanish, spoke about the proposed maps and Latino representation.

Scott Rafferty made comments about the CVRA process that has taken place so far.

Maria Grijalva made remarks about the CVRA process that has taken place so far.

Michelle Wright suggested delaying the CVRA process.

Magali Kincaid made comments about the proposed maps related to the Arden-Arcade area.

Michael Seaman expressed his concerns about the Arden-Arcade region on the proposed maps.

[via electronic comment form, and read aloud by Senior Director of Labor Relations Daniel Thigpen]
Padres Organized Community submitted comments related to representation.

There being no further comments from the public, Ms. Villescaz declared the public hearing closed and invited board members to speak. Mr. Hernandez thanked the community for its input and requested clarification about the 41-day timeline, which Attorney Domenic Spinelli addressed. Ms. Costa reiterated the timeline the board is required to follow, thanked Superintendent Kern and staff for the extent of community outreach and she thanked the community for its input. Ms. Creason noted that the lawsuit has dictated the condensed timeline and she clarified the criteria used to develop the proposed maps. Dr. McKibbin thanked the community forum participants and stressed that board members must continue to represent all students in the district, not just in one area.

California Voting Rights Act: Potential Increase from Five Board Members to Seven Board Members (F-2)
Attorney Michael Smith presented the topic explaining that state law dictates the size of a school board and County Committee approval is required in order to modify the size of the board from the default of five members. Mr. Smith also explained the process that would take place between now and the November 2022 election cycle in the event the size of the board is increased to seven members.

Public Comments:
[In person]
Suzy Murray expressed support for more representation.

Glenn Snyder expressed support for a seven-member board.

Timothy Slape stated he supports increasing the board to seven members and map number 7-3.

Scott Rafferty made comments about increasing the size of the board, election sequencing and census data.

Maria Grijalva shared her concerns about the board and expressed support for a seven-member board.

Shirley Hall expressed support for a seven-member board.

Michael Seaman stated he supports a seven-member board.

Magali Kincaid spoke regarding representation and the need for a special election.

[via electronic comment form, and read aloud by Senior Director of Labor Relations Daniel Thigpen]
Tawni Parr supports a seven-member board.

Following public comment, board members were invited to speak. Mr. Hernandez thanked the community for its input and expressed support for a seven-member board. Ms. Costa shared that she is in favor of a seven-member board, noting that she has heard overwhelming support for a seven-member board. Ms. Creason stated that based on feedback she believes a seven-member board is best, noting that there are compelling arguments for each option. Ms. Creason also inquired about the logistics of a special election, which Mr. Smith addressed. Dr. McKibbin said that based on the feedback he heard he supports staying with a five-member board, noting that by moving to by-trustee area elections that voters will still gain representation without the need to increase the size of the board to seven members. Ms. Villescaz made comments about expanding the size of the board, noting that the maps with seven members did a better job of representation, and that she will support a seven-member board.

It was moved by Mr. Hernandez, seconded by Ms. Creason, to seek an increase from five to seven board members. MOTION CARRIED 4-1-0 [AYES: Villescaz, Creason, Costa, Hernandez; NOES: McKibbin; ABSTAIN: None].

California Voting Rights Act: Public Hearing and Adoption of Resolution Directing the Superintendent to Seek a Waiver from the State Board of Education Related to Increasing Board Membership to Seven (F-3)
Attorney Michael Smith explained that since the board has determined to increase to a seven-member board, that a waiver from the State Board of Education is needed in order to avoid the cost of a special election. Mr. Smith reviewed the legal requirements of Education Code section 5022 and the implementation problems that it could cause, stating that the waiver would allow for continuation of district elections in even-numbered years.

Ms. Villescaz declared the topic of adopting a resolution directing the superintendent to seek a waiver from the State Board of Education related to increasing board membership to seven a public hearing and invited the public to speak.

Public Comments:
[in person]
Glenn Snyder said he supports the waiver.

Scott Rafferty made comments about the State Board of Education waiver and the need for a special election.

Maria Grijalva thanked the board for increasing to seven board members and spoke about a special election.

Timothy Slape expressed support for the waiver and not a special election.

There being no further comments from the public, Ms. Villescaz declared the public hearing closed and invited board members to speak. Mr. Hernandez stated he supports seeking the waiver. Ms. Costa said she supports seeking the waiver. Ms. Creason explained her concerns about the seeking the waiver versus the cost of a special election. Dr. McKibbin expressed support for seeking the waiver, noting the fiduciary responsibility of not having a special election. Ms. Villescaz asked clarifying questions about the waiver, sharing that she struggles with taking away the decision-making ability from the community, which Mr. Smith explained the problems and challenges with not seeking the waiver.

It was moved by Ms. Costa, seconded by Dr. McKibbin, to adopt Resolution No. 3063 directing the superintendent to seek a waiver from the State Board of Education related to increasing board membership to seven. MOTION CARRIED 5-0-0 [AYES: Villescaz, McKibbin, Creason, Costa, Hernandez; NOES: None; ABSTAIN: None].

California Voting Rights Act: Public Hearing and Selection of Preferred Trustee Area Map (F-4)
Mr. Smith explained that there are nine proposed maps for consideration.

Ms. Villescaz declared the topic of selecting a preferred trustee area map and election sequencing schedule a public hearing and invited the public to speak.

Public Comments:
[in person]
Glenn Snyder stated he supports map number 7-3.

Scott Rafferty made comments about the proposed maps.

Maria Grijalva expressed the need for legal maps for minority voters.

Michelle Wright made comments about communities of interest and noted problems with the proposed maps.

Michael Seaman stated he does not support any of the proposed maps and commented about the 2020 census data.

Timothy Slape expressed support for map number 7-3 and inquired about the use of the 2020 census data.

Fred Latu stated that he supports map number 7-3.

Shirley Hall expressed concerns regarding the proposed maps and encouraged delaying the selection of the map to obtain more community input.

[via electronic comment form, and read aloud by Senior Director of Labor Relations Daniel Thigpen]
Jeannie Bruins supports map number 7-5.

Pamela Williams supports map number 7-4.

There being no further comments from the public, Ms. Villescaz declared the public hearing closed and invited board members to speak. Mr. Hernandez asked clarifying questions about representation in the Citrus Heights area, which Mr. Rich addressed, and why the map must be selected tonight, which Mr. Spinelli addressed. Mr. Hernandez also shared that he supports map number 7-3. Ms. Costa explained the process she used to consider the proposed maps and shared the reasons why she supports map number 7-3. Ms. Creason clarified that the CVRA process is related to voting areas only, not school boundaries, and that board members would still represent the district as a whole, not just their specific area. Ms. Creason also inquired about the amount of community input received and the criteria used to develop the proposed maps, which Mr. Smith and Mr. Rich addressed. Ms. Creason shared her thoughts on why she supports map number 7-3. Dr. McKibbin thanked the demographers for their work and shared his reasons for supporting for map number 7-4. Ms. Villescaz responded to some of the public comments, thanked the public for its input and the board for its work, and after noting the time constraints of the process, she said she believes map number 7-3 best serves the district.

It was moved by Ms. Villescaz, seconded by Mr. Hernandez, to select map number 7-3 as the preferred trustee area map. MOTION CARRIED 4-1-0 [AYES: Villescaz, Creason, Costa, Hernandez; NOES: McKibbin; ABSTAIN: None].

California Voting Rights Act: Selection of Preferred Election Sequencing Schedule (F-5)
Attorney Michael Smith presented the topic and he discussed the elections sequencing scenarios for the selected map number 7-3, noting that the most logical sequencing schedule is option A which would allow for four trustees to be elected in 2022 and three trustees to be elected in 2024. Mr. Smith also noted that Education Code section 5021 states that the County Committee will be responsible for ultimately determining the final sequencing schedule.

Public Comments:
[In person]
Scott Rafferty made comments related to the County Committee and sequencing.

Maria Grijalva encouraged the board to listen to Mr. Rafferty's comments.

Mike Nishimura expressed support for selecting areas one and seven for the 2022 election.

[via electronic comment form, and read aloud by Senior Director of Labor Relations Daniel Thigpen]
Padres Organized Community submitted comments related to representation.

After public comment, Ms. Villescaz invited board members to speak. Mr. Hernandez stated one reason he liked map 7-3 was the option A sequencing scenario. Ms. Costa agreed that the option A sequencing scenario is good. Ms. Creason agrees with the prioritization of map number 7-3. Dr. McKibbin expressed support for another sequencing option.

It was moved by Ms. Villescaz, seconded by Ms. Creason, to select option A as the preferred election sequencing schedule. MOTION CARRIED 4-1-0 [AYES: Villescaz, Creason, Costa, Hernandez; NOES: McKibbin; ABSTAIN: None].

California Voting Rights Act: Adoption of Resolution Initiating a Proposal to the Sacramento County Committee on School District Organization (F-6)
Attorney Michael Smith presented the topic explaining that initiating a proposal to the Sacramento County Committee on School District Organization is the next step in the process. Ms. Simlick clarified the specifics of Resolution No. 3065.

Public Comments:
[In person]
Scott Rafferty made observations about attorney fees.

[via electronic comment form, and read aloud by Senior Director of Labor Relations Daniel Thigpen]
Padres Organized Community submitted comments related to representation.

There being no board comment, it was moved by Ms. Creason, seconded by Ms. Costa, to adopt Resolution No. 3065 initiating a proposal to the Sacramento County Committee on School District Organization for the adoption of by-trustee area elections and an increase in board membership from five to seven members. MOTION CARRIED 5-0-0 [AYES: Villescaz, McKibbin, Creason, Costa, Hernandez; NOES: None; ABSTAIN: None].

Tentative Agreement: California School Employees Association (F-7)
Senior Director of Labor Relations Daniel Thigpen presented the tentative agreement with the California School Employees Association Chapter 127 and SJUSD for discussion. There being no questions or comments from the board, public comment/action was scheduled for August 10.

Adjournment (G)
At 9:34 p.m., there being no further business, the special meeting was adjourned.

_____ _____
Paula Villescaz, President Kent Kern, Executive Secretary

Approved: _____
:sc

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-1
MEETING DATE: 08/10/2021
APPROVED:

HUMAN RESOURCES

The following reports are submitted for board approval

Personnel Pages	Page #
Appointments	
Management	1
Certificated	1 – 2
Classified	2 – 3
Leaves of Absence	
Management	
Certificated	3 – 4
Classified	
Separations	
Management	
Certificated	4
Classified	4
Pre-Retirement Reduced Workload	
Reassignments/Change in Work Year	4
Errata	
Job Description/Salary Range Change	
Management	4 - 13
Certificated	
Classified	4 - 29
Unrepresented	
Cabinet Contracts/Extension of Contract	
Recommendation to Extend A District Intern Credential	
Certificated	
Credential Approval Recommendations	
Certificated	
Charter School Personnel Actions	
Choices	31

1. APPOINTMENTS

CERTIFICATED SUPERVISORY

Type	Name	Status	Assignment	Location	Effective Date (s)	
New Hire	Latcham, Daniel	Prob	Principal	Carmichael	07/22/21	
New Hire	Plummer, Misha	Prob	Vice Principal	Edison	07/22/21	
Promotion	Floyd-Smith, Stephanie	Prob	Vice Principal	Dyer-Kelly	07/22/21	
Promotion	Manriquez, Carrie	Prob	Principal	Ottomon	07/22/21	
Promotion	Mendoza Navarrete, Genoveva	Prob	Prog Spec Eng Learn/Multi-Cultural Learning	Student Learning Assistance	07/19/21	
Promotion	Schupp, Melissa	Temp	Vice Principal	Arlington Heights	07/22/21	06/30/23
Promotion	Wilson, Meghan	Temp	Vice Principal	Mesa Verde	07/22/21	06/30/22
Promotion	Wright, Christopher	Temp	Vice Principal	Dyer-Kelly	07/22/21	06/30/22

MANAGEMENT

Type	Name	Status	Assignment	Location	Effective Date (s)	
New Hire	Vaananen, Liliana	Prob	Research Specialist I	Assessment/Eval/Planning	08/02/21	
Promotion	Harrison, Gelika	Prob	Assistant Director	Assessment/Eval/Planning	07/01/21	
Promotion	Ozenberger, Robert	Prob	Director	Transportation	07/01/21	
Promotion	Stromberg, Tabatha	Prob	Manager	Transportation	07/26/21	

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)	
New Hire	Ahlberg, Jennafer	Prob	Counselor K/6	Woodside	08/10/21	
New Hire	Alexander, Ashley	Temp	Teacher Grade 1	Coyle Avenue	08/10/21	06/09/22
New Hire	Allen, Katherine	Prob	Teacher Kindergarten	Cottage	08/10/21	
New Hire	Andrews, Dustin	Prob	Tch-Adaptive Physical Ed	Special Education-Kenneth	08/10/21	
New Hire	Baker, Dorie	Prob	Counselor 9/12	Mira Loma	07/29/21	
New Hire	Baker, Emily	Prob	Teacher Grade 5	Whitney Avenue	08/10/21	
New Hire	Beaudry, Jordan	Temp	Teacher Grade 2	Starr King	08/10/21	06/09/22
New Hire	Berlier, Jennifer	Prob	Tch-Trav Elem Clsrm-PE	Teaching and Learning	08/10/21	
New Hire	Bhatt, Ninad	Prob	Teacher Grade 9/12	Mira Loma	08/10/21	
New Hire	Bill, Sean	Prob	Teacher Grade 9/12	El Camino	08/10/21	
New Hire	Bizjak, Christopher	Prob	Tch-Mod/Severe K/12	Will Rogers	08/10/21	
New Hire	Blaylock, Edward	Prob	Teacher Grade 7/8	Pasteur	08/10/21	
New Hire	Bohn, Julie	Prob	Teacher Kindergarten	Arlington Heights	08/10/21	
New Hire	Bolles, John	Prob	Teacher Grade 9/12	El Camino	08/10/21	
New Hire	Brickey, Brian	Prob	Teacher Grade 7/8	Sierra Oaks	08/10/21	
New Hire	Buhs, Joshua	Prob	Teacher Grade 7/8	Churchill	08/10/21	
New Hire	Bullock, Rainier	Prob	Teacher Grade 7/8	Arcade	08/10/21	
New Hire	Burt, Kaozuaplia	Prob	Tch-English Language Dvlp	Whitney Avenue	08/10/21	
New Hire	Calhoon, Ashley	Prob	Teacher Grade 7/8	Sylvan	08/10/21	
New Hire	Campbell, Anna	Temp	Teacher Combo 3-4	Sierra Oaks	08/10/21	06/09/22
New Hire	Cao, Nguyen	Prob	Teacher Grade 9/12	Rio Americano	08/10/21	
New Hire	Chang, Angelica	Prob	Teacher Grade 4	Howe Avenue	08/10/21	
New Hire	Chavez, Maya	Prob	Teacher Kindergarten	Woodside	08/10/21	
New Hire	Contreras Ramos, Edna	Prob	Teacher Grade 9/12	Rio Americano	08/10/21	
New Hire	Dahl, Crystal	Temp	Tch-Site Resource-Mid Sch	Barrett	08/10/21	06/09/22
New Hire	Davis, Betty	Temp	Tch-Site Resource-Elem Intv	Charles Peck	08/10/21	06/09/22
New Hire	Earnshaw, Erin	Prob	Teacher Grade 7/8	Sierra Oaks	08/10/21	
New Hire	Feuerwerker, Holly	Prob	Teacher Grade 3	Starr King	08/10/21	
New Hire	Franchini, Kyle	Prob	Tch-Resource Spec K/12	Barrett	08/10/21	
New Hire	Fuentes, Carina	Prob	Counselor 7/8	Katherine Johnson	08/10/21	
New Hire	Fujita, Moki	Prob	Teacher Grade 9/12	El Camino	08/10/21	
New Hire	Garcia, Sarah	Temp	Tch-Mod/Severe K/12	Mariemont	08/10/21	06/09/22
New Hire	Garwood, Laura	Prob	Teacher Grade 9/12	Mira Loma	08/10/21	
New Hire	Gomaa, Omneya	Prob	Teacher Grade 7/8	Katherine Johnson	08/10/21	
New Hire	Gould, Dana	Prob	Teacher Grade 4	Ottomon	08/10/21	
New Hire	Grimaldi, William	Prob	Counselor K/6	Orangevale Open	08/10/21	
New Hire	Harriman, Annie	Prob	Teacher Grade 3	Starr King	08/10/21	
New Hire	Hilson, Jaclyn	Prob	Tch-English Language Dvlp	Whitney Avenue	08/10/21	
New Hire	Holsopple, Melanie	Prob	Counselor K/6	Starr King	08/10/21	
New Hire	Horning, Paul	Prob	Teacher Grade 7/8	Starr King	08/10/21	
New Hire	Innocent, Leatrice	Prob	Tch-Trav Elem Clsrm-Music	Teaching and Learning	08/10/21	
New Hire	Jackson, Alyssa	Prob	Teacher Grade 2	Whitney Avenue	08/10/21	
New Hire	Johnson, Benjamin	Prob	Teacher Grade 9/12	Bella Vista	08/10/21	
New Hire	Jones, Nikolas	Prob	Teacher Grade 9/12	Mira Loma	08/10/21	
New Hire	Kaur, Sarabjit	Prob	Teacher Grade 9/12	Encina	08/10/21	
New Hire	Kelly, Marykatherine	Prob	Teacher Combo 1-2	Cottage	08/10/21	
New Hire	Koch, Julia	Prob	Teacher Grade 5	Carmichael	08/10/21	

1. APPOINTMENTS (Continued)

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date	(s)
New Hire	Konoplisky, Miranda	Temp	Teacher Grade 7/8	Arden	08/10/21	06/09/22
New Hire	Lackey, Kirsten	Temp	Tch-Mod/Severe K/12	Oakview	08/10/21	06/09/22
New Hire	Lahey, Daniel	Prob	Teacher Grade 1	Starr King	08/10/21	
New Hire	Langton, Christopher	Prob	Tch-Trav Elem Clsrm-Music	Teaching and Learning	08/10/21	
New Hire	Lehman, Madeleine	Prob	Tch-Trav Elem Clsrm-PE	Teaching and Learning	08/10/21	
New Hire	Lewis, Rachel	Prob	Teacher Grade 9/12	El Camino	08/10/21	
New Hire	Love-Aguilar, Jordyn	Prob	Teacher Grade 5	Whitney Avenue	08/10/21	
New Hire	Lynch, Anna	Prob	Tch-Home/Hospital	Home/Hospital-Kenneth	08/10/21	
New Hire	Macias, Kelsey	Prob	Teacher Grade 9/12	San Juan	08/10/21	
New Hire	Martin, Erin	Prob	Tch-Trav Elem Clsrm-Other	Teaching and Learning	08/10/21	
New Hire	Martinez, Nicole	Prob	Teacher Grade 3	Greer	08/10/21	
New Hire	Matulis, Richard	Temp	Teacher Grade 1	Starr King	08/10/21	06/09/22
New Hire	McDonald, Amanda	Temp	Teacher Grade 9/12	El Camino	08/10/21	06/09/22
New Hire	McDonald, Jessica	Prob	Teacher Grade 2	Lichen	08/10/21	
New Hire	Melendez, Jasmine	Prob	Tch-Trav Elem Clsrm-Music	Teaching and Learning	08/10/21	
New Hire	Miller, Sydney	Prob	Teacher Grade 4	Starr King	08/10/21	
New Hire	Morlan, Meaghan	Perm	Librarian 9/12	El Camino	08/10/21	
New Hire	Nasser, Karithe	Prob	Tch-Trav Elem Clsrm-PE	Teaching and Learning	08/10/21	
New Hire	Opeyany, Sara	Temp	Teacher Grade 7/8	Lichen	08/10/21	06/09/22
New Hire	Regalia, Nicole	Prob	Teacher Kindergarten	Cottage	08/10/21	
New Hire	Reis, Caroline	Prob	Tch-Mod/Severe K/12	General Davie Jr.	08/10/21	
New Hire	Sears, Makena	Temp	Teacher Kindergarten	Cambridge Heights	08/10/21	06/09/22
New Hire	Shay, Genevieve	Prob	Teacher Grade 3	Mission Avenue	08/10/21	
New Hire	Silver, Michelle	Prob	Teacher Kindergarten	Mission Avenue	08/10/21	
New Hire	Tretheway, Amber	Prob	Tch-Site Resource-Elem	Starr King	08/10/21	
New Hire	Ures, Kathleen	Prob	Teacher Grade 1	Charles Peck	08/10/21	
New Hire	Veal, Brandi	Prob	Librarian 9/12	Del Campo	08/10/21	
New Hire	Yorba, Juliana	Prob	Tch-Trav Elem Clsrm-Art	Teaching and Learning	08/10/21	
New Hire	Zarnick-Ryan, Hannah	Temp	Teacher Grade 9/12	El Camino	08/10/21	06/09/22
New Hire	Zuehlke, Mollie	Prob	Teacher Grade 3	Lichen	08/10/21	
Rehire	Amaral-Alexander, Pirkko	Prob	Teacher Grade 6	Sierra Oaks	08/10/21	
Rehire	Dugan, Mica	Prob	Teacher Grade 7/8	Barrett	08/10/21	
Rehire	Galante, Guy	Prob	Teacher Grade 4	Mission Avenue	08/10/21	
Rehire	Hamilton, Kathy	Prob	Teacher Grade 9/12	Mira Loma	08/10/21	
Rehire	Johnson, Kyle	Prob	Teacher Grade 7/8	Barrett	08/10/21	
Rehire	Johnson, Laurie	Perm	Tch-English Language Dvlp	Mariposa	08/10/21	
Rehire	Kropp, Nathanael	Prob	Tch-Site Resource Elem Intv	Sierra Oaks	08/10/21	
Rehire	Murillo Lujano, Javier	Temp	Teacher Grade 9/12	Mira Loma	08/10/21	06/09/22

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date	(s)
New Hire	Ball, Christopher	Prob	Heating/Air Condition Tech II	Maintenance and Operations	07/06/21	
New Hire	Bascochea, Mason	Prob	Instructional Assistant III	Barrett	08/11/21	
New Hire	Battle, Raphael	Prob	Tech Support Specialist I	Technology Services	07/01/21	
New Hire	Behrendt, Cody	Prob	Custodian	Starr King	07/01/21	
New Hire	Bracken, Abigail	Prob	Instructional Assistant I	Arlington Heights	08/11/21	
New Hire	Breeden, Reneda	Prob	Intermediate Clerk Typist	Coyle Avenue	08/02/21	
New Hire	Busath, Michelle	Prob	Clerk	Skycrest	08/02/21	
New Hire	Cambra, Amy	Prob	Instructional Assistant I	Orangevale Open	08/11/21	
New Hire	Carrera-Ruiz, Cassidy	Prob	Instructional Assistant I	Arlington Heights	08/11/21	
New Hire	Casuga, Christopher	Prob	Tech Support Specialist I	Technology Services	07/01/21	
New Hire	Chammout, Loretta	Prob	Instructional Assistant I	Thomas Kelly	08/11/21	
New Hire	Clinciu, Elizabeth	Prob	Instructional Assistant I	Cowan	08/11/21	
New Hire	Coleman, Trisha	Prob	Instructional Assistant I	Green Oaks	08/11/21	
New Hire	Colon, Jackson	Prob	Instructional Assistant I	Skycrest	08/11/21	
New Hire	Conner, Patsy	Prob	Instructional Assistant III	Skycrest	08/11/21	
New Hire	De La Torre, Hector	Prob	Instructional Assistant I	Thomas Kelly	08/11/21	
New Hire	Dequine, Sarah	Prob	Instructional Assistant I	Orangevale Open	08/11/21	
New Hire	Donnell, Sydney	Prob	Instructional Assistant II	Schweitzer	08/11/21	
New Hire	Dover, Amy	Prob	Speech/Lang Pathology Asst	Special Education-Kenneth	08/11/21	
New Hire	Elliott, Elianna	Prob	Instructional Assistant I	Pershing	08/11/21	
New Hire	Ellis, William	Prob	IA-Multi/Severe Hndcp	Mira Loma	08/11/21	
New Hire	Ellsworth, Beth	Prob	Instructional Assistant I	Pershing	08/11/21	
New Hire	Elser, Kristin	Prob	Intermediate Clerk Typist	Billy Mitchell	08/02/21	
New Hire	Erwin, Nicholaus	Prob	Data Networking Specialist	Technology Services	08/01/21	
New Hire	Fisher, Yumi	Prob	Instructional Assistant I	Cowan	08/11/21	
New Hire	Flood, Payton	Prob	Child Develop Assistant-SA	Sierra Oaks ECE	07/12/21	
New Hire	Fox, Dauri	Prob	Nutrition Services Worker I	Rio Americano	08/11/21	
New Hire	Grantham, Brejenae	Prob	Instructional Assist-Academy	La Entrada	08/11/21	

1. APPOINTMENTS (Continued)

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
New Hire	Gumah, Azimi	Prob	Instructional Assistant I	Arlington Heights	08/11/21
New Hire	Gutierrez, Allyssa	Prob	Instructional Assistant I	Pershing	08/11/21
New Hire	Hill, Anasia	Prob	Elem School Secretary	Whitney Avenue	07/21/21
New Hire	Johnston, Kelly	Prob	Instructional Assistant I	Thomas Kelly	08/11/21
New Hire	Johnston, Loree	Prob	Instructional Assistant III	Oakview	08/11/21
New Hire	Kennard, Rose	Prob	Speech/Lang Pathology Asst	Special Education-Kenneth	08/11/21
New Hire	King, Lucas	Prob	Intermediate Clerk Typist	Pupil Personnel Services	08/02/21
New Hire	Kline, Madison	Prob	Instructional Assistant I	Thomas Kelly	08/11/21
New Hire	Kusz, Anna	Prob	Instructional Assistant I	Green Oaks	08/11/21
New Hire	Lancaster, Cole	Prob	School/Community Worker	Billy Mitchell	08/18/21
New Hire	Lanh, Kimaureen	Prob	Elem School Secretary	Howe Avenue	07/26/21
New Hire	Lewis, Catherine	Prob	Instructional Assistant III	Skycrest	08/11/21
New Hire	Lugo Chavez, Benito	Prob	Custodian	San Juan	07/07/21
New Hire	Mack, Ingrid	Prob	Instructional Assistant III	Casa Roble	08/11/21
New Hire	McConnell,Katy	Prob	Instructional Assistant I	Pershing	08/11/21
New Hire	Newsome, Marlene	Prob	Child Develop Assistant-SA	Howe Avenue ECE	07/26/21
New Hire	Olmsted, Elizabeth	Prob	Instructional Assistant I	Green Oaks	08/11/21
New Hire	Penny, Krystal	Prob	Instructional Assistant I	Orangevale Open	08/11/21
New Hire	Rafferty, Sarah	Prob	Instructional Assistant I	Cowan	08/11/21
New Hire	Rice, Kari	Prob	Instructional Assistant II	Rio Americano	08/11/21
New Hire	Robertson, Stephanie	Prob	Intermediate Clerk Typist	Mira Loma	08/02/21
New Hire	Robinson, Hannah	Prob	Instructional Assistant III	Kingswood	08/11/21
New Hire	Rodriguez, Lucia	Prob	School/Community Worker	Central Enroll/Family Srvcs	07/01/21
New Hire	Salih, Sima	Prob	Instructional Assistant I	Cowan	08/11/21
New Hire	Sanchez, Pete	Prob	Instructional Assistant I	Thomas Kelly	08/11/21
New Hire	Sanne, Logan	Prob	Tech Support Specialist I	Technology Services	07/12/21
New Hire	Saunders, Madison	Prob	Instructional Assistant III	Skycrest	08/11/21
New Hire	Shaw, Katherine	Prob	Instructional Assistant I	Green Oaks	08/11/21
New Hire	Shuman, Torry	Prob	Instructional Assistant I	Cameron Ranch	08/11/21
New Hire	Soltesz, Ava	Prob	Instructional Assistant I	Orangevale Open	08/11/21
New Hire	Soltesz, Rebecca	Prob	Instructional Assistant I	Orangevale Open	08/11/21
New Hire	Stanton, Miranda	Prob	Clerk	Howe Avenue	08/02/21
New Hire	Stowell, Cory	Prob	Campus Monitor	El Camino	08/11/21
New Hire	Sutera, Jessica	Prob	Instructional Assistant I	Cowan	08/11/21
New Hire	Tataipu, Ashleigh	Prob	Instructional Assistant I	Pershing	08/11/21
New Hire	Valenzuela, Vanessa	Prob	Sch/Comm Resource Assist	English Language Learning	07/01/21
New Hire	Vykhovanets, Petro	Prob	Custodian	Pershing	07/06/21
New Hire	White, Tatum	Prob	Instructional Assistant II	Bella Vista	08/11/21
New Hire	White, Tiffany	Prob	Instructional Assistant I	Thomas Kelly	08/11/21
New Hire	Windmon, Damian	Prob	Custodian	Will Rogers	07/13/21
New Hire	Wine, Daniel	Prob	Elem School Secretary	Del Dayo	07/21/21
New Hire	Woo, Myonghi	Prob	Instructional Assistant II	Ralph Richardson	08/11/21
New Hire	Wood, Aubrey	Prob	Instructional Assistant I	Skycrest	08/11/21
New Hire	Yerramsetty, Lakshmi	Prob	Fiscal Technician I	Early Childhood Education	07/01/21
New Hire	Zhao, Min	Prob	Instructional Assistant II	Greer	08/11/21
New Hire	Zvolanek, Bailey	Prob	Instructional Assistant I	Green Oaks	08/11/21
Rehire	Anderson, Leeana	Prob	Intermediate Clerk Typist	Early Childhood Education	07/19/21
Rehire	Ballard, Kelly	Prob	Instructional Assistant I	Skycrest	08/11/21
Rehire	Cervantes, Felipe	Prob	Heating/Air Condition Tech II	Maintenance and Operations	08/02/21
Rehire	Dolyna, Oleg	Prob	Instructional Assistant I	Arlington Heights	08/11/21
Rehire	Fieger, Ashley	Perm	Instructional Assistant I	Skycrest	08/11/21
Rehire	Holsinger, Sarah	Prob	Sch/Comm Intervention Asst	Central Enroll/Family Srvcs	07/06/21
Rehire	Seibles, Kashawn	Prob	Instructional Assistant II	Ralph Richardson	08/11/21
Rehire	Stasyuk, Amelia	Prob	Speech/Lang Pathology Asst	Special Education-Kenneth	08/11/21
Rehire	Walker, Alicia	Prob	Intermediate Clerk Typist	Fiscal Services	07/22/21
Rehire	Wilberg, Eric	Prob	Instructional Assistant II	Sylvan	08/11/21
Rehire	Yoshizumi, Claudia	Perm	Instructional Assistant I	Skycrest	08/11/21
Rehire	Young, Marcie	Prob	Instructional Assistant I	Pershing	08/11/21

2. LEAVES OF ABSENCE

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)	
Unpaid	Gortze, Neita	Perm	Teacher Grade 5	Howe Avenue	08/10/21	06/08/22
Unpaid	Grzebeyk, Joseph	Perm	Teacher Grade 7/8	Lichen	08/10/21	06/08/22
Unpaid	Hawkins, Rebecca	Perm	Teacher Grade 7/8	Woodside	08/10/21	06/08/22
Unpaid	Lessard, Noel	Perm	Teacher Grade 3	Sierra Oaks	08/10/21	06/08/22
Unpaid	Moore, Kathleen	Perm	Lang/Speech/Hearing Spec	Special Education-Kenneth	08/10/21	06/08/22

2. LEAVES OF ABSENCE (Continued)

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)
Unpaid	Weber, Jacklyn	Prob	Teacher Grade 6	Del Paso Manor	08/10/21 11/03/21

3. SEPARATIONS

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Davis, John	Perm	Teacher Grade 9/12	Mira Loma	06/09/21
Resignation	Storres, Jessie	Perm	Librarian 9/12	Encina	06/09/21
Resignation	Tejeda, Jennifer	Perm	Tch-Child Develop Permit	Early Childhood Education	08/04/21
Retirement	Wietrick, Debbie	Perm	Tch-Child Develop Permit	Early Childhood Education	07/31/21
Suspension	CE 324	Perm	Teacher Grade 9/12	Teaching and Learning	08/10/21

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Al Khudhairi, Sarah	Perm	IA-Bilingual-Arabic	Marvin Marshall ECE	07/02/21
Resignation	Balbi, Haley	Prob	Elem School Secretary	Ralph Richardson	07/22/21
Resignation	Cross, Michael	Perm	Custodian	Howe Avenue	07/15/21
Resignation	Farias, Thomas	Prob	Custodian	Mariemont	07/14/21
Resignation	Gallman, Chris	Prob	Carpenter	Maintenance and Operations	07/16/21
Resignation	Jamison, Elaine	Perm	Bus Driver	Transportation	07/31/21
Resignation	Keshtkaran, Katayoun	Perm	IA-Bilingual-Farsi	Starr King	07/31/21
Resignation	Kupperberg, Paige	Perm	Data Compliance Technician	Special Education-Kenneth	07/09/21
Resignation	Lam, Khanh Linh	Perm	Social Emotional Spprt Tech	LSC Region 1 @ Arcade	08/01/21
Resignation	Martinez, Elicia	Perm	Elem School Secretary	Carriage Drive	07/23/21
Resignation	Peters, Martha	Perm	Fiscal Technician II	Student Learning Assistance	07/23/21
Resignation	Richards, Natasha	Perm	High School Secretary I	Rio Americano	06/30/21
Resignation	Tibbetts, Katherine	Perm	Elem School Secretary	Orangevale Open	07/30/21
Resignation	Vargas Farias, Cristal	Perm	School/Comm Intervent Spec	Pupil Personnel Services	07/22/21
Resignation	Ybarra, Klad	Perm	Lead Custodian	Del Campo	07/13/21
Retirement	Sciara, Giuseppe	Perm	Custodian	Pasadena	06/30/21
Termination	Gurskiy, Petr	Perm	Custodian	Casa Roble	07/03/21
Suspension	CL 504	Perm	Bus Driver	Transportation	08/09/21
Suspension	CL 505	Perm	Bus Driver	Transportation	08/11/21

4. REASSIGNMENTS / CHANGE IN WORK YEAR

CERTIFICATED SUPERVISORY

Type	Name	Status	Assignment	Location	Effective Date (s)
Transfer	Stellmacher, Roxanne	Prob	Vice Principal	Starr King	07/22/21

5. JOB DESCRIPTION / SALARY RANGE CHANGE

MANAGEMENT

Class Title	Unit	New/Update	Old Salary Range	New Salary Range	Effective Date (s)
Coordinator Equity and Student Achievement	SJAA	Update	12	N/A	08/11/21
Coordinator Trauma Informed School Practices	SJAA	New	N/A	10	08/11/21

CLASSIFIED

Class Title	Unit	New/Update	Old Salary Range	New Salary Range	Effective Date (s)
Administrative Assistant (Confidential Series)	CONF	Update	Varies	N/A	08/11/21
Nutrition Services Supervisor Specialist	SJSA	New	29	N/A	08/11/21

5. JOB DESCRIPTION / SALARY RANGE CHANGE (Continued)

CLASSIFIED

Class Title	Unit	New/Update	Old Salary Range	New Salary Range	Effective Date (s)
Senior ~~Lead~~ Community Safety Specialist	CSEA	Update	51	53	08/11/21
Senior Personnel Clerk	CSEA	Update	24	N/A	08/11/21

JOB DESCRIPTION

Position Code: 772
Classified Group: SJAA
Salary Range: 12
Work Days: 213

POSITION TITLE: Coordinator, Equity and Student Achievement

DEFINITION: Under general direction, this individual will work to develop, implement, monitor, and evaluate Educational Equity programs and work directly with schools to coordinate and align educational equity programs.

DIRECTLY RESPONSIBLE TO: Director, Equity and Student Achievement

SUPERVISION OVER: Certificated and Classified staff as assigned

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

1. Designs, develops, coordinates, and conducts district-wide trainings related to equity and culturally relevant strategies for staff, parents, and community members and evaluates the effectiveness of trainings provided.
2. Provides technical expertise and assistance to support educational equity programs and services with staff, parents, and the community.
3. Assists in the development of departmental goals, objectives, policies and procedures and makes recommendations for improvements as necessary.
4. Researches and presents information to parents and community groups on equity practices and other applicable topics as needed.
5. Develops partnerships with community and regional agencies and coordinates resources to support equity and vital district initiatives.
6. Collaborates with administrators, staff, and external agencies/organizations to coordinate activities and programs, resolve issues, exchange information, and participate in community events and activities as necessary.
7. Assists with developing a comprehensive approach to improve school climate, creating inclusive schools for diverse families, and fostering a district culture to support equity and social justice within the district and the surrounding community.
8. Researches and remains abreast of innovative trends in related topics such as curriculum and instructional delivery, student success, educational research, school improvement, and parent involvement and makes recommendations on how to improve educational equity programs and services.
9. Assists with creating a sustained focus on further developing cultural competency within the district to increase awareness and understanding of varying cultural identities, norms, and uniqueness among students and their families.
10. Assists with developing school-based equity teams to improve and enhance the district's efforts to ensure academic success for all students.
11. Collaborate with other departments (i.e. English Learner, Title I, Family and Community, Special Education, Student Services, etc.) and others as needed.
12. Performs related work as required.

QUALIFICATIONS:

Education and Experience:
Any combination of education, experience, or training equivalent to a bachelor's degree from an accredited college or university; experience working within a diverse student, parent, or community population is preferred; ***must possess a valid*** Administrative services credential issued by the California Commission on Teacher Credentialing ~~preferred~~.

Licenses and Certificates:
- Valid Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license

Knowledge, Skills, and Abilities:
- Knowledge of and sensitivity to the needs of students and parents from diverse ethnic, economic, and other cultural backgrounds
- Knowledge of applicable federal, state, and local laws, regulations, codes and educational programs or resources
- Knowledge of applicable district policies, procedures, and programs
- Knowledge of interpersonal skills using tact, patience, and courtesy
- Knowledge and skill in use of computers and assorted software programs
- Ability to conduct research and analyze and interpret data
- Ability to understand and follow verbal and written instruction
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community
- Ability to work independently, with minimum direction, and make decisions within the framework of established guidelines
- Ability to work effectively with all levels of district staff, parents, students, and the community
- Ability to analyze and resolve problems with tact and diplomacy
- Ability to establish priorities and meet deadlines
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:
- Indoor office environment
- Moderate noise
- Continuous contact with staff, students, parents and the community

Typical Physical Characteristics: (with or without use of aids; consideration will be given to reasonable accommodation).
- Communicate to exchange information both in person, in small groups, and/or on the telephone
- Inspect documents and other written materials with fine print
- Move about schools and facilities to conduct work, including sitting or remaining in a stationary position for extended periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination

Other Characteristics:

- Ability to work additional hours and weekends on occasion
- Ability to travel for work related purposes

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

Board Approved: 7/1/2019
Revised: 8/11/2021

JOB DESCRIPTION

Position Code: 435
Management Group: SJAA
Salary Range: TBD
Work Calendar: 003

POSITION TITLE: Coordinator - Trauma Informed School Practices

DEFINITION: Under general direction, coordinates and implements trauma-informed practices and systems at school sites and other district departments. Establishes a comprehensive trauma-informed approach, emphasizing emotional wellness of students and staff, to address both preventative and responsive measures to support students and adapts the school environment to successfully meet academic, socio-emotional, and behavioral needs.

DIRECTLY RESPONSIBLE TO: Director, Multi-Tiered Systems of Support

SUPERVISION OVER: N/A

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

1. Provides training and technical consultation in the use of Trauma-Informed Strategies (TIS) to school staff and site administrators on evidence-based practices and strategies.
2. Coordinates and facilitates professional development, emotional regulation support and co-regulation technique trainings to district staff.
3. Models and illustrates instructional methods in a variety of settings (i.e. whole group and small group) and provides follow-up support as needed.
4. May assist teachers in building supportive relationships with students that support Trauma-Informed initiatives such as ACES and intergenerational resilience, Self-Care and Collective Wellbeing for educators, how trauma impacts learning, co-regulation strategies and equity centered approaches to systems change.
5. Supports classified mental health professionals in the school of multi-tiered responses to support students impacted by acute, complex or collective trauma.
6. Engages directly with students to promote student resilience and increase positive academic and non-academic outcomes for students exposed to trauma.
7. Assists with the planning and delivery of workshops and informational sessions for parents, educators, and students.
8. Serves as a resource for educators and administrators requesting social-emotional support and/or Secondary Trauma supports.
9. Facilitate student support meetings and help teams reframe the view of a child from a deficit to a strength-based lens.
10. Evaluates the effectiveness of implemented practices and strategies to ensure schools are maintaining high expectations for students impacted by trauma.
11. Maintains a comprehensive inventory of instructional materials and resources.
12. Attends training sessions in evidence-based trauma-informed practices.
13. Reports to directors to keep apprised of program status updates and developments.
14. Performs related work as required.

QUALIFICATIONS:

Education and Experience:
Must possess a valid Master's Degree from an accredited college or university in Psychology, Education, Human Development, Social Work or related field; possession of a Doctorate degree is preferred; must have at minimum of three years of full-time, paid, professional experience organizing or implementing trauma-informed and evidence-based prevention and intervention services.

Licenses and Certificates:
- Valid Trauma Certification issued by an authorized agency such as the CA Center for Excellence for Trauma Informed Care

Knowledge, Skills, and Abilities:
- Knowledge of evidenced-based trauma informed practices and the impact trauma has on a student's social, emotional, and academic development
- Knowledge of the behavioral needs of students impacted by trauma
- Knowledge of federal and state regulations and applicable district policies and procedures
- Knowledge of professional responsibilities and ethics regarding mental health and confidentiality
- Knowledge of practices of modern management including organizational development, project management, and communications
- Knowledge and skill in the use of computers and assorted software applications
- Ability to provide presentations and trainings to individuals, small, and large groups
- Ability to understand and follow verbal and written instruction
- Ability to communicate effectively both verbally and in writing with all levels of district staff, parents, students, and the community
- Ability to work effectively with all levels of district staff, students, parents and the community
- Ability to work independently, with minimal direction, and make decisions within the framework of established guidelines
- Ability to establish priorities and meet deadlines

WORKING CONDITIONS:

Work Environment:
- Indoor office environment
- Moderate noise
- Continuous contact with staff and the public

Typical Physical Characteristics: (with or without use of aids; consideration will be given to reasonable accommodation).
- Inspect documents and other written materials with fine print
- Communicate to exchange information both in person, in small groups, and/or on the telephone
- Move about facilities to conduct work, including walking, sitting, standing or remaining in a stationary position for extended periods of time

- Physical, mental and emotional stamina to endure long hours, under sometimes stressful conditions
- Operate office equipment requiring repetitive hand movement and fine coordination

Other Characteristics:
- Ability to work additional hours and weekends on occasion
- Ability to travel locally to attend meetings and other events

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

Board Approved: 8/11/2021

POSITION TITLE: Administrative Assistant (Confidential)

CLASS CODES:
926 – Administrative Assistant I (Confidential)
928 – Administrative Assistant II (Confidential)
~~929 – Administrative Assistant III (Confidential)~~
935 – Administrative Assistant ***IV*** ~~to the Assistant Superintendent~~ (Confidential)
TBD – ***Administrative Assistant V (Confidential)***
836 – Administrative Assistant ***VI*** ~~to the Chief Academic Officer~~ (Confidential)
839 – Administrative Assistant ***VII*** ~~to the Chief Financial Officer~~ (Confidential)

CHARACTERISTICS OF THE CLASS:

This series describes ~~six~~ ***seven*** secretarial classes which may be categorized by the wide variety of difficult and responsible secretarial and administrative tasks assigned. The classes are distinguished by the degree of initiative, decision-making, direction received, the breadth of responsibility of the administrative unit and the level of administrator to whom assigned.

Administrative Assistant I (Conf) Serves as an assistant to an administrator with responsibility over a major function/department. ~~Duties and responsibilities are performed under minimal direction.~~

Administrative Assistant II (Conf) Serves as an assistant to a ***Senior Director*** ~~cabinet administrator~~ with responsibility over a major function/department. ~~Duties and responsibilities are performed under minimal direction.~~

~~**Administrative Assistant III (Conf)** Serves as an assistant to a cabinet administrator with responsibility over a division. Duties and responsibilities require a high level of initiative and independent decision making.~~

Administrative Assistant IV (Conf) Serves as an assistant to an Assistant Superintendent ~~or General Counsel~~. ~~Duties and responsibilities require a high level of initiative and independent decision making covering a broad range of activities.~~

Administrative Assistant V (Conf) ***Serves as an assistant to the General Counsel.***

Administrative Assistant *VI* ~~to the Chief Academic Officer~~ (Conf) Serves as an assistant to ~~the~~ ***a*** Chief ~~Academic~~ Officer. ~~Duties and responsibilities require a high level of initiative and independent decision-making covering a broad range of district activities.~~

Administrative Assistant *VII* ~~to the Chief Financial Officer~~ (Conf) Serves as an assistant to ~~the~~ ***a Deputy Superintendent*** ~~Chief Financial Officer~~. ~~Duties and responsibilities require a high level of initiative and independent decision-making covering a broad range of district activities.~~

These positions are considered confidential when incumbents, in the course of duties, have access to or possess information relating to employer-employee relations or negotiations. The degree of initiative, decision-making, direction received and the breadth of responsibility increases with the level of administrator.

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

1. ***Provides support to administrative personnel in performing a variety of office duties and specialized tasks, as assigned.*** ~~Maintains controls and performs specialized tasks relating to administrator's area of responsibility.~~
2. ~~May~~ ***P***repare***s*** agendas ***and makes arrangements, such as*** schedules meetings, conferences, travel and appointments***, and other related items.***
3. ***Prepares reports, memos, letters, emails, and other documents using word processing, spreadsheet, database, or presentation software.*** ~~Types correspondence, requisitions, reports, forms and material of a confidential nature.~~
4. Composes correspondence independently or with only general direction and review.
5. ***Analyzes received memos, submissions, and correspondence for accuracy and plans for their distribution.***
6. Prepares and/or compiles and summarizes annual budget information from departments ***and collaborates with fiscal services personnel as required***.
7. ***Responsible for reviewing assigned budgets and*** ~~makes~~ ***submits u***pdates ~~budget information~~ and adjustments as ***directed*** ~~needed~~.
8. ***Answers phone calls, provides information, and directs calls to appropriate parties or takes messages.***
9. Explains division programs, policies and procedures to administrative personnel, other employees, and ***members of*** the community.
10. ***Compiles, transcribes, and distributes*** ~~take~~ minutes ~~at~~ ***of*** meetings~~, processes details not requiring attention of the administrator~~.
11. Acts as liaison between office assigned and schools or departments.
12. ***Conducts research,*** compiles data and ***prepares*** reports ***for consideration and presentation by assigned administrator*** ~~from a variety of sources~~**.**
13. ***Maintains*** ~~Keeps complex~~ files, records ***and materials containing confidential information.***
14. ***Maintains*** ~~Keeps~~ control files on matters in progress and expedites completion.
15. ~~Exercises discretion and judgment in resolving problems for employees, parents, students and the public.~~
16. ~~Makes decisions based on established policies and procedures.~~
17. ~~Operates a variety of office machines.~~
18. ~~May instruct and assign tasks to subordinate clerical employees.~~
19. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Advanced education desirable with courses in business practice, English or human relations; previous secretarial or administrative assistant experience involving public contact.

Knowledge and Abilities:

- Knowledge of office practices ***and procedures***

- ***Knowledge and skill in use of computers and associated software programs***
- Knowledge of correct English usage, spelling, punctuation, grammar and composition
- ***Knowledge of interpersonal skills using tact, patience, and courtesy***
- Knowledge of basic mathematical skills to prepare a variety of reports
- Ability to read and interpret division policies and procedures, directives, reports***, legal opinions,*** and Education Code
- Ability to compose ***a variety of*** correspondence and minutes independently
- ~~Ability to operate a variety of office equipment including a computer and related hardware~~
- Ability to prepare documents, reports, spreadsheets and other documents utilizing software programs
- ***Ability to handle multiple tasks, work under pressure and work with priorities/deadlines subject to frequent change***
- Ability to communicate ***effectively both*** verbally ***and in writing*** with administrators, staff, students and the community ~~in situations requiring tact, diplomacy, and discretion~~
- Ability to analyze situations and ~~suggest~~ ***adopt an effective course of*** ~~appropriate~~ action
- Ability to establish and maintain effective working relationships with administrators, district employees, and the community
- Ability to ~~set up~~ ***establish*** and maintain ~~filing systems~~ ***records and reports, and maintain a confidentiality of privileged information obtained in the course of work***
- Ability to ***work*** ~~act~~ independently***, with minimum direction,*** and make ~~minor~~ decisions ~~based on~~ ***within the framework of*** established ***guidelines*** ~~procedures~~
- Ability to establish priorities, plan and schedule work
- Ability to perform research, compiling information from a variety of sources
- ***Ability to illustrate a proficiency of software applications and skills related to the level of duties applicable*** ~~Type at a speed of 60 wpm~~
- ***Ability to maintain consistent, punctual and regular attendance***

WORKING CONDITIONS:

Work Environment:

- Indoor office environment
- Moderate noise
- Frequent interruptions and significant distractions
- Contact with dissatisfied and/or uncooperative individuals

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

- ~~Work in an office setting~~
- ~~Verbally~~ ***C***ommunicate to exchange information in person***, in small groups,*** and***/or*** on the telephone
- ~~Read and proofread~~ ***Inspect*** documents ***and other written materials with fine print***~~; recognize documents and people~~
- ***Move about facilities to conduct work, including*** sitting or stand***ing*** for extended periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination ~~including the use of a computer keyboard~~

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

Board Approved:	10/31/1981
Revised:	6/13/1989
Revised:	8/10/1993
Revised:	2/27/1996 (Title change only)
Revised:	10/14/1996
Revised:	6/12/2002 (Added Adm. Asst. To Deputy Supt.)
Revised:	5/12/2009 (Changed job title of Assistant to Deputy Superintendent; updated duties)
Revised:	10/14/2009 (Add Administrative Assistant IV effective 7/1/09)
Revised:	8/10/2021 (Add Administrative Assistant V)

JOB DESCRIPTION

Position Code: TBD
Classified Group: SJSA
Salary Range: A-29
Work Calendar: 001

POSITION TITLE: Nutrition Services Supervisor Specialist

DEFINITION: Under general direction, responsible for developing standardized recipes, production records, and conducting nutrient analysis; assists in the planning of cost-effective menus for applicable programs; coordinates all nutrition education efforts of the district; assists with monitoring departmental operations to ensure compliance with federal and state regulations and standards of health, safety and nutrition; supervises assigned staff.

DIRECTLY RESPONSIBLE TO: Director, Nutrition Services

SUPERVISION OVER: Classified employees as assigned

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

1. Utilizes nutrition software to assist in planning and creating menus and conducting nutrient analyses to ensure menus meet federal and state requirements.
2. Coordinates and supervises the operations of assigned district cafeterias including the preparation, serving, and storage of food in accordance with established guidelines and procedures.
3. Develops and implements district-wide nutrition and health education activities to address targeted goals and efficiencies of the department with a focus on participation and acceptance of meals at school sites.
4. Supervises, trains and evaluates the performance of assigned staff and assists with disciplinary actions as necessary and participates in the interview and selection of employees.
5. Assigns duties, assignments, and may modify workloads of assigned staff and reviews work for completeness and compliance with established requirements.
6. Coordinates the development and implementation of departmental training and safety programs and monitors adherence of safe work practices to ensure mandated professional standards are adhered to and completed.
7. Schedules and monitors the testing of food products, correct methods of food preparation and recipes for students and staff.
8. Conducts regular on-site visitations to observe and review nutrition service operations, methods, practices and procedures, to analyze their effectiveness and ensure compliance with applicable laws and regulations regarding safety and sanitation.
9. Ensures proper cleanliness and maintenance of equipment and supplies and provides assistance to nutrition services staff to resolve related problems.
10. Coordinates and manages Medical Statements received and communicates with physicians, school nurses, parents and nutrition services staff concerning food substitutions required for students with special dietary needs.
11. Serves as a liaison for nutrition services with school sites, parents, teachers and students and assists in negotiating and resolving issues, as assigned.

12. Prepares statistical breakdowns and analyses of applicable programs and generates reports for assigned school sites.
13. Reviews orders, purchase requisitions and reports submitted by site staff.
14. May assist with the development, implementation, and scheduling of staff meetings and attends meetings and activities, as required.
15. May assist the director with management of programs and overseeing operational activities.
16. Performs related work as required.

QUALIFICATIONS:

Education and Experience:
Any combination equivalent of education or training equivalent to a Bachelor's degree in Nutrition or Dietetics; at least two years of increasingly responsible experience in nutrition or related field or experience in food service management; previous supervisory experience is desirable; status as a Registered Dietitian with an accredited agency is preferable.

Licenses and Certificates:
- Valid California Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license
- Possession of, or willingness and ability to obtain, ServSafe Manager Certification

Knowledge, Skills and Abilities:
- Knowledge of the principles and practices involved in large scale food service programs, menu planning, sanitation, and methods of preparing and serving food
- Knowledge of nutrition, menu analysis, and production methodology and procedures in an educational, industrial, commercial, hospital, or government institution
- Knowledge and skill in use of computers and assorted software programs
- Knowledge of food cost accounting, storage, and inventory procedures
- Ability to plan, assign and supervise the work of assigned personnel
- Ability to read, understand, interpret, and apply nutritional guidelines, state and federal regulations and employee contracts
- Ability to explain procedures clearly and accurately and communicate verbally in situations requiring tact, diplomacy and discretion
- Ability to review and analyze work procedures and methods and devise new methods
- Ability to effectively compose letters, memoranda and bulletins
- Ability to work cooperatively with school personnel, students, parents and community groups
- Ability to organize and audit large-scale food service activities
- Ability to analyze and interpret financial and operational data
- Ability to train school staff and students in the application and principles of nutrition
- Ability to plan and conduct training programs
- Ability to prepare menus, new recipes, item pricing, and recipe costing
- Ability to establish and maintain effective relationships with those contacted in the course of work
- Ability to communicate effectively both verbally and in writing with administrators, staff, students and the community
- Ability to understand and follow verbal and written instructions

- Ability to maintain records and prepare reports
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS

Work Environment
- Indoor office, cafeteria or commercial kitchen work environment
- Moderate to loud noise
- Continuous contact with staff

Typical Physical Characteristics: (with or without use of aids; consideration will be given to reasonable accommodation)
- Communicate to exchange information in person and on the telephone
- Transport or move objects up to 50 pounds
- Inspect written materials with fine print
- Operate tools and office equipment requiring repetitive hand movement and fine coordination
- Move about facilities, cafeteria or commercial kitchens to conduct work including walking, standing, or remaining in a stationary position for extended periods of time

Hazards
- Skin contact with water, detergents, abrasives, cleaning solvents or solutions, and disinfectants
- Exposure to hold or cold environments

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

Board Approval: TBD

JOB DESCRIPTION

Position Code: 781
Classified Group: CSEA
Salary Range: ~~51~~ ***53***
Work Calendar: 001

POSITION TITLE: ~~Lead~~ ***Senior*** Community Safety Specialist

DEFINITION: Under general direction, works collaboratively with ***safe school's director,*** site leaders, other safety staff and community resources to ensure a safe learning and work environment on district grounds~~; proactively identifies and addresses safety concerns at assigned schools; connects students, families and staff with resources that meet individual needs and support safe communities focused on learning; assists in the preparation and implementation of emergency responses; provides technical leadership and support and may delegate, assist with and/or prioritize workloads of department staff for assigned areas of responsibility~~***; responsible for a staff of safety specialists engaged in specialized functions across district or school sites***.

DIRECTLY RESPONSIBLE TO: ~~Manager~~ ***Director***, Safe Schools or Designee

SUPERVISION OVER: N/A

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

1. May prioritize, ***assign,*** delegate, inspect, and/or assist with the work of Community Safety Specialists, as assigned.
2. Serves as a technical advisor and provides trainings, guidance and peer mentoring to Community Safety Specialists, as assigned.
3. ***Consults with school site administration and department leaders on safety-related issues and/or concerns with an emphasis on prevention and proactive response.***
4. ***Ensures safety and security efforts are delivered in an equitable fashion for all students, district staff, and school communities.***
5. ***Participates in the evaluation of emergency response efforts and may provide recommendations for improvements.***
6. ***May assist the safe schools director with training and performance evaluation of Community Safety Specialists and other staff as assigned.***
7. Attends planning and evaluations meetings related to the Safe Schools program.
8. Responds to community inquiries regarding the Safe Schools program or specific incidents as directed.
9. Reviews threat assessment details provided by Community Safety Specialists, site staff and law enforcement to ensure completion.
10. Acts as a district liaison with local law enforcement, fire and medical first responder agencies to resolve issues, gather information and ensure a cooperative relationship, as assigned.
11. ***May respond to and intervene in critical incidents occurring on district grounds to de-escalate situations.***
12. Assists with or coordinates investigations related to areas of assigned responsibility with site administrators, district staff and local law enforcement agencies~~, as directed~~.
13. Serves as a representative of the district to testify in court or in district hearings, as required.

14. Coordinates the development, maintenance, and implementation of comprehensive site-safety plans with site administrators and site safety teams, in accordance with district, local, state and federal requirements and best practices.
15. Provides trainings, workshops and other learning opportunities for staff, students, families and community to ensure effective implementation of safety plans and emergency response procedures.
16. Conducts onsite evaluations of district facilities to ensure the implementation of best practices and maintain working physical structures that protect the safety of students, staff, community, and district property.
17. Collaborates with learning support teams, leadership teams, site administrators, learning support center staff and others to identify students at risk of posing a safety concern to school campuses and connect appropriate interventions.
18. Promotes a safe learning environment throughout district campuses in accordance with applicable federal, state and local laws, regulations and local ordinances necessary to provide a safe learning environment on school campuses.
19. Interacts with and coordinates services with local law enforcement, fire, medical and other first responders in accordance with district safety and emergency plans.
20. Maintains logs and reports of critical incidents in compliance with district, local, state and federal policies.
21. Attends training classes and other professional learning opportunities related to safety, emergency preparedness and cultural proficiency.
22. ~~Patrols and monitors assigned areas of the school buildings, grounds and parking lots to deter, detect, report and prevent violations of law and/or district policies.~~
23. ~~Responds to and intervenes in critical incidents occurring on district grounds to de-escalate situations.~~
24. ~~Meets and interacts with students and student groups on a regular basis to better understand campus culture and student safety needs.~~
25. ~~Compiles and analyzes data to identify trends and areas of concern related to school climate and safety and raises awareness of potential issues with appropriate district and site staff.~~
26. ~~May interact with students directly as a mentor or other resource to effect positive behavior change.~~
27. ~~Under the direction of or in coordination with appropriate staff, conducts home visits as needed to address safety concerns and encourage student success.~~
28. ~~Refers staff, students, parents/guardians and families to district and/or community resources.~~
29. Performs related work as required.

QUALIFICATIONS:

Education and Experience:
Minimum of eight years of experience in a position directly related to school safety, student supervision or law enforcement; Completion of or willingness to complete a recognized school security officer or school resource officer training curriculum significantly equivalent to those provided by the National Association of School Resource Officers; bi-lingual speaking skills are preferred.

Licenses and Certifications:

- Valid California Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license
- ***Valid School Security Training (SB 1626) Certificate within 30 days of hire***

Knowledge, Skills, and Abilities:

- Knowledge of applicable federal, state, and local laws, statutes, ordinances, regulations and requirements
- Knowledge of principles and practices in the equitable delivery of services to students and families
- Knowledge of community resources
- Knowledge of interpersonal skills using tact, patience, and courtesy
- Knowledge of principles, practices and trends in youth related law enforcement
- Knowledge and skill in use of computers and assorted software programs
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, family members and the community
- Ability to understand and follow verbal and written instruction
- Ability to work independently, with minimum direction, and make decisions within the framework of established guidelines
- Ability to work effectively with all levels of district staff, local law enforcement agencies, and the community
- Ability to establish and maintain records, and maintain a confidentiality of privileged information obtained in the course of work
- Ability to remain calm in stressful situations
- ***Ability to establish priorities and meet deadlines***
- ***Ability to analyze and resolve problems with tact and diplomacy***
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

- Indoor office environment
- Moderate noise
- Continuous contact with students, staff, parents
- Frequent interruptions and significant distractions
- Contact with dissatisfied and/or uncooperative individuals

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

- Inspect documents and other written materials with fine print
- Communicate to exchange information in person, in small groups, and/or on the telephone
- Move about facilities to conduct work, including walking, sitting, standing or remaining in a stationary position for long periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination

Other Characteristics:

- Ability to work additional hours and weekends on occasion
- Ability to respond to emergency calls during evenings and weekends
- Ability to travel locally

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

Board Approved: 7/10/2018
Revised: 8/11/2021

POSITION TITLE: Senior Personnel Clerk

DEFINITION: Under direction, performs clerical and technical tasks ***in support of*** ~~related to~~ certificated and classified personnel ***of the district in accordance with policies and procedures;*** ~~recruitment and selection, personnel employment documents, substitute rosters, transfer/reemployment lists, and personnel records~~ ***may be assigned specific areas to assist in the support of overall district human resource functions***.

DIRECTLY RESPONSIBLE TO: Director, Human Resources

SUPERVISION OVER: N/A

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

1. ***Processes, verifies, and maintains personnel related data within the employee database for assigned areas of responsibility.***
2. ***Examine personnel records to respond to inquiries and provide information for personnel actions.***
3. ***Prepares and processes identification badge requests for district staff and maintains records within applicable software.***
4. ***Schedules*** ~~Organizes~~ and ***administers pre-employment*** ~~conducts employment~~ ***proficiency*** tests ***and reviews scoring to assess if minimum requirements have been met as detailed within job classification descriptions.***
5. ***Processes departmental orders of materials, supplies and services, distributes and inventories deliveries of orders received.***
6. ***Greets visitors, staff, and the public and responds to general questions related to departmental activities.***
7. ***Maintains an inventory of materials for handouts related to departmental activities and staff.***
8. ***Answers phone calls and directs inquires to appropriate parties or takes messages.***
9. ***May respond to authorized requests to verify employment of existing and previous staff.***
10. ***May be assigned the primary contact to oversee and maintain CA Department of Justice (DOJ) fingerprint clearance and subsequent notifications system.***
11. ***May act as a Live Scan agent of the district to process CA DOJ fingerprint requests for newly hired staff, volunteers, or other applicants with the district.***
12. ***May coordinate with Health Services to process and record immunization verifications and tuberculosis risk assessment paperwork for district staff.***
13. ***Generates reports to notify staff of expiring immunizations.***
14. ***May be assigned technical support of employee self-service portal and maintain accurate data and user ID accounts.***
15. ***May respond to CA EDD unemployment requests/correspondence.***
16. ***May serve as point-of-contact for classified substitute requests.***
17. ~~Prepares and distributes announcements of position openings.~~
18. ~~Provides information regarding employment opportunities, procedures, and requirements.~~
19. ~~Explains and interprets personnel policies, procedures and collective bargaining contracts.~~
20. ~~Reviews incoming applications for completeness, qualifications, credentials.~~

~~21. Maintains applicant files and documentation of selection process.~~
~~22. Requests applicant confidential files.~~
~~23. Organizes and conducts employment tests.~~
~~24. Interviews prospective candidates or coordinates and schedules applicant interviews.~~
~~25. Determines appropriate salary placement.~~
~~26. Researches employee work history and compiles seniority lists.~~
~~27. Prepares a variety of reports and summaries of employment statistics, substitute usage, and salary data.~~
~~28. Develops and maintains records in area of assignment including lists for reemployment, transfers, ethnic data, placements, and other information.~~
~~29. Posts to employee personnel files and other records.~~
~~30. Maintains certificated and classified substitute rosters and assigns personnel on request.~~
~~31. Arranges and participates in employee orientation activities.~~
~~32. Reviews and verifies substitute time sheets.~~
~~33. Composes routine correspondence and bulletins.~~
~~34. Operates typewriter, data entry terminal, calculators, microfiche and standard office machines,~~
~~35. May direct the work of subordinate personnel or students.~~
36. Performs related work as required.

QUALIFICATIONS:

Education and Experience:
Clerical experience involving public contact, preferably in a personnel office working with the processing and selection of employees.

Licenses and Certificates:
- Valid Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license

Knowledge, Skills, and Abilities:
- Knowledge of ***modern*** office practices and procedures~~, telephone techniques~~ ***including filing systems***
- Knowledge of English usage, spelling, grammar, punctuation, and composition
- ***Knowledge and skill in use of computers and assorted software programs***
- ***Knowledge of interpersonal skills using tact, patience, and courtesy***
- ~~Ability to learn, interpret and apply pertinent personnel policies, laws, regulations, State Education Code, and collective bargaining contracts~~
- ~~Ability to deal effectively with the public in situations requiring tact, judgment and poise~~
- ~~Ability to compose correspondence independently~~
- Ability to type at a speed of not less than 50 WPM
- ~~Ability to learn interviewing techniques and related equal employment opportunity guidelines~~
- ~~Ability to compile statistical data and prepare reports~~
- Ability to ***understand and*** follow verbal and written instructions with a minimum of direction
- Ability to ~~establish and maintain effective~~ work~~ing relationships~~ ***effectively*** with ~~certificated, classified and administrative~~ ***all levels of district*** staff ***and the public***
- ***Ability to communicate effectively both verbally and in writing with all levels of district staff and the public***
- ***Ability to work independently, with minimum direction, and make decisions within the framework of established guidelines***

- ***Ability to establish and maintain records, and maintain a confidentiality of privileged information obtained in the course of work***
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:
- Indoor office environment
- Moderate noise
- Continuous contact with staff, and the community
- Frequent interruptions and significant distractions

Typical Physical Characteristics: (with or without use of aids; consideration will be given to reasonable accommodation).
- Communicate to exchange information both in person, in small groups, and/***or*** on the telephone
- Inspect documents and other written materials with fine print~~; recognize documents and people~~
- Move about facilities to conduct work, ***including sitting or*** remain***ing sitting or*** in a stationary position for extended periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination ~~including the use of a computer keyboard, fax machine, copy machine and scanner~~
- Transport files and other objects weighing up to 20 pounds

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

Board Approved: 4/9/1974
Revised: 11/25/1980
Revised: 10/27/1981
Revised: 8/11/2021

AGENDA ITEM FOR THE AUGUST 10, 2021 BOARD MEETING

SAN JUAN CHOICES CHARTER SCHOOL

SEPARATIONS

Credentialed

Name	Reason	Effective Date
Eric Smith	59-Accepted new job	June 15. 2021
Martine Cermak	58-To accept a new job	July 27, 2021

APPOINTMENTS

Credentialed

Name	Reason	Effective Date
Jonathan Elfstrom	New Hire	August 16, 2021
Kevin Branson	New Hire	August 16, 2021
Jose Nguyen	New Hire	August 16, 2021

Classified

Name	Reason	Effective Date
Demetrios Foondos	New Hire	August 16, 2021

Tony Oddo, Director
Choices Charter School
4425 Laurelwood Way
Sacramento, CA 95864
916/979-8378

cc: Brian Ginter
Nan Roux
Kirsten Pogue
Deb Cullifer
Gregg Rich

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-2
MEETING DATE: 08/10/2021

APPROVED: JS KK
Jennifer Stahlheber

Purchasing Contracts Report

The following reports are submitted for board approval/ratification:

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

Purchasing Contracts Board Report
Purchase Orders, Service Agreements, and Awards

June 9, 2021 - July 27, 2021

PO#	Date	Vendor Name	Description	Amount $	Site/ Department
201443	7/21/2021	Lakeshore Equipment Company	School supplies	$ 1,049,259.93	2132-Marvin Marshall ECE
201444	7/21/2021	Lakeshore Equipment Company	School supplies	$ 193,235.94	2116-General Davie Jr Primary Cntr
201599	7/27/2021	Apex Learning Inc	Software	$ 218,844.38	0325-Vocational Education/ROP
200841	7/7/2021	Curriculum Associates LLC	I Ready Software	$ 799,493.00	0402-Prof Learning & Innovation
200635	7/1/2021	Aequitas Solutions Inc.	Q Annual Support/Maintenance	$ 182,037.24	0423-Technology Services
201317	7/8/2021	Softchoice Corp	Software	$ 286,194.71	0423-Technology Services
201333	7/13/2021	Language Line Services	Interpretation Services	$ 137,273.50	0423-Technology Services
TDB	7/13/2021	AT&T	Phone	$ 385,287.06	0423-Technology Services
201319	7/16/2021	CDW - Educational Sales	Go Guardian Software	$ 104,000.00	0423-Technology Services
201320	7/16/2021	JAMF Software LLC	Cloud Licenses	$ 103,574.10	0423-Technology Services
TBD	6/23/2021	IXL Learning	Software	$ 163,350.00	0402-Prof Learning & Innovation
TBD	7/9/2021	Sacramento Cal SOAP Consortium	Tutoring Services	$ 182,290.00	580 - Student Support Services
TBD	7/1/2021	Improve Your Tomorrow	Mentoring program-college readiness	$ 522,500.00	505-Equity
TBD	7/1/2021	Equal Opportunity Schools	Mentoring program-college readiness	$ 180,000.00	401-Equity
TBD	7/1/2021	Access Language Connection	Translation Services	$ 400,000.00	101-Special Education
TBD	7/4/2021	Illuminate Education	Assessment system 5 year agreement- total contract $277,000 Year 1 - $57,000 Year 2 - $55,000 Year 3 - $55,000 Year 4 - $55,000 Year 5 - $55,000	$ 277,000.00	111-MTSS
TBD	7/1/2021	Mutual Assistance Network	Social worker for Greer Contract: 6/21/21-8/30/22	$ 78,120.00	108-Greer
TBD	7/1/2021	United College Action Networks	Direct college and career support	$ 150,000.00	505-Equity
TBD	7/1/2021	California IT in Education	Review of California Student Privacy Agreements	$ 5,750.00	252-Technology

Purchasing Contracts Board Report
Change Orders/Amendments for Items $95,200

June 9, 2021 - July 27, 2021

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
103162	6/17/2021	Campbell Keller	CO#3 Full site furniture replacement Final order for Starr King K-8 project 147-9306-J1	$ 53,710.42	$ 549,604.37	$ 72,357.14	$ 675,671.93	216 - Facilities
105173	6/30/2021	Campbell Keller	C/O#3 Furniture for Arden New Construction project 004-9512-P1	$ 1,161,399.59	$ 18,428.11	$ 61,240.40	$ 1,241,068.10	216 - Facilities

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

Contract Consultant 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
2459	7/13/2021	Mizinski Contracting & Engineering	C/O #1 additional consultant service for quality control testing and troubleshooting for Arden New Construction project 002-9512-P1	$ 90,000.00	$ -	$ 24,400.00	$ 114,400.00	216 - Facilities
3907	7/21/2021	Consolidated Engineering Laboratories	C/O #3 Additional testing and inspection as requested for DTSC for the Arden New Construction project 002-9512-P1	$ 419,977.44	$ 99,036.72	$ 9,207.00	$ 528,221.16	216 - Facilities
709035	7/26/2021	Shimansky Enterprises	C/O #2 negative change order for Dyer-Kelly New Construction project 114-9512-N1	$ 273,700.00	$ 84,300.00	$ (17,460.00)	$ 340,540.00	216 - Facilities

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
1837	7/13/2021	Z Squared Construction	C/O #4 CCD 78-115 for Winterstein MOD project 153-9495-P1	$ 4,624,000.00	$ 969,589.00	$ 3,542.00	$ 5,597,131.00	216 - Facilities
							$ -	

June 9, 2021 - July 27, 2021

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

General Contract

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

Other Contracts

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount $	Responsibility
23	5/24/2021	TBD	Piggyback	Campbell Keller	Full site furniture replacement Cameron Ranch project 166-9306-J1	$ 560,452.52	216 - Facilities
23	7/13/2021	TBD	Piggyback	Campbell Keller	Full site furniture replacement Coyle project 162-9306-J1	$ 472,573.49	216 - Facilities
01	7/15/2021	TBD	21-120	Western State Fire Protection Company	Fire alarm testing and inspections	$ 175,650.00	212 - M&O

New Addendum to Master Agreements

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount $	Responsibility
26	7/26/2021	TBD	21-125	Innovative Construction Services, Inc.	Construction management fees for Rio CTE MOD project 208-9495-P3	$ 122,000.00	216 - Facilities
26	7/26/2021	TBD	21-125	Innovative Construction Services, Inc.	Construction management fees for Rio CTE MOD project 208-9495-P2	$ 122,000.00	216 - Facilities
26	7/26/2021	TBD	20-101	Jordan Knighton Architects, Inc. DBA JK Architecture Engineering	Architecture fees for Rio CTE MOD project 208-9495-P2	$ 149,110.00	216 - Facilities
26	7/26/2021	TBD	20-101	Jordan Knighton Architects, Inc. DBA JK Architecture Engineering	Architecture fees for Rio CTE MOD project 208-9495-P3	$ 267,959.00	216 - Facilities
26	7/26/2021	TBD	20-101	Jordan Knighton Architects, Inc. DBA JK Architecture Engineering	Architecture fees for Rio CTE MOD project 208-9495-P1	$ 120,432.00	216 - Facilities
26	7/26/2021	TBD	20-101	Derivi Castellanos Architects (DCA)	Architecture fees for LeGette New Construction project 127-9512-P1	$ 1,128,932.00	216 - Facilities

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-4

MEETING DATE: 08/10/2021

SUBJECT: Surplus Property

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Business Support Services

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

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

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

ATTACHMENT(S):
A: List of Surplus Property

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Susan Kane, Director, Business Support Services
Jennifer Stahlheber, Chief Financial Officer JS

APPROVED BY: Kent Kern, Superintendent of Schools KK

Board of Education Agenda Item
Surplus Property August 10th Meeting Date

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	Serial #	Disposition
Andrew Carnegie			8 White & Black Chromebook Carts ~ COWS		Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012808	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015671	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015083	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015659	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015658	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10009004	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10007722	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10023069	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012043	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10003044	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015876	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10017334	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012776	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012674	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10021031	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015894	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012673	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10017333	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015655	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015653	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10016381	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10016369	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015674	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015686	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10012805	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10016360	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10010910	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10010155	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10017337	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10016379	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015687	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10007718	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10017338	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10013695	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015658	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015659	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10015083	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10023069	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10007722	Ewaste
Andrew Carnegie	Acer	Chromebook	Laptop	10009004	Ewaste

Board of Education Agenda Item
Surplus Property August 10th Meeting Date

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	Serial #	Disposition
Andrew Carnegie	Acer	Chromebook	Laptop	10012043	Ewaste
Arcade	Kyocera	TASKalfa 520i	Multifunctional Printer	20180761	Ewaste
Arcade	GBC	Ultima 65	Laminator	NBM0698	Ewaste
Barrett			3 Pallets of Textbooks		Recycled
Barrett			Printers, Monitors, Cords		Ewaste
Cameron Ranch			385 Student Chairs, 338 Student Desks		Recycled
Cameron Ranch			10 Teacher Desks, 20 Teacher Chairs		Recycled
Cameron Ranch			63 Tables, 7 Stools, 80 Book Shelves		Recycled
Cameron Ranch			25 Filing Cabinet, 19 Cabinets, 3 Rugs		Recycled
Cameron Ranch			1 AV Cart		Recycled
Greer			12 Boxes of Instructional Materials		Recycled
Howe	Apple	MacBook	Laptop	701115838	Ewaste
Howe	Antrho	Model # CHR36	Computer Cabinet	20170651	Ewaste
Howe	HP	Model # L1750	Monitor	cnd74326QP	Ewaste
Howe	Apple	MacBook	Laptop	H09260CC6MJ	Ewaste
Howe	HP	Officejet Pro 6830	Printer	TH5256903W	Ewaste
Howe	Apple	MacBook	Laptop	9000100569	Ewaste
Howe	InFocus	Model # W240	Projector	ARKC82208587	Ewaste
Howe	BenQ		Projector	PDC3J0045204E	Ewaste
Mira Loma			10 Boxes of Obsolete Textbooks		Recycled
Mission			10 Boxes of Discarded Library Books		Recycled
Pasadena			4 Boxes of Benchmark Materials		Recycled
Pasadena			9 Boxes of EnVision Materials		Recycled
Pasadena			Chromebook Cart	20183287	Ewaste
Pasadena			Chromebook Cart	20183292	Ewaste
Pasadena			Chromebook Cart	20184181	Ewaste
Pasadena			Chromebook Cart	20186634	Ewaste
Pasadena			Chromebook Cart	20186542	Ewaste
Pasadena			Chromebook Cart	20183597	Ewaste
Pasadena			Chromebook Cart	20188727	Ewaste
Pasadena	Apple	Mac	White Mac	1100013442	Ewaste
Sierra Oaks			595 Student Desks, 805 Student Chairs		Recycled
Sierra Oaks			18 Teacher Desks, 23 Teacher Chairs		Recycled
Sierra Oaks			78 Tables, 102 Bookshelves, 33 Filing Cabinets		Recycled
Sierra Oaks			14 Cabinets, 3 AV Carts, 5 Rugs		Recycled
Skycrest			477 Student Desks, 117 Student Chairs		Recycled
Skycrest			23 Teacher Desks, 51 Teacher Chairs		Recycled
Skycrest			111 Tables, 9 Stools,40 Filing Cabinets		Recycled
Skycrest			14 Rugs, 7 Cabinets, 3 AV Carts		Recycled

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-5

MEETING DATE: 08/10/2021

SUBJECT: Physical Education Permanent Exemption

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Division of Teaching and Learning

ACTION REQUESTED:
The superintendent is recommending that the board grant permanent exemption from physical education for qualifying students that have given consent.

RATIONALE/BACKGROUND:
The governing board of a school district or the office of the county superintendent may grant permanent exemption from courses in physical education if the pupil is compliant according to California Education Code (EC). Students must fulfill the following requirements to qualify for permanent exemption:

1. Students must be 16 years of age and has been enrolled in grade 10 for one academic year or longer EC 51241(c),
2. Students must complete 2 courses (20 credits/2 years) in physical education EC 51225.3 (a)(1)(F).

For the fall semester of the 2021-2022 school year, San Juan Unified School District has 456 students who have given consent, have been reviewed for qualification, and request permanent exemption by the board of education.

ATTACHMENT(S):
A: Permanent Physical Education Exemption Description
B: Exemption Form

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ N/A
Funding Source: N/A
Current Year Only ☐ On-going ☐

LCAP/STRATEGIC PLAN:
Goal: N/A
Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Gary Coartney, Program Specialist, Visual and Performing Arts and Physical Education
Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs KS

APPROVED BY: Melissa Bassanelli, Deputy Superintendent, Schools and Student Support MB
Kent Kern, Superintendent of Schools KK

Permanent PE Exemption Description

During the 2020-2021 school year, San Juan Unified School District went through the Federal Program Monitoring (FPM) review process for physical education (PE). During that review there was one finding that required the district to develop a clear process for permanent exemption from PE.

Requirements:

- Students are required by education code to participate in PE all 4 years of high school.
- Students must complete 2 years of PE to fulfill graduation requirements.
- Students qualify for permanent exemption who are:
    - 16 years of age
    - Enrolled in 10th grade for at least 1 year
    - Completed 20 credits/2 full school years of PE courses
- Students must provide consent for a permanent exemption
- The governing board may grant permanent exemption before the beginning of the 1st and 2nd semester of the current school year.

Process:

- Students and parents were notified of the opportunity to consent to permanent exemption if they met all requirements.
- Consent forms were collected and compiled. Students were verified for meeting all requirements.
- Original list was created for district records and a board document of the list was created with an autonomous identifying number to protect student identities.
- Upon approval, students and parents will be notified.

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Gary Coartney, Program Specialist, K-12 Arts and Physical Education
gary.coartney@sanjuan.edu
916-979-8641

St_Identification #	Grade	Qualified Age Y/N	PE Credits Completed Y/N
21/22-PE-FS01	12	Y	Y
21/22-PE-FS02	12	Y	Y
21/22-PE-FS03	12	Y	Y
21/22-PE-FS04	12	Y	Y
21/22-PE-FS05	11	Y	Y
21/22-PE-FS06	11	Y	Y
21/22-PE-FS07	12	Y	Y
21/22-PE-FS08	11	Y	Y
21/22-PE-FS09	12	Y	Y
21/22-PE-FS10	11	Y	Y
21/22-PE-FS11	12	Y	Y
21/22-PE-FS12	12	Y	Y
21/22-PE-FS13	12	Y	Y
21/22-PE-FS14	12	Y	Y
21/22-PE-FS15	11	Y	Y
21/22-PE-FS16	11	Y	Y
21/22-PE-FS17	12	Y	Y
21/22-PE-FS18	11	Y	Y
21/22-PE-FS19	12	Y	Y
21/22-PE-FS20	11	Y	Y
21/22-PE-FS21	11	Y	Y
21/22-PE-FS22	11	Y	Y
21/22-PE-FS23	12	Y	Y
21/22-PE-FS24	12	Y	Y
21/22-PE-FS25	11	Y	Y
21/22-PE-FS26	11	Y	Y
21/22-PE-FS27	12	Y	Y
21/22-PE-FS28	12	Y	Y
21/22-PE-FS29	12	Y	Y
21/22-PE-FS30	11	Y	Y
21/22-PE-FS31	12	Y	Y
21/22-PE-FS32	12	Y	Y
21/22-PE-FS33	12	Y	Y
21/22-PE-FS34	11	Y	Y
21/22-PE-FS35	11	Y	Y
21/22-PE-FS36	11	Y	Y
21/22-PE-FS37	12	Y	Y
21/22-PE-FS38	11	Y	Y
21/22-PE-FS39	11	Y	Y
21/22-PE-FS40	12	Y	Y
21/22-PE-FS41	11	Y	Y
21/22-PE-FS42	12	Y	Y
21/22-PE-FS43	12	Y	Y
21/22-PE-FS44	11	Y	Y
21/22-PE-FS45	12	Y	Y
21/22-PE-FS46	12	Y	Y
21/22-PE-FS47	12	Y	Y
21/22-PE-FS48	12	Y	Y

21/22-PE-FS49	12	Y	Y
21/22-PE-FS50	12	Y	Y
21/22-PE-FS51	12	Y	Y
21/22-PE-FS52	11	Y	Y
21/22-PE-FS53	11	Y	Y
21/22-PE-FS54	11	Y	Y
21/22-PE-FS55	11	Y	Y
21/22-PE-FS56	12	Y	Y
21/22-PE-FS57	12	Y	Y
21/22-PE-FS58	12	Y	Y
21/22-PE-FS59	11	Y	Y
21/22-PE-FS60	12	Y	Y
21/22-PE-FS61	11	Y	Y
21/22-PE-FS62	12	Y	Y
21/22-PE-FS63	12	Y	Y
21/22-PE-FS64	12	Y	Y
21/22-PE-FS65	11	Y	Y
21/22-PE-FS66	12	Y	Y
21/22-PE-FS67	12	Y	Y
21/22-PE-FS68	11	Y	Y
21/22-PE-FS69	12	Y	Y
21/22-PE-FS70	11	Y	Y
21/22-PE-FS71	12	Y	Y
21/22-PE-FS72	12	Y	Y
21/22-PE-FS73	11	Y	Y
21/22-PE-FS74	12	Y	Y
21/22-PE-FS75	11	Y	Y
21/22-PE-FS76	11	Y	Y
21/22-PE-FS77	12	Y	Y
21/22-PE-FS78	11	Y	Y
21/22-PE-FS79	12	Y	Y
21/22-PE-FS80	11	Y	Y
21/22-PE-FS81	12	Y	Y
21/22-PE-FS82	11	Y	Y
21/22-PE-FS83	11	Y	Y
21/22-PE-FS84	12	Y	Y
21/22-PE-FS85	12	Y	Y
21/22-PE-FS86	12	Y	Y
21/22-PE-FS87	11	Y	Y
21/22-PE-FS88	11	Y	Y
21/22-PE-FS89	12	Y	Y
21/22-PE-FS90	12	Y	Y
21/22-PE-FS91	11	Y	Y
21/22-PE-FS92	12	Y	Y
21/22-PE-FS93	12	Y	Y
21/22-PE-FS94	11	Y	Y
21/22-PE-FS95	12	Y	Y
21/22-PE-FS96	12	Y	Y
21/22-PE-FS97	11	Y	Y

21/22-PE-FS98	12	Y	Y
21/22-PE-FS99	11	Y	Y
21/22-PE-FS100	12	Y	Y
21/22-PE-FS101	11	Y	Y
21/22-PE-FS102	12	Y	Y
21/22-PE-FS103	12	Y	Y
21/22-PE-FS104	12	Y	Y
21/22-PE-FS105	12	Y	Y
21/22-PE-FS106	11	Y	Y
21/22-PE-FS107	11	Y	Y
21/22-PE-FS108	12	Y	Y
21/22-PE-FS109	11	Y	Y
21/22-PE-FS110	12	Y	Y
21/22-PE-FS111	12	Y	Y
21/22-PE-FS112	12	Y	Y
21/22-PE-FS113	12	Y	Y
21/22-PE-FS114	12	Y	Y
21/22-PE-FS115	12	Y	Y
21/22-PE-FS116	11	Y	Y
21/22-PE-FS117	12	Y	Y
21/22-PE-FS118	11	Y	Y
21/22-PE-FS119	12	Y	Y
21/22-PE-FS120	12	Y	Y
21/22-PE-FS121	12	Y	Y
21/22-PE-FS122	11	Y	Y
21/22-PE-FS123	11	Y	Y
21/22-PE-FS124	11	Y	Y
21/22-PE-FS125	12	Y	Y
21/22-PE-FS126	12	Y	Y
21/22-PE-FS127	12	Y	Y
21/22-PE-FS128	11	Y	Y
21/22-PE-FS129	12	Y	Y
21/22-PE-FS130	11	Y	Y
21/22-PE-FS131	12	Y	Y
21/22-PE-FS132	12	Y	Y
21/22-PE-FS133	12	Y	Y
21/22-PE-FS134	12	Y	Y
21/22-PE-FS135	11	Y	Y
21/22-PE-FS136	12	Y	Y
21/22-PE-FS137	11	Y	Y
21/22-PE-FS138	12	Y	Y
21/22-PE-FS139	11	Y	Y
21/22-PE-FS140	12	Y	Y
21/22-PE-FS141	11	Y	Y
21/22-PE-FS142	12	Y	Y
21/22-PE-FS143	12	Y	Y
21/22-PE-FS144	11	Y	Y
21/22-PE-FS145	12	Y	Y
21/22-PE-FS146	12	Y	Y

21/22-PE-FS147	11	Y	Y
21/22-PE-FS148	12	Y	Y
21/22-PE-FS149	12	Y	Y
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21/22-PE-FS152	12	Y	Y
21/22-PE-FS153	12	Y	Y
21/22-PE-FS154	12	Y	Y
21/22-PE-FS155	11	Y	Y
21/22-PE-FS156	11	Y	Y
21/22-PE-FS157	12	Y	Y
21/22-PE-FS158	12	Y	Y
21/22-PE-FS159	12	Y	Y
21/22-PE-FS160	12	Y	Y
21/22-PE-FS161	12	Y	Y
21/22-PE-FS162	12	Y	Y
21/22-PE-FS163	12	Y	Y
21/22-PE-FS164	11	Y	Y
21/22-PE-FS165	11	Y	Y
21/22-PE-FS166	11	Y	Y
21/22-PE-FS167	11	Y	Y
21/22-PE-FS168	12	Y	Y
21/22-PE-FS169	11	Y	Y
21/22-PE-FS170	12	Y	Y
21/22-PE-FS171	11	Y	Y
21/22-PE-FS172	12	Y	Y
21/22-PE-FS173	11	Y	Y
21/22-PE-FS174	12	Y	Y
21/22-PE-FS175	11	Y	Y
21/22-PE-FS176	11	Y	Y
21/22-PE-FS177	12	Y	Y
21/22-PE-FS178	12	Y	Y
21/22-PE-FS179	11	Y	Y
21/22-PE-FS180	11	Y	Y
21/22-PE-FS181	11	Y	Y
21/22-PE-FS182	11	Y	Y
21/22-PE-FS183	12	Y	Y
21/22-PE-FS184	12	Y	Y
21/22-PE-FS185	12	Y	Y
21/22-PE-FS186	11	Y	Y
21/22-PE-FS187	12	Y	Y
21/22-PE-FS188	11	Y	Y
21/22-PE-FS189	12	Y	Y
21/22-PE-FS190	12	Y	Y
21/22-PE-FS191	11	Y	Y
21/22-PE-FS192	12	Y	Y
21/22-PE-FS193	12	Y	Y
21/22-PE-FS194	11	Y	Y
21/22-PE-FS195	12	Y	Y

21/22-PE-FS196	11	Y	Y
21/22-PE-FS197	11	Y	Y
21/22-PE-FS198	11	Y	Y
21/22-PE-FS199	12	Y	Y
21/22-PE-FS200	11	Y	Y
21/22-PE-FS201	12	Y	Y
21/22-PE-FS202	11	Y	Y
21/22-PE-FS203	12	Y	Y
21/22-PE-FS204	12	Y	Y
21/22-PE-FS205	12	Y	Y
21/22-PE-FS206	11	Y	Y
21/22-PE-FS207	11	Y	Y
21/22-PE-FS208	11	Y	Y
21/22-PE-FS209	11	Y	Y
21/22-PE-FS210	12	Y	Y
21/22-PE-FS211	12	Y	Y
21/22-PE-FS212	11	Y	Y
21/22-PE-FS213	11	Y	Y
21/22-PE-FS214	11	Y	Y
21/22-PE-FS215	11	Y	Y
21/22-PE-FS216	12	Y	Y
21/22-PE-FS217	12	Y	Y
21/22-PE-FS218	12	Y	Y
21/22-PE-FS219	11	Y	Y
21/22-PE-FS220	11	Y	Y
21/22-PE-FS221	12	Y	Y
21/22-PE-FS222	12	Y	Y
21/22-PE-FS223	11	Y	Y
21/22-PE-FS224	12	Y	Y
21/22-PE-FS225	12	Y	Y
21/22-PE-FS226	11	Y	Y
21/22-PE-FS227	11	Y	Y
21/22-PE-FS228	12	Y	Y
21/22-PE-FS229	11	Y	Y
21/22-PE-FS230	12	Y	Y
21/22-PE-FS231	11	Y	Y
21/22-PE-FS232	11	Y	Y
21/22-PE-FS233	11	Y	Y
21/22-PE-FS234	12	Y	Y
21/22-PE-FS235	12	Y	Y
21/22-PE-FS236	11	Y	Y
21/22-PE-FS237	12	Y	Y
21/22-PE-FS238	12	Y	Y
21/22-PE-FS239	12	Y	Y
21/22-PE-FS240	11	Y	Y
21/22-PE-FS241	11	Y	Y
21/22-PE-FS242	12	Y	Y
21/22-PE-FS243	11	Y	Y
21/22-PE-FS244	11	Y	Y

21/22-PE-FS245	12	Y	Y
21/22-PE-FS246	11	Y	Y
21/22-PE-FS247	12	Y	Y
21/22-PE-FS248	11	Y	Y
21/22-PE-FS249	12	Y	Y
21/22-PE-FS250	12	Y	Y
21/22-PE-FS251	12	Y	Y
21/22-PE-FS252	12	Y	Y
21/22-PE-FS253	11	Y	Y
21/22-PE-FS254	12	Y	Y
21/22-PE-FS255	12	Y	Y
21/22-PE-FS256	12	Y	Y
21/22-PE-FS257	11	Y	Y
21/22-PE-FS258	11	Y	Y
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21/22-PE-FS260	12	Y	Y
21/22-PE-FS261	11	Y	Y
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21/22-PE-FS263	11	Y	Y
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21/22-PE-FS265	12	Y	Y
21/22-PE-FS266	12	Y	Y
21/22-PE-FS267	11	Y	Y
21/22-PE-FS268	12	Y	Y
21/22-PE-FS269	11	Y	Y
21/22-PE-FS270	12	Y	Y
21/22-PE-FS271	12	Y	Y
21/22-PE-FS272	12	Y	Y
21/22-PE-FS273	11	Y	Y
21/22-PE-FS274	11	Y	Y
21/22-PE-FS275	11	Y	Y
21/22-PE-FS276	11	Y	Y
21/22-PE-FS277	11	Y	Y
21/22-PE-FS278	11	Y	Y
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21/22-PE-FS288	11	Y	Y
21/22-PE-FS289	11	Y	Y
21/22-PE-FS290	11	Y	Y
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21/22-PE-FS292	11	Y	Y
21/22-PE-FS293	12	Y	Y

21/22-PE-FS294	11	Y	Y
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21/22-PE-FS319	12	Y	Y
21/22-PE-FS320	12	Y	Y
21/22-PE-FS321	11	Y	Y
21/22-PE-FS322	11	Y	Y
21/22-PE-FS323	11	Y	Y
21/22-PE-FS324	12	Y	Y
21/22-PE-FS325	12	Y	Y
21/22-PE-FS326	12	Y	Y
21/22-PE-FS327	12	Y	Y
21/22-PE-FS328	12	Y	Y
21/22-PE-FS329	12	Y	Y
21/22-PE-FS330	12	Y	Y
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21/22-PE-FS334	11	Y	Y
21/22-PE-FS335	11	Y	Y
21/22-PE-FS336	12	Y	Y
21/22-PE-FS337	12	Y	Y
21/22-PE-FS338	11	Y	Y
21/22-PE-FS339	12	Y	Y
21/22-PE-FS340	12	Y	Y
21/22-PE-FS341	12	Y	Y
21/22-PE-FS342	12	Y	Y

21/22-PE-FS343	12	Y	Y
21/22-PE-FS344	12	Y	Y
21/22-PE-FS345	12	Y	Y
21/22-PE-FS346	12	Y	Y
21/22-PE-FS347	12	Y	Y
21/22-PE-FS348	11	Y	Y
21/22-PE-FS349	11	Y	Y
21/22-PE-FS350	12	Y	Y
21/22-PE-FS351	12	Y	Y
21/22-PE-FS352	11	Y	Y
21/22-PE-FS353	11	Y	Y
21/22-PE-FS354	12	Y	Y
21/22-PE-FS355	11	Y	Y
21/22-PE-FS356	12	Y	Y
21/22-PE-FS357	11	Y	Y
21/22-PE-FS358	12	Y	Y
21/22-PE-FS359	11	Y	Y
21/22-PE-FS360	11	Y	Y
21/22-PE-FS361	12	Y	Y
21/22-PE-FS362	12	Y	Y
21/22-PE-FS363	12	Y	Y
21/22-PE-FS364	11	Y	Y
21/22-PE-FS365	12	Y	Y
21/22-PE-FS366	11	Y	Y
21/22-PE-FS367	11	Y	Y
21/22-PE-FS368	12	Y	Y
21/22-PE-FS369	12	Y	Y
21/22-PE-FS370	12	Y	Y
21/22-PE-FS371	12	Y	Y
21/22-PE-FS372	11	Y	Y
21/22-PE-FS373	11	Y	Y
21/22-PE-FS374	12	Y	Y
21/22-PE-FS375	11	Y	Y
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21/22-PE-FS377	12	Y	Y
21/22-PE-FS378	12	Y	Y
21/22-PE-FS379	12	Y	Y
21/22-PE-FS380	11	Y	Y
21/22-PE-FS381	11	Y	Y
21/22-PE-FS382	12	Y	Y
21/22-PE-FS383	11	Y	Y
21/22-PE-FS384	12	Y	Y
21/22-PE-FS385	12	Y	Y
21/22-PE-FS386	12	Y	Y
21/22-PE-FS387	12	Y	Y
21/22-PE-FS388	12	Y	Y
21/22-PE-FS389	11	Y	Y
21/22-PE-FS390	11	Y	Y
21/22-PE-FS391	12	Y	Y

21/22-PE-FS392	12	Y	Y
21/22-PE-FS393	11	Y	Y
21/22-PE-FS394	11	Y	Y
21/22-PE-FS395	12	Y	Y
21/22-PE-FS396	12	Y	Y
21/22-PE-FS397	11	Y	Y
21/22-PE-FS398	12	Y	Y
21/22-PE-FS399	12	Y	Y
21/22-PE-FS400	11	Y	Y
21/22-PE-FS401	12	Y	Y
21/22-PE-FS402	12	Y	Y
21/22-PE-FS403	11	Y	Y
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21/22-PE-FS406	12	Y	Y
21/22-PE-FS407	12	Y	Y
21/22-PE-FS408	11	Y	Y
21/22-PE-FS409	12	Y	Y
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21/22-PE-FS413	12	Y	Y
21/22-PE-FS414	12	Y	Y
21/22-PE-FS415	12	Y	Y
21/22-PE-FS416	11	Y	Y
21/22-PE-FS417	12	Y	Y
21/22-PE-FS418	12	Y	Y
21/22-PE-FS419	12	Y	Y
21/22-PE-FS420	12	Y	Y
21/22-PE-FS421	12	Y	Y
21/22-PE-FS422	11	Y	Y
21/22-PE-FS423	12	Y	Y
21/22-PE-FS424	12	Y	Y
21/22-PE-FS425	12	Y	Y
21/22-PE-FS426	12	Y	Y
21/22-PE-FS427	12	Y	Y
21/22-PE-FS428	12	Y	Y
21/22-PE-FS429	11	Y	Y
21/22-PE-FS430	12	Y	Y
21/22-PE-FS431	12	Y	Y
21/22-PE-FS432	11	Y	Y
21/22-PE-FS433	11	Y	Y
21/22-PE-FS434	12	Y	Y
21/22-PE-FS435	12	Y	Y
21/22-PE-FS436	11	Y	Y
21/22-PE-FS437	11	Y	Y
21/22-PE-FS438	12	Y	Y
21/22-PE-FS439	11	Y	Y
21/22-PE-FS440	11	Y	Y

21/22-PE-FS441	11	Y	Y
21/22-PE-FS442	11	Y	Y
21/22-PE-FS443	12	Y	Y
21/22-PE-FS444	12	Y	Y
21/22-PE-FS445	12	Y	Y
21/22-PE-FS446	12	Y	Y
21/22-PE-FS447	12	Y	Y
21/22-PE-FS448	11	Y	Y
21/22-PE-FS449	11	Y	Y
21/22-PE-FS450	12	Y	Y
21/22-PE-FS451	12	Y	Y
21/22-PE-FS452	12	Y	Y
21/22-PE-FS453	12	Y	Y
21/22-PE-FS454	12	Y	Y
21/22-PE-FS455	12	Y	Y
21/22-PE-FS456	12	Y	Y

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-6

MEETING DATE: 08/10/2021

SUBJECT: SJUSD 2021-2023 Head Start/Early Head Start American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act Agreement

DEPARTMENT: Early Childhood Education

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board approve the Head Start and Early Head Start American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act supplemental funds agreement with Sacramento Employment and Training Agency (SETA).

RATIONALE/BACKGROUND:
The 2021-2023 Head Start/Early Head Start American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act one-time supplemental funds are awarded to San Juan Unified School District to be used toward COVID related costs. These funds will be used for classroom supplies, Personal Protective Equipment (PPE), and staffing changes needed to meet the needs of pregnant women and children from infancy through five years of age during a national pandemic.

ATTACHMENT(S):
A: Execution of Delegate Agency Agreement from the Sacramento Employment and Training Agency
B: Fiscal Data Elements Information Sheet

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

FISCAL IMPACT:
Current Budget: Head Start ARP $1,249,146.00
Early Head Start ARP $ 196,226.00
Total Current Budget: $1,445,372.00

Current Budget: Head Start CRRSA $ 319,203.00
Early Head Start CRRSA $ 49,837.00
Total Current Budget: $ 369,040.00

Funding Source: Federal-Health & Human Services/Office of Head Start

Current Year Only ☒ On-going ☐

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A
Strategic Plan: N/A

PREPARED BY: Lisa Teal, Program Manager, Early Childhood Education

APPROVED BY: Amberlee Townsend-Snider, Assistant Superintendent, Elementary Education and Programs
Melissa Bassanelli, Deputy Superintendent, Schools and Student Support
Kent Kern, Superintendent of Schools

RESOLUTION AUTHORIZING EXECUTION OF DELEGATE AGENCY AGREEMENT

FROM THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

(GOVERNMENTAL ENTITY)

WHEREAS, San Juan Unified School District,
(Legal Name of Entity)
a California local governmental entity (hereinafter referred to as "DELEGATE"), desires to enter into an AGREEMENT with the SACRAMENTO EMPLOYMENT AND TRAINING AGENCY, a Joint Powers Agency and Head Start Grantee (hereinafter referred to as "SETA"), for the operation of a Head Start Program under the Head Start Act, 42 U.S.C. Section 9801, et seq., as amended;

THEREFORE, BE IT RESOLVED THAT the Governing Body of DELEGATE hereby authorizes the execution of AGREEMENT # 21C6651S0ARP-CR by and between DELEGATE and SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by DELEGATE in the position(s) of:

Title

1. Amberlee Townsend, Assistant Superintendent, Elementary K-8 Education & Programs
2. Cassandra Bennett Porter, Director K-8
3. Lisa Teal, Program Manager, Early Childhood Education

is/are hereby authorized on behalf of and in the name of DELEGATE and as its official act and deed to sign and otherwise enter into AGREEMENT #21C6651S0ARP-CR with SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by DELEGATE in the position(s) of:

Title

1. Stacey Shorey, Administrator, Early Childhood Education
2. Shanna Birkholz-Vasquez, Administrator, Early Childhood Education
3. Meghan Jorgensen, Administrator, Early Childhood Education
4. _____

shall be authorized to act on behalf of DELEGATE with respect to this AGREEMENT #21C6651S0ARP-CR by and between DELEGATE and SETA and that SETA may rely upon any communication or act, including telephone communication, made by the individuals authorized to act on behalf of DELEGATE pursuant to this resolution; and

BE IT FURTHER RESOLVED THAT the following individuals comprise the entire Governing Body of DELEGATE***:

Name	Address	City, Zip Code
1. Paula Villescaz, President	3738 Walnut Avenue	Carmichael, 95608
2. Michael McKibbin, Vice President	3738 Walnut Avenue	Carmichael, 95608
3. Zima Creason, Clerk	3738 Walnut Avenue	Carmichael, 95608
4. Pam Costa, Member	3738 Walnut Avenue	Carmichael, 95608
5. Saul Hernandez, Member	3738 Walnut Avenue	Carmichael, 95608
6.		
7.		
8.		
9.		

*** Add additional pages if necessary

AND BE IT FURTHER RESOLVED THAT the authority conferred pursuant to this resolution and the representations contained herein shall remain in full force and effect until written notice of the revocation thereof shall have been received by SETA.

I, Zima Creason, Clerk, Board of Education,
(Name/Title)
of San Juan Unified School District, a California
(Legal Name of Entity)
local governmental entity, do hereby certify and declare that the foregoing is a full, true and complete copy of a resolution duly passed and adopted by the Governing Body of said entity at a meeting of said Body duly and regularly called, noticed and held, at

3738 Walnut Avenue, Carmichael, CA 95608, on the 10th day of August, 2021, at

which meeting a quorum of the Governing Body was present and a majority of which quorum voted in favor of said resolution, and that said resolution is now in full force and effect.

I have executed this Resolution on this 10th day of August, 2021.

San Juan Unified School District
(Name of Entity)

BY: _____
(Signature)

Zima Creason
(Typed Name)

Clerk, Board of Education SJUSD
(Title)

Fiscal Data Elements Information Sheet

American Rescue Plan
&
Coronavirus Response and Relief Supplemental Appropriations

Program Years 2021-2023

Provider/Partner: San Juan Unified School District

In accordance with 2 CFR 200.331 - Requirements for pass-through entities, SETA is providing the following information regarding this subrecipient award.

Funding Source/CFDA Number:	Head Start/Early Head Start/CCP/ 93.600
Federal Award Identification Number (FAIN):	75-1536-0-1-506
Federal Award Date:	5/28/2021
Total Amount of Federal Award: (beta.sam.gov)	ARP Unavailable at this time* CRRSA Unavailable at this time*
Amount of Federal Funds Obligated to SETA:	$7,649,073.00 (ARP) $1,537,351.00 (CRRSA)
Amount of Federal Funds Obligated to Subrecipient:	$1,445,372.00 (HS/EHS ARP) $ 369,040.00 (HS/EHS CRRSA)
Awarding Agency Contact Information:	Department of Health and Human Services, Administration for Children and Families, Office of Head Start, San Francisco Regional Office: 90 – 7th Street, Ninth Floor San Francisco, CA 94103 Phone: 415-437-8447
Research and Development?	No

*Will notify Provider when information is available.

American Rescue Plan Funding Head Start April 1, 2021-March 31, 2023		
	#	$1,196.50 Per Slot
Twin Rivers USD	160	191,440.00
Elk Grove USD	440	526,460.00
Sacramento City USD	736	880,624.00
San Juan USD	1044	1,249,146.00
W.C.I.C.	120	143,580.00
Total Delegate	2500	2,991,250.00
Total SOP	1736	2,077,124.00
Total Grant	4236	5,068,374.00

American Rescue Plan Funding EHS April 1, 2021-March 31, 2023		
	#	$1,196.50 Per Slot
Twin Rivers USD	56	$67,004
San Juan USD	164	$196,226
Total Delegate	220	$263,230
Total SOP (& partners)	572	$684,398
Total Grant	792	$947,628

CRRSA HEAD START FUNDING ALLOCATION FOR 4/1/2021-3/31/2023

	#	BASIC $305.75 per slot	TOTAL
Twin Rivers USD	160	$48,920	$48,920
Elk Grove USD	440	$134,530	$134,530
Sacramento City USD	736	$225,032	$225,032
San Juan USD	1044	$319,203	$319,203
W.C.I.C.	120	$36,690	$36,690
Total Delegate	2500	$764,375	$764,375
Total SOP	1736	$530,822	$530,822
Total Grant	4236	$1,295,197	$1,295,197

No Requirement for Non-Federal Share Match

CRRSA EARLY HEAD START FUNDING ALLOCATION FOR 4/1/2021-3/31/2023

	#	BASIC $305.75 per slot	TOTAL
Twin Rivers USD	56	$17,122	$17,122
San Juan USD	163	$49,837	$49,837
Total Delegate	219	$66,959	$66,959
Total SOP (& partners)	573	$175,195	$175,195
Total Grant	792	$242,154	$242,154

No Requirement for Non-Federal Share Match

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-7

MEETING DATE: 08/10/2021

SUBJECT: Local Control and Accountability Plan Parent Advisory Committee (LCAP PAC)

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Division of Teaching and Learning

ACTION REQUESTED:
The superintendent is recommending that the board approve six new members to the LCAP PAC.

RATIONALE/BACKGROUND:
The Local Control and Accountability Plan (LCAP) includes a provision for a parent advisory committee to be formed for the purpose of advising the board on matters connected with the plan. This committee, which is required by Education Code section 52063 (a)(1) and (a)(2), must include parents or legal guardians of students in the targeted populations for which funding is received (low income, foster, homeless youth, and English learners). The guidelines for the LCAP PAC are intended to increase engagement of parents and students, particularly of the targeted groups to improve student outcomes.

The new members will fill vacancies on the committee. Attachment A shows recommended new members for approval.

ATTACHMENT(S):
A: LCAP PAC New Members List

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A
Strategic Plan: N/A

PREPARED BY: Gianfranco Tornatore, Director, Continuous Improvement and LCAP

APPROVED BY: Melissa Bassanelli, Deputy Superintendent, Schools and Student Support MB
Kent Kern, Superintendent of Schools KK

San Juan Unified School District

Local Control and Accountability Plan Parent Advisory Committee (LCAP PAC)

On July 22, 2021, the board subcommittee on LCAP PAC membership recommended the following 6 adult members to be part of the LCAP PAC. These recommendations will replace 6 adult members whose terms expired June 30, 2021, with 1 member termed out and 5 members chose not to return. This fills 18 of the 20 seats on the LCAP PAC with the remaining 2 positions to be filled by students. Student recruitment is ongoing.

With the new appointees, the committee will:

- Consist of 2 students, 14 parents, and 2 community members
- Represent 15 schools
- Include those representing low-income families, English learners, foster youth/homeless youth, and students with disabilities.

LCAP PAC member nominations:

Member	**Role**	**School(s)**
Deborah Avalos	Parent	Cowan Fundamental Elementary
Karyn Brown	Parent	Greer Elementary and El Camino Fundamental High School
Faisal Al Fatly	Community Member	N/A
April Green	Parent	Carriage Elementary and Sylvan Middle School
Elizabeth Hawkins	Parent	Del Dayo Elementary
Neelam Poudyal	Parent	Mariposa Elementary

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-8

MEETING DATE: 08/10/2021

SUBJECT: Naming of Super Co-Op Authority
Joint Powers Association (JPA) Representative

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Nutrition Services

ACTION REQUESTED:
The superintendent is recommending that the board approve the naming of the Director of Nutrition Services as the district representative to the Super Co-Op Authority JPA.

RATIONALE/BACKGROUND:
On May 11, 2021, the board approved the Super Co-Op Authority JPA. The Super Co-Op Authority will operate a cooperative program focused on the purchase of food, food related materials, supplies, equipment and services. The board is asked to approve the Director of Nutrition Services at the district's representative.

ATTACHMENT(S):
A: Resolution No. 3046: Joint Powers Authority Agreement of the Super Co-Op

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Sneh Nair, Director, Nutrition Services

APPROVED BY: Frank Camarda, Chief Operations Officer
Kent Kern, Superintendent of Schools

San Juan Unified School District

RESOLUTION NO. 3046

ADOPT AND APPROVE THE JOINT POWERS AUTHORITY AGREEMENT JOINING THE SUPER CO-OP JPA

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California, authorizes the joint exercise by two or more public agencies of any power common to them as a Joint Powers Authority (hereinafter referred to as "JPA"); and

WHEREAS, it is to the mutual benefit of the Members and in the best public interest of said Members to join together to establish this Joint Powers Agreement to accomplish the purposes hereinafter set forth; and

WHEREAS, the Members are each empowered, pursuant to the Act to execute agreements with other public agencies to jointly exercise powers commonly held by each of the contracting public agencies and other powers applicable to joint powers agencies by the law; and

WHEREAS, each of the Members has the powers necessary to accomplish the purposes of this Agreement and the foregoing purposes will be accomplished and the common powers exercised in the manner hereinafter set forth; and

WHEREAS, the Members agree that it would be mutually beneficial to join together to establish and operate a cooperative program to be known as the Super Co-Op ("Authority") (hereinafter referred to as the "Authority"), a separate legal entity, to allow for the purchase of food and food service related materials, supplies, equipment, and services; and

WHEREAS, it is in the mutual interest of the Members to this Agreement to coordinate their acquisition, and the acquisition by other school districts, of U.S.D.A. Foods Commodities and other related foodstuffs and to coordinate and cooperate in arranging and contracting for storage, processing and distribution of raw and processed commodities and foodstuffs; and

WHEREAS, each of the public educational agencies which is a party to this Agreement has the power to purchase food service related materials, supplies, equipment, and services pursuant to one or more of the following: Education Code Sections 35160, 35160.1, 39873, and 39644, and Public Contracts Code Sections 20111 et seq. 20118, and 20650, et seq.

WHEREAS, the governing Board of San Juan Unified School District ("District"), has determined that entering into a Joint Powers Agreement for providing legally compliant and economically priced food and food related materials, supplies, equipment, and services is in the best interests of the District.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE SAN JUAN UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, ORDER, AND DETERMINE AS FOLLOWS:

The Governing Board of San Juan Unified School District hereby declares and formally approves its membership in the Super Co-Op JPA, a California Joint Powers Authority and instructs its duly authorized agent to execute on behalf of the San Juan Unified School District, the Joint Powers Authority Agreement with San Juan Unified School District, San Mateo-Foster City School District, Santa Cruz Elementary School District, Central Unified School District, Santa Clarita Valley Food Services Agency, Manhattan Beach Unified School District, South Pasadena Unified School District, Whittier Union High School District, Pomona Unified School District and Palm Springs Unified School District.

ADOPTED, SIGNED AND APPROVED this 11th day of May 2021.

Attest:

Kent Kern, Executive Secretary

SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Paula Villescaz, President

Michael McKibbin, Ed.D., Vice President

Zima Creason, Clerk

Pam Costa, Member

Saul Hernandez, Member

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

STATE OF CALIFORNIA)
) ss.
COUNTY OF Sacramento)

CLERK'S CERTIFICATE

I, Zina Creason, Clerk of the Board of Education of the San Juan Unified School District, of the County of Sacramento, California, hereby certify as follows:

The attached is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Board of Education of the District duly and regularly held at the regular meeting place thereof on, and entered in the minutes thereof, of which meeting all of the members of the Board of Education had due notice and at which a quorum thereof was present. The resolution was adopted by the following vote:

AYES: 5 [Villescaz, McKibbin, Creason, Costa, Hernandez]

NOES: 0

ABSTAIN: 0

ABSENT: 0

An agenda of the meeting was posted at least 72 hours beforehand at 3738 Walnut Avenue, Carmichael, California, a location freely accessible to members of the public, and a brief description of the adopted resolution appeared on the agenda. A copy of the agenda is attached hereto. The resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

WITNESS my hand this.

Zina Creason

Clerk of the Board of Education
San Juan Unified School District

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-9

MEETING DATE: 08/10/2021

SUBJECT: Lease Amendment No. 3 Barrett Middle School New Construction Project

DEPARTMENT: Facilities

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. 3071 approving the third amendment to the lease agreement for the Barrett Middle School new construction project No. 004-9512-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.

RATIONALE/BACKGROUND:
The board approves taking the savings we received from revising the Builder Risk Insurance in amendment No. 2 and reallocating it to the District's Contingency of the Total Base Rent.

ATTACHMENT(S):
A: Resolution No. 3071
B: Lease Amendment No. 3

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

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

APPROVED BY: Frank Camarda, Chief Operations Officer
Kent Kern, Superintendent of Schools

RESOLUTION NO. 3071

RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION APPROVING LEASE AMENDMENT #3 BARRETT MIDDLE SCHOOL – NEW CONSTRUCTION SJUSD PROJECT #004-9512-P1

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

WHEREAS, the District Board of Education ("Board") previously approved the award of the Site Lease and Facilities Lease to Landmark Modernization Contractors dba Landmark Construction for this Project per Resolution No. 2978, Facilities Lease Preconstruction Services was amended to the amount of $398,331.00 and Total Base Rent in the amount of $27,796,165.00 per Resolution No. 3057; and

WHEREAS, Section 4.4.2.4.3 District Contingency is amended to be One million Seven hundred sixty-seven thousand Seven hundred twenty-four dollars ($1,767,724.00) as outlined in Amendment #3; and

WHEREAS, Exhibit C is amended to revise the Lease Payment Schedule and CSI/TBR Calculation Breakdown; and

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

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

Section 2. The Board approves the revised District Contingency amount as outlined in Amendment #3

Total Base Rent - Preconstruction	$101,632.00
Changes by Prior Amendment #1	$398,331.00
Changes by Prior Amendment #2	$27,296,202.00
Net Changes by Amendment #3	**$0.00**
Final Total Base Rent	**$27,796,165.00**

Section 3. The Board approves the revised Exhibit C Lease Payment Schedule & CSI/TBR of the Facilities Lease Agreement as outline in Amendment #3.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on August 10, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Paula Villescaz, President
San Juan Unified School District
Board of Education

Attest:

_____
Zima Creason, Clerk
San Juan Unified School District
Board of Education

San Juan Unified School District
3738 Walnut Avenue, Carmichael, CA 95608
Telephone (916) 971-7700 Main number
Construction Dept: (916) 971-5780/Office (916) 971-5707 Fax

Kent Kern, Superintendent of Schools
Frank Camarda, Assistant Superintendent of Operations, Facilities, and Transportation

Facilities Lease Amendment #03
Barrett MS New Construction
DSA App. 02-118610/Facilities Lease Agreement#006460
SJUSD Project #004-9512-P1

Effective **June 21, 2021,** the Facilities Lease Agreement dated **February 25, 2020** between the San Juan Unified School District and **Landmark Modernization Contractors dba Landmark Construction** for the **Barrett MS New Construction** is amended to reconcile the Exhibit C Lease Payment Schedule and CSI/TBR Calculation Breakdown for the costs associated with procuring Builders Risk insurance by decreasing the June 2021 lease payment; decreasing the July 2021 lease payment removing the duplicated costs for site mobilization and reconciling the finance amount; and increasing the District Contingency by the delta of $522,955.00. The following sections have been amended:

1. Section 4.4.2.4.3 District Contingency is amended to be ~~One million Two hundred Forty-four thousand Seven hundred Sixty-nine dollars and no/100 ($1,244,769.00)~~ **One million Seven hundred sixty-seven thousand Seven hundred twenty-four dollars and no/100 ($1,767,724.00).**
2. Exhibit C is amended to include the **Lease Payment Schedule & CSI/TBR Calculation Breakdown (attached).**

Original Total Base Rent	$101,632.00
Changes by Prior Amendments #01 #02	$27,694,533.00
Net Change by this Amendment #03	$0.00
Revised Total Base Rent	$27,796,165.00

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

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

SIGN HERE

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

By:_____
Frank Camarda
Title: Assistant Superintendent, Operations, Facilities and Transportation

Landmark Modernization Contractors dba Landmark Construction
A California Corporation

By:_____
Ryan Anderson
Title: Project Manager

Federal Tax Identification Number:
68-0485893

APPROVED
By N.Perrine at 9:06 am, Jul 21, 2021

Barrett ES NEW CONSTRUCTION - Reconciliation of Builders Risk, Site Mob, & Finance Rate EXHIBIT C LEASE PAYMENT SCHEDULE		
A	B	C
Item No	**Month**	**Lease Payment**
PC	Preconstruction Services	$ 101,632.00
1	***June 2021 Lease Payment (Revised B&I)***	***$ 2,308,136.00***
2	***July 2021 Lease Payment (Remove SM & FR overages)***	***$ 1,763,175.00***
3	August 2021 Lease Payment	$ 1,763,175.00
4	September 2021 Lease Payment	$ 1,763,175.00
5	October 2021 Lease Payment	$ 1,763,175.00
6	November 2021 Lease Payment	$ 1,763,175.00
7	December 2021 Lease Payment	$ 1,763,175.00
8	January 2022 Lease Payment	$ 1,763,175.00
9	February 2022 Lease Payment	$ 1,763,175.00
10	March 2022 Lease Payment	$ 1,763,175.00
11	April 2022 Lease Payment	$ 1,763,175.00
12	May 2022 Lease Payment	$ 1,763,175.00
13	June 2022 Lease Payment	$ 1,763,175.00
14	July 2022 Post Construction Payment	$ 164,346.00
15	August 2022 Post Construction Payment	$ 146,118.00
16	September 2022 Post Construction Payment	$ 146,118.00
17	October 2022 Post Construction Payment	$ 146,118.00
18	November 2022 Post Construction Payment	$ 146,118.00
19	December 2022 Post Construction Payment	$ 146,118.00
20	January 2023 Post Construction Payment	$ 146,118.00
21	February 2023 Post Construction Payment	$ 146,118.00
22	March 2023 Post Construction Payment	$ 146,118.00
23	April 2023 Post Construction Payment	$ 146,118.00
24	May 2023 Post Construction Payment	$ 146,118.00
25	June 2023 Post Construction Payment	$ 146,118.00
	Total Lease Payments (Inc PC)	$ 25,339,512.00
	Contingencies:	
	Contractor Contingency	$ 688,929.00
	District Contingency (Incl BR, SM, & FR overage)	***$ 1,767,724.00***
	Total Contingencies	$ 2,456,653.00
	TOTAL BASE RENT	**$ 27,796,165.00**

Barrett ES NEW CONSTRUCTION - Reconciliation of Builders Risk, Site Mob, & Finance Rate

Exhibit C CSI/TBR Calculation Breakdown

Division	Description	Amount	
SM	Site mob - Selective demolition	$ 11,806	
SM	Site mob - Site clearing and demolition	$ 223,200	
SM	Site mob - Temporary tree protection	$ 6,430	
SM	Site mob - Dust and traffic control	$ 7,420	
SM	***Site mob - Septic tank (Duplicate moved to DC)***	***$*** -	
2	Progress & Final Cleaning	$ 115,965	
2	Surveying	$ 41,000	
2	Demolition	$ 394,100	
3	Concrete & Rebar	$ 2,476,227	
5	Structural Steel Framing	$ 477,584	
5	Basketball Backstops & Handrails	$ 158,180	
6	Rough & Finish Carpentry	$ 3,536,321	
6	Casework	$ 311,567	
7	Insulation & Vapor Retarders	$ 131,047	
7	Metal Wall Panels	$ 1,084,030	
7	Roofing	$ 837,608	
7	Sealants	$ 144,257	
8	Doors & Frames	$ 94,872	
8	Storefronts	$ 562,834	
9	Gypsum Board	$ 368,500	
9	Ceramic Tile	$ 41,527	
9	Acoustical Ceilings	$ 159,710	
9	Flooring	$ 293,000	
9	Acoustic Wall Panels	$ 40,680	
9	Epoxy Flooring	$ 201,700	
9	Painting	$ 92,419	
10	Visual Display Surfaces	$ 24,560	
10	Signage	$ 37,535	
10	Toilet Compartments & Accessories	$ 72,332	
10	Corner Guards & Wall Protection	$ 24,528	
10	Metal Lockers	$ 257,466	
11	Stage Curtains & Theater Rigging	$ 18,014	
11	Gym Equipment	$ 77,100	
11	Outdoor Athletic Equipment	$ 81,300	
12	Bleachers & Roller Shades	$ 72,582	
21	Fire-Suppression	$ 193,850	
22	Plumbing	$ 950,803	
23	HVAC	$ 1,150,346	
26	Electrical	$ 1,915,049	
31	Excavating & Grading	$ 2,109,159	
31	Erosion & Sediment Controls	$ 310,498	
32	Asphalt Concrete Paving	$ 521,496	
32	Fencing & Gates	$ 214,000	
32	Landscape & Irrigation	$ 882,417	
33	Site Utilities	$ 1,990,440	
	SUBTOTAL	$ 22,715,459	DCC
	General Conditions $67,834/month x 13months	$ 881,842	GCs
	SUBTOTAL	**$ 23,597,301**	DCC+GCs
	Contractor Fee (O&P) - 4.4% (Does not account for contingencies or Finance Charge)	$ 1,049,231	
	Construction Contingency - 3%	$ 688,929	
	District Contingency (Incl BR, SM, & FR overage)	***$ 1,767,724***	
	SUBTOTAL	**$ 27,103,185**	DCC+GCs+Fee+Cont
	Finance Rate - 3% - UPDATED	***$ 46,392***	
	SUBTOTAL	$ 27,149,577	
	Preconstruction Services	$ 101,632	
	Builders Risk Insurance - UPDATED	***$ 206,510***	
	Bonds & Insurance 1.25%	$ 338,446	
	TOTAL BASE RENT	**$ 27,796,165**	

Meredith Collins

From: Ellen Kelton <ekelton@landmarkconst.net>
Sent: Thursday, June 3, 2021 4:41 PM
To: Meredith Collins; randersen@landmarkconst.net; Kevin Brennan
Subject: RE: Barrett MS - NEW CONSTRUCTION AMENDMENT #02 DOCS & DEADLINES
Attachments: Landmark SJUSD - Barrett MS 2021-22 Highland Quote 15M po 27M (002).pdf; Landmark SJUSD - Barrett MS 2021-22 Sompo Quote 12M po 27M.pdf; Highland Vendor List.PDF; Highlands Terrorism form.pdf; Endurance - Terrorism Form.pdf

Meredith,

We just received updated builder's risk pricing on the new construction, but nothing back on the modernization yet. See below and attached. They'll have to adjust slightly for the exact final value when we bind, but it won't change much.

Insurers:

- Lloyd's of London ($15M part of $27M)
- Endurance American Specialty Insurance Company ($12M part of $27M)

Term: 6/1/21 – 12/1/22 (548 Days)
Project: San Juan U.S.D. – John Barrett Middle School Modernization & New Construction
Location: 4243 Barrett Road, Carmichael, CA 95608
Description: Ground up new construction of (2) single story, wood frame school buildings totaling 28,854 square feet. There will be one 17,728 square foot gym (Building Q) and one 11,126 square foot Science Building (Building R). The new construction of these buildings represents Phase II of the larger construction schedule at this site.

Coverage – Based on Wood Frame Const	**Limit**	**Deductible**
Hard Costs:	$27,000,000	$25,000 (Water Damage $150,000)
Property in Transit:	$500,000	$25,000
Property in Temporary Storage:	$500,000	$25,000
Earthquake Sub-Limit (Section 7105):	$1,350,000	2% Value at time of loss/$100,000 Min
Flood Limit:	$27,000,000	$100,000
Term Premium including Surplus Lines taxes & fees:		**$206,509.29** (Optional Terrorism additional $10,326.04)

- 25% Minimum Earned Premium at Inception
- Payment is due within 20 days from effective date

This builder's risk quote is valid for 30 days. As a reminder, the Insurer is under no obligation to provide a policy extension. If the project is not completed within the estimated completion time, any extension of coverage will require approval/agreement to extend and re-negotiation of rates, terms and conditions *if* the extension is approved.

Please see the attached quotes for additional terms, limits, conditions, limitations and exclusions that apply.

Subjectivities Prior to binding:

- Signed Terrorism Forms (attached)
- Final Budget
- Fenced jobsite

- Electronic Surveillance. Electronic Surveillance system company must be chosen from Highland's approved vendor list (Attached) and prior to binding Highland will require a signed copy of the security contract by the insured outlining the selected security package which will become a warranty on the policy.
- Fire Hydrants
- Exterior Lighting
- A "Hot Work" permit system is implemented
- Construction must be in accordance with any recommendations made in the Geotech report. Any deviations from the above terms could be considered a material increase in hazard that changes the risk and premium quoted. The Company must be notified of such deviations and the insured will, on demand, pay the premium for such increased hazard for the term of the use thereof, otherwise this policy will be null and void.

Thanks,
Ellen Kelton
Preconstruction Manager
O (916) 663-1953 | **M** (916) 997-7346
E ekelton@landmarkconst.net

LANDMARK
CONSTRUCTION

From: Meredith Collins <meredith@icscm.com>
Sent: Tuesday, June 1, 2021 2:48 PM
To: Ryan Andersen <randersen@landmarkconst.net>; Kevin Brennan <kbrennan@landmarkconst.net>; Ellen Kelton <ekelton@landmarkconst.net>
Subject: RE: Barrett MS - NEW CONSTRUCTION AMENDMENT #02 DOCS & DEADLINES

Good afternoon!
Same with this one… Is there any update on the costs associated with the Builders Risk?

Thank you

ICS

Meredith Collins
Program Manager
Innovative Construction Services, Inc.
P – 916.333.5701
F – 916.313.3423
C – 916.870.3754
www.icscm.com

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Meredith Collins

From: Meredith Collins
Sent: Friday, May 28, 2021 3:44 PM
To: 'Ryan Andersen'
Subject: RE: Barrett MS - NEW CONSTRUCTION AMENDMENT #02 - Finance Rate & Site Mob $s

Ryan
As a follow-up to our discussion, when I used the finance & lease spreadsheet payment template for purposes of creating the CSI breakdown and total TBR costs, I carried $150K for the finance piece. Now, that you have updated this based on actual pricing and cashflow, we are over the finance rate by $98,614.

When creating the CSI breakdown template for purposes of creating the total TBR costs, I carried the Site Mobilization (SM) work on top of the direct costs of construction spreadsheet that LMC provided. I did this because I did not find the SM $s on the revised spreadsheet being carried in Div 31; therefore we are doubled-up on the SM amount of $248,856.

On the lease payment schedule, I added the $98,614 +$248,856 = $347,470 to the scheduled July lease payment for purposes of getting the current amendment #02 board approved on 6/8. Once that happens, I will create a $0 amendment #3 to re-allocate $347,470 from the July payment to District contingency.

Thank you,

Meredith Collins
Program Manager
Innovative Construction Services, Inc.
P – 916.333.5701
F – 916.313.3423
C – 916.870.3754
www.icscm.com

Need to send me a large file?
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From: Meredith Collins
Sent: Friday, May 28, 2021 2:05 PM
To: Ryan Andersen <randersen@landmarkconst.net>
Subject: RE: Barrett MS - NEW CONSTRUCTION AMENDMENT #02 DOCS & DEADLINES

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-10

MEETING DATE: 08/10/2021

SUBJECT: Lease Amendment No. 3 Barrett Middle School Modernization Project

DEPARTMENT: Facilities

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. 3072 approving the third amendment to the lease agreement for the Barrett Middle School modernization project No. 004-9495-P1 between San Juan Unified School District and Landmark Modernization Contractors dba Landmark Construction.

RATIONALE/BACKGROUND:
The board approves taking the savings we received from revising the Builder Risk Insurance in amendment No. 2 and reallocating it to the District's Contingency of the Total Base Rent.

ATTACHMENT(S):
A: Resolution No. 3072
B: Lease Amendment No. 3

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

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

APPROVED BY: Frank Camarda, Chief Operations Officer
Kent Kern, Superintendent of Schools

RESOLUTION NO. 3072

RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION APPROVING LEASE AMENDMENT #3 BARRETT MIDDLE SCHOOL – MODERNIZATION SJUSD PROJECT #004-9495-P1

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

WHEREAS, the District Board of Education ("Board") previously approved the award of the Site Lease and Facilities Lease to Landmark Modernization Contractors dba Landmark Construction for this Project per Resolution No. 2977, Facilities Lease Preconstruction Services was in the amount of $183,294.00 per Resolution No. 3037, and Total Base Rent in the amount of $27,739,907.00 per Resolution No. 3058; and

WHEREAS, Section 4.4.2.4.3 District Contingency is amended to be Two million Five hundred Fifty-nine thousand Six hundred Six dollars ($2,559,606.00) as outlined in Amendment #3; and

WHEREAS, Exhibit C is amended to revise the Lease Payment Schedule and CSI/TBR Calculation Breakdown; and

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

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

Section 2. The Board approves the revised District Contingency amount as outlined in Amendment #3

Total Base Rent - Preconstruction	$133,294.00
Changes by Prior Amendment #1	$50,000.00
Changes by Prior Amendment #2	$27,556,613.00
Net Changes by Amendment #3	**$0.00**
Final Total Base Rent	**$27,739,907.00**

Section 3. The Board approves the revised Exhibit C Lease Payment Schedule & CSI/TBR of the Facilities Lease Agreement as outline in Amendment #3.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on August 10, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Paula Villescaz, President
San Juan Unified School District
Board of Education

Attest:

_____
Zima Creason, Clerk
San Juan Unified School District
Board of Education

San Juan Unified School District
3738 Walnut Avenue, Carmichael, CA 95608
Telephone (916) 971-7700 Main number
Construction Dept: (916) 971-5780/Office (916) 971-5707 Fax

Kent Kern, Superintendent of Schools
Frank Camarda, Assistant Superintendent of Operations, Facilities, and Transportation

Facilities Lease Amendment #03
Barrett MS Modernization
DSA App. 02-118610/Facilities Lease Agreement#006461
SJUSD Project #004-9495-P1

Effective **June 21, 2021,** the Facilities Lease Agreement dated **February 25, 2020** between the San Juan Unified School District and **Landmark Modernization Contractors dba Landmark Construction** for the **Barrett MS Modernization** is amended to reconcile the Exhibit C Lease Payment Schedule and CSI/TBR Calculation Breakdown for the costs associated with procuring Builders Risk insurance by decreasing the June 2021 lease payment; increasing the Finance amount paid to the January 2021 post construction payment; and increasing the District Contingency by the delta of $250,125.00. The following sections have been amended:

1. Section 4.4.2.4.3 District Contingency is amended to be ~~Two million Three hundred nine thousand Four hundred eighty one dollars and no/100 ($2,309,481.00)~~ **Two million Five hundred fifty-nine thousand Six hundred six dollars ($2,559,606.00).**
2. Exhibit C is amended to include the **Lease Payment Schedule & CSI/TBR Calculation Breakdown (attached).**

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

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

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

SIGN HERE

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

By:_____
Frank Camarda
Title: Assistant Superintendent, Operations, Facilities and Transportation

Landmark Modernization Contractors dba Landmark Construction
A California Corporation

By:_____
Ryan Andersen
Title: Project Manager

Federal Tax Identification Number:
68-0485893

APPROVED
By N.Perrine at 11:22 am, Jul 15, 2021

Barrett ES MODERNIZATION - Reconciliation of Builders Risk Insurance & Finance Rate
EXHIBIT C LEASE PAYMENT SCHEDULE

A	B	C
Item No	**Month**	**Lease Payment**
PC	Preconstruction Services	$ 183,294.00
1	***June 2021 Lease Payment (Revised B&I)***	***$ 1,904,753.00***
2	July 2021 Lease Payment	$ 1,130,430.00
3	August 2021 Lease Payment	$ 1,130,430.00
4	September 2021 Lease Payment	$ 1,130,430.00
5	October 2021 Lease Payment	$ 1,130,430.00
6	November 2021 Lease Payment	$ 1,130,430.00
7	December 2021 Lease Payment	$ 1,130,430.00
8	January 2022 Lease Payment	$ 1,130,430.00
9	February 2022 Lease Payment	$ 1,130,430.00
10	March 2022 Lease Payment	$ 1,130,430.00
11	April 2022 Lease Payment	$ 1,130,430.00
12	May 2022 Lease Payment	$ 1,130,430.00
13	June 2022 Lease Payment	$ 1,130,430.00
14	July 2022 Lease Payment	$ 1,130,430.00
15	August 2022 Lease Payment	$ 1,130,430.00
16	September 2022 Lease Payment	$ 1,130,430.00
17	October 2022 Lease Payment	$ 1,130,430.00
18	November 2022 Lease Payment	$ 1,130,430.00
19	December 2022 Lease Payment	$ 1,130,430.00
20	***January 2023 Post Construction Payment (Revised Finance)***	***$ 195,895.00***
21	February 2023 Post Construction Payment	$ 136,919.00
22	March 2023 Post Construction Payment	$ 136,919.00
23	April 2023 Post Construction Payment	$ 136,919.00
24	May 2023 Post Construction Payment	$ 136,919.00
25	June 2023 Post Construction Payment	$ 136,919.00
26	July 2023 Post Construction Payment	$ 136,919.00
27	August 2023 Post Construction Payment	$ 136,919.00
28	September 2023 Post Construction Payment	$ 136,919.00
29	October 2023 Post Construction Payment	$ 136,919.00
30	November 2023 Post Construction Payment	$ 136,919.00
31	December 2023 Post Construction Payment	$ 136,919.00
	Total Lease Payments (Inc PC)	$ 24,137,791.00
	Contingencies:	
	Contractor Contingency	$ 1,042,510.00
	District Contingency (Revised for BR & FR reconciliation)	***$ 2,559,606.00***
	Total Contingencies	$ 3,602,116.00
	TOTAL BASE RENT	**$ 27,739,907.00**

Barrett ES MODERNIZATION - Reconciliation of Builders Risk Insurance & Finance Rate
Exhibit C CSI / TBR Calculation Breakdown

Division	Description	Amount	
2	Progress & Final Cleaning	$210,845	
2	Surveying	$37,000	
2	Hazardous Abatement	$325,000	
2	Demolition	$924,210	
3	Concrete & Rebar	$1,511,593	
4	Masonry	$198,168	
5	Structural Steel Framing	$61,325	
5	Metal Handrails	$143,450	
6	Rough & Finish Carpentry	$1,689,715	
6	Casework	$348,035	
7	Insulation & Vapor Retarders	$524,351	
7	Roofing	$880,000	
7	Metal Wall Panels	$222,515	
7	Sealants	$164,240	
8	Doors & Frames	$295,986	
8	Overhead Coiling Door	$14,850	
8	Storefronts & Glazing	$1,007,103	
9	Gypsum Board	$286,203	
9	Lath & Plaster	$175,786	
9	Ceramic Tile	$16,000	
9	Acoustical Ceilings	$262,956	
9	Flooring	$191,397	
9	Tackable Wall Panels	$110,849	
9	Painting	$216,990	
9	Epoxy Flooring	$40,000	
10	Sliding Markerboards	$125,306	
10	Signage	$75,774	
10	Toilet & Bath Accessories	$129,708	
11	Food Service Equipment	$346,025	
12	Roller Shades	$39,454	
12	Seat & Wall Assemblies	$69,096	
13	Shade Structure	$227,485	
22	Plumbing	$445,747	
23	HVAC	$2,382,416	
26	Electrical	$3,458,585	
31	Excavating & Grading	$1,153,540	
31	Erosion & Sediment Control	$214,634	
32	AC Paving	$427,464	
32	Fencing & Gates	$294,000	
32	Landscape & Irrigation	$712,132	
33	Site Utilities	$890,260	
	SUBTOTAL	$ 20,850,193	DCC
	General Conditions $65,795/month x 19months	$ 1,250,105	GCs
	SUBTOTAL	**$ 22,100,298**	DCC+GCs
	Contractor Fee (O&P) - 4.5% (Does not account for contingencies or Finance Charge)	$ 994,513	DCC + GCs x 4.5%
	Construction Contingency - 5%	$ 1,042,510	DCC*5%
	District Contingency	***$ 2,559,606***	
	SUBTOTAL	**$ 26,696,927**	DCC+GCs+Fee+Cont
	Finance Rate - 3% - UPDATED	***$ 85,362***	
	SUBTOTAL	$ 26,782,289	
	Preconstruction Services	$ 183,294	
	Builders Risk Insurance - UPDATED	***$ 393,513***	
	Bonds & Insurance 1.43%	$ 380,811	
	TOTAL BASE RENT	**$ 27,739,907**	

Meredith Collins

From: Meredith Collins
Sent: Friday, May 28, 2021 11:16 AM
To: Ryan Andersen
Subject: RE: Barrett MS - MODERNIZATION AMENDMENT #02 - BR & FINANCE RATE

Ryan
As a follow-up to our discussion, the District pays the bonds & insurance costs as part of the first scheduled lease payment. We are carrying the $684K for the builders risk insurance which as we all have discussed, should come down based on the revised requirements.

When I used the finance & lease payment template for purposes of creating the CSI breakdown and total TBR costs, I carried $45K for the finance piece. Now that you have updated this based on actual pricing and cashflow, we are short in the finance rate by $40,362.

As we discussed, at the same time we reconcile the BR insurance, we will reconcile the finance rate.

Thank you!

Meredith Collins
Program Manager
Innovative Construction Services, Inc.
P – 916.333.5701
F – 916.313.3423
C – 916.870.3754
www.icscm.com

Need to send me a large file?
https://spaces.hightail.com/uplink/InnovConst

From: Ryan Andersen <randersen@landmarkconst.net>
Sent: Friday, May 28, 2021 9:27 AM
To: Meredith Collins <meredith@icscm.com>; Kevin Brennan <kbrennan@landmarkconst.net>; Ellen Kelton <ekelton@landmarkconst.net>
Subject: RE: Barrett MS - MODERNIZATION AMENDMENT #02 DOCS & DEADLINES

Meredith, see attached. You should now have all required documents for the Mod. Working on the New now. Thanks.

Ryan J. Andersen
LEED Green Associate
Project Manager
Landmark Construction

Meredith Collins

From: Meredith Collins
Sent: Friday, June 18, 2021 10:21 AM
To: frank.camarda@sanjuan.edu; nicholas.arps@sanjuan.edu; michael.barber@sanjuan.edu
Subject: FW: Barrett MS - MODERNIZATION/Builders Risk
Attachments: Westchester Quote 10M po 15M Primary - Modernization.pdf; Sompo Quote 5M po 15M Primary - Modernization.pdf; Seneca Quote 12.74M xs 15M - Modernization.pdf; RSUI Quote 6.37M po12.74M xs 15M Flood - Modernization.pdf; Axis Quote 6.37M po12.74M xs 15M Flood - Modernization.pdf; Terrorism Forms to Sign - Barrett Modernization.pdf

Update on the Builders Risk for the Modernization…
By making the revisions we made specific to Builders Risk, we went from a quote of $684,000 to $393,513, total savings of $290,487.

Total costs went from $1,066,000 to $600,023 for a total savings $465,977.

Thank you

Meredith Collins
Program Manager
Innovative Construction Services, Inc.
P – 916.333.5701
F – 916.313.3423
C – 916.870.3754
www.icscm.com

Need to send me a large file?
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From: Ellen Kelton <ekelton@landmarkconst.net>
Sent: Thursday, June 17, 2021 2:21 PM
To: Meredith Collins <meredith@icscm.com>; randersen@landmarkconst.net; Kevin Brennan <kbrennan@landmarkconst.net>
Subject: RE: Barrett MS - NEW CONSTRUCTION AMENDMENT #02 DOCS & DEADLINES

Meredith,

Here's the breakdown of builder's risk cost and coverage for the modernization. The original quote was $684,000 and the current cost is $393,513. This is a savings of $290,487 for the modernization only and a savings of $427,103 across both the new and mod.

Carriers:

- Chubb/Westchester Surplus Lines Insurance Company ($10M part of $15M) Including Flood & Earthquake
- Sompo/Endurance American Specialty Insurance Company ($5M part of $15M) Including Flood & Earthquake
- Seneca Specialty Insurance Company ($12,739,907 excess $15M)
- RSUI/Landmark American Insurance Company ($6,369,954 Excess Flood part of $12,739,907)
- Axis Surplus Insurance Company ($6,369,954 Excess Flood part of $12,739,907)

Project: San Juan U.S.D. – John Barrett Middle School - Modernization

Term: 548 days

Location: 4243 Barrett Road, Carmichael, CA 95608

Description: This project includes modernization of all existing classroom wings, re-purposing of the art and drama building to administration spaces and conversion of the current Multi-Purpose Room to cafeteria. Reconfiguration of the existing parking lot and construction of additional parking, demolition of existing portables and site renovations which include construction of new courtyard, play hardscape, parking lots and driveways.

Coverage – Based on Wood Frame Const	Limit	Deductible
Hard Costs:	$27,739,907	$25,000 (Water Damage $150,000)
Property in Transit:	$250,000	$25,000
Property in Temporary Storage:	$250,000	$25,000
Earthquake Sub-Limit (Section 7105):	$1,386,995	5% Value at time of loss/$100,000 Min
Flood Limit:	$27,739,907	$100,000
Term Premium including Surplus Lines taxes & fees:		**$393,513** (Optional Terrorism additional $9,252)

- Minimum Earned Premiums apply – Please refer to each quote
- Payment is due within 20 days from effective date

As a reminder, the Insurer is under no obligation to provide a policy extension. If the project is not completed within the estimated completion time, any extension of coverage will require approval/agreement to extend and re-negotiation of rates, terms and conditions *if* the extension is approved.

Please see the attached quotes for additional terms, limits, conditions, limitations and exclusions that apply.

Subjectivities:

- Signed Terrorism Forms (attached)
- A Protective Safeguard Endorsement will be attached to policy requiring fencing, lighting and non-working hour guard service.
- Permit Set of Construction Drawings
- Final Gantt Chart
- Construction Cost Breakdown
- Satisfactory Inspection and compliance with recommendations, if any.
- Existing Structures (locked and secured during non-working hours)
- Heat Condition & No Structural Changes Condition
- Minimum of 2 active fire hydrants within 100 feet of project site
- Minimum 100 feet brush /debris clearance condition

Thanks,

Ellen Kelton
Director of Preconstruction and Estimating
O (916) 663-1953
E ekelton@landmarkconst.net

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-1

MEETING DATE: 08/10/2021

SUBJECT: Expanded Learning Opportunities

DEPARTMENT: Division of Teaching and Learning

CHECK ONE:
For Discussion: ☐
For Action: ☐
Report: ☒
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board receive information regarding Expanded Learning Opportunities (ELO) within the secondary school division.

RATIONALE/BACKGROUND:
San Juan Unified School District's ELO Grant plan provides supplemental instruction and support to students, including those identified as needing academic, social emotional, and other supports. The plan explains how funds received through the grant will be coordinated with funds received from the federal Elementary and Secondary Schools Emergency Relief (ESSER) fund to implement a comprehensive and responsive learning recovery program. Through the ELO Grant and ESSER funds, each school site was given additional staffing and fund allocations. In an effort to be responsive with these allocations sites were given local control to determine what actions would best meet the needs of students based on conducting needs assessments.

ATTACHMENT(S):
A: Presentation

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ N/A
Funding Source: N/A
Current Year Only ☐ On-going ☐

LCAP/STRATEGIC PLAN:
Goal: N/A
Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs KS

APPROVED BY: Melissa Bassanelli, Deputy Superintendent, Schools and Student Support MB
Kent Kern, Superintendent of Schools KK

Division of Teaching and Learning

Expanded Learning Opportunities Grant Plan Secondary Division Update

San Juan Unified School District
Board of Education
August 10, 2021

1

Expanded Learning Opportunities (ELO) Plan Requirements

Supplemental and Support Strategies For Targeted Populations

- Disengaged students
- English learners
- Foster youth
- Homeless
- Low-income
- Students at risk of abuse, neglect or exploitation
- Students who are behind grade level
- Students with disabilities

- Extending instructional time
- Accelerating progress to close learning gaps
- Integrated student supports to address other barriers to learning
- Community learning hubs
- Supports for credit deficient students
- Additional academic services for students
- Training for school staff on strategies

2

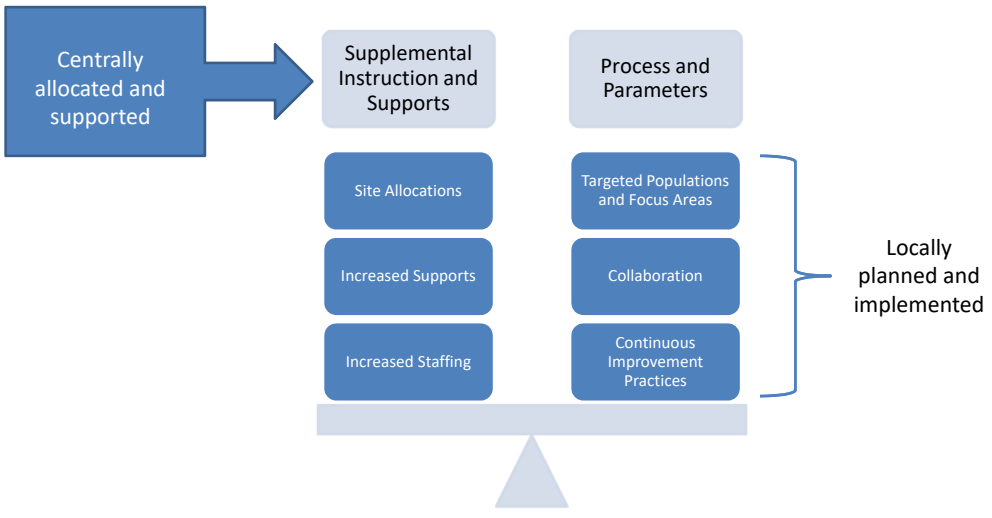
ELO Plan Site Level Actions

- Expand certificated and classified personnel to address learning needs.
- Provide before, during and after school programs to address learning or social emotional needs.
- Implement School Partnership Projects that provide culturally responsive learning environments that address the social emotional or academic needs of students.
- Provide staff professional development around trauma-informed practices, social emotional learning and instructional strategies.

3

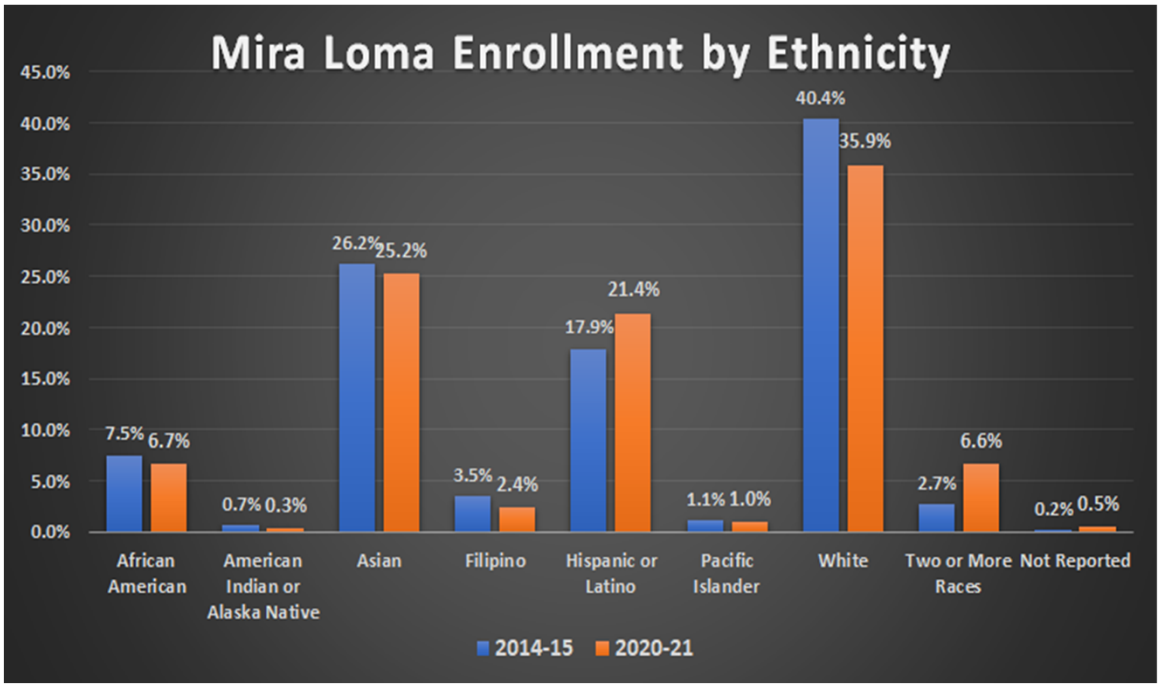
San Juan Unified School District

Balancing Funding Intent with Local Control



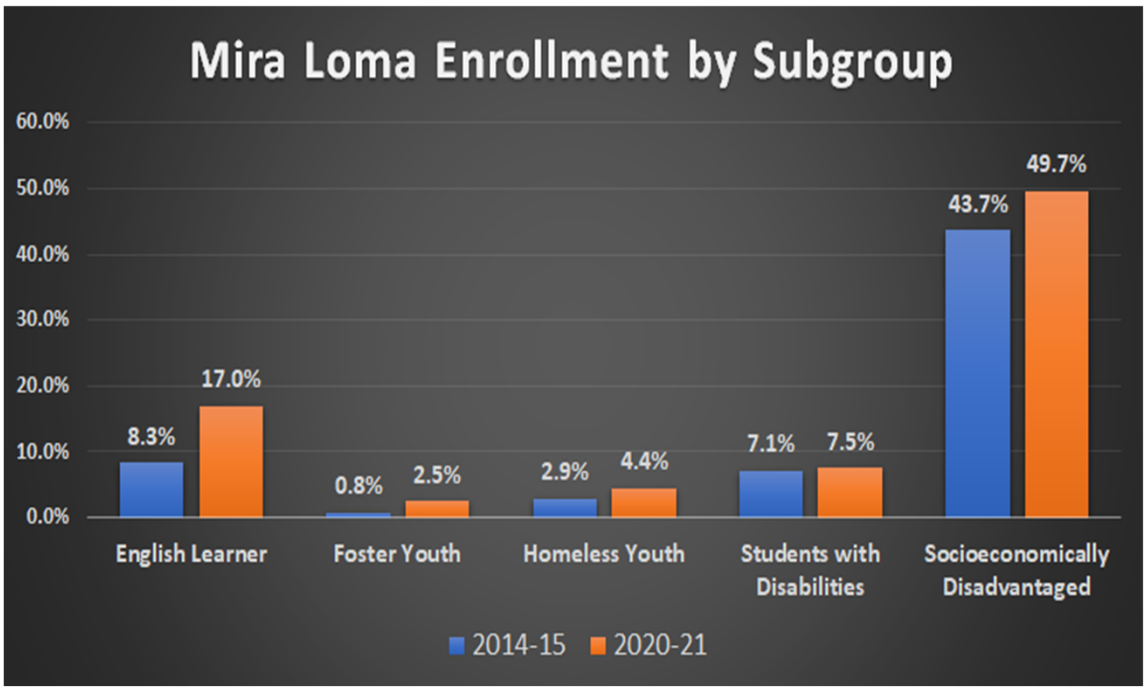
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San Juan Unified School District



5

San Juan Unified School District



6

San Juan Unified School District

Previous Supplemental and Support Strategies

Part-time Counselor

- Attendance
- Check-ins
- Wrap around services
- Targeted student supports

7

Outcomes of Supplemental and Support Strategies

Areas of Improvement

- Attendance
- Student-staff relationships
- Family services and connections

Areas of Continued Challenge

- Successful completion of academic courses (A-G)
- More intensive interventions needed (Tier 3)
- Reduced counseling services outside of the school

8

Stakeholder Feedback (staff and students)

Student and Family	• More social emotional supports needed on campus as we return to full in-person learning
Staff	• Mental health services needed to support students
Administration and Counseling	• Tier 3 supports needed for students struggling with mental health

9

ELO Action Identified: Mental Health Therapist

- Contracted with Wellness Together to have a mental health therapist 4 days a week, 6 hours a day
  - Becomes an extension of the site staff
- Service delivery:
  - Case load of 25 students at any one time
  - 10 to 13 weeks of counseling sessions
  - Timely access without insurance requirements
  - The 5 Ts: therapy, training, transition, tools, tracking data

10

ELO Action Identified: Increase Counselor

- Lead the implementation of a Learning Support Team (LST) model
- Coordinate services:
  - Improve Your Tomorrow (IYT)
  - Early Academic Outreach Program (EAOP- UC Davis)
  - United College Action Network (UCAN)
  - English Language Learner (ELL) community liaison
  - Attendance plan
  - Restorative practices

11

ELO Action Identified: Increase Additional Staffing

Integrated Math 1

Credit Recovery

Japanese 1

English 3

Physics

12

ELO Actions At Other Secondary Sites

Academic	Social Emotional
• Math • Science • English Language Arts • Reading intervention, writing labs • History/Social Studies • Credit Recovery • English Language Development (ELD) • Visual Arts	• Social Workers • Counselors • Mental Health Therapists • Community Intervention Staff • Intervention Teacher

13

San Juan Unified School District

Next Steps

Gather input and feedback from practitioners, administrators, students and parents in order to analyze actions, progress monitor and adjust as needed.

We do this through:

- Creating surveys
- Conducting listening sessions
- Analyzing data
- Using a cycle of inquiry

14

San Juan Unified School District

Questions
and
Board Discussion

15

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-2

MEETING DATE: 08/10/2021

SUBJECT: Update on California Department of Public Health and Sacramento County Public Health Requirements

CHECK ONE:
For Discussion: ☐
For Action: ☐
Report: ☒
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Administration

ACTION REQUESTED:
The superintendent is recommending that the board review the latest updates to district safety practices related to changes in health recommendations and requirements from the California Department of Public Health (CDPH) and Sacramento County Public Health (SCPH).

RATIONALE/BACKGROUND:
Throughout the COVID-19 pandemic, San Juan Unified has followed the health and safety requirements and guidance put in place by local health officials. On July 12, 2021, the CDPH released new requirements for California schools based on revised federal guidance. Subsequently, SCPH issued a new local health order impacting face covering requirements in schools and the district's other facilities.

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Trent Allen, APR, Chief of Staff TA

APPROVED BY: Kent Kern, Superintendent of Schools KK

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-3

MEETING DATE: 08/10/2021

SUBJECT: Intent to Convey Easement at John Barrett Middle School

DEPARTMENT: Facilities

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. 3067, declaring the intent to convey a permanent easement at John Barrett Middle School to Carmichael Water District and to call a public hearing to be held on September 14, 2021.

RATIONALE/BACKGROUND:
The Carmichael Water District is requesting the granting of a non-exclusive easement at the John Barrett Middle School site. This easement is necessary for the purpose of public utilities.

ATTACHMENT(S):
A: Resolution No. 3067
B: Carmichael Water District Proposed Easement Agreement

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

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

APPROVED BY: Frank Camarda, Chief Operations Officer
Kent Kern, Superintendent of Schools

RESOLUTION NO. 3067

RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

RESOLUTION CONVEYING EASEMENT IN REAL PROPERTY TO CARMICHAEL WATER DISTRICT

WHEREAS, San Juan Unified School District ("District") owns real property located at 4243 Barrett Road, Carmichael, California, in the County of Sacramento, State of California, bearing Assessor's Parcel Number (APN) 245-0280-003;

WHEREAS, Carmichael Water District ("Water District") has requested that the District convey to Water District, Public Facilities Easement ("Easements") for right of way purposes, over an area real property on APN 245-0280-003 of approximately 0.103 acres +/-, as generally described and depicted in Attachment B ("Easement Area");

WHEREAS, the purpose of the Easement is for the Water District is to construct, reconstruct, maintain, repair, replace and operate a water supply pipeline to John Barrett Middle School; and

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

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

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

Section 2 Intent to Dedicate, Terms, and Conditions. Pursuant to Education Code sections 17556, et seq., it is the intention of the District to convey to Water District the Easements generally described and depicted in the attached Exhibit A for the purposes described herein.

Section 3 Public Hearing. On the 14th of September, 2021, at the hour of 6:30 p.m., or as soon thereafter as the matter can be heard, the District's Governing Board shall hold a public hearing upon the question of making the conveyance of the Easement to Water District pursuant to Education Code sections 17558 and 17559, at which time any interested person may appear and be heard thereon.

Section 4 Notice of Adoption. Notice of adoption of this Resolution shall be given by posting a true copy of this Resolution in three (3) public places in the District not less than ten (10) days before the date of the public hearing described above. Notice of said public hearing shall be given by publishing the notice in a newspaper of general circulation published in the District or in a newspaper published in Sacramento County that has general circulation within the District not less than five (5) days before the date of the public hearing described above.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on August 10, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Paula Villescaz, President
San Juan Unified School District
Board of Education

Attest:

_____
Zima Creason, Clerk
San Juan Unified School District
Board of Education

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

CARMICHAEL WATER DISTRICT
7837 FAIR OAKS BLVD
CARMICHAEL, CA 95608

APN: 245 - 0280 - 003

Project Name: John Barrett Middle School

No Fee Document-Per Government Code §§ 6103
No Document Transfer Tax-Per R&T Code § 11922

Draft
Not for Recording

THIS SPACE FOR RECORDER'S OFFICE ONLY

GRANT OF EASEMENT

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **San Juan Unified School District, a political subdivision of the State of California, or its REPRESENTATIVES,** (hereinafter called "Grantors"), hereby grant to **CARMICHAEL WATER DISTRICT**, a public body, (hereinafter called "CWD"), a non-exclusive easement in, over, under, and across that certain real property situated in the County of Sacramento, State of California, described in Exhibit "A" and Exhibit "B" attached hereto and made a part hereof (hereinafter referred to as "Easement Area").

The easement granted herein is a right-of-way to construct, reconstruct, maintain, repair, replace (of the initial or any other size), and operate a pipeline (and additional pipeline(s) if necessary), and appurtenant facilities, including but not limited devices for controlling electrolysis, necessary to convey water.

Grantors further grant to CWD:

a. the right of ingress to and egress from the Easement Area over and across Grantor's remaining lands as described in the official Records of Sacramento County, by means of roads and lanes thereon, if such there be, otherwise by such route or routes as shall cause the least practical damage and inconvenience to Grantors; and

b. the right to mark the location of pipelines and other underground facilities in the Easement Area by suitable Permanent markers set in the ground.

Dated_____, 2021

San Juan Unified School District,
a political subdivision of the State of California,

By:_____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)

COUNTY OF _____)

On _____ before me, _____, notary public,
date name of notary officer

personally appeared _____,
name(s) of signer(s)

_____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
Signature of Notary

----------OPTIONAL SECTION----------

CAPACITY CLAIMED BY SIGNER

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

☐ INDIVIDUAL
☐ CORPORATE OFFICER(S)

_____
Title(s)
☐ PARTNER(S) ☐ LIMITED
☐ GENERAL

☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER: _____

_____

_____

SIGNER IS REPRESENTING:
Name of Person(s) or entity(ies)

_____

_____

OPTIONAL SECTION:

DATA REQUESTED HERE IS NOT REQUIRED BY LAW.

TITLE OR TYPE OF DOCUMENT: _____

NUMBER OF PAGES _____ **DATE** _____

SIGNER(S) OTHER THAN NAMED ABOVE _____

CERTIFICATE OF ACCEPTANCE

This is to certify that CARMICHAEL WATER DISTRICT, a political subdivision of the State of California, hereby accepts for public purposes the real property, or interest therein, conveyed by the within document and consents to the recordation thereof by its duly authorized officer.

Dated: _____, ___

By: _____

Cathy Lee
General Manager
Carmichael Water District

EXHIBIT A

EASEMENT FOR WATER PIPELINE

LEGAL DESCRIPTION

AN EASEMENT FOR WATER PIPELINE AND APPURTENANCES, LOCATED WITHIN THAT CERTAIN JOHN BARRETT SCHOOL TRACT OF LAND DEPICTED ON THAT CERTAIN MAP OF BARRETT HIGHLANDS, FILED IN BOOK 209 OF RECORD MAPS, AT PAGE 12, OFFICIAL RECORDS OF SACRAMENTO COUNTY, LOCATED WITHIN THE WEST HALF OF THE SOUTHWEST ONE QUARTER OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 6 EAST, M.D.M., IN THE UNINCORPORATED AREA OF SACRAMENTO COUNTY, STATE OF CALIFORNIA, BEING MORE CLEARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHERLY LINE OF A 15' WIDE RIGHT OF WAY EASEMENT GRANTED TO THE CARMICHAEL WATER DISTRICT, RECORDED AS DOCUMENT BOOK 901120, PAGE 0865, OFFICIAL RECORDS OF SACRAMENTO COUNTY, SAID POINT WHICH BEARS THE FOLLOWING TWO COURSES FROM THE SOUTH EAST CORNER OF AFORESAID JOHN BARRETT SCHOOL PARCEL, AS DEPICTED ON SAID MAP OF BARRETT HIGHLANDS;

1. LEAVING SAID SOUTHEAST CORNER OF SAID JOHN BARRETT MIDDLE SCHOOL TRACT OF LAND, BEING A POINT ON THE CENTERLINE OF BARRETT ROAD, ALONG THE SOUTH LIEN OF JOHN BARRETT SCHOOL PROPERTY, ALSO BEING THE SOUTH LINE OF SECTION 10, SOUTH 87°06'45" WEST, 230.69 FEET;
2. LEAVING THE SOUTH LINE OF JOHN BARRETT SCHOOL PROPERTY AND SOUTH LINE OF SECTION 10, NORTH 02°53'15" WEST, 15.00 FEET TO THE NORTH LINE OF SAID RIGHT OF WAY EASEMENT;

THENCE FROM SAID POINT OF **BEGINNING**, THE BOUNDS OF THIS EASEMENT IS DESCRIBED AS THE FOLLOWING FOUR (4) COURSES:

1. ALONG THE NORTH LINE OF SAID RIGHT OF WAY EASEMENT, SOUTH 87°06'45" WEST, 15.00 FEET;
2. LEAVING THE NORTH LINE OF SAID RIGHT OF WAY EASEMENT, NORTH 02°53'15" WEST, 74.74 FEET;
3. NORTH 87°06'45" EAST, 15.00 FEET;
4. SOUTH 02°53'15" EAST, 74.74 FEET, TO THE **POINT OF BEGINNING**.

THE DESCRIBED EASEMENT CONTAINS 4,484.23 SQUARE FEET (0.103 ACRES), MORE OR LESS.

BASIS OF BEARING FOR THIS DESCRIPTION IS IDENTICAL TO THE PLAT OF BARRETT HIGHLANDS, FILED IN BOOK 209 OF RECORD MAPS AT PAGE 12, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

END OF DESCRIPTION

PREPARED BY: WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, STE. 11O
EL DORADO HILLS, CA 95762

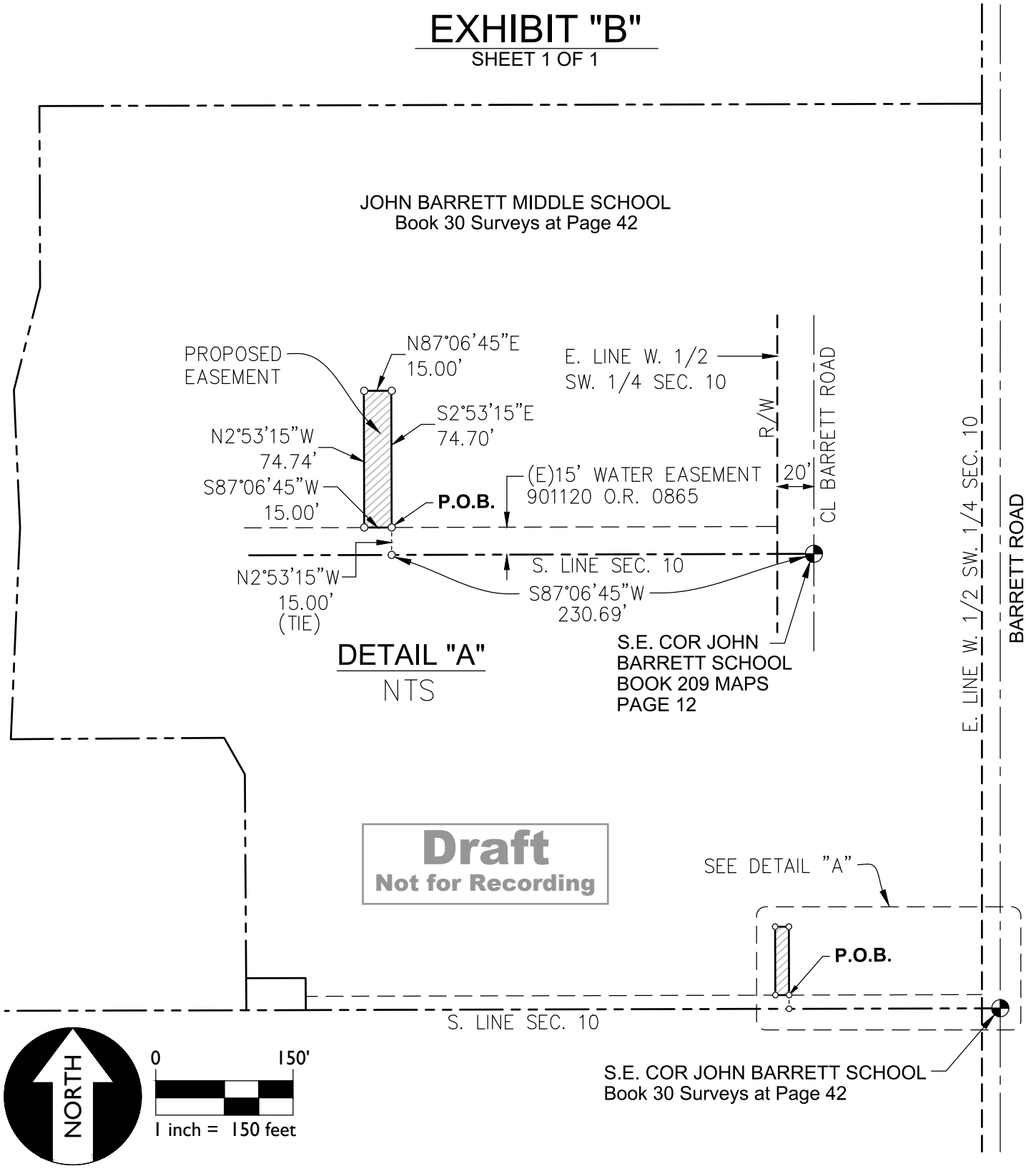
EXHIBIT “B” ATTACHED HERETO AND A PART THEREOF.

_____ _____
Edsel A. Roser, PLS #5505 Date

Draft
Not for Recording

EXHIBIT "B"

SHEET 1 OF 1



WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95762 | (916) 985-1870

PLAT OF SUBJECT PROPERTY

EASEMENT FOR WATER PIPELINE

RELATED PROJECT:	JOB NO.	SHEET
JOHN BARRETT MIDDLE SCHOOL CARMICHAEL, CA	19-080	1 OF 1
	DATE 7/1/2021	SCALE 1"=150'

FILENAME: I:\19-080\CIVIL\EASEMENTS\WATER EASEMENT\19-080-ESMT-WTR1.DWG SAVE DATE: July 1, 2021 PRINTED: 7.1.2021

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-4

MEETING DATE: 08/10/2021

SUBJECT: Intent to Convey Easement at Del Campo High School

DEPARTMENT: Facilities

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. 3069 declaring the intent to convey a permanent easement at Del Campo High School to Carmichael Water District and to call a public hearing to be held on September 14, 2021.

RATIONALE/BACKGROUND:
The Carmichael Water District is requesting the granting of a non-exclusive easement at the Del Campo High School site. This easement is necessary for the purpose of public utilities.

ATTACHMENT(S):
A: Resolution No. 3069
B: Carmichael Water District Proposed Easement Agreement

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

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

APPROVED BY: Frank Camarda, Chief Operations Officer
Kent Kern, Superintendent of Schools

RESOLUTION NO. 3069

RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

RESOLUTION CONVEYING EASEMENT IN REAL PROPERTY TO CARMICHAEL WATER DISTRICT

WHEREAS, San Juan Unified School District ("District") owns real property located at 4925 Dewey Drive, Fair Oaks, California, in the County of Sacramento, State of California, bearing Assessor's Parcel Number ("APN") 236-0060-008, 009 & 026;

WHEREAS, Carmichael Water District ("Water District") has requested that the District convey to Water District, Public Facilities Easement ("Easements") for right of way purposes, over an area real property on APN 236-0060-008, 009 & 026 of approximately 0.65 acres +/-, as generally described and depicted in Attachment B ("Easement Area");

WHEREAS, the purpose of the Easement is for the Water District to construct, reconstruct, maintain, repair, replace and operate a water supply pipeline that currently runs thru the Del Campo High School campus;

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

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

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

Section 2 Intent to Dedicate, Terms, and Conditions. Pursuant to Education Code sections 17556, et seq., it is the intention of the District to convey to Water District the Easements generally described and depicted in the attached Exhibit A for the purposes described herein.

Section 3 Public Hearing. On the 14th of September, 2021, at the hour of 6:30 p.m., or as soon thereafter as the matter can be heard, the District's Governing Board shall hold a public hearing upon the question of making the conveyance of the Easement to Water District pursuant to Education Code sections 17558 and 17559, at which time any interested person may appear and be heard thereon.

Section 4 Notice of Adoption. Notice of adoption of this Resolution shall be given by posting a true copy of this Resolution in three (3) public places in the District not less than ten (10) days before the date of the public hearing described above. Notice of said public hearing shall be given by publishing the notice in a newspaper of general circulation published in the District or in a newspaper published in Sacramento County that has general circulation within the District not less than five (5) days before the date of the public hearing described above.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on August 10, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Paula Villescaz, President
San Juan Unified School District
Board of Education

Attest:

_____
Zima Creason, Clerk
San Juan Unified School District
Board of Education

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

CARMICHAEL WATER DISTRICT
7837 FAIR OAKS BLVD
CARMICHAEL, CA 95608

APN: 236-0060-008, 236-0060-009 & 236-0060-026

Project Name: Del Campo High School

No Fee Document-Per Government Code §§ 6103
No Document Transfer Tax-Per R&T Code § 11922

Draft
Not for Recording

THIS SPACE FOR RECORDER'S OFFICE ONLY

GRANT OF EASEMENT

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **San Juan Unified School District, a political subdivision of the State of California, or its REPRESENTATIVES,** (hereinafter called "Grantors"), hereby grant to **CARMICHAEL WATER DISTRICT**, a public body, (hereinafter called "CWD"), a non-exclusive easement in, over, under, and across that certain real property situated in the County of Sacramento, State of California, described in Exhibit "A" and Exhibit "B" attached hereto and made a part hereof (hereinafter referred to as "Easement Area").

The easement granted herein is a right-of-way to construct, reconstruct, maintain, repair, replace (of the initial or any other size), and operate a pipeline (and additional pipeline(s) if necessary), and appurtenant facilities, including but not limited devices for controlling electrolysis, necessary to convey water.

Grantors further grant to CWD:

a. the right of ingress to and egress from the Easement Area over and across Grantor's remaining lands as described in the official Records of Sacramento County, by means of roads and lanes thereon, if such there be, otherwise by such route or routes as shall cause the least practical damage and inconvenience to Grantors; and

b. the right to mark the location of pipelines and other underground facilities in the Easement Area by suitable Permanent markers set in the ground.

Dated_____, 2021

San Juan Unified School District,
a political subdivision of the State of California,

By:_____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)

COUNTY OF _____)

On _____ before me, _____, notary public,
date name of notary officer

personally appeared _____,
name(s) of signer(s)

_____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
Signature of Notary

----------OPTIONAL SECTION----------

CAPACITY CLAIMED BY SIGNER

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

☐ INDIVIDUAL
☐ CORPORATE OFFICER(S)

_____
Title(s)
☐ PARTNER(S) ☐ LIMITED
☐ GENERAL

☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER: _____

_____

_____

SIGNER IS REPRESENTING:
Name of Person(s) or entity(ies)

_____

_____

OPTIONAL SECTION:

DATA REQUESTED HERE IS NOT REQUIRED BY LAW.

TITLE OR TYPE OF DOCUMENT: _____

NUMBER OF PAGES _____ **DATE** _____

SIGNER(S) OTHER THAN NAMED ABOVE _____

CERTIFICATE OF ACCEPTANCE

This is to certify that CARMICHAEL WATER DISTRICT, a political subdivision of the State of California, hereby accepts for public purposes the real property, or interest therein, conveyed by the within document and consents to the recordation thereof by its duly authorized officer.

Dated: _____, ___

By: _____

Cathy Lee
General Manager
Carmichael Water District

EXHIBIT A

EASEMENT FOR WATER PIPELINE

LEGAL DESCRIPTION

AN EASEMENT FOR WATER PIPELINE AND APPURTENANCES, BEING LOCATED IN THE STATE OF CALIFORNIA, COUNTY OF SACRAMENTO, UNINCORPORATED AREA, AND BEING LOCATED ON DEL CAMPO HIGH SCHOOL PROPERTY, DESCRIBED AS FOLLOWS:

ALL THAT PORTION OF THAT CERTAIN 70.126 ACRE TRACT OF LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN BOOK 1126 OF DEEDS AT PAGE 73 IN THE OFFICE OF THE RECORDER, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

BEING A PORTION OF THOSE PARCELS OF LAND RECORDED IN BOOK 3605 OF DEEDS, PAGE 91, BOOK 3786 OF DEEDS, PAGE 207, AND PARCEL NO. 1 AND PARCEL NO. 2 OF BOOK 3983 OF DEEDS, PAGE 839.

BEGINNING AT A POINT ON THE EASTERLY LINE OF AFORESAID 70.126 ACRE TRACT, SAID POINT WHICH BEARS SOUTH 01°47’50” EAST 158.10 FEET FROM THE NORTHEAST CORNER OF AFORESAID 70.126 ACRE PARCEL;

THENCE FROM SAID POINT OF **BEGINNING**, THE BOUNDS OF THIS EASEMENT IS DESCRIBED AS THE FOLLOWING FIFTY EIGHT (58) COURSES:

1. ALONG THE EASTERLY LINE OF SAID 70.126 TRACT OF LAND, ALSO BEING THE WESTERLY LINE OF DEWEY DRIVE, SOUTH 01°47’50” EAST 10.00 FEET;
2. LEAVING SAID EASTERLY LINE, SOUTH 88° 11' 41" WEST, 25.55 FEET
3. NORTH 47° 21' 58" WEST, 137.36 FEET
4. SOUTH 87° 38' 02" WEST, 611.51 FEET
5. SOUTH 2° 21' 58" EAST, 257.98 FEET
6. SOUTH 50° 10' 43" EAST, 45.39 FEET
7. SOUTH 45° 26' 47" WEST, 9.23 FEET
8. SOUTH 44° 33' 13" EAST, 44.69 FEET
9. SOUTH 24° 22' 52" EAST, 117.93 FEET
10. SOUTH 1° 59' 30" EAST, 290.66 FEET
11. SOUTH 88° 00' 30" WEST, 59.11 FEET

12. SOUTH 43° 28' 32" WEST, 15.95 FEET
13. SOUTH 88° 00' 30" WEST, 277.06 FEET
14. NORTH 46° 59' 30" WEST, 25.52 FEET
15. NORTH 43° 00' 30" EAST, 11.21 FEET
16. NORTH 63° 51' 59" WEST, 77.52 FEET
17. SOUTH 88° 00' 31" WEST, 391.87 FEET
18. NORTH 46° 59' 29" WEST, 31.34 FEET
19. SOUTH 88° 00' 31" WEST, 66.20 FEET
20. NORTH 1° 59' 29" WEST, 16.35 FEET
21. NORTH 88° 00' 31" EAST, 10.00 FEET
22. SOUTH 1° 59' 29" EAST, 6.35 FEET
23. NORTH 88° 00' 31" EAST, 5.99 FEET
24. NORTH 1° 59' 29" WEST, 6.69 FEET
25. NORTH 88° 00' 31" EAST, 10.00 FEET
26. SOUTH 1° 59' 29" EAST, 6.69 FEET
27. NORTH 88° 00' 31" EAST, 44.36 FEET
28. SOUTH 46° 59' 29" EAST, 31.34 FEET
29. NORTH 88° 00' 31" EAST, 390.23 FEET
30. SOUTH 63° 51' 59" EAST, 100.65 FEET
31. SOUTH 1° 59' 30" EAST, 15.06 FEET
32. NORTH 88° 00' 30" EAST, 260.18 FEET
33. NORTH 43° 28' 32" EAST, 15.95 FEET
34. NORTH 88° 00' 30" EAST, 53.21 FEET
35. NORTH 1° 59' 30" WEST, 278.68 FEET
36. NORTH 24° 22' 52" WEST, 114.17 FEET
37. NORTH 44° 33' 13" WEST, 47.75 FEET
38. NORTH 48° 13' 59" WEST, 14.60 FEET
39. NORTH 41° 46' 01" EAST, 8.17 FEET
40. NORTH 50° 10' 43" WEST, 28.81 FEET
41. NORTH 2° 21' 58" WEST, 20.31 FEET
42. SOUTH 87° 38' 02" WEST, 139.48 FEET

43. NORTH 47° 21' 58" WEST, 66.39 FEET
44. SOUTH 87° 38' 02" WEST, 21.74 FEET
45. NORTH 2° 21' 58" WEST, 10.00 FEET
46. NORTH 87° 38' 02" EAST, 25.89 FEET
47. SOUTH 47° 21' 58" EAST, 66.39 FEET
48. NORTH 87° 38' 02" EAST, 135.34 FEET
49. NORTH 2° 21' 58" WEST, 255.82 FEET
50. SOUTH 87° 38' 02" WEST, 31.03 FEET
51. NORTH 2° 21' 58" WEST, 23.62 FEET
52. NORTH 87° 38' 02" EAST, 20.85 FEET
53. SOUTH 2° 21' 58" EAST, 13.62 FEET
54. NORTH 87° 38' 02" EAST, 20.17 FEET
55. SOUTH 2° 21' 58" EAST, 23.71 FEET
56. NORTH 87° 38' 02" EAST, 615.65 FEET
57. SOUTH 47° 21' 58" EAST, 137.42 FEET
58. NORTH 88° 11' 41" EAST, 21.46 FEET, TO THE **POINT OF BEGINNING**.

THE DESCRIBED EASEMENT CONTAINS 28,506.43 SQUARE FEET (0.65 ACRES), MORE OR LESS.

BASIS OF BEARING FOR THIS DESCRIPTION IS IDENTICAL TO THE PLAT OF JAMES TOWNE UNIT NO. 2 FILED IN BOOK 53 OF RECORD MAPS AT PAGE 31, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

END OF DESCRIPTION

PREPARED BY: WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, STE. 11O
EL DORADO HILLS, CA 95762

EXHIBIT “B” ATTACHED HERETO AND A PART THEREOF.

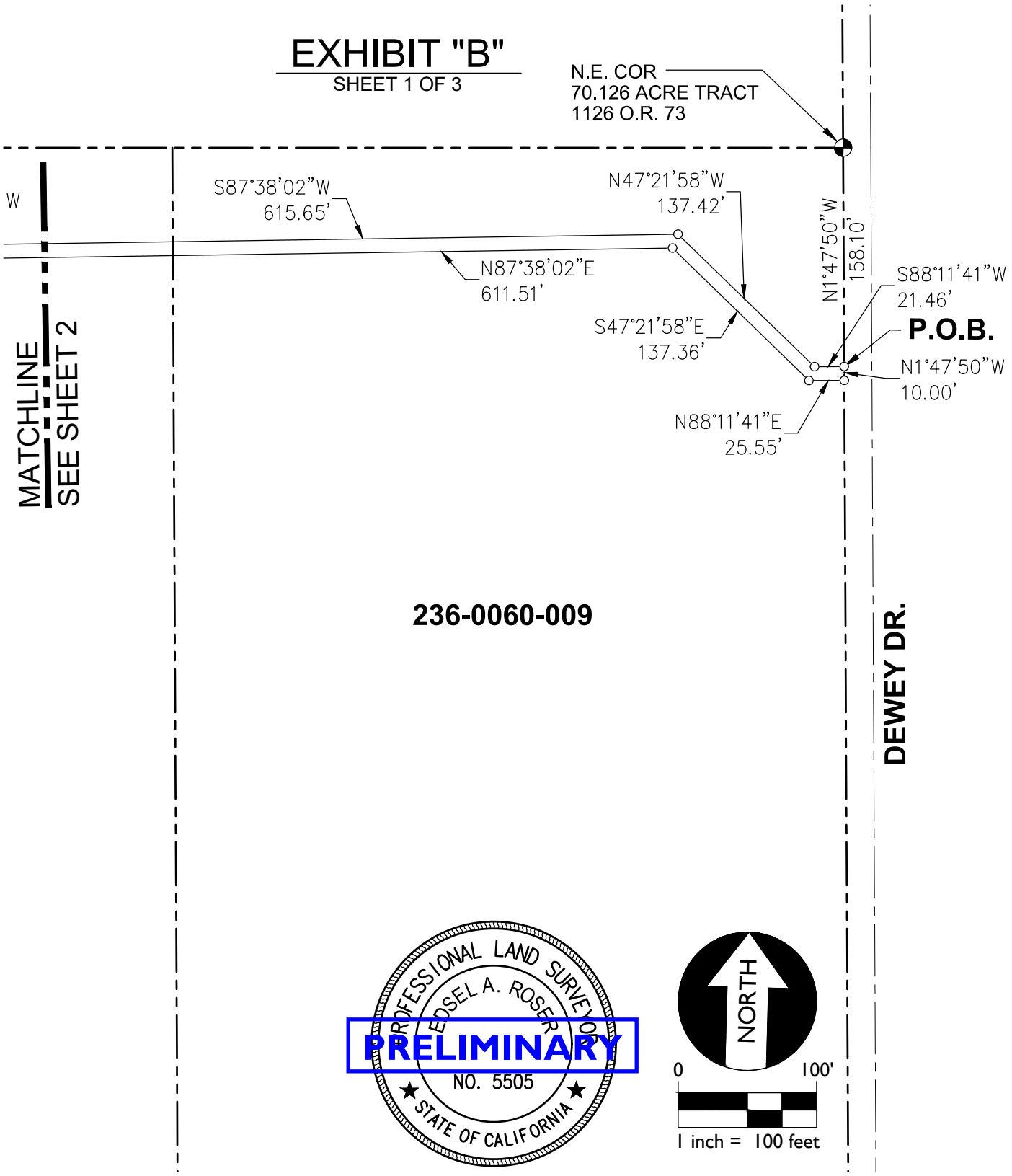
Draft
Not for Recording



_____ _____
Edsel A. Roser, PLS #5505 Date

EXHIBIT "B"

SHEET 1 OF 3



WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95762 | (916) 985-1870

PLAT OF SUBJECT PROPERTY

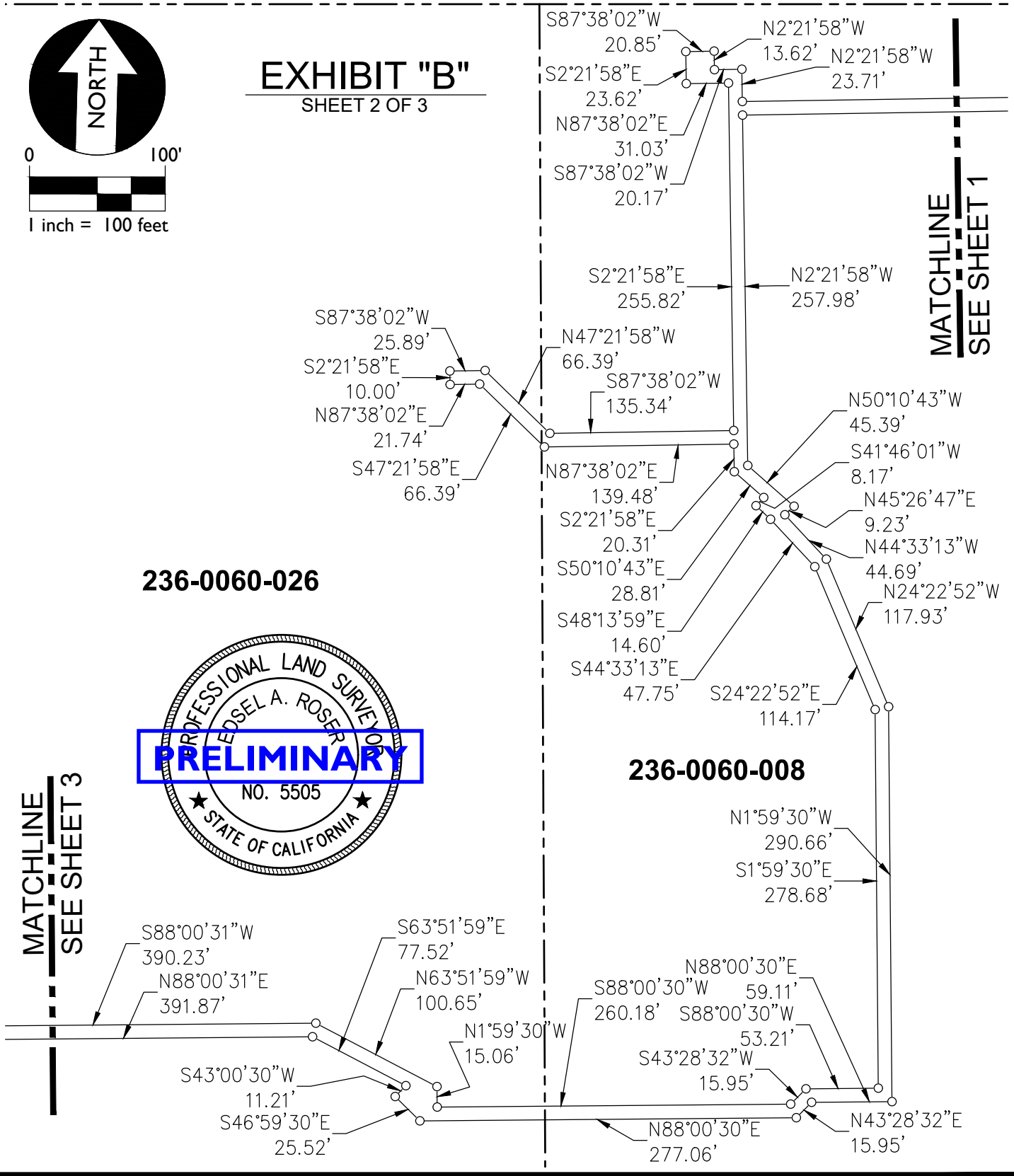
EASEMENT FOR WATER PIPELINE

RELATED PROJECT:	JOB NO.	SHEET
DEL CAMPO! HIGH SCHOOL	19-061	1 OF 3
FAIR OAKS, CA	DATE: 4/2/2021	SCALE: 1"=100'

FILENAME: I:\19-061\CIVIL\EASEMENTS\19-061-ESMT-WTR1.DWG SAVE DATE: April 2, 2021 PRINTED: 4.2.2021

EXHIBIT "B"

SHEET 2 OF 3



WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95762 | (916) 985-1870

PLAT OF SUBJECT PROPERTY

EASEMENT FOR WATER PIPELINE

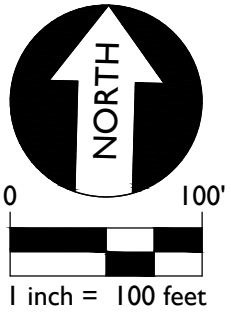
RELATED PROJECT:	JOB NO.	SHEET
DEL CAMPO HIGH SCHOOL FAIR OAKS, CA	19-061	2 OF 3
	DATE 4/2/2021	SCALE 1"=100'

FILENAME: I:\19-061\CIVIL\EASEMENTS\19-061-ESMT-WTR1.DWG SAVE DATE: April 2, 2021 PRINTED: 4.2.2021

OLEANDER DRIVE

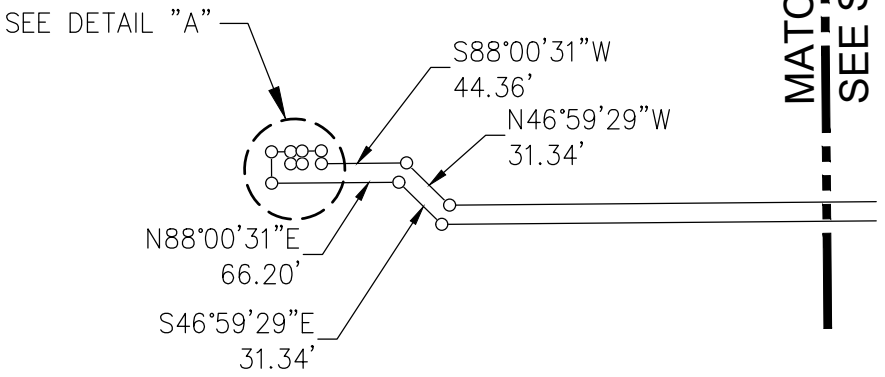
EXHIBIT "B"

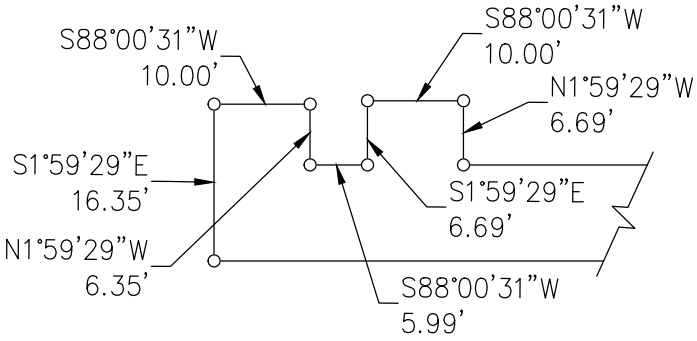
SHEET 3 OF 3



236-0060-026

MATCHLINE
SEE SHEET 2





DETAIL "A"

NTS

PROFESSIONAL LAND SURVEYOR
EDSEL A. ROSER
NO. 5505
STATE OF CALIFORNIA

PRELIMINARY

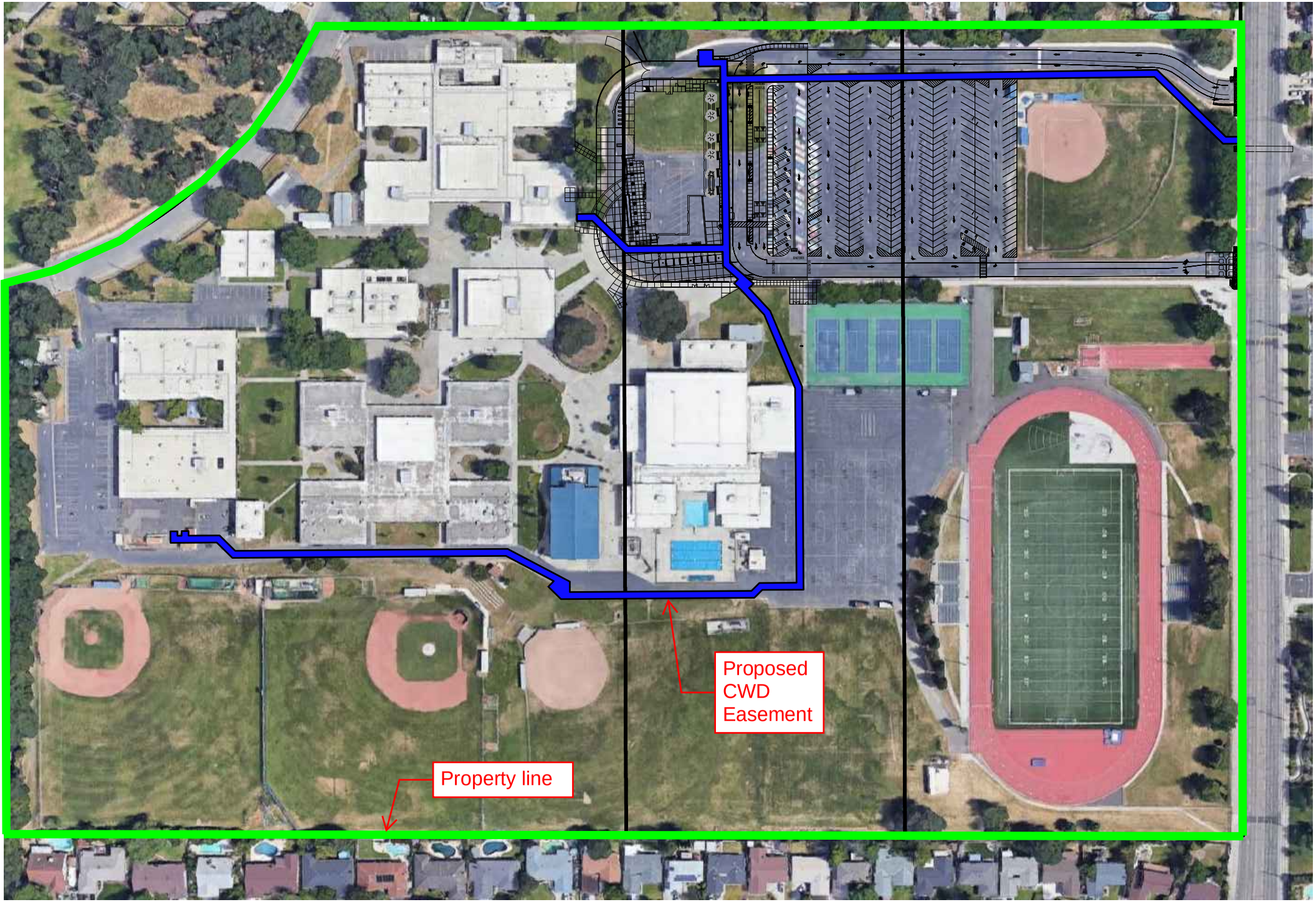
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WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95762 | (916) 985-1870

PLAT OF SUBJECT PROPERTY

EASEMENT FOR WATER PIPELINE

RELATED PROJECT:	JOB NO.	SHEET
DEL CAMPO HIGH SCHOOL	19-061	3 OF 3
FAIR OAKS, CA	DATE: 4/2/2021	SCALE: 1"=100'



Del Campo High School - Proposed Carmichael Water District Easement Area

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-5

MEETING DATE: 08/10/2021

SUBJECT: Board Bylaw 9270 Conflict of Interest

CHECK ONE:
For Discussion: ☒
For Action: ☐
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Legal Services

ACTION REQUESTED:
The superintendent is recommending that the board discuss the proposed changes to Board Bylaw 9270 Conflict of Interest Code, its accompanying exhibit, Exhibit 9270 and the sunset of Board Policy 2300 Conflict of Interest Code.

Action anticipated: August 24, 2021.

RATIONALE/BACKGROUND:
The Board of Education is required to periodically review the district's conflict of interest board policy. California School Boards Association (CSBA) has restructured its board policies and board bylaws. In order to align with CSBA's restructuring, the district's conflict of interest board policy (2300) and administrative regulation (2300) will be deleted. Information that was contained in Board Policy 2300 and Administrative Regulation 2300 are now found in Board Bylaw 9270 and Exhibit 9270. Once action has been taken, Board Bylaw 9720 and Exhibit 9270 will be forwarded to the County of Sacramento for review and approval by the Sacramento County Board of Supervisors.

ATTACHMENT(S):
A: Board Bylaw 9270
B: Exhibit 9270
C: Board Policy 2300

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Linda C. T. Simlick, General Counsel LCTS

APPROVED BY: Kent Kern, Superintendent of Schools KK

Bylaw 9270: Conflict Of Interest

Status: ADOPTED

Original Adopted Date: 06/09/1992 | **Last Revised Date:** 11/03/2020 | **Last Reviewed Date:** 11/03/2020

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. No board member, district employee, or other person in a designated position shall participate in the making of any decision for the district when the decision will or may be affected by their financial, family, or other personal interest or consideration.

In accordance with law, board members shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

Even if a prohibited conflict of interest does not exist, a board member shall abstain from voting on personnel matters that uniquely affect their relatives. However, a board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which their relative belongs. Relative means an adult who is related to the board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code section 35107) A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

~~The board has adopted a policy and administrative regulation that incorporates the provisions of 2 CCR 18730 by reference, specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.~~

Pursuant to 2 CCR 18730, the requirements of the Government Code are satisfied if a district adopts a conflict of interest code that incorporates 2 CCR 18730 by reference, along with a list of designated positions and disclosure categories. The accompanying exhibit (E 9270) includes an appendix with designated positions and disclosure categories which comprise the terms of the district's conflict of interest code that is submitted to the code reviewing body for approval, in accordance with Government Code section 87303, and within the deadline for submission established by the code reviewing body. (Government Code section 87303)

The board shall adopt a conflict of interest code that incorporates the provisions of 2 CCR 18730 by reference, specifies the district's designated positions, and provides the disclosure categories required for each position. The conflict of interest code shall be submitted to the district's code reviewing body for approval, in accordance with Government Code section 87303 and within the deadline for submission established by the code reviewing body. (Government Code section 87303)

Upon direction by the code reviewing body, the board shall review the district's conflict of interest code and submit any changes to the code reviewing body, or if no change is required, the board shall submit a written statement to that effect. (Government Code section 87306.5)

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days after the changed circumstances necessitating the amendments have become apparent. (Government Code section~~s 87303,~~ 87306)

~~Upon direction by the code reviewing body, the board shall review the district's conflict of interest code and submit any changes to the code reviewing body or, if no change is required, the Board shall submit a written statement to that effect. (Government Code section 87306.5)~~

When reviewing and preparing the district's conflict of interest code, the superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code section 87311)

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code sections 87302, 87302.6~~, 87500~~)

Conflict of Interest under the Political Reform Act

A board member, designated employee, or other person in a designated position shall not make, participate in making, or in any way use or attempt to use their official position to influence a governmental decision in which they know~~s~~ or have~~s~~ reason to know that they have a disqualifying conflict of interest. A disqualifying conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect," which is distinguishable from the effect on the public generally, on the board member, ~~their immediate family,~~ designated employee, or other person in a designated position, their immediate family, or any financial interest described in 2 CCR 18700. (Government Code sections 87100, 87101, 87103; 2 CCR 18700-18707)

A board member, designated employee, or other person in a designated position makes a governmental decision when, acting within the authority of their office or position, they authorize or direct any action on a matter, vote~~s~~, or provide information or opinion on it, contact, or appear ~~on a matter, appoints a person, obligates or commits the district to any course of action, enters into any contractual agreement on behalf of the district, or appears~~ before a district official for the purpose of affecting the decision, or takes any other action specified in 2 CCR 18704.

However, a board member shall participate in the making of a contract in which they have a financial interest if their participation is required by the rule of necessity or legally required participation pursuant to Government Code section 87101 and 2 CCR 18705.

A board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the board shall abstain from voting on the matter. They may remain on the dais, but their presence shall not be counted towards achieving a quorum for that matter. A board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. ~~(2 CCR 18702.1)~~

Conflict of Interest under Government Code section 1090 - Financial Interest in a Contract

Board members, employees, or district consultants shall not be financially interested in any contract made by the board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a board member has such a financial interest~~, the district is barred from entering into the contract. (Government Code section 1090; Klistoff v. Superior Court, (2007) 157 Cal.App. 4th 469) If a board member has such a financial interest~~ in a contract made by the board, the contract is void. (Government Code section 1090)

Board members who willfully fail to disclose a remote interest in a contract may be subject to a fine or imprisonment pursuant to Government Code section 1097.

A board member shall not be considered to be financially interested in a contract in which they ~~if he/she~~ have~~s~~ only a "remote interest," as specified in Government Code section 1091, ~~in the contract as specified in Government Code section 1091 and~~ if the remote interest is disclosed during a board meeting and noted in the official board minutes. The affected~~However, a~~ board member ~~who is considered to have "remote interest"~~ shall not vote or debate on the matter or attempt to influence any other board member or district official to enter into the contract. (Government Code section 1091)

A board member shall not be considered to be financially interested in a contract in which their interest is a "noninterest" as defined in Government Code section 1091.5. Noninterest includes a board member's interest in being reimbursed for their actual and necessary expenses incurred in the performance of their official duties, in the employment of their spouse/registered domestic partner who has been a district

employee for at least one year prior to the board member's election or appointment, or in any other applicable circumstance specified in Government Code section 1091.5.

Common Law Doctrine Against Conflict of Interest

A board member shall abstain from any official action in which their private or personal interest may conflict with their official duties.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the board member's duties as an officer of the district. (Government Code sections 1099, 1126)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code section 89503 and ~~,~~ 2 CCR 18730 ~~and Board Policy 2300~~.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code section 89503)

The limitation on gifts does not apply to informational materials such as books, reports, pamphlets, calendars, and periodicals. (Government Code section 82028)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except when: (~~as described in~~ Government Code section 89506)~~:~~

1. The travel is in connection with a speech given by a board member or designated employee, provided the lodging and subsistence expenses are limited to the day immediately preceding, the day of, and the day immediately following the speech, and the travel is within the United States.

2. The travel is provided by a person or agency specified in Government Code section 89506, including a government, governmental agency or authority, bona fide public or private educational institution, as defined in Revenue and Taxation Code section 203, or nonprofit organization exempt from taxation under section 501(c)(3) of the Internal Revenue Code.

Gifts of travel exempted from the gift limitation, as described in items #1 and 2, above, shall nevertheless be reportable on the recipient's Statement of Economic Interest/Form 700 as required by law.

A gift of travel does not include travel provided by the district for board members and designated employees. (Government Code section 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code sections 89501, 89502)

The term honorarium does not include: (Government Code section 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches.

2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes.

~~**Conflict of Interest Code for the members of the board of the San Juan Unified School District**~~

~~The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission are incorporated by reference and shall constitute the district's conflict of interest code.~~

~~Board members shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed below. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.~~

~~Disclosure Categories~~

~~It has been determined that members of the San Juan Unified School District Board shall file a statement of economic interests in all categories of the Conflict of Interest Code on Form 700.~~

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

State References	Description
2 CCR 18110-18997	Regulations of the Fair Political Practices Commission - https://simbli.eboardsolutions.com/SU/ckslshwToJGinoK4QiVbLtJug==
2 CCR 18700-18760	Conflicts of Interest - https://simbli.eboardsolutions.com/SU/h6CnVsMHk2STR4xUUmLXdQ==
2 CCR 18722-18740	Disclosure of interests - https://simbli.eboardsolutions.com/SU/oS5ntBvYlbsRzRhpXMuufw==
2 CCR 18753-18756	Conflict of interest codes - https://simbli.eboardsolutions.com/SU/OvAHLXqDg5JTYYSZIpYE9A==
Ed. Code 1006	Qualifications for holding office, county board of education - https://simbli.eboardsolutions.com/SU/Qnj8IKKU84qMv8ZX5ZPu1w==
Ed. Code 35107	School district employees
Ed. Code 35230-35240	Corrupt practices
Ed. Code 35233	Prohibitions applicable to members of governing boards
Ed. Code 41000-41003	Moneys received by school districts
Ed. Code 41015	Authorization of and limitation investment of district funds
Fam. Code 297.5	Rights, protections, and benefits of registered domestic partners
Gov. Code 1090-1099	Prohibitions applicable to specified officers
Gov. Code 1125-1129	Incompatible activities
Gov. Code 81000-91014	Political Reform Act of 1974
Gov. Code 82011	Code reviewing body
Gov. Code 82019	Definition, designated employee - https://simbli.eboardsolutions.com/SU/zplus8Q3o2R2NLwPmnxGAmkxg==
Gov. Code 82028	Definition, gift
Gov. Code 82030	Definition, income
Gov. Code 82033	Definition, interest in real property
Gov. Code 82034	Definition, investment
Gov. Code 87100-87103.6	General prohibitions
Gov. Code 87200-87210	Disclosure

Gov. Code 87300-87313	Conflict of interest code - https://simbli.eboardsolutions.com/SU/YaObxMYA749OVplusgURs6YDA==
Gov. Code 87500	Statement of economic interests
Gov. Code 89501-89503	Honoraria and gifts
Gov. Code 89506	Ethics; travel
Gov. Code 91000-91014	Enforcement
Pen. Code 85-88	Bribes
Rev. & Tax Code 203	Taxable and exempt property - colleges

Management Resources References	**Description**
Attorney General Opinion	18 Ops.Cal.Atty.Gen. 114 (1951)
Court Decision	A.M. v. Albertsons, LLC, (2009) Cal.App.4th 455
CSBA Publication	A Governance Perspective: Interviews with School Board Members from the Nine Linked Learning Initiative School Districts, March 2014
Fair Political Practices Commission Publication	Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005
Institute for Local Government Publication	Legal Issues Associated with Use of Public Resources and Ballot Measure Activities, June 2010
Website	AASA The School Superintendents Association - https://simbli.eboardsolutions.com/SU/MOaF8AO8cslshSlfGc13QQoEQ==

Cross References	**Description**
1340	Access To District Records - https://simbli.eboardsolutions.com/SU/wER8CbSefFuHpyWBOIzLgA==
1340	Access To District Records - https://simbli.eboardsolutions.com/SU/vOvfgNYkxjPRH3slshfYYROWw==
3230	Federal Grant Funds - https://simbli.eboardsolutions.com/SU/Wi0i9EoD3sZxPQ2LNhP6wg==
3230	Federal Grant Funds - https://simbli.eboardsolutions.com/SU/s4k4INDQe0H6jslshfiYGjpluseA==
3311	Bids - https://simbli.eboardsolutions.com/SU/4rEGaGRNNqfmWpuH1tS2tA==
3311	Bids - https://simbli.eboardsolutions.com/SU/AEjKqUS8miMKUgzzxMAnOw==
3430	Investing - https://simbli.eboardsolutions.com/SU/3bwl5twqX8QmjWLzK9wfNw==
3430	Investing - https://simbli.eboardsolutions.com/SU/UAmG4YouXfqvJOc7r67jQA==
4117.2	Resignation - https://simbli.eboardsolutions.com/SU/GHmNMzvEHKxuI1oNsglyAw==
4117.2	Resignation - https://simbli.eboardsolutions.com/SU/RtXvCrQCPJslshIEJYK9lvTGg==
4217.2	Resignation - https://simbli.eboardsolutions.com/SU/U9JoFwI4plusIGqXSeklYxmEw==
4217.2	Resignation - https://simbli.eboardsolutions.com/SU/H9XpnYzslshN9hO2j9B34fJplusg==
4317.2	Resignation - https://simbli.eboardsolutions.com/SU/xDlWplusslshslshvirDcOIZXoKWL9Q==
	Resignation -

4317.2 https://simbli.eboardsolutions.com/SU/uT5PB77M9GP547daWXUe3Q==

Selection And Evaluation Of Instructional Materials - 6161.1 https://simbli.eboardsolutions.com/SU/plus6Qiex9sOn5ZeFpje41Fmw==

Selection And Evaluation Of Instructional Materials - 6161.1 https://simbli.eboardsolutions.com/SU/XHxOBLNNZaIlHvl5jKzKlQ==

Governance Standards - 9005 https://simbli.eboardsolutions.com/SU/mAZeeQcXGiplusZNAvgy8QEHQ==

Board Representatives - 9140 https://simbli.eboardsolutions.com/SU/S1WDReZ2vdplusWDbJJEKTckQ==

Governing Board Elections - 9220 https://simbli.eboardsolutions.com/SU/9XW95OnXabX23pDRaTqQGg==

Resignation - 9222 https://simbli.eboardsolutions.com/SU/ZNOac2Ocr9bdf1XqSrvoog==

Orientation - 9230 https://simbli.eboardsolutions.com/SU/iWj1IHptAxZsZ787vy0CnQ==

Meetings And Notices - 9320-E(1) https://simbli.eboardsolutions.com/SU/lj2Os4sjNoOIESguaslshUTxw==

Meeting Conduct - 9323 https://simbli.eboardsolutions.com/SU/u7slshhTh7bkX3EgEXEMnQMFA==

Exhibit 9270-E(1): Conflict Of Interest

Status: ADOPTED

Original Adopted Date: 09/24/2019

Disclosure Statement Filing

~~Each designated employee, including~~ Governing Board members and designated employees ~~,~~ shall file an annual S~~s~~tatement of Economic Interest/Form 700 in accordance with the disclosure categories listed below. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available~~avalaiblab~~ for public review and inspection. ~~disclosing investments, interests in real property and income required to be reported under the category or categories to which the employee's position is assigned. An investment, interest in real property, or income shall be reportable if the business entity in which the investment is held, the interest in real property, or source of income may foreseeably be affected materially by any decision made or participated in by the designed employee by virtue of his/her position. The business entity and/or the client must do business within the jurisdiction, plan to do business within the jurisdiction, or have done business within the jurisdiction during the two years prior to the time of statement. The specific disclosure responsibilities assigned to each position are set forth below.~~

~~An initial statement shall be filed by each designated employee within 30 days after the effective date of this conflict of interest code disclosing investments and interests in real property at the time of the disclosure.~~

~~Annual statements shall be filed by April 1 disclosing investments, interests in real property, and income held or received in the period since the closing date of the employee's previously filed statement and December 31.~~

~~Employees appointed, promoted, or transferred to designated positions shall file initial statements within 30 days after date of employment in the position.~~

~~The statement shall be filed with the conflict of interest filing officer of the San Juan Unified School District. The conflict of interest filing officer shall retain a copy and forward the original statement of the Board members and the Superintendent to the Sacramento county clerk. Original economic interest statements of all other designed employees shall be retained in the conflict of interest filing office shall be available for review by members of the Board and the general public at all reasonable times.~~

Disclosure Categories

Category 1: A person designated Category I shall disclose:

a. Interests in real property ~~which is~~ located entirely or partly ~~in whole or in part either (1)~~ within district ~~the~~ boundaries ~~of the district~~, or ~~(2)~~ within two miles of district ~~the~~ boundaries ~~of the district~~, or of any land owned or used by the district. ~~including any leasehold, beneficial or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is greater than $1,000. (Interests in real property of an individual include a business entity's share of interest in real property of~~

~~any business entity or trust in which the designated employee or his/her spouse owns, directly, indirectly, or beneficially, a ten percent interest or greater.)~~

b. Investments ~~in~~ or ~~income from~~ business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, ~~entities which~~ are contractors or sub-contractors which are or have been within the past ~~previous~~ two ~~-~~years ~~period~~ engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by ~~the performance of building construction or designee within~~ the district.

~~1. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.~~

~~Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interest.~~

~~Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his/her spouse owns directly, indirectly or beneficially a ten percent interest or greater.~~

~~Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any Board or other debt instrument issued by any government or government agency.~~

~~No investment or interest in real property is reportable unless its fair market value exceeds $1,000. No source of income is reportable unless the income received by or promised to the public official aggregates $250 in value during the preceding 12-month reporting period.~~

Category 2: A person designated Category 2 shall disclose:

a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services ~~business entities which manufactured or sell supplies, books, machinery, or equipment~~ of the type used by ~~utilized by~~ the department ~~for~~ which the designated person ~~employee is~~ manages~~r~~ or directs~~or~~.
~~Investments include interests described in Category 1.~~

b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the district which the designated person manages or directs. For the purposes of this category, a principal's department is their entire school.

~~Category 3~~

~~Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is manager or director. Investments include the interests described in Category 1.~~

Designated Positions

Designated Position	Disclosure Category
Members of the San Juan Unified School District Governing Board	All
Members of the governing bodies of the charter schools	All
Superintendent of Schools	All
Deputy Superintendent, Schools and Student Support	All
General Counsel	All
Chief of Staff	All
Chief Operations Officer	All
Chief Financial Officer	All
Assistant Superintendent, Educational Services	All
Assistant Superintendent, Human Resources	All
Assistant Superintendent, Secondary Education and Programs Assistant Superintendent, Elementary Education and Programs	All All
Senior Director, Technology	All
Senior Director, Labor Relations	All
Director, Business Support Services	All
Director, Fiscal Services	All
Controller, Charter School	All
Director, Human Resources	1
Executive Director, Charter School	2
Supervisor, Procurement	2
Assistant Director, Special Education	2
Assistant Director, Assessment, Evaluation & Planning	2

Construction Manager	2
Procurement Technician	2
Director, Adult and Career & Technical Education	2
Director, Charter School	2
Director, Nutrition	2
Director, Student Support Services	2
Director, Equity and Student Achievement	2
Director, Elementary and K-8	2
Director, Facilities, Construction and Operations	2
Director, Communication	2
Director, Continuous Learning Improvement/LCAP	2
Director, Professional Learning & Curriculum Innovation	2
Director, Admissions & Family Services	2
Director, Safe Schools	2
Director, Special Education	2
Director, Student Learning Assistance	2
Director, Transportation	2
Manager, Fiscal Services	2
Manager, Maintenance and Operations	2
Manager, Risk Management	2
Manager, Transportation	2
Construction Manager	2
Operations Analyst, Facilities, Maintenance and Modernization	2
Procurement Analyst	2
Procurement Specialist (Construction/Bond Program)	2

Program Manager	2
Program Manager, Human Resources	2
Program Manager, Multi-Tiered System of Support	2
Program Manager, Network & Telecommunications	2
Program Manager, Teaching and Learning	2
Program Manager, Technology Services	2
Program Manager, Title 1	
Program Manager, English Learner Department	2
Program Manager, Multi-Tiered System of Support	2
Risk Management Analyst	2

~~4.~~ Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the superintendent or designee. The superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is ~~also~~ an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2CCR 18700.3)

1. Approve a rate, rule or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2CCR 18704~~2.2~~, subsections (a) or (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code (2 CCR 18700.3). ~~An individual participates in making a governmental decision when he or she acts within the authority of his or her position and negotiates, without significant substantive review, with a governmental entity or private person regarding a district decision, or advises or makes recommendations to the district's decision makers either directly or without significant intervening substantive review.~~

~~A consultant is also an individual who, pursuant to a contract with the district, makes a governmental~~

decision whether to (a) approve a rate, rule or regulation, (b) adopt or enforce a law, (c) issue, deny, suspend or revoke a permit, license application, certificate, approval, order, or similar authorization or entitlement, (d) authorizes the district to enter into, modify, or renew a contract provided it is the type of contract that requires district approval, (e) grant district approval to a plan, design, report, study, or similar item, (f) adopt or grant district approval of policies, standards, or guidelines for the district.

Disclosure Statement Filing

Each designated employee indicated in Nos. 1-3 above, including board members, shall file an annual statement disclosing investments, interests in real property and income required to be reported under the category or categories to which the employee's position is assigned. An investment, interest in real property, or income shall be reportable if the business entity in which the investment is held, the interest in real property, or source of income may foreseeably be affected materially by any decision made or participated in by the designated employee by virtue of his/her position. The business entity and/or the client must do business within the jurisdiction, plan to do business within the jurisdiction, or have done business within the jurisdiction during the two years prior to the time of statement. The specific disclosure categories are set forth below.

Category 1

1. Interests in real property located in whole or in part either (1) within the boundaries of the district, or (2) within two miles of the boundaries of the district, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is greater than $2,000. (Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his/her spouse owns, directly, indirectly, or beneficially, a ten percent interest or greater.) "Interest in real property" does not include the principal residence of the designated employee or board member or any other property which the designated employee or board member utilizes exclusively as his/her personal residence.

2. Investments or business positions in or income from sources which:

a. Are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or designee within the district

b. Are engaged in the acquisition or disposal of real property within the jurisdiction

c. Manufacture or sell supplies, books, machinery or equipment of the type used by the district

Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interest.

Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his/her spouse owns directly, indirectly or beneficially a ten percent interest or greater.

Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any board or other debt instrument issued by any government or government agency.

No investment or interest in real property is reportable unless its fair market value exceeds $2,000. No source of income is reportable unless the income received by or promised to the public official aggregates

~~$500 in value during the preceding 12-month reporting period.~~

~~Category 2~~

~~Investments in or income from business entities which:~~

~~1. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or~~

~~2. Manufacture or sell supplies, books, machinery, or equipment of the type utilized by the department for which the designated employee is manager or director.~~

SAN JUAN UNIFIED SCHOOL DISTRICT

adopted: June 9, 1992 Carmichael, California

Effective: September 1, 1992

Revised: __, 2021

San Juan USD

Board Policy

Conflict Of Interest Code

BP 2300
Administration

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the accompanying administrative regulation specifying designated positions and disclosure categories, and Board Bylaw 9270 are incorporated by reference into this Board Policy and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the accompanying administrative regulation and Board Bylaw 9270. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

General Policy Statement

The public has the right to expect that district officials, Board members, and employees will perform their duties in a manner which is in the best interest of the district and the children and families which it serves, free from bias caused by their personal or financial interests, or the personal or financial interests of their families.

The district's conflict of interest code shall have the force of law, and any violation of this policy by a designated employee shall be deemed a violation of the Government Code.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code no later than July 1 in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.5)

When a change in the district's conflict of interest code is necessitated by changed circumstances such as the creation of new designated positions, amendments or revisions shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

If a designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. (2 CCR 18700)

(cf. 9270 - Conflict of Interest)

~~Prohibitions Against Conflicts of Interest~~

~~1. Conflict of Interest: No district official shall make, participate in making, or in any way attempt to use his/her position to influence a district decision in which he/she knows or has reason to know he/she has a financial interest. This shall not preclude a district official from making or participating in making a decision to the extent his/her participation is legally required for the action or decision to be made. Breaking a tie vote does not constitute legal necessity.~~

~~2. District Official: A district official means any Board member, employee or consultant who, as part of his/her official responsibilities, participates in any administrative action in other than a purely clerical, secretarial or ministerial capacity. Board members shall also comply with Board Bylaw 9270 - Conflict of Interest.~~

~~3. Financial Interest: A district official has a financial interest in a district decision if it is reasonably foreseeable that the decision will have material financial effect, distinguishable from its effect on the public generally, on the official or a member of his/her family, or on:~~

~~a. Any business entity in which the district official has a direct or indirect interest worth $2,000 or more.~~

~~b. Any real property in which the district official has a direct or indirect interest worth $2,000 or more.~~

~~c. Any source of income other than gifts and other than standard commercial loans aggregating $500 or more provided to, received by, or promised to the district official within 12 months of the time when the decision is made.~~

~~d. Any business entity in which the district official is a director, officer, partner, trustee, employee or holds any position of management.~~

~~e. Any donor of or any intermediary or agent for a donor of a gift or gifts with an aggregate value equal to or greater than the amount currently allowable under 2 CCR 18730(9)(E) provided to, received by, or promised to the district official within 12 months of the time when the decision is made.~~

~~For purposes of this policy, indirect interest means any investment or interest owned by the spouse or dependent child of a district official, by an agent on behalf of the district official, or by a business entity or trust in which the official, the official's agents, spouse and dependent children own, directly or indirectly or beneficially, a ten percent interest or greater.~~

~~4. Reporting Requirements: Assets and income of district officials, which may be materially affected by their official actions, should be disclosed and, in appropriate circumstances, the officials should be disqualified from acting in order that conflicts of interest may be avoided.~~

~~a. "Designated employee" means any district official whose position with the district entails the making or participation in the making of decisions which foreseeably have a material effect~~

on any financial interest, or is involved in other than a clerical or ministerial level in negotiating or signing any contract awarded through competitive bidding, in making decisions in conjunction with the competitive bidding process, or in negotiating, signing or making decisions on contracts executed pursuant to the public bidding laws. Those positions specifically identified as "designated employees" are identified in Administrative Regulation 2300.

b. All employees in designated positions shall file with the designated district representative a disclosure report (Form 700) within 30 days from the date their position is added to the list of designated employees or within 30 days of employment in a designated position; annually thereafter by March 15; and within 30 days of leaving their employment with the district. These forms shall be available for review by the public during regular office hours.

c. District officials shall be disqualified from making, participating in the making, or using their official position to influence the making of any decision whenever the official has a financial interest as defined above, which it is reasonably foreseeable may be affected materially by the decision, unless the matter could not legally be acted upon or decided without his or her participation.

Prohibitions on Appearance of Conflicts of Interest

1. An "appearance of conflict of interest" exists when the district official does not have a financial interest which would disqualify him or her from making, participating in or attempting to influence a decision, but the decision is nevertheless affected by personal reasons unrelated to the merits of the decision itself.

2. District officials shall not make, participate in making or attempt to influence a decision when they know or have a reason to know that to do so would involve the appearance of a conflict of interest, as defined by the paragraph above.

3. In those cases involving the actual or potential appearance of a conflict of interest, the employee shall be required to disclose the facts of the situation to his or her supervisor. The supervisor shall have the responsibility to determine whether or not the employee may participate in the decision. Such determination shall be reduced to writing.

Gifts

1. A "gift" is any item valued at $50 or more offered to the district or a district employee or official. Gifts shall not include the reasonable value of meals or travel expenses or reimbursements when offered in return for and in relationship to the rendering of service by a district employee or official. (See paragraph 5, below.)

2. Individual district employees or officials shall not accept any gift as defined from any non-district employed business person or entity with whom the district does business or is considering doing business, if the business is in any way related to the employee's employment.

3. Any gifts shall be given to the district rather than individual employees or officials, for

distribution by the Superintendent or designee.

4. No designated employee in his/her capacity as a district employee shall accept any honoraria for any speech given, article published, or attendance at any public or private gathering in accordance with law. (Government Codes 89501, 89502)

5. Gifts of travel and related lodging and subsistence shall be subject to the prevailing gift limitation, except as described in Government Code 89506.

Vendor Conduct

1. Purchasing transactions to acquire goods and services shall not be conducted with individuals who are district employees and shall not normally be conducted with persons who have financial ties to district employees. Exceptions must be approved by the Superintendent or designee.

2. No business entity, including any agent of such entity, shall directly or indirectly contact any Board member immediately before or during the bidding process of any project on which the business entity intends to or has submitted a bid. Any vendor violating this policy shall be deemed disqualified from bidding. Should such contact come to light after the bid is awarded and the entity was deemed the successful bidder, the Board reserves the right to cancel any contract awarded, in which case, the vendor shall be liable for any damage incurred by the district. The Board shall exercise its best judgment for the benefit of the district in making a decision whether to proceed or not, depending on all of the facts and circumstances. This provision shall be included in every bidding packet so that every vendor is informed of this requirement.

3. Vendors who wish to offer gifts as defined above shall offer them to the district, for distribution by the Superintendent or designee. If the vendor has a specific employee who the vendor would like to see have the gift, such preference and the reasons for that preference may be made known to the Superintendent, who shall not be bound by the preference unless the gift is made specifically conditional upon the use by that employee. The Superintendent may, in his or her discretion, accept or reject any gifts on behalf of the district.

Ethical Conduct

1. In addition to the other provisions of this policy, all district employees are expected to gauge their conduct in light of the position of public trust in which school districts operate. No employee shall use district work time, equipment, supplies or support staff for any outside employment for which the employee receives any payment.

2. Any employee asked to be a presenter at any meeting or workshop for which the employee receives any payment or honorarium, other than for travel reimbursement, may either keep the honorarium, in which case all preparation, travel and the presentation must be done on the employee's own time, through the use of vacation if necessary, or the employee must turn over the honorarium to the district.

3. Any employee engaged in outside employment shall assure that such employment does not conflict with nor is incompatible with the employee's duties for the district. Employees whose jobs bring them into contact with students or student records shall not use that contact to promote or benefit their outside employment.

(cf. 4132 - Publication or Creation of Materials)

Disclosure and Enforcement

1. Employees who know or have reason to know that any activity in which they are engaged may violate these policies are required to disclose such activities in writing to their supervisor in such a way as to fully inform the supervisor of the activity and the reason why such activity may violate this policy. The supervisor may seek assistance from his or her supervisor in responding to the employee. An employee who fails to disclose an activity which may violate this policy, when the employee knows or has reason to know of such violation, may be subject to discipline, up to and including dismissal. Discipline procedures are those in effect for that particular employee.

2. An employee who has a written response from his or her supervisor indicating that an outside activity does not violate policy, shall not be subject to discipline if it is later determined that the activity as originally described by the employee does violate the policy.

3. An employee who is found to have engaged in an activity in violation of this policy shall be directed to cease such activity, and may be subject to discipline, up to and including dismissal.

4. The Superintendent shall develop a procedure to assure that all employees are informed of this policy.

Legal Reference:
EDUCATION CODE
1006 Qualifications for holding office
35107 School district employees
35230-35240 Corrupt practices
35233 Prohibitions applicable to members of governing boards
41000-41003 Moneys received by school districts
FAMILY CODE
297.5 Rights, protections, and benefits of registered domestic partners
GOVERNMENT CODE
1090-1099 Prohibitions applicable to specified officers
1125-1129 Incompatible activities
81000-91015 Political Reform Act of 1974, especially:
82011 Code reviewing body
82019 Definition of designated employee

82028 Definition of gifts
82030 Definition of income
87100-87103.6 General prohibitions
87200-87210 Disclosure
87300-87313 Conflict of interest code
87500 Statements of economic interests
89501-89503 Honoraria and gifts
91000-91014 Enforcement
PENAL CODE
85-88 Bribes
CODE OF REGULATIONS, TITLE 2
18110-18997 Regulations of the Fair Political Practices Commission, especially:
18702.5 Public identification of a conflict of interest for Section 87200 filers
COURT DECISIONS
Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469
Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655
Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511
ATTORNEY GENERAL OPINIONS
92 Ops.Cal.Atty.Gen. 26 (2009)
92 Ops.Cal.Atty.Gen. 19 (2009)
89 Ops.Cal.Atty.Gen. 217 (2006)
86 Ops.Cal.Atty.Gen. 138(2003)
85 Ops.Cal.Atty.Gen. 60 (2002)
82 Ops.Cal.Atty.Gen. 83 (1999)
81 Ops.Cal.Atty.Gen. 327 (1998)
80 Ops.Cal.Atty.Gen. 320 (1997)
69 Ops.Cal.Atty.Gen. 255 (1986)
68 Ops.Cal.Atty.Gen. 171 (1985)
65 Ops.Cal.Atty.Gen. 606 (1982)

Management Resources:
CSBA PUBLICATIONS
Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010F
FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS
Can I Vote? A Basic Overview of Public Officials' Obligations under the Conflict-of-Interest Rules, 2005
INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS
Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009
Understanding the Basics of Public Service Ethics: Transparency Laws, 2009
WEB SITES
CSBA: http://www.csba.org
Fair Political Practices Commission: http://www.fppc.ca.gov
Institute of Local Government: http://www.ca-ilg.org

~~Policy SAN JUAN UNIFIED SCHOOL DISTRICT~~
~~adopted: June 9, 1992 Carmichael, California~~
~~Effective: September 1, 1992~~
~~Revised: October 19, 1993~~
~~Revised: June 14, 1994~~
~~Revised: April 18, 1995~~
~~Revised: February 11, 1997~~
~~Approved by Sacramento County Board of Supervisors: May 13, 1997~~
~~Administratively approved for County Board of Supervisors by Sacramento County Counsel: October 23, 1998~~
~~Approved by the Sacramento County Board of Supervisors: December 5, 2000~~
~~Approved by Sacramento County Board of Supervisors: September 26, 2006~~
~~Revised: September 25, 2007~~
~~Approved by Sacramento County Board of Supervisors: October 23, 2007~~
~~Revised: June 23, 2009~~
~~Revised: September 28, 2010~~
~~Approved by Sacramento County Board of Supervisors: January 12, 2011~~
~~Approved by Sacramento County Board of Supervisors: December 4, 2018~~
~~Approved by Sacramento County Board of Supervisors: November 3,~~ 2020

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-6

MEETING DATE: 08/10/2021

SUBJECT: Williams Complaint Report

CHECK ONE:
For Discussion: ☐
For Action: ☐
Report: ☒
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Legal Services

ACTION REQUESTED:
The superintendent is recommending that the board receive a report regarding Williams-type complaints filed with the district during the time period from April 1, 2021, to June 30, 2021.

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

ATTACHMENT(S):
A: Williams Act 4th Quarterly Report

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A
Strategic Plan: N/A

PREPARED BY: Linda C. T. Simlick, General Counsel LCTS

APPROVED BY: Kent Kern, Superintendent of Schools KK

San Juan Unified School District

Legal Services
3738 Walnut Avenue, Carmichael, California 95608
P.O. Box 477, Carmichael, California 95609-0477
Telephone (916) 971-7110; FAX (916) 971-7704
Internet Web Site: www.sanjuan.edu

Kent Kern, Superintendent of Schools
Linda C. T. Simlick, General Counsel

WILLIAMS UNIFORM COMPLAINT PROCESS (UCP)
Quarterly Report

Year covered by this report: 2021

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

Sufficiency of textbooks

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

School facilities issues

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

Vacancy or misassignment of teachers

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

Respectfully submitted: Linda C. T. Simlick
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-7

MEETING DATE: 08/10/2021

SUBJECT: Declaration of Need for Fully Qualified Educators

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Human Resources

ACTION REQUESTED:
The superintendent is recommending that the board adopt the Declaration of Need for Fully Qualified Educators for the 2021-2022 school year.

RATIONALE/BACKGROUND:
Human Resources staff has followed the policies and procedures for hiring fully-credentialed teachers to staff schools for the 2021-2022 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 the county identifies a mis-assignment and it becomes necessary to request a limited assignment permit to correct any mis-assignments.

ATTACHMENT(S):
A: Declaration of Need for Fully Qualified Educators

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A
Strategic Plan: N/A

PREPARED BY: Baljit Jhatu, Analyst, Human Resources
Deann Carlson, Director, Human Resources

APPROVED BY: Paul Oropallo, Assistant Superintendent, Human Resources
Kent Kern, Superintendent of Schools

State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

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

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2021-2022

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 08/10/2021 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, 2022.

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

Paul Oropallo		Assistant Superintendent, HR
Name	*Signature*	*Title*
(916) 971-7687	(916) 971-7171	08/11/2021
Fax Number	*Telephone Number*	*Date*

3738 Walnut Avenue, Carmichael, CA 95608
Mailing Address

poropallo@sanjuan.edu
EMail Address

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

EMail 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)	20
Bilingual Authorization (applicant already holds teaching credential)	3
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	5
Teacher Librarian Services	2

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	8
Single Subject	20
Special Education	20
TOTAL	48

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED
Science	4
Industrial Technology Education	5
Math	3
English	2
Foreign Language	2
Music	2
Art	2

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. We partner with Sacramento County Office of Education, that agency has a district intern program

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? 15

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

National University, Brandman University, Sacramento State, Alliant University

Cal State Teach Fresno, San Francisco State, University of the Pacific

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

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-8

MEETING DATE: 08/10/2021

SUBJECT: Exemption to the Separation-From-Service Requirement

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

DEPARTMENT: Human Resources

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. 3066, Exemption to the Separation-From-Service Requirement, pursuant to Education Code section 24214.5 or 26812 of the Education Code.

RATIONALE/BACKGROUND:
In response to concerns about the difficulty employers are having in hiring teachers, specifically substitute teachers, during the current teacher shortage, the existing law provides for an Exemption to the Separation-From-Service Requirement imposed immediately after retirement if the retired CalSTRS Defined Benefit Program member or Cash Balance Benefit Program participant receiving an annuity is hired in a critically needed position and meets other eligibility criteria. To meet one of the requirements of the exemption qualification, the governing board of the employee must approve the retired CalSTRS member or participant appointment by adopting a resolution in a public meeting. Thus, by adopting the resolution, the governing board will be providing retired certificated employees the ability to work as a substitute teacher without waiting the required 180 calendar days.

ATTACHMENT(S):
A: Resolution No. 3066

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021

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

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Baljit Jhatu, Analyst, Human Resources
Deann Carlson, Director, Certificated Personnel, Human Resources

APPROVED BY: Paul Oropallo, Assistant Superintendent, Human Resources PO
Kent Kern, Superintendent of Schools KK

San Juan Unified School District

RESOLUTION FOR EXEMPTION TO THE SEPARATION-FROM-SERVICE REQUIREMENT PURSUANT TO SECTION 24214.5 OR 26812 OF THE EDUCATION CODE

Resolution No. 3066

WHEREAS, pursuant to Education Code section 24214.5 and 26812, there is a 180 calendar day separation-from-service requirement for all retired CalSTRS members and participants; and,

WHEREAS, all retired CalSTRS members and participants are subject to a restriction if they perform retired member activities as defined by section 22164.5 of the Education Code or retired participant activities as defined by section 26135.7 of the Education Code, during the first 180 calendar days after their most recent retirement; and,

WHEREAS, if the retired CalSTRS member or participant performed retired member or participant activities during this period, CalSTRS will reduce his or her retirement benefit or annuity one dollar for each dollar earned for performing retired member or participant activities during the 180-day period; and,

WHEREAS, there is an exemption from the 180 calendar day separation-from-service requirement for a member or participant who retires for service and is at or above normal retirement age; and,

WHEREAS, in order to qualify for this narrow exemption, the employer must appoint the retired member or participant to a critically needed position that has been approved by the governing body of the employer in a public meeting as reflected in a resolution; and,

WHEREAS, this approval by the governing body of the employer in a public meeting as reflected in a resolution must be finalized and communicated to CalSTRS before the member or participant commences to perform retired member or participant activities; and,

WHEREAS, the Superintendent must complete the Request for Separation-from-Service Requirement Exemption form, which must be submitted to CalSTRS and received by CalSTRS before the member or participant commences to perform retired member or participant activities,

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the district is in critical need of substitute teachers to teach because there is a lack of qualified substitute teachers;

AND BE IT FURTHER RESOLVED that the Board wishes to meet this critical need by hiring Victoria Beck, Karla Branen, Mary Garrison, Russell Hibbard and Joan Rhodes, members or participants who retired for service less than 180 days ago or who will retire;

AND BE IT FURTHER RESOLVED that this appointment is needed to fill this critical need before the 180 calendar day separation-from-service requirement is fulfilled;

AND BE IT FURTHER RESOLVED that this member or participant did not receive a retirement incentive or any financial inducement to retire from any public employer;

AND BE IT FURTHER RESOLVED that the retired member's or participant's termination of employment is not the basis for the need to acquire his or her services;

AND BE IT FURTHER RESOLVED that the earnings for retired member activities during the 180 calendar days will still be subject to the annual postretirement earnings limit for the Defined Benefit Program;

AND BE IT FURTHER RESOLVED that this member or participant will not commence to perform retired member or participant activities before this approval is authorized by the governing body of the employer in a public meeting as reflected in a resolution and received by CalSTRS;

AND BE IT FURTHER RESOLVED that this member or participant will not commence to perform retired member or participant activities before the Superintendent completes the Request for Separation-from-Service Requirement Exemption form and this is transmitted to and received by CalSTRS.

PASSED AND ADOPTED by the Governing Board of the San Juan Unified School District, on this 10th DAY OF August IN THE YEAR 2021.

AYES: NOES: ABSENT:

I, Zima Creason, Clerk of the San Juan Unified School District Board of Education, County of Sacramento, do hereby certify the foregoing to be a full, true and correct copy of a resolution adopted by the said Board at a regular meeting hereof held at its regular meeting place on August 10, 2021, which action is contained in the minutes of the meeting of said Board.

_____

Zima Creason
Clerk of the San Juan Unified School District Board of Education
County of Sacramento

August 10, 2021

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-9

MEETING DATE: 08/10/2021

SUBJECT: Tentative Agreement with California School Employees Association, Chapter 127, and the San Juan Unified School District

DEPARTMENT: Labor Relations

CHECK ONE:
For Discussion: ☐
For Action: ☒
Report: ☐
Workshop: ☐
Recognition: ☐
Emergency Action: ☐

ACTION REQUESTED:
The superintendent is recommending that the board approve the California School Employees Association, Chapter 127, tentative agreement with the San Juan Unified School District.

RATIONALE/BACKGROUND:
Statute requires that the public be made aware of the costs associated with a tentative collective bargaining agreement before it becomes binding on the district or county office of education. Government Code Section 3547.5 states:

"Before a public school employer enters into a written agreement with an exclusive representative covering matters within the scope of representation, the major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for the current and subsequent fiscal year, shall be disclosed at a public meeting of the public school employer in a format established for this purpose by the Superintendent of Public Instruction [G.C. 3547.5(a)]."

This tentative agreement was ratified by the California School Employees Association, Chapter 127, on 06/30/2021.

ATTACHMENT(S):
A: Tentative Agreement
B: AB1200 Public Disclosure of Collective Bargaining Agreement

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 08/02/2021
Board of Education: 07/27/2021

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ See Below
Funding Source: One-Time revenue for one-time payment
Ongoing funded by LCFF, Unrestricted base, other restricted and Unappropriated Fund Balance
(Unrestricted Base, Supplemental, other restricted, etc.)
Current Year Only ☐ Ongoing ☐

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

FINANCIAL DATA:
In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449, Fiscal Services has prepared an analysis of the fiscal impact of the proposed agreement and has submitted it to the Sacramento County Office of Education. Costs to the General Fund beginning each year for the California School Employees Association, Chapter 127, tentative collective bargaining agreement are: an increase of $7,517,644 in 2021-2022, for which $2,645,495 is off-set with one-time revenue and $4,872,149 is ongoing. The ongoing increase of $4,872,149 will continue into 2022-2023 and 2023-2024.

PREPARED BY: Daniel Thigpen, Senior Director, Labor Relations DT

APPROVED BY: Kent Kern, Superintendent of Schools KK

TENTATIVE AGREEMENT
BETWEEN THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS SAN JUAN CHAPTER #127
AND
SAN JUAN UNIFIED SCHOOL DISTRICT

This Tentative Agreement is between the California School Employees Association and its San Juan Chapter #127 ("CSEA") and San Juan Unified School District ("District") concerning reopener contract negotiations.

Article 1 Recognition

1.2.1

The parties agree that negotiations of salary are concluded for 2020-2021 and 2021-2022. No salary negotiations will be held in 2021-2022, but reopener negotiations will still be held and either party may propose up to two articles in addition to health benefits. For 2022-2023, either party may reopen salary, benefits and two additional articles of their choosing.

Article 2 CHECK OFF AND ORGANIZATIONAL SECURITY

2.1 ~~Membership~~ Professional Dues

~~Unit members who are members of CSEA during the term of this agreement shall maintain their membership for the term of this agreement.~~

~~2.2 Dues~~

~~The Association shall have the sole and exclusive right to have membership dues deducted for employees in the Operations Support Unit.~~

~~2.3 Agency Fees~~

~~2.3.1. All employees in classifications represented by CSEA are required to, either:~~
~~(a) Be a member of the union (CSEA), or~~

~~(b) Satisfy the agency fee financial obligation as set forth in Section 2.3.2. below, or~~

~~(c) Qualify for religious exemption as set forth in Section 2.3.3 below.~~

~~2.3.2 Unless the employee has (a) voluntarily submitted to the District an effective dues deduction request, (b) individually made direct financial arrangements satisfactory to CSEA as evidenced by notice of same by CSEA to the District, or (c) qualified for religious~~

~~exemption as provided in Section 2.3.3 below within ten (10) days following the first day of assigned work, the District shall process a mandatory agency fee deduction in the appropriate amount. The amount of the agency fee shall be determined by the union subject to applicable law.~~

~~2.3.3 Any employee who is a member of a religious body whose traditional tenants or teachings include objections to joining or financially supporting employee organizations shall not be required to join or financially support the union except that such member shall pay, in lieu of the agency fee, an amount equal to the agency fee to a non-religious, non-labor charitable organization, charitable funds exempt from taxation under Section 501(c) (3) of Title 26 of the Internal Revenue Code.~~

~~2.3.4 Individuals selecting either direct financial arrangements with CSEA or claiming a religious exemption shall make such payments within 30 days following the first date of employment. Subsequent years such payments or proof of payment shall be made by September 30 of each year.~~

~~2.3.5 Proof of payment of the charitable funds and a written statement of objection along with verifiable evidence of membership in an organization, group or religious body, whose traditional tenants, teachings, or integrated set of deeply held values include objections to joining or financially supporting employee organizations shall be made on an annual basis to the exception from the provisions of 2.3.2 above. Proof of payment shall be in the form of receipts and/or canceled checks indicating the amount paid, date of payment, and to whom the in-lieu-payment of service fee has been paid.~~

2.1.1 After notification from the Association of the employees who have elected membership, the District shall deduct, in accordance with theAssociation dues schedule, state and chapter dues, from the wages of all employees who elect to be members of Association. The employer shall, without charge, pay to Association within fifteen (15) days of the deduction, all sums so deducted accompanied by an alphabetical list. The Association shall provide the District with a certified list of those employees who have authorized membership dues deductions from his or her salary. Any unit member who is a member of the Association, or who has applied for union membership, may sign and deliver to the Association a membership form authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Such authorization shall continue in effect from year-to-year unless revoked in writing with the Association. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately pro-rated. The Association does not need to submit a copy of the written authorization to the District before commencing payroll deductions, unless a dispute arises about the existence of terms of the authorization.

2.1.2 With respect to all sums deducted by the District pursuant to information provided by the Association for membership dues, the District agrees to remit promptly such monies to the Association accompanied by an alphabetical list.

2.1.3 If any member of the Association indicates their intention to revoke their membership status, the District shall immediately refer the member to Association and Association will be responsible for processing these requests. The District will rely on information provided by Association regarding dues payroll deductions.

2.1.4 The Association agrees to furnish any information needed by the District to fulfill the provisions of this Article.

2.41.5 Dues Deduction

The Association has the sole and exclusive right to have employee organization membership dues deducted from employees in the bargaining unit. Dues deductions shall become effective in the month in which the employee is employed. If any member attempts to provide a dues deduction form directly to the District thereby electing membership in Association, the parties agree that the form will be declined and the member referred to the Association for processing.

2.51.6 Hold Harmless and Indemnify

~~The union agrees to pay the District all legal fees and legal costs incurred in defending against any court action and/or administrative proceeding challenging the legality or constitutionality of deductions for union dues. of the agency fee provisions of this agreement or their implementation~~. **The Association agrees to indemnify and hold the District harmless in any action taken to implement the terms of this agreement, and for any claims by employees for deductions made in reliance on Association 's notification to the District or information that Association provides to the District regarding employee payroll deductions.** The union agrees to pay any damage judgment rendered against the District as a result of these provisions contained in this Article or the District's implementation thereof.

2.2 Payroll Deductions

Upon appropriate written authorization from the member, the District shall deduct from the salary of any member and make appropriate remittance for annuities, credit union, or any other plans or programs approved by the Association or the District.

Article 5 Hours and Overtime

5.17 Extra Hours.

5.17.1 "Primary position" is defined as the position held by the employee at the time the additional position is applied for **or offered pursuant to Article 11.4.2.** These additional positions shall be limited to those listed in Article 5.2.

5.2

Workday

The workday shall be a maximum of eight (8) hours [except as identified in Section 5.1.1(a)(b)(c)] and a minimum of four (4) hours except that members in the classifications listed below may be assigned a workday of less than four (4) hours over a maximum of five (5) consecutive days:

Instructional Assistant I
Instructional Assistant II
Instructional Assistant III
Instructional Assistant Multi-Severely Handicapped
Instructional Assistant - ~~**Physically Handicapped**~~ Ortho/Visually Impaired
Non-Instructional Support Aide
Instructional Assistant - ~~**Aurally Exceptional Program**~~ **Deaf and Hard of Hearing**
Instructional Assistant - Computer Lab ~~**Those members assigned after 12/5/95.**~~
Bilingual Assistants
Campus Monitor
Campus Representative
Intermediate Clerk Typist ~~**(School sites only and only those assigned after December 12, 1989)**~~
~~**Career Guidance Technician**~~ **College and Career Center Technician**
Interpreter – Sign Language Interpreter ~~**I, II, III**~~
Clerk (School sites only)
Child Development Assistant – School Age
Child Development Assistant – Infant Toddler/Preschool
~~**Technology Liaison I**~~ **School Site Technology Support Assistant**

5.21 CSEA members based at a school site shall have thirty 30 minutes of release time monthly for site based instructional classified staff to be able to attend collaboration with their peers to improve communication for improving student learning and achievement. This 30 minutes will be scheduled by the site principal during a member's regular calendared hours on a site's early-out Thursday. (Note: General Unit only)

5.6 Meal Periods. Members assigned a regular workday of five (5) or more consecutive hours shall be allowed a duty-free meal period of not less than thirty (30) minutes, and not more than one (1) hour, preferably at the midpoint of the work shift. If, because of work necessity, a member is directed to perform services, including attending meetings during the meal period, it shall be counted as "on duty" and counted as time worked. Members shall perform service during

their meal period only when directed by their supervisor. **Meal periods may not be waived in order to leave work early.**

Article 6 Salary

Base salaries and the shift differential (Article 6.2.2) shall be increased by a total of 3.55% effective July 1, 2021

Members newly hired into the district for positions subject to the applicable CA minimum wage rate shall be placed at the highest step earning minimum wage so that they will earn their annual incremental step increase the subsequent year of employment (e.g. if steps 1-3 are earning minimum wage, they will be placed on step 3 and will increment to step four in their subsequent year of employment).

For continuing members employed as of July 1, 2021 the district shall provide a one-time off schedule payment equal to 3.5% of each member's base salary as of July 1, 2021. This one-time off schedule payment will be paid no later than 60 days from Board approval. This one-time off schedule payment will not increase a member's base compensation for the 2021-2022 school year.

Additionally, effective July 1, 2021, as a result of minimum wage increases and the resulting compaction in the existing salary schedule the parties have agreed to create a new salary schedule for General and Operations Units. Once the new salary schedules have been created the parties agree to move the following classifications as noted below:

- **CDA IT/Pre move from 13 to 19**
- **IA II from 14 to 19b**
- **O/VI from 14 to 19b**
- **BIA (all languages) from 14 - 18**
- **IA III from 17 to 22**
- **IA MSH from 17 to 22**
- **IA DHH from 14 to 19b**
- **NSW 1 from 11 to 15b**
- **NSW 2 from 16 to 20a**
- **Nutrition Service Cook from 16 to 20a**
- **Bilingual Translator from 15 to 20**

6.2.2 Shift Differential Second Shift (3:00 pm-10:59 pm): Additional **36 ~~35~~¢** Per Hour. The Shift Differential Rate shall be adjusted in accordance with any on-going salary increase. Third Shift (11:00 pm- 6:59 am): Additional **42~~41~~¢** Per Hour. The Shift Differential Rate shall be adjusted in accordance with any on-going salary increase.

Article 7 Fringe Benefits
No change

Article 9 Vacation

Article 9.9**.1**

Each fiscal year, an employee with a minimum balance of 160 hours may sell back one week of earned vacation currently on the books to a maximum of 40 hours provided the employee has used at least two weeks (maximum of 80 hours) of earned vacation during the fiscal year. For the 2020-2021 school year the parties agree that for the process used in determining "used at least two weeks," a denied vacation request may be counted as "used" if the vacation request:

- has been approved and the employee used ten (10) days of vacation, or
- has been denied in writing and a copy of the denied request is attached to the request to sell back vacation hours.

- Known blackout dates as determined by the applicable department will not apply to this section.

9.9.2

For less than 12-month employees who have been employed four (4) or more years: Employees with accrued vacation hours may utilize those vacation hours towards nonwork/non pay days. This excludes mandatory vacation days as seen in Article 9.7.2

Article 10 Leaves

10.4.6 Paid Parental Leave. Paid parental leave of absence shall be granted to a member of the bargaining unit in relation to childbearing as follows:

(a) A member who is pregnant may continue in active employment as late into her pregnancy as her health permits. Any disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery there from is, for all job related purposes, a temporary disability and shall be treated as such under sick leave provisions of this contract, provided that: (1) the claim for sick leave is supported with written verification of the physical disability and the length thereof by the attending physician, and (2) the member is not in unpaid leave status at the time of the claim.

(b) In addition, a member who is not on disability leave under the provision of paragraph (a) above may be granted, upon request, up to two (2) days of paid leave to be taken at the time of the birth of his/her child. These days may be taken at the time of delivery of the child and/or at the time the mother and child leave the hospital. This leave shall not be deducted from sick leave. 30

(c) Effective January 1, 2017, eligible members of the bargaining unit shall be granted, upon request, up to twelve workweeks of paid parental leave in accordance with Ed Code 45196.1. Members accessing parental leave under this section shall first utilize all accrued sick leave, including all accumulated sick leave; any additional time within the 12 workweeks not covered by accrued sick leave, shall be compensated at no less than 50 percent of the employee’s regular salary for the remaining portion of the 12-workweek period of parental leave.

~~**a. In the event both parents are entitled to leave under this section, it shall be a shared 12 workweek period. (Government Code 12945.2, subdivision q)**~~

10.5.4 The industrial accident or illness leave is to be used in lieu of normal sick leave benefits. When entitlement to industrial accident or illness leave under this section has been exhausted, entitlement to other sick leave, vacation or other paid leave may then be used. If, however, a member is still receiving 31 temporary disability payments under the Workers' Compensation laws of this state at the time of the exhaustion of benefits under this section, he/she shall be entitled to use only so much of his/her accumulated and available normal sick leave and vacation leave, which, when added to the Workers' Compensation award, provides for a day's pay at the regular rate of pay**. In the event Vacation is used pursuant to this section Article 9.7.1.3 is waived.**

10.7.1 Extended Disability ~~**Upon the date of board approval, and for the remainder of the 2018-2019 2020-2021 school year, a**~~ **A** member with ten (10) years of permanent and benefitted status with the District and having exhausted all other paid sick leave shall, with proper medical verification, be placed on temporary disability payments of $100 per month for a period of six (6) months, renewable for one additional six (6) month period with proper medical verification. All District-paid insurance shall be continued in full force during the period when this benefit is in effect.

10.9 Miscellaneous Leave of Absence A permanent member may be granted, subject to District approval, unpaid leave for the following reasons, not to exceed the length of time specified:

(a) Further education - enroll as a student in school of higher learning for one (1) year.
(b) Member Health - one (1) year.
(c) Personal - **a minimum of a month of time and a maximum amount of time of** one (1) year. A member electing to take a leave under "Personal" leave must indicate to the District the specific leave time requested. This leave time, once granted to the member, shall be irrevocable.

Leaves under this section shall not be counted toward retirement or as a part of service to the District for the purpose of "seniority" accrual.

10.16.1 Purpose **and Definition**: To provide additional paid sick leave benefits for permanent employees who suffer a catastrophic illness to supplement the extended leave entitlement in 10.7 so that the employee can receive full pay during the extended sick leave period. Donation to the sick leave bank shall not be considered utilization of sick leave for evaluation purposes related to attendance.

Catastrophic illness "or injury" means an illness or injury expected to incapacitate the employee for an extended period fifteen [15] working days or more, and taking extended time off work creates a financial hardship for the employee because he or she has exhausted all of his or her accrued sick leave.

10.16.4 Miscellaneous Guidelines: (a) The Sick Leave Bank Committee consisting of the Human Resources Director – Classified (Chairperson), the CSEA Chapter #127 President, one classified employee selected by CSEA, and one administrator selected by the District shall approve any request. **All requests shall remain confidential to the member.** It shall require a majority vote of the committee members and all votes shall be confidential.

For the 2021-2022 school year:

The district will offer optional training for instructional classified staff working at a site with students. This training will be offered prior to classes being supported by staff and will include newly adopted curriculum and new software programs. Appropriate technical and curricular training shall be identified by the District.

Any classified personnel receiving training outside of their calendared workday shall be compensated at their hourly rate unless overtime is applicable.

Prior to being assigned to perform a job duty that requires technology the equipment needed shall be identified by the District. The District will provide appropriate equipment to instructional classified personnel in order to perform the duties assigned.

The Classified School Employee Summer Assistance Program (CSESAP)

The parties agree to conduct a one year pilot of the Classified School Employee Summer Assistance program during the 2022-2023 school year to determine the cost and identify any implementation issues. The parties agree to use the data collected from this pilot to inform future bargaining sessions with non-binding recommendation(s).

Jim Shoemake

Jim Shoemake 6/30/2021
Assistant Superintendent
Schools and Labor Relations
San Juan Unified School District

Karen Smith

Karen Smith 6/30/2021
President
California School Employees Association

KURT BENFIELD

Kurt Benfield 6/30/2021
Labor Relations Representative
California School Employees Association

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: San Juan Unified School District - *General Fund*

Name of Bargaining Units: CSEA
Certificated, Classified, Other: Classified

The proposed agreements cover the period beginning: July 1, 2021 (date) **and ending:** June 30, 2022 (date)

The Governing Board will act upon the proposed agreement(s) on: August 10, 2021 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action. This form must also be available to the public at least ten (10) working days prior to the date the governing board will take action on the proposed bargaining agreements.

A. Proposed Change in Compensation

Page 1a

	Compensation	Annual Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease)	Year 2 Increase (Decrease)	Year 3 Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
1	**Salary Schedule** (This is to include Step and Column, which is also reported separately in Item 6)	$274,127,360	$3,530,288	$0	$0
			1.29%	**0.00%**	**0.00%**
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$2,298,430	($2,298,430)	$0
			0.84%	**-0.84%**	**0.00%**
3	**Statutory Benefits -** STRS, PERS, FICA WC, UI, Medicare, etc. (retiree h&w and long-term sick leave included in section 4)	$87,522,804	$1,400,405	($233,291)	$0
			1.60%	**-0.27%**	**0.00%**
4	**Health/Welfare Plans** - includes medical, dental, vision, life insurance, retiree h&w, long-term sick leave, cash option, PEHP	$67,587,831	$288,521	($113,774)	$0
			0.43%	**-0.17%**	**0.00%**
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$429,237,995	$7,517,644	($2,645,495)	$0
			1.75%	**-0.62%**	**0.00%**
6	**Step and Column -** Due to movement plus any changes due to settlement. 2019-20, 2020-21 and 2021-22 step and column increases have already been included in the multi-year projection. This is a subset of Item No. 1	$2,445,140	$0	$24,907	$0
7	**Total Number of Represented Employees** (Use FTEs if appropriate)	**3,985.41**	**1,390.42**	**1,390.42**	**1,390.42**
8	**Total Compensation Average Cost per Employee**	$107,702	$5,407	($1,903)	$0
			5.02%	**-1.77%**	**0.00%**

A. Proposed Change in Compensation-breakdown of amounts on page 1 General fund
Page 1b

	Compensation	Annual Cost Prior to Proposed Agreement FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease) FY 2021-22	Year 2 Increase (Decrease) FY 2022-23	Year 3 Increase (Decrease) FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	**$274,127,360**	**$3,530,288**	**$0**	**$0**
	Certificated Salaries - Object 1xxx - SF 0	$161,501,930			
	Certificated Salaries - Object 1xxx - Restricted	$40,567,420			
	Classified Salaries - Object 2xxx - SF 0	$42,588,268			
	Classified Salaries - Object 2xxx - Restricted	$29,469,742			
	Salary Increase Certificated Salaries 3.55% - Object 1xxx - SF 0				
	Salary Increase Certificated Salaries 3.55% - Object 1xxx - Restricted				
	Salary Increase Classified Salaries 3.55% Object 2xxx - SF 0		$1,113,502		
	Salary Increase Classified Salaries 3.55% Object 2xxx - Restricted		$966,372		
	Salary Increase Certificated Salaries - Object 1xxx - SF 0				
	Salary Increase Certificated Salaries Object 1xxx - Restricted				
	Other - Certificated Salaries - Object 1xxx - SF 0				
	Other - Certificated Salaries - Object 1xxx -Restricted				
	Other - Classified Salaries schedules change - Object 2xxx - SF 0		$109,441		
	Other - Classified Salaries schedules change- Object 2xxx -Restricted		$1,340,973		
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc	$0	$2,298,430	($2,298,430)	$0
	One Time Payment - 3.5% Certificated - Object 1xxx - Restricted		$0		$0
	On-going Payment - K-8 Principals & Leadership Stipends Certificated Salaries - Object 1xxx SF0				
	One Time Payment - Classified Salaries - Object 2xxx - SF 0				
	One Time Payment - 3.5% Classified Salaries - Object 2xxx - Restricted		$2,298,430	($2,298,430)	$0
3	Statutory Benefit - Certificated Rates	**21.60%**	**20.87%**	**23.05%**	**22.75%**
	Statutory Benefit - Classified Rates	**33.79%**	**33.06%**	**36.25%**	**36.95%**
	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc. (Retiree H&W & Long-term Sick Leave included in section 4	$87,522,804	$1,400,405	($233,291)	$0
	Payroll costs SF 0	$48,185,537			
	Payroll costs-Restricted	$39,337,267			
	Salary Increase - Certificated payroll costs - SF 0		$0	$0	$0
	Salary Increase - Certificated payroll costs - Restricted		$0	$0	$0
	Salary Increase - Classified payroll costs - SF 0		$368,124	$0	$0
	Salary Increase - Classified payroll costs - Restricted		$319,483	$0	$0
	Salary Increase Other - Certificated payroll costs - SF0		$0	$0	$0
	Salary Increase Other - Certificated payroll costs - Restricted		$0	$0	$0
	Other - Certificated payroll costs - SF0		$0	$0	$0
	Other - Certificated payroll costs - Restricted		$0	$0	$0
	Other - Classified payroll costs - SF0		$36,181	$0	$0
	Other - Classified payroll costs - Restricted		$443,326	$0	$0
	On-going Payment K-8 Principals & Leadership Stipends - Certificated payroll costs - SF0			$0	
	One Time Payment - Certificated payroll costs - Restricted		$0	$0	$0
	One Time Payment - Classified payroll costs - SF0			$0	
	One Time Payment-Classified payroll costs - Restricted No PERS		$233,291	($233,291)	$0

	Compensation	Annual	Fiscal Impact of Proposed Agreement		
		Cost Prior to Proposed Agreement	Year 1 Increase (Decrease)	Year 2 Increase (Decrease)	Year 3 Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
4	**Health/Welfare Plans -** medical,dental,vision, life insurance, retiree h&w, lt sick leave, cash option (obj 340x, 395x,	$67,587,831	$288,521	($113,774)	$0
	Unrestricted (SF 0)				
	Medical/Dental/VSP - Object 340x	$40,375,390			
	Life Insurance - Object 395x	$19,569			
	Retiree H&W & Long-term Sick Leave - * See below for rates	$6,295,667	$60,536	$0	$0
	Cash Option - Object 391x	$58,195			
	Health & Welfare -SF 0 Certificated - * See below for rates				
	Health & Welfare -Restricted Certificated -* See below for rates				
	Health & Welfare -SF 0 Classified - *See below for rates				
	Health & Welfare - Restricted Classified -* See below for rates				
	Post Employment Health Plan (PEHP) Object 3751 (SJTA only)-SF 0				
	Total Unrestricted	**$46,748,821**	**$60,536**	**$0**	**$0**
	Restricted				
	Medical/Dental/VSP - Object 340x	$18,086,103			
	Life Insurance - Object 395x	$87,856			
	Retiree H&W & Long-term Sick Leave - * See below for rates	$2,503,113	$227,985	($113,774)	$0
	Cash Option - Object 391x	$161,938			
	Post Employment Health Plan (PEHP) Object 3751 (SJTA only)-SF 3,5	$0			
	Total Restricted	**$20,839,010**	**$227,985**	**($113,774)**	**$0**
5	**Total Compensation -** Add Items 1 through 4	$429,237,995	$7,517,644	($2,645,495)	$0
6	**Step and Column - Related** to movement plus any changes due to settlement. This is a subset of Item No. 1	$2,445,140		$24,907	$0
	FTE - Using July 1, 2021 FTE for cost prior to proposed agreements. Years 1 - 3 have changes only due to the proposed agreements.	3,985.41	1,390.42	1,390.42	1,390.42

* Rates:	FY 2021-22	FY 2021-22	FY 2022-23	FY 2023-24
Retiree H&W & Long-term Leave Rates - Certificated	2.60%	2.60%	2.60%	2.60%
Retiree H&W & Long-term Leave Rates - Classified	4.95%	4.95%	4.95%	4.95%
Health & Welfare	4.00%	4.00%	7.50%	7.50%
Step & Column - Certificated	0.90%		0.90%	0.90%
Step & Column - Classified	0.90%		0.90%	0.90%

9. What was the negotiated salary percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

On-going

CSEA - Article 6 - Salary - Base salaries and the shift differential (Article 6.2.2) shall be increased by a total of 3.55% effective July 1, 2021.

New Salary Schedules - On-going
CSEA - Article 6 - Effective July 1, 2021, as a result of minimum wage increases and the resulting compaction in the existing salary schedule the parties have agreed to create a new salary schedule for General and Operations Units. Once the new salary schedules have been created, the parties agree to move the following classificaitons as noted below:

- *CDA IT/Pre move from 13 to 19*
- *IA II from 14 to 19b*
- *O/VI from 14 to 19b*
- *BIA (all languages) from 14 - 18*
- *IA III from 17 to 22*
- *IA MSH from 17 to 22*
- *IA DHH from 14 to 19b*
- *NSW 1 from 11 to 15b*
- *NSW 2 from 16 to 20a*
- *Nutrition Service Cook from 16 to 20a*
- *Bilingual Translator from 15 to 20*

One-time off schedule payment
CSEA - For continuing members employed as of July 1, 2021, the district shall provide a one-time off schedule payment equal to 3.5% of each member's base salary as of July 1, 2021. This one-time off schedule payment will be paid no later than August 20, 2021. This one-time off schedule payment will not increase a members base compensation for the 2021-2022 school year.

10. Were any additional steps, columns, or range added to the schedules? (If yes, please explain.)

The CSEA General and Operations Units adopted a new salary schedule effective July 1, 2021 as a result of minimum wage increases and the resulting impaction in the existing salary schedeules.

11 . Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)
In response to minimum wage increases, CSEA also agreed to the following: Members newly hired into the district for positions subject to the applicable CA minimum wage rate shall be placed at the highest step earning minimum wage so that they will earn their annual incremental step increase the subsequent year of employment (e.g. if steps 1-3 are earning minimum wage, they will be placed on step 3 and will increment to step four in their subsequent year of employment).

12. Does this bargaining unit have a negotiated cap for Health & Welfare benefits? **Yes** ☐ **No** ☒

If yes, please describe the cap amount.

Not applicable.

B. Proposed Negotiated Changes in other compensation and non-compensation Items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.).

Not applicable.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

The on-going salary increase helps SJUSD with employee recruitment and accommodates the increase to minimum wages. As much as possible, program budgets will absorb cost increases. Unappropriated fund balance is the source of funding to accommodate the settlements until additional solutions are identified and approved.

The impact of the one-time additional payment is to compensate employees for the additional time and effort they have incurred in the transition to distance learning and then back to a hybrid model for in-person learning and then again changing up the learning model for in-person learning due to COVID-19 and the various stages of instruction in compliance with State requirements . There will be no financial impact on the different programs as one-time funds are being used to pay for this one-time expense.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

CONTINGENCY LANGUAGE:

California School Employees Association (CSEA) *- Article 1.2.1 - The parties agree that negotiations of salary are concluded for 2020-2021 and 2021-2022. No salary negotiations will be held in 2021-2022, but reopener negotiations will still be held and either party may propose up to two articles in addition to health benefits. For 2022-2023, either party may reopen salary, benefits and two additional articles of their choosing.*

E. Will this agreement create or decrease deficit financing in the current or subsequent year(s)? "Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

General Fund: *Deficit financing in unrestricted is expected to be created from the on-going salary adjustment from the agreements in the 2021-2022 fiscal year. Deficit financing is not expected to be created from the one-time additional payment agreements in the 2021-2022 fiscal year. One-time funds are being used to pay for the one-time payments. In FY 2022-2023, deficit spending is decreased due to the reversal of one-time expenses. Fund balance is projected to be used until further budget solutions are identified and approved.*

All Other Funds: *Deficit financing will increase in the 2021-2022 fiscal year from the agreements. Fund balance is projected to be used until further budget solutions are identified and approved.*

F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None known at this time.

G. Source of Funding for Proposed Agreement

1. Current Year

The source of funding for the proposed agreements is one-time restricted revenues for the one-time payments. On-going costs will require the reduction of fund balance or other program costs.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

The source of funding for the proposed agreements is one-time restricted revenues for the one-time payments. On-going costs will require the reduction of fund balance or other program costs.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a multi-year agreement with a single-year, one-time off schedule payment along with an on-going increase to base salaries, stipends and hourly rates. The sources of funding the one-time payments are one-time restricted revenues. The sources of funding for the multi-year agreements are LCFF, program revenues, and the unappropriated fund balance until additional solutions are identified and approved.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted SF0 General Fund

Enter Bargaining Unit/Group: CSEA

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ 380,513,416		$ -	$ 380,513,416
Remaining Revenues (8100-8799)	$ 12,701,202		$ -	$ 12,701,202
TOTAL REVENUES	**$ 393,214,618**	**$ -**	**$ -**	**$ 393,214,618**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ 161,501,930	$ -	$ 5,507,470	$ 167,009,400
Classified Salaries (2000-2999)	$ 42,588,268	$ 1,222,943	$ 402,132	$ 44,213,343
Employee Benefits (3000-3999)	$ 94,934,358	$ 464,841	$ 1,495,583	$ 96,894,782
Books and Supplies (4000-4999)	$ 8,679,130	$ -	$ -	$ 8,679,130
Services, Other Operating Expenses (5000-5999)	$ 19,136,534		$ -	$ 19,136,534
Capital Outlay (6000-6999)	$ 4,359,600		$ -	$ 4,359,600
Other Outgo (7100-7299) (7400-7499)	$ 1,010,455		$ -	$ 1,010,455
Direct Support/Indirect Cost (7300-7399)	$ (7,154,909)		$ -	$ (7,154,909)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES	**$ 325,055,366**	**$ 1,687,784**	**$ 7,405,185**	**$ 334,148,335**
OPERATING SURPLUS (DEFICIT)	**$ 68,159,252**	**$ (1,687,784)**	**$ (7,405,185)**	**$ 59,066,283**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ -		**$ -**	$ -
TRANSFERS OUT & OTHER USES (7610-7699)	$ 2,223,655		**$ -**	$ 2,223,655
CONTRIBUTIONS (8980-8999)	$ (55,721,854)	$ (2,806,365)	**$ (1,951,289)**	$ (60,479,508)
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ 10,213,743**	**$ (4,494,149)**	**$ (9,356,474)**	**$ (3,636,880)**
BEGINNING BALANCE	$ 58,399,757	$ -	$ -	$ 58,399,757
Prior-Year Adjustments/Restatements (9793/9795)	$ -	$ -		$ -
CURRENT-YEAR ENDING BALANCE	**$ 68,613,500**	**$ (4,494,149)**	**$ (9,356,474)**	**$ 54,762,877**
COMPONENTS OF ENDING BALANCE:	$ -			
Nonspendable Amounts:	$ 500,000			$ 500,000
Reserved Amounts (9711-9740)	$ -			$ -
Reserved for Economic Uncertainties (9770)	$ 11,010,000	$ 89,883	$ 187,129	$ 11,287,012
Committed Funds (9750-9760)	$ -		$ -	$ -
Assigned Amounts	$ 14,426,808	$ (2,433,355)	$ (9,317,982)	$ 2,675,471
Unappropriated Amounts (9790)	**$ 42,676,692**	**$ (2,150,677)**	**$ (225,621)**	**$ 40,300,394**

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted SF 3 & 5 General Fund

Enter Bargaining Unit/Group: CSEA

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ 2,152,202		$ -	$ 2,152,202
Remaining Revenues (8100-8799)	$ 101,722,874		$ -	$ 101,722,874
TOTAL REVENUES	**$ 103,875,076**	**$ -**	**$ -**	**$ 103,875,076**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ 40,567,420	$ -	$ 8,696,746	$ 49,264,166
Classified Salaries (2000-2999)	$ 29,469,742	$ 4,605,775	$ 704,172	$ 34,779,689
Employee Benefits (3000-3999)	$ 60,176,277	$ 1,224,085	$ 2,370,417	$ 63,770,779
Books and Supplies (4000-4999)	$ 64,146,505	$ (3,023,495)	$ (9,820,046)	$ 51,302,964
Services, Other Operating Expenses (5000-5999)	$ 13,383,540		$ -	$ 13,383,540
Capital Outlay (6000-6999)	$ 73,000		$ -	$ 73,000
Other Outgo (7100-7299) (7400-7499)	$ -		$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 5,862,524		$ -	$ 5,862,524
Other Adjustments	$ -		$ -	$ -
TOTAL EXPENDITURES	**$ 213,679,008**	**$ 2,806,365**	**$ 1,951,289**	**$ 218,436,662**
OPERATING SURPLUS (DEFICIT)	**$ (109,803,932)**	**$ (2,806,365)**	**$ (1,951,289)**	**$ (114,561,586)**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ -		$ -	$ -
TRANSFERS OUT & OTHER USES (7610-7699)	$ 9,473,866		$ -	$ 9,473,866
CONTRIBUTIONS (8980-8999)	$ 55,721,854	$ 2,806,365	$ 1,951,289	$ 60,479,508
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ (63,555,944)**	**$ -**	**$ -**	**$ (63,555,944)**
BEGINNING BALANCE	$ 83,449,878	$ -	$ -	$ 83,449,878
Prior-Year Adjustments/Restatements (9793/9795)	$ -			$ -
CURRENT-YEAR ENDING BALANCE	**$ 19,893,934**	**$ -**	**$ -**	**$ 19,893,934**
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts			$ -	$ -
Reserved Amounts (9711-9740)	$ 19,893,934	$ -	$ -	$ 19,893,934
Reserved for Economic Uncertainties (9770)			$ -	$ -
Committed Funds	$ -		$ -	$ -
Assigned Amounts		$ -	$ -	$ -
Unappropriated Amounts (9790)	**$ -**	**$ -**	**$ -**	**$ -**

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Enter Bargaining Unit/Group: CSEA

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ 382,665,618	$ -	$ -	$ 382,665,618
Remaining Revenues (8100-8799)	$ 114,424,076	$ -	$ -	$ 114,424,076
TOTAL REVENUES	**$ 497,089,694**	**$ -**	**$ -**	**$ 497,089,694**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ 202,069,350	$ -	$ 14,204,216	$ 216,273,566
Classified Salaries (2000-2999)	$ 72,058,010	$ 5,828,718	$ 1,106,304	$ 78,993,032
Employee Benefits (3000-3999)	$ 155,110,635	$ 1,688,926	$ 3,866,000	$ 160,665,561
Books and Supplies (4000-4999)	$ 72,825,635	$ (3,023,495)	$ (9,820,046)	$ 59,982,094
Services, Other Operating Expenses (5000-5999)	$ 32,520,074	$ -	$ -	$ 32,520,074
Capital Outlay (6000-6999)	$ 4,432,600	$ -	$ -	$ 4,432,600
Other Outgo (7100-7299) (7400-7499)	$ 1,010,455	$ -	$ -	$ 1,010,455
Direct Support/Indirect Cost (7300-7399)	$ (1,292,385)	$ -	$ -	$ (1,292,385)
Other Adjustments	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	**$ 538,734,374**	**$ 4,494,149**	**$ 9,356,474**	$ 552,584,997
OPERATING SURPLUS (DEFICIT)	**$ (41,644,680)**	**$ (4,494,149)**	**$ (9,356,474)**	$ (55,495,303)
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ -	$ -	$ -	$ -
TRANSFERS OUT & OTHER USES (7610-7699)	$ 11,697,521	$ -	$ -	$ 11,697,521
CONTRIBUTIONS (8980-8999)	$ -	$ -	$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ (53,342,201)**	**$ (4,494,149)**	**$ (9,356,474)**	**$ (67,192,824)**
BEGINNING BALANCE	$ 141,849,635			$ 141,849,635
Prior-Year Adjustments/Restatements (9793/9795)	$ -	$ -	$ -	$ -
CURRENT-YEAR ENDING BALANCE	**$ 88,507,434**	**$ (4,494,149)**	**$ (9,356,474)**	**$ 74,656,811**
COMPONENTS OF ENDING BALANCE:				$ -
Nonspendable Amounts	$ 500,000			$ 500,000
Reserved Amounts (9711-9740)	$ 19,893,934	$ -	$ -	$ 19,893,934
Reserved for Economic Uncertainties (9770)	$ 11,010,000	$ 89,883	$ 187,129	$ 11,287,012
Committed Funds	$ -	$ -		$ -
Assigned Amounts	$ 14,426,808	$ (2,433,355)	$ (9,317,982)	$ 2,675,471
Unappropriated Amounts - Unrestricted (9790)	$ 42,676,692	$ (2,150,677)	$ (225,621)	$ 40,300,394
Reserve for Economic Uncertainties Percentage	2.00%			2.00%

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund

Enter Bargaining Unit/Group: CSEA

	FY 2021-22	FY 2022-23	FY 2023-24
	FY 2021-22 Proposed Budget after adjustments	Certificated & Classified, Board Contracts	Second Subsequent Year
REVENUES			
LCFF Sources (8010-8099)	$382,665,618	$389,192,138	$400,870,562
Remaining Revenues (8100-8799)	$114,424,076	$107,999,882	$107,982,891
TOTAL REVENUES	**$497,089,694**	**$497,192,020**	**$508,853,453**
EXPENDITURES			
Certificated Salaries (1000-1999)	$216,273,566	$208,887,060	$203,398,751
Classified Salaries (2000-2999)	$78,993,032	$76,676,773	$76,778,944
Employee Benefits (3000-3999)	$160,665,561	$166,394,654	$170,483,042
Books and Supplies (4000-4999)	$59,982,094	$23,635,318	$22,074,704
Services, Other Operating Expenses (5000-5999)	$32,520,074	$29,229,578	$29,075,252
Capital Outlay (6000-6999)	$4,432,600	$73,000	$73,000
Other Outgo (7100-7299) (7400-7499)	$1,010,455	$1,010,455	$1,010,455
Direct Support/Indirect Cost (7300-7399)	($1,292,385)	($1,218,518)	($1,164,013)
Other Adjustments	$0	$0	$0
TOTAL EXPENDITURES	**$552,584,997**	**$504,688,320**	**$501,730,135**
OPERATING SURPLUS (DEFICIT)	**($55,495,303)**	**($7,496,300)**	**$7,123,318**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$0	$0	$0
TRANSFERS OUT & OTHER USES (7610-7699)	$11,697,521	$4,227,628	$4,227,628
CONTRIBUTIONS (8980-8999)	$0	$0	$0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**($67,192,824)**	**($11,723,928)**	**$2,895,690**
BEGINNING BALANCE	$141,849,635	$74,656,811	$62,932,883
Prior-Year Adjustments/Restatements (9793/9795)/ Update to Estimated actuals		$0	
CURRENT-YEAR ENDING BALANCE	**$74,656,811**	**$62,932,883**	**$65,828,573**
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts	$500,000	$500,000	$500,000
Reserved Amounts (9711-9740)	$19,893,934	$13,515,952	$9,996,810
Reserved for Economic Uncertainties (9770)	$11,287,013	$10,269,477	$10,288,296
Committed Funds	$0	$0	$0
Assigned Amounts	$2,675,471	$6,790,129	$36,885,093
Unappropriated Amounts - Unrestricted (9790)	**$40,300,393**	**$31,857,325**	**$8,158,374**
Reserve for Economic Uncertainties Percentage	**2.00%**	**2.02%**	**0.020334298**

J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2021-22 Projected Year Totals - Budget	2022-23 Multi-Year Projection	2023-24 Multi-Year Projection
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$ 564,282,518	$ 508,915,948	$ 505,957,763
b.	State Standard Minimum Reserve Percentage for this District (2%) enter percentage:	2%	2%	2%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, OR $50,000	$ 11,285,650	$ 10,178,319	$ 10,119,155

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9770)	$ 11,287,013	$ 10,269,477	$ 10,288,296
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	$ 40,300,393	$ 31,857,325	$ 8,158,374
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9770)	$ -	$ -	$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriate Amount (9790)	$ -	$ -	$ -
g.	Total Available Reserves	$ 51,587,406	$ 42,126,802	$ 18,446,670
h.	Reserve for Economic Uncertainties Percentage	2.00%	2.02%	2.03%

3. Do unrestricted reserves meet the state minimum reserve amount?

2020-21	Yes	[x]	No	[ ]
2021-22	Yes	[x]	No	[ ]
2022-23	Yes	[x]	No	[ ]

4. If no, how do you plan to restore your reserves?

5. If the total amount of the adjustment in Column 2 on Page 4c does not agree with the amount of the Total Compensation Increase in Section A, Line 5, Page 1a (i.e., increase was partially budgeted), explain the variance below:

Total amount of the adjustment in Column 2 on Page 4c is:	*$*	*4,494,149*
Total Compensation Increase in Section A, Line 5, Page 1a is:	*$*	*7,517,644*
Variance	*$*	*(3,023,495)*
Net increase contribution to Restricted Repair Maintenance Account (RRMA)	*$*	*225,529*
Amount budgeted in object code 4xxx in Restriced General Fund to offset the increased cost	*$*	*3,023,495*

6. Please include any additional comments and explanation of Page 5 if necessary:

Increase to RRMA is included in total variance

K. SALARY NOTIFICATION REQUIREMENT

The following section is applicable and should be completed when any Salary/Benefit Negotiations are settled after the district's final budget has been adopted.

COMPARISON OF PROPOSED AGREEMENT TO CHANGE IN DISTRICT LOCAL CONTROL FUNDING

(a) Current-Year Local Control Funding per ADA(line 19 below):	**$**	**10,229**
(b) Prior-Year Base Funding per ADA (line 20 below)	**$**	**9,746**
(c) Amount of Current-Year Increase: (a) minus (b)	**$**	**483**
(d) Percentage Increase in Base LCFF per ADA: (c) divided by (b)		**4.96%**
(e) Total Compensation Percentage Increase from Section A, Line 5, Page 1 for current year (Year 1)		**1.75%**

1	K-3 CSR		6,361,740
2	EIA		4,398,886
3	Other State categorical		24,749,916
4	Transportation		5,230,781
5	Targeted Instructional Improvement Grant (TIIG)		2,350,261
6	**Total LCFF Categoricals**	**$**	**43,091,584**
7	2012-13 Rev Limit funding per ADA	$	5,303.79
8	**Actual or Estimated funded ADA**		37,199.03
9	Current year ADA x 2012-13 Rev Limit funding per ADA (Rows 7 x 8)		197,295,843
10	Prior year gap funding	$	11,121,199
11	Prior year gap funding per ADA		296.49
12	Total of all prior years gap funding adjusted for current year ADA		111,466,521
13	**Adjusted Funding Floor** (Rows 6 + 9 + 12)	***$***	***351,853,948***
14	**LCFF funding target**	**$**	**380,513,416**
15	Funding GAP (Rows 14-13)	$	28,659,468
16	**LCFF Statewide funding GAP %**		**100.00%**
17	**LCFF Growth (Rows 15 x 16)**	***$***	***28,659,468***
18	***LCFF Funding (Rows 13 + 17)***	***$***	***380,513,416***
19	LCFF revenue per ADA (Rows 18 / 8)	$	10,229
20	Prior year funding per ADA	$	9,746
21	**Per ADA change from Prior year (Rows 19 - 20)**	**$**	**483**
22	Growth Increase % (Rows 21 / 20)		4.96%

L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICTS ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Financial Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Deputy Superintendent of San Juan Unified School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreements between the District and CSEA during the term of the agreement from July 1, 2021 to June 30, 2022 or later.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

General Fund Budget Adjustment Categories:	21-22 Budget Adjustment Increase (Decrease)	22-23	23-24
Revenues/Other Financing Sources	$0	$0	$0
Expenditures/Other Financing Uses*	$4,494,149	($79,365)	$ -
Ending Balance Increase (Decrease)	($4,494,149)	$79,365	$0
* (includes budget offsets, if any)			

_____ (No budget revisions necessary)

The one-time cost for the Other Funds (Adult Ed, Cafeteria, Child Development, Deferred Maintenance/Building Funds, and Self Insurance Fund) will be absorbed by the one-time funds budgeted in the restricted general fund for their appropriate Full-Time Equivalent (FTE) staff.

Kent Kern, Superintendent of Schools — Date: 7/23/21

Jennifer Stahlheber, Chief Financial Officer — Date: 7/28/21

General Funds Group Total Costs	21-22	Not Cumulative 22-23	Not Cumulative 23-24
Teachers (SJTA)	$ -	$ -	$ -
General & Operations Support (CSEA)	7,517,644	(2,645,495)	
Teamsters	-	-	-
Management (SJAA) & Board Contracted Cabinet members	-	-	-
Certificated Supervisory (SJPEC)	-	-	-
Supervisors (SJSA)	-	-	-
Confidential & Unrepresented Specialists Units	-	-	-
Total	$ 7,517,644	$ (2,645,495)	$ -
Less offsets	(3,023,495)	2,566,130	$ -
Total impact to budget	$ 4,494,149	$ (79,365)	$ -

M. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement(s) and is submitted to the Governing Board for public disclosure of the major provisions of the agreement(s) (as provided in the "Public Disclosure of Proposed Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

Kent Kern, Superintendent of Schools **(Signature)**	**Date**
Jennifer Stahlheber, Chief Financial Officer **Contact Person**	**(916) 971-7237** **Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on August 10, 2021 **took action to approve the proposed agreements with CSEA.**

President, Governing Board **(Signature)**	**Date**

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: ***San Juan Unified School District - Adult Education Fund***

Name of Bargaining Units: **CSEA**

Certificated, Classified, Other: **Certificated & Classified, Board Contracts**

The proposed agreements cover the period beginning: **July 1, 2021** (date) **and ending:** **June 30, 2022** (date)

The Governing Board will act upon the proposed agreement(s) on: August 10, 2021 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action. This form must also be available to the public at least ten (10) working days prior to the date the governing board will take action on the proposed bargaining agreements.

A. Proposed Change in Compensation

Page 1 (Other Funds Section)

	Compensation	Annual Cost Prior to Proposed Agreement FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease) FY 2021-22	Year 2 Increase (Decrease) FY 2022-23	Year 3 Increase (Decrease) FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$1,401,209	$16,280	$0	$0
			1.16%	**0.00%**	**0.00%**
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
			0.00%	**0.00%**	**0.00%**
3	**Statutory Benefits -** STRS, PERS, FICA WC, UI, Medicare, etc. (retiree h&w and long-term sick leave included in section 4)	$438,391	$5,382	$0	$0
			1.23%	**0.00%**	**0.00%**
4	**Health/Welfare Plans -** includes medical, dental, vision, life insurance, retiree h&w, long-term sick leave, cash option	$259,220	$806	$0	$0
			0.31%	**0.00%**	**0.00%**
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$2,098,820	$22,468	$0	$0
			1.07%	**0.00%**	**0.00%**
6	**Step and Column - Due to movement plus any changes due to settlement. 2019-20, 2020-21 and 2021-22 step and column increases have already been included in the multi-year projection. This is a subset of Item No. 1**	$11,885	$0	$147	$0
7	**Total Number of Represented Employees** (Use FTEs if appropriate)	**20.26**	**8.75**	**8.75**	**8.75**
8	**Total Compensation <u>Average</u> Cost per Employee**	$103,594	$2,568	$0	$0
			2.48%	**0.00%**	**0.00%**
9	**Total Salary Compensation**	$1,401,209	$16,280	$0	$0
	Total Salary Compensation %		**Total Salary Compensation %**		**0.00%**

A. Proposed Change in Compensation for Adult Education Fund
Page 2 (Other Funds Section)

	Compensation	Annual Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease)	Year 2 Increase (Decrease)	Year 3 Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$1,401,209.00	$16,280.00	$0.00	$0.00
	Certificated Salaries - Object 1xxx	$1,089,560		$0	$0
	Classified Salaries - Object 2xxx	$311,649		$0	$0
	Salary Increase Certificated Salaries 3.55% - Object 1xxx			$0	
	Salary Increase Certificated Salaries - Object 1xxx			$0	$0
	Salary Increase **Classified 3.55%** Salaries Object 2xxx		$11,243		
	Other - Classified Salaries -salary schedules- Object 2xxx		$5,037	$0	
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
	One Time Payment -Certificated Salaries - Object 1xxx		$0	$0	$0
	One Time Payment - Classified Salaries - Object 2xxx -		$0	$0	$0
				$0	
3	Statutory Benefit - Certificated Rates	21.60%	20.87%	23.05%	22.75%
	Statutory Benefit - Classified Rates	33.79%	33.06%	36.25%	36.95%
	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc. (Retiree H&W & Long-term Sick Leave included in section 4)	$438,391	$5,382	$0	$0
	Certificated Payroll costs	$339,448	$0	$0	$0
	Classified Payroll costs	$98,943	$0	$0	
	Salary Increase - Certificated payroll costs		$0	$0	
	Salary Increase **- Classified** payroll costs		$5,382	$0	
	One Time Payment - Certificated payroll costs		$0	$0	$0
	One Time Payment **- Classified** payroll costs				$0
4	**Health/Welfare Plans -** Medical,dental,vision, life insurance, retiree h&w, lt sick leave, cash	$259,220	$806	$0	$0
	Medical/Dental/VSP - Object 340x	$215,242			
	Life Insurance - Object 395x	$221	$0	$0	
	Retiree H&W & Long-term Sick Leave - * See below for rates	$43,757	$806	$0	$0
	Post Employment Health Plan (PEHP) Object 3751 (SJTA only)				
				$ -	$ -
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$2,098,820	$22,468	$0	$0
6	**Step and Column - Related to movement plus any changes due to settlement. This is a subset of Item No. 1**	$11,885	$0	$147	$0
				$0	
	FTE - Using July 1, 2021 FTE for cost prior to proposed agreements. Years 1 - 3 have changes only due to the proposed agreements.	20.26	8.75	8.75	8.75

* Rates:	FY 2021-22	FY 2021-22	FY 2022-23	FY 2023-24
Retiree H&W & Long-term Leave Rates - Certificated	2.60%	2.60%	2.60%	2.60%
Retiree H&W & Long-term Leave Rates - Classified	4.95%	4.95%	4.95%	4.95%
Health & Welfare	4.00%	4.00%	7.50%	7.50%
Step & Column - Certificated	0.90%		0.90%	0.90%
Step & Column - Classified	0.70%		0.90%	0.90%

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET
Page 3 (Other Funds Section)

Adult Ed Fund-Unrestricted & Restricted

Enter Bargaining Unit/Group: CSEA

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ -		$ -	$ -
Remaining Revenues (8100-8799)	$ 3,496,985		$ -	$ 3,496,985
TOTAL REVENUES	**$ 3,496,985**	**$ -**	**$ -**	**$ 3,496,985**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ 1,089,560	$ 5,037	$ 22,950	$ 1,117,547
Classified Salaries (2000-2999)	$ 311,649	$ 11,243	$ -	$ 322,892
Employee Benefits (3000-3999)	$ 697,611	$ 6,188	$ 5,176	$ 708,975
Books and Supplies (4000-4999)	$ 212,751	$ (22,468)	$ (28,503)	$ 161,780
Services, Other Operating Expenses (5000-5999)	$ 1,029,113		$ -	$ 1,029,113
Capital Outlay (6000-6999)	$ -		$ (377)	$ (377)
Other Outgo (7100-7299) (7400-7499)	$ -		$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 56,825		$ -	$ 56,825
Other Adjustments	$ -		$ -	$ -
TOTAL EXPENDITURES	**$ 3,397,509**	**$ -**	**$ (754)**	**$ 3,396,755**
OPERATING SURPLUS (DEFICIT)	**$ 99,476**	**$ -**	**$ 754**	**$ 100,230**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ -		$ -	$ -
TRANSFERS OUT & OTHER USES (7610-7699)	$ 93,476		$ (377)	$ 93,099
CONTRIBUTIONS (8980-8999)	$ -		$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ 6,000**	**$ -**	**$ 1,131**	**$ 7,131**
BEGINNING BALANCE	$ 1,893,043			$ 1,893,043
Prior-Year Adjustments/Restatements (9793/9795)	$ -			$ -
CURRENT-YEAR ENDING BALANCE	**$ 1,899,043**	**$ -**		**$ 1,900,174**
COMPONENTS OF ENDING BALANCE:	$ -			
Nonspendable	$ -			
Restricted	$ 1,851,953	$ -		$ 1,851,953
Reserved for Economic Uncertainties (9770)	$ -			
Committed	$ -			
Assigned	$ 47,090			$ 47,090
Unappropriated Amounts (9790)	**$ -**	**$ -**	**$ -**	**$ 1,131**

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS
Page 4 (Other Funds Section)

Adult Education Fund

Enter Bargaining Unit/Group: *CSEA*

	FY 2021-22	FY 2022-23	FY 2023-24
	FY 2021-22 Proposed Budget after adjustments	Certificated & Classified, Board Contracts	Second Subsequent Year
REVENUES			
LCFF Sources (8010-8099)	$0	$0	$0
Remaining Revenues (8100-8799)	$3,496,985	$3,496,985	$3,496,985
TOTAL REVENUES	$3,496,985	$3,496,985	$3,496,985
EXPENDITURES			
Certificated Salaries (1000-1999)	$1,117,547	$1,096,335	$1,090,154
Classified Salaries (2000-2999)	$322,892	$325,697	$328,527
Employee Benefits (3000-3999)	$708,975	$755,248	$758,577
Books and Supplies (4000-4999)	$161,780	$154,035	$168,783
Services, Other Operating Expenses (5000-5999)	$1,029,113	$1,012,238	$998,867
Capital Outlay (6000-6999)	-$377	-$377	$0
Other Outgo (7100-7299) (7400-7499)	$0	$92,722	$93,476
Direct Support/Indirect Cost (7300-7399)	$56,825	$56,825	$56,825
Other Adjustments	$0		
TOTAL EXPENDITURES	$3,396,755	$3,492,723	$3,495,209
OPERATING SURPLUS (DEFICIT)	$100,230	$4,262	$1,776
TRANSFERS IN & OTHER SOURCES (8910-8979)	$0		
TRANSFERS OUT & OTHER USES (7610-7699)	$93,099	$0	$0
CONTRIBUTIONS (8980-8999)	$0	$0	$0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	$7,131	$4,262	$1,776
BEGINNING BALANCE	$1,893,043	$1,900,174	$1,904,436
Prior Year Adjustments/Restatements/updated to estimated actuals		$0	$0
CURRENT-YEAR ENDING BALANCE	$1,900,174	$1,904,436	$1,906,212
COMPONENTS OF ENDING BALANCE:			
Nonspendable	$0		
Restricted	$1,851,953	$1,904,436	$1,906,212
Reserved for Economic Uncertainties	$0		
Committed	$0		
Assigned	$47,090		
Reserve for Economic Uncertainties Percentage	0.00%	0.00%	0.00%
	$1,131	***$0***	***$0***

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: *San Juan Unified School District - Child Development Fund*

Name of Bargaining Units: **CSEA**

Certificated, Classified, Other: **Certificated & Classified, Board Contracts**

The proposed agreements cover the period beginning: **July 1, 2021** **and ending:** **June 30, 2022**
(date) **(date)**

The Governing Board will act upon the proposed agreement(s) on: August 10, 2021
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action. This form must also be available to the public at least ten (10) working days prior to the date the governing board will take action on the proposed bargaining agreements.

A. Proposed Change in Compensation
Page 4 (Other Funds Section)

	Compensation	Annual	Fiscal Impact of Proposed Agreement		
		Cost Prior to	Year 1	Year 2	Year 3
		Proposed Agreement	Increase (Decrease)	Increase (Decrease)	Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$13,343,752	$335,231	$0	$0
			2.51%	**0.00%**	**0.00%**
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
			0.00%	**0.00%**	**0.00%**
	Description of other compensation				
3	**Statutory Benefits -** STRS, PERS, FICA WC, UI, Medicare, etc. (retiree h&w and long-term sick leave included in section 4)	$4,402,058	$110,827	$0	$0
			2.52%	**0.00%**	**0.00%**
4	**Health/Welfare Plans** - includes medical, dental, vision, life insurance, retiree h&w, long-term sick leave, cash option	$4,541,090	$16,594	$0	$0
			0.37%	**0.00%**	**0.00%**
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$22,286,900	$462,652	$0	$0
			2.08%	**0.00%**	**0.00%**
6	**Step and Column - Due to movement plus any changes due to settlement. 2019-20, 2020-21 and 2021-22 step and column increases have already been included in the multi-year projection. This is a subset of Item No. 1**	$119,023	$0	$4,015	$0
7	**Total Number of Represented Employees** (Use FTEs if appropriate)	**285.83**	**139.41**	**139.41**	**139.41**
8	**Total Compensation Average Cost per Employee**	$77,973	$3,319	$0	$0
			4.26%	**0.00%**	**0.00%**
9	**Total Salary Compensation**	$13,343,752	$335,231	$0	$0
	Total Salary Compensation %		**Total Salary Compensation %**		**0.00%**

A. Proposed Change in Compensation for Child Development Fund
Page 5 (Other Funds Section)

	Compensation	Annual Cost Prior to Proposed Agreement FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease) FY 2021-22	Year 2 Increase (Decrease) FY 2022-23	Year 3 Increase (Decrease) FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$13,343,752	$335,231	$0	$0
	Certificated Salaries - Object 1xxx	$8,764,435		$0	
	Classified Salaries - Object 2xxx	$4,579,317		$0	
	Salary Increase Certificated Salaries 3.55% Object 1xxx			$0	
	Salary Increase Certificated Salaries - Object 1xxx			$0	
	Other - Certificated Salaries - Object 1xxx				
	Salary Increase Classified 3.55% - Object 2xxx		$168,485	$0	
	Other - Classified Salaries salary schedule change - Object 2xxx		$166,746	$0	
2	**Other Compensation**	$0	$0	$0	$0
	One Time Payment -Certificated Salaries - Object 1xxx			$0	
	One Time Payment- **Classified** Salaries - Object 2xxx				
3	Statutory Benefit - Certificated Rates	21.60%	20.87%	23.05%	22.75%
	Statutory Benefit - Classified Rates	33.79%	33.06%	36.25%	36.95%
	Statutory Benefits - STRS, PERS, FICA,WC, UI, Medicare, etc. (Retiree H&W & Long-term Sick Leave included in section 4)	$4,402,058	$110,827	$0	$0
	Certificated payroll costs	$2,855,710			
	Classified payroll costs	$1,546,348			
	Salary Increase SJPEC 3.55% - Certificated payroll costs		$0	$0	
	Salary Increase - Other Certificated payroll costs		$0	$0	
	Other - Certificated payroll costs		$0	$0	
	Salary Increase Classified payroll costs		$110,827		
	Other - **Classified** payroll costs			$0	
	One Time Payment - 2% payroll costs(No PERS)		$0	$0	
	One Time Payment - **Classified** payroll costs		$0	$0	$0
				$0	$0

A. Proposed Change in Compensation for Child Development Fund
Page 6 (b) (Other Funds Section)

4	**Health/Welfare Plans -** medical,dental,vision, life insurance, retiree h&w, lt sick leave, cash option (obj 340x, 395x, 37xx, 396x, 391x)	$4,541,090	$16,594	$0	$0
	Medical/Dental/VSP - Object 340x	$4,053,054		$0	
	Life Insurance - Object 395x	$11,570	$0	$0	
	*Retiree H&W & Long-term Sick Leave - * See below for rates*	$476,466	$16,594	$0	
	Post Employment Health Plan (PEHP) Object 3751 (SJTA only)	$0	$0	$0	
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$22,286,900	$462,652	$0	$0
6	**Step and Column - Related to movement plus any changes due to settlement. This is a subset of Item No. 1**	$119,023	$0	$4,015	$0
	FTE - Using July 1, 2021 FTE for cost prior to proposed agreements. Years 1 - 3 have changes only due to the proposed agreements.	285.83	139.41	139.41	139.41

* Rates:	FY 2021-22	FY 2021-22	FY 2022-23	FY 2023-24
Retiree H&W & Long-term Leave Rates - Certificated	2.60%	2.60%	2.60%	2.60%
Retiree H&W & Long-term Leave Rates - Classified	4.95%	4.95%	4.95%	4.95%
Health & Welfare	4.00%	4.00%	7.50%	7.50%
Step & Column - Certificated	0.90%	0.00%	0.90%	0.90%
Step & Column - Classified	0.90%	0.00%	0.90%	0.90%

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET
Page 3 (Other Funds Section)

Child Development Fund-Unrestricted & Restricted

Enter Bargaining Unit/Group: CSEA

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ -		$ -	$ -
Remaining Revenues (8100-8799)	$ 20,167,285		$ -	$ 20,167,285
TOTAL REVENUES	**$ 20,167,285**	**$ -**	**$ -**	**$ 20,167,285**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ 8,764,435	$ -	$ 177,249	$ 8,941,684
Classified Salaries (2000-2999)	$ 4,579,317	$ 335,231	$ -	$ 4,914,548
Employee Benefits (3000-3999)	$ 8,943,148	$ 127,421	$ 42,894	$ 9,113,463
Books and Supplies (4000-4999)	$ 1,366,062	$ (462,652)	$ (220,143)	$ 683,267
Services, Other Operating Expenses (5000-5999)	$ 264,344		$ -	$ 264,344
Capital Outlay (6000-6999)	$ -		$ -	$ -
Other Outgo (7100-7299) (7400-7499)	$ -		$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 852,124		$ -	$ 852,124
Other Adjustments	$ -		$ -	$ -
TOTAL EXPENDITURES	**$ 24,769,430**	**$ -**	**$ -**	**$ 24,769,430**
OPERATING SURPLUS (DEFICIT)	**$ (4,602,145)**	**$ -**	**$ -**	**$ (4,602,145)**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 4,469,893	$ -	$ -	$ 4,469,893
TRANSFERS OUT & OTHER USES (7610-7699)	$ -		$ -	$ -
CONTRIBUTIONS (8980-8999)	$ -		$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ (132,252)**	**$ -**	**$ -**	**$ (132,252)**
BEGINNING BALANCE	$ 778,083			$ 778,083
Prior-Year Adjustments/Restatements (9793/9795)	$ -			$ -
CURRENT-YEAR ENDING BALANCE	**$ 645,831**	**$ -**	**$ -**	**$ 645,831**
COMPONENTS OF ENDING BALANCE:	$ -			
Nonspendable	$ -		$ -	$ -
Restricted	$ 497,895		$ -	$ 497,895
Reserved for Economic Uncertainties (9770)	$ 147,936	$ -		$ 147,936
Committed	$ -	$ -	$ -	$ -
Assigned	$ -			$ -
Unappropriated Amounts (9790)	**$ -**	**$ -**	**$ -**	**$ -**

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS
Page 4 (Other Funds Section)

Child Development Fund

Enter Bargaining Unit/Group: ***CSEA***

	FY 2021-22	FY 2022-23	FY 2023-24
	FY 2021-22 Proposed Budget after adjustments	Certificated & Classified, Board Contracts	Second Subsequent Year
REVENUES			
LCFF Sources (8010-8099)	$ -	$ -	$ -
Remaining Revenues (8100-8799)	$ 20,167,285	$ 25,420,369	$ 25,751,489
TOTAL REVENUES	**$ 20,167,285**	**$ 25,420,369**	**$ 25,751,489**
EXPENDITURES			
Certificated Salaries (1000-1999)	$ 8,941,684	$ 9,020,564	$ 8,922,906
Classified Salaries (2000-2999)	$ 4,914,548	$ 4,955,763	$ 4,997,348
Employee Benefits (3000-3999)	$ 9,113,463	$ 9,653,998	$ 10,021,687
Books and Supplies (4000-4999)	$ 683,267	$ 681,204	$ 702,572
Services, Other Operating Expenses (5000-5999)	$ 264,344	$ 264,344	$ 264,344
Capital Outlay (6000-6999)	$ -	$ -	$ -
Other Outgo (7100-7299) (7400-7499)	$ -	$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 852,124	$ 864,680	$ 871,070
Other Adjustments	$ -	$ -	$ -
TOTAL EXPENDITURES	**$ 24,769,430**	**$ 25,440,553**	**$ 25,779,927**
OPERATING SURPLUS (DEFICIT)	**$ (4,602,145)**	**$ (20,184)**	**$ (28,438)**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 4,469,893	$ -	$ -
TRANSFERS OUT & OTHER USES (7610-7699)	$ -	$ -	$ -
CONTRIBUTIONS (8980-8999)	$ -	$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ (132,252)**	**$ (20,184)**	**$ (28,438)**
BEGINNING BALANCE	$ 778,083	$ 645,831	$ 625,647
Prior Year Adjustments/Restatements/updated to estimated actuals		$ -	
CURRENT-YEAR ENDING BALANCE	**$ 645,831**	**$ 625,647**	**$ 597,209**
COMPONENTS OF ENDING BALANCE:			
Nonspendable	$ -	$ -	$ -
Restricted	$ 497,895	$ 625,647	$ 597,209
Reserved for Economic Uncertainties	$ 147,936	$ -	$ -
Committed	$ -	$ -	$ -
Assigned	$ -	$ -	$ -
Unappropriated Amounts - Unrestricted (9790)	**$ -**		
Reserve for Economic Uncertainties Percentage	0.60%	0.00%	0.00%

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: *San Juan Unified School District - Cafeteria Fund*

Name of Bargaining Units: CSEA

Certificated, Classified, Other: Certificated & Classified, Board Contracts

The proposed agreements cover the period beginning: July 1, 2021 (date) **and ending:** June 30, 2022 (date)

The Governing Board will act upon the proposed agreement(s) on: August 10, 2021 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action. This form must also be available to the public at least ten (10) working days prior to the date the governing board will take action on the proposed bargaining agreements.

A. Proposed Change in Compensation

Page 5 (Other Funds Section)

	Compensation	Annual Cost Prior to Proposed Agreement FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease) FY 2021-22	Year 2 Increase (Decrease) FY 2022-23	Year 3 Increase (Decrease) FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$5,187,687	$473,271	$0	$0
			9.12%	**0.00%**	**0.00%**
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
			0.00%	**0.00%**	**0.00%**
	Description of other compensation				
3	**Statutory Benefits -** STRS, PERS, FICA WC, UI, Medicare, etc. (retiree h&w and long-term sick leave included in section 4)	$1,474,697	$156,463	$0	$0
			10.61%	**0.00%**	**0.00%**
4	**Health/Welfare Plans** - includes medical, dental, vision, life insurance, retiree h&w, long-term sick leave, cash option	$2,143,131	$23,427	$0	$0
			1.09%	**0.00%**	**0.00%**
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$8,805,515	$653,161	$0	$0
			7.42%	**0.00%**	**0.00%**
6	**Step and Column - Due to movement plus any changes due to settlement. 2019-20, 2020-21 and 2021-22 step and column increases have already been included in the multi-year projection. This is a subset of Item No. 1**	$46,273	$0	$5,668	$0
7	**Total Number of Represented Employees** (Use FTEs if appropriate)	**157.41**	**140.41**	**140.41**	**140.41**
8	**Total Compensation Average Cost per Employee**	$55,940	$4,652	$0	$0
			8.32%	**0.00%**	**0.00%**
9	**Total Salary Compensation**	$5,187,687	$473,271	$0	$0
	Total Salary Compensation %		**Total Salary Compensation %**		**0.00%**

A. Proposed Change in Compensation for Cafeteria Fund
Page 6 (Other Funds Section)

	Compensation	Annual Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease)	Year 2 Increase (Decrease)	Year 3 Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$5,187,687	$473,271	$0	$0
	Classified Salaries - Object 2xxx	$5,187,687			
	Salary Increase **Certificated** Salaries - Object 2xxx				
	Salary Increase **Classified 3.55%** - Object 2xxx		$160,389		
	Other - **Classified** Salaries salary schedule change- Object 2xxx -		$312,882		
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc	$0	$0	$0	$0
	One Time Payment 2% - Other **Classified** Salaries - Object 2xxx		$0	$0	
3	Statutory Benefit - Certificated Rates				
	Statutory Benefit - Classified Rates	33.79%	33.06%	36.25%	36.95%
	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc. (Retiree H&W & Long-term Sick Leave included in section 4)	$1,474,697	$156,463	$0	$0
	Classified payroll costs	$1,474,697			
	Salary Increase - Certificated payroll costs				
	Salary Increase - **Classified** payroll costs		$156,463	$0	
	One Time Payment - Certificated payroll costs				
	One Time Payment - **other Classified** payroll costs		$0	$0	
4	**Health/Welfare Plans -** medical, dental, vision, life insurance, retiree h&w, lt sick leave, cash option (obj 340x, 395x, 37xx, 396x, 391x)	$2,143,131	$23,427	$0	$0
	Medical/Dental/VSP - Object 340x	$1,845,275			
	Life Insurance - Object 395x	$6,642			
	Retiree H&W & Long-term Sick Leave - * See below for rates	$291,214	$23,427	$0	
	Cash Option - Object 391x				
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$8,805,515	$653,161	$0	$0
6	**Step and Column - Related to movement plus any changes due to settlement. This is a subset of Item No. 1**	$46,273	$0	$5,668	$0
	FTE - Using July 1, 2021 FTE for cost prior to proposed agreements. Years 1 - 3 have changes only due to the proposed agreements.	157.41	140.41	140.41	140.41

* Rates:	FY 2021-22	FY 2021-22	FY 2022-23	FY 2023-24
Retiree H&W & Long-term Leave Rates - Classified	4.95%	4.95%	4.95%	4.95%
Health & Welfare	4.00%	4.00%	7.50%	7.50%
Step & Column - Certificated				
Step & Column - Classified	0.90%	0.85%	0.90%	0.90%

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET
Page 7 (Other Funds Section)

Cafeteria Fund - Untrestricted & Restricted

Enter Bargaining Unit/Group: ***CSEA***

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)	$ -		$ -	$ -
Remaining Revenues (8100-8799)	$ 14,160,214		$ -	$ 14,160,214
TOTAL REVENUES	**$ 14,160,214**	**$ -**	**$ -**	**$ 14,160,214**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ -		$ -	$ -
Classified Salaries (2000-2999)	$ 5,187,687	$ 473,271	$ 33,730	$ 5,694,688
Employee Benefits (3000-3999)	$ 3,617,828	$ 179,890	$ 13,067	$ 3,810,785
Books and Supplies (4000-4999)	$ 6,412,306	$ (653,161)	$ (46,797)	$ 5,712,348
Services, Other Operating Expenses (5000-5999)	$ 746,424		$ -	$ 746,424
Capital Outlay (6000-6999)	$ -		$ -	$ -
Other Outgo (7100-7299) (7400-7499)	$ -		$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 373,798		$ -	$ 373,798
Other Adjustments	$ -		$ -	$ -
TOTAL EXPENDITURES	**$ 16,338,043**	**$ 0**	**$ -**	**$ 16,338,043**
OPERATING SURPLUS (DEFICIT)	**$ (2,177,829)**	**$ (0)**	**$ -**	**$ (2,177,829)**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 3,175,000		$ -	$ 3,175,000
TRANSFERS OUT & OTHER USES (7610-7699)	$ 7,983		$ -	$ 7,983
CONTRIBUTIONS (8980-8999)			$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ 989,188**	**$ (0)**	**$ -**	**$ 989,188**
BEGINNING BALANCE	$ 2,010,812			$ 2,010,812
Prior-Year Adjustments/Restatements (9793/9795)	$ -			$ -
CURRENT-YEAR ENDING BALANCE	**$ 3,000,000**	**$ (0)**		**$ 3,000,000**
COMPONENTS OF ENDING BALANCE:	$ -			
Nonspendable	$ 361,534			$ 361,534
Restricted	$ 2,638,466	$ (0)	$ -	$ 2,638,466
Reserved for Economic Uncertainties (9770)	$ -		$ -	$ -
Committed	$ -		$ -	$ -
Assigned	$ -			$ -
Unappropriated Amounts (9790)	**$ -**	**$ -**	**$ -**	**$ (0)**

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Page 12 (Other Funds Section)

Cafeteria Fund

Enter Bargaining Unit/Group: ***CSEA***

	FY 2021-22	FY 2022-23	FY 2023-24
	FY 2021-22 Proposed Budget after adjustments	Certificated & Classified, Board Contracts	Second Subsequent Year
REVENUES			
LCFF Sources (8010-8099)	$ -	$ -	$ -
Remaining Revenues (8100-8799)	$ 14,160,214	$17,507,849	$17,992,146
TOTAL REVENUES	$ 14,160,214	$ 17,507,849	$ 17,992,146
EXPENDITURES			
Certificated Salaries (1000-1999)	$ -		$ -
Classified Salaries (2000-2999)	$ 5,694,688	$ 5,691,756	$ 5,704,599
Employee Benefits (3000-3999)	$ 3,810,785	$ 4,004,391	$ 3,991,324
Books and Supplies (4000-4999)	$ 5,712,348	$ 6,639,228	$ 6,871,254
Services, Other Operating Expenses (5000-5999)	$ 746,424	$ 751,222	$ 752,137
Capital Outlay (6000-6999)	$ -	$ 0	$ -
Other Outgo (7100-7299) (7400-7499)	$ -	$ -	$ -
Direct Support/Indirect Cost (7300-7399)	$ 373,798	$ 455,230	$ 457,409
Other Adjustments	$ -		
TOTAL EXPENDITURES	$ 16,338,043	$ 17,541,827	$ 17,776,723
OPERATING SURPLUS (DEFICIT)	$ (2,177,829)	$ (33,978)	$ 215,423
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 3,175,000	$ 175,000	$ 175,000
TRANSFERS OUT & OTHER USES (7610-7699)	$ 7,983	$ 7,775	$ 7,775
CONTRIBUTIONS (8980-8999)	$ -	$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	$ 989,188	$ 133,247	$ 382,648
BEGINNING BALANCE	$ 2,010,812	$ 3,000,000	$ 3,133,247
Prior Year Adjustments/Restatements/updated to estimated actuals		$ -	
CURRENT-YEAR ENDING BALANCE	$ 3,000,000	$ 3,133,247	$ 3,515,895
COMPONENTS OF ENDING BALANCE:			
Nonspendable	$ 361,534	$ 361,534	$ -
Restricted	$ 2,638,466	$ 2,771,713	$ 3,515,895
Reserved for Economic Uncertainties	$ -		
Committed	$ -		
Assigned	$ -		
Reserve for Economic Uncertainties Percentage	0.00%	0.00%	0.00%

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: *San Juan Unified School District - Deferred Maintenance, Building, Capital Facilities and Self Insurance Funds*

Name of Bargaining Units: CSEA

Certificated, Classified, Other: Classified

The proposed agreements cover the period beginning: July 1, 2021 (date) **and ending:** June 30, 2022 (date)

The Governing Board will act upon the proposed agreement(s) on: August 10, 2021 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action. This form must also be available to the public at least ten (10) working days prior to the date the governing board will take action on the proposed bargaining agreements.

A. Proposed Change in Compensation

Page 8 (Other Funds Section)

	Compensation	Annual	Fiscal Impact of Proposed Agreement		
		Cost Prior to	Year 1	Year 2	Year 3
		Proposed Agreement	Increase (Decrease)	Increase (Decrease)	Increase (Decrease)
		FY 2021-22 Adopted Budget 6/22/2021 Board Approved	FY 2021-22	FY 2022-23	FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$1,342,183	$22,165	$0	$0
			1.65%	0.00%	0.00%
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
			0.00%	0.00%	0.00%
	Description of other compensation				
3	**Statutory Benefits -** STRS, PERS, FICA WC, UI, Medicare, etc. (retiree h&w and long-term sick leave included in section 4)	$454,044	$7,328	$0	$0
			1.61%	0.00%	0.00%
4	**Health/Welfare Plans** - includes medical, dental, vision, life insurance, retiree h&w, long-term sick leave, cash option	$350,269	$1,096	$0	$0
			0.31%	0.00%	0.00%
5	**Total Compensation -** Add Items 1 through 4 to equal 5	$2,146,496	$30,589	$0	$0
			1.43%	0.00%	0.00%
6	**Step and Column - Due to movement plus any changes due to settlement. 2019-20, 2020-21 and 2021-22 step and column increases have already been included in the multi-year projection. This is a subset of Item No. 1**	$11,972	$0	$265	$0
7	**Total Number of Represented Employees** (Use FTEs if appropriate)	19.12	12.55	12.55	12.55
8	**Total Compensation Average Cost per Employee**	$112,264	$2,437	$0	$0
			2.17%	0.00%	0.00%
9	**Total Salary Compensation**	$1,342,183	$22,165	$0	$0
	Total Salary Compensation %			Total Salary Compensation %	0.00%

A. Proposed Change in Compensation for : **Deferred Maintenance, Building,**
Page 9 (Other Funds Section) **Capital Facilities and Self Insurance Funds**

	Compensation	Annual Cost Prior to Proposed Agreement FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Fiscal Impact of Proposed Agreement Year 1 Increase (Decrease) FY 2021-22	Year 2 Increase (Decrease) FY 2022-23	Year 3 Increase (Decrease) FY 2023-24
1	**Salary Schedule** (This is to include Step and Columns, which is also reported separately in Item 6)	$1,342,183	$22,165	$0	$0
	Certificated Salaries - Object 1xxx	$0			
	Classified Salaries - Object 2xxx	$1,342,183			
	Salary Increase Certificated Salaries - Object 1xxx		$0	$0	
	Salary Increase Classified Salaries - 3.55% - Object 2xxx		$22,165	$0	
	Other -Certificated Salaries - Object 1xxx			$0	
	Other - Classified Salaries - Object 2xxx		$0	0	
2	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$0	$0	$0	$0
	One-Time Payment-Certificated Salaries-Object 1xxx		$0	$0	
	One-Time PaymentClassified Salaries-Object 2xxx			$0	
3	Statutory Benefit - Certificated Rates	21.60%	20.87%	23.05%	22.75%
	Statutory Benefit - Classified Rates	33.79%	33.06%	36.25%	36.95%
	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc. (Retiree H&W & Long-term Sick Leave included in section 4)	$454,044	$7,328	$0	$0
	Certificated Payroll costs	$0			
	Classified Payroll costs	$454,044			
	Salary Increase - Certificated payroll costs	$0	$0	$0	
	Salary Increase - Classified payroll costs	$0	$7,328	$0	
	One Time Payment-Certificated payroll costs		$0	$0	
	One Time Payment-Classified payroll costs		$0	$0	
	Other-Certificated payroll costs			$0	
	Other-Classified payroll costs			$0	$0
4	**Health/Welfare Plans** - medical, dental, vision, life insurance, retiree h&w, lt sick leave, cash option (obj 340x, 395x, 37xx, 396x, 391x)	$350,269	$1,096	$0	$0
	Medical/Dental/VSP - Object 340x	$278,736		$0	$0
	Life Insurance - Object 395x	$1,429			
	Retiree H&W & Long-term Sick Leave - * See below for rates	$70,104	$1,096	$0	$0
	Cash Option - Object 391x				
5	**Total Compensation** - Add Items 1 through 4 to equal 5	$2,146,496	$30,589	$0	$0
6	**Step and Column - Related to movement plus any changes due to settlement. This is a subset of Item No. 1**	$11,972		$265	$0
	FTE - Using July 1, 2021 FTE for cost prior to proposed agreements. Years 1 - 3 have changes only due to the proposed agreements.	19.12	12.55	12.55	12.55

* Rates:	FY 2021-22	FY 2021-22	FY 2022-23	FY 2023-24
Retiree H&W & Long-term Leave Rates - Certificated	2.60%	2.60%	2.60%	2.60%
Retiree H&W & Long-term Leave Rates - Classified	4.95%	4.95%	4.95%	4.95%
Health & Welfare	4.00%	4.00%	7.50%	7.50%
Step & Column - Certificated	0.90%		0.90%	0.90%
Step & Column - Classified	0.90%		0.90%	0.90%

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET
Page 10 (Other Funds Section)

Deferred Maintenance, Building,
Capital Facilities and Self Insurance Funds

Enter Bargaining Unit/Group: ***CSEA***

	Column 1	Column 2	Column 3	Column 4
	FY 2021-22 Adopted Budget 6/22/2021 Board Approved	Certificated & Classified, Board Contracts	Other Revisions, including prior AB 1200's submitted	FY 2021-22 Proposed Budget after adjustments
REVENUES				
LCFF Sources (8010-8099)			$ -	$ -
Remaining Revenues (8100-8799)	$ 105,556,899		$ -	$ 105,556,899
TOTAL REVENUES	**$ 105,556,899**	**$ -**	**$ -**	**$ 105,556,899**
EXPENDITURES				
Certificated Salaries (1000-1999)	$ -	$ -	$ -	$ -
Classified Salaries (2000-2999)	$ 1,342,183	$ 22,165	$ 27,483	$ 1,391,831
Employee Benefits (3000-3999)	$ 804,313	$ 8,424	$ 10,646	$ 823,383
Books and Supplies (4000-4999)	$ 52,241	$ -	$ (38,129)	$ 14,112
Services, Other Operating Expenses (5000-5999)	$ 26,097,378	$ (30,589)	$ -	$ 26,066,789
Capital Outlay (6000-6999)	$ 81,708,669		$ -	$ 81,708,669
Other Outgo (7100-7299) (7400-7499)	$ 88,234,983		$ -	$ 88,234,983
Direct Support/Indirect Cost (7300-7399)	$ -		$ -	$ -
Other Adjustments	$ -		$ -	$ -
TOTAL EXPENDITURES	**$ 198,239,767**	**$ (0)**	**$ -**	**$ 198,239,767**
OPERATING SURPLUS (DEFICIT)	**$ (92,682,868)**	**$ 0**	**$ -**	**$ (92,682,868)**
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 4,391,411		$ -	$ 4,391,411
TRANSFERS OUT & OTHER USES (7610-7699)	$ -		$ -	$ -
CONTRIBUTIONS (8980-8999)	$ -		$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	**$ (88,291,457)**	**$ 0**	**$ -**	**$ (88,291,457)**
BEGINNING BALANCE	$ 296,907,297			$ 296,907,297
Prior-Year Adjustments/Restatements (9793/9795)	$ -			
CURRENT-YEAR ENDING BALANCE	**$ 208,615,840**	**$ 0**		**$ 208,615,840**
COMPONENTS OF ENDING BALANCE:				
Nonspendable	$ -			$ -
Restricted	$ 163,591,804	$ 0		$ 163,591,804
Reserved for Economic Uncertainties (9770)	$ -			$ -
Committed	$ -			$ -
Assigned	$ 1,176,213	$ -		$ 1,176,213
Restricted Net Position	$ -			$ -
Unappropriated Amounts/Net Position (9790)	**$ 43,847,823**			$ 43,847,823

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS
Page 12 (Other Funds Section)

Deferred Maintenance, Building,
Capital Facilities & Self Insurance Funds

Enter Bargaining Unit/Group: ***CSEA***

	FY 2021-22	FY 2022-23	FY 2023-24
	FY 2021-22 Proposed Budget after adjustments	Certificated & Classified, Board Contracts	Second Subsequent Year
REVENUES			
LCFF Sources (8010-8099)	$ -	$ -	$ -
Remaining Revenues (8100-8799)	$ 105,556,899	$ 105,794,267	$ 106,037,658
TOTAL REVENUES	$ 105,556,899	$ 105,794,267	$ 106,037,658
EXPENDITURES			
Certificated Salaries (1000-1999)	$ -	$ -	$ -
Classified Salaries (2000-2999)	$ 1,391,831	$ 1,403,911	$1,388,617
Employee Benefits (3000-3999)	$ 823,383	$ 659,129	$654,244
Books and Supplies (4000-4999)	$ 14,112	$ 14,735	$53,457
Services, Other Operating Expenses (5000-5999)	$ 26,066,789	$ 26,074,491	$26,606,669
Capital Outlay (6000-6999)	$ 81,708,669	$ 69,752,369	$71,649,435
Other Outgo (7100-7299) (7400-7499)	$ 88,234,983	$ 88,362,547	$88,234,983
Direct Support/Indirect Cost (7300-7399)	$ -		$0
Other Adjustments	$ -		$0
TOTAL EXPENDITURES	$ 198,239,767	$ 186,267,182	$188,587,405
OPERATING SURPLUS (DEFICIT)	$ (92,682,868)	$ (80,472,915)	($82,549,747)
TRANSFERS IN & OTHER SOURCES (8910-8979)	$ 4,391,411	$ 104,000,000	$2,804,313
TRANSFERS OUT & OTHER USES (7610-7699)	$ -	$ -	$ -
CONTRIBUTIONS (8980-8999)	$ -	$ -	$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	$ (88,291,457)	$ 23,527,085	$ (79,745,434)
BEGINNING BALANCE	$ 296,907,297	$ 208,615,840	$ 232,142,925
Prior Year Adjustments/Restatements/updated to estimated actuals			
CURRENT-YEAR ENDING BALANCE	$ 208,615,840	$ 232,142,925	$ 152,397,491
COMPONENTS OF ENDING BALANCE:			
Nonspendable	$ -		
Restricted	$ 163,591,804	$ 187,118,889	$ 107,373,455
Reserved for Economic Uncertainties	$ -		
Committed	$ -		
Assigned	$ 1,176,213	$ 1,176,213	$ 1,176,213
Restricted Net Position	$ -	$ -	$ -
Unappropriated Amounts/Net Position (9790)	$ 43,847,823	$ 43,847,823	$ 43,847,823
Reserve for Economic Uncertainties Percentage	0.00%	0.00%	0.00%

SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2021-2022

AUGUST 24

WORKSHOP: Building on Last Year's Learning/Chasing the Possibilities – R	Bassanelli
2021-2022 Start of School – R	Bassanelli
Summer School/Partnerships – R	Schnepp/Townsend-Snider
Temporary Interfund Borrowing of Cash – A	Stahlheber
Sacramento County Treasury Oversight Committee – A	Board
*Board Bylaw 9270 Conflict of Interest – A [Discussed 08/10/2021]	Simlick
*Consolidated Application, Spring Report 2020-2021 – A	Calvin

SEPTEMBER 14

Meet and Greet (before board meeting)	Oropallo
Recognition: 2022 Teachers of the Year – A	Oropallo
Enrollment Update/Trends – R	Camarda
Independent Study/Homeschool Update – R	Schnepp/Townsend-Snider
2020-2021 Unaudited Actuals and 2021-2022 Revised Budget – A	Stahlheber
Conveyance of Easement at Barrett Middle School to Carmichael Water District – A [Discussed 08/10/2021]	Camarda
Conveyance of Easement at Del Campo High School to Carmichael Water District – A [Discussed 08/10/2021]	Camarda
*Resolution: GANN Limit – A	Stahlheber

SEPTEMBER 28

Recognition: Week of the School Administrator (Oct. 10-16) – A	Oropallo
K-8 Schools Update – D	Townsend-Snider
Construction Update – R	Camarda
Public Hearing: Sufficiency of Textbooks and Instructional Materials and Adoption of Resolution – A	Schnepp
CSBA Directors-at-Large Nominations – D/A	Board

OCTOBER 12

WORKSHOP: Open Enrollment – D	Kern
ESSER/Expanded Learning Opportunities Grant – D	Bassanelli
Diverse Workforce Initiative Update – R	Oropallo
Williams Complaint Report – R	Simlick

OCTOBER 26

Recognition: School Psychology Awareness Week (Nov. 8-12) – A	Calvin
Encina Update – D	Bassanelli
School Start Times 2022-2023 – D	Camarda
ESSER/Expanded Learning Opportunities Grant – A [Discussed 10/12/21]	Bassanelli
Variable Term Waivers – A	Oropallo
Assignment of Teachers Outside Regular Base Credential – A	Oropallo
Provisional Internship Permits – A	Oropallo

NOVEMBER 16 *(3rd Tuesday)*

WORKSHOP: Governance Transition to Seven Board Members – D	Kern
Special Education/CCEIS Plan – D	Calvin
Katherine Johnson Middle School Facilities – D	Camarda
Set Annual Organizational Meeting – A	Board
*2021-2022 School Plan for Student Achievement (SPSAs) – A	Calvin

DECEMBER 14

Annual Organizational Meeting – A	Board
Expanded Learning Opportunities Update (Elementary) – R	Bassanelli

Social Emotional Wellness Update – R	Calvin
2020-2021 Audit Report – A	Stahlheber
2021-2022 First Interim & Budget/Financial Status Report – A	Stahlheber
Special Education/CCEIS Plan – A [Discussed 11/16/21]	Calvin
Minimum Wage Increase (CSEA, Teamsters) – A	Oropallo
Minimum Wage Increase (Short Term, Temporary) – A	Oropallo
Governance Handbook Annual Update – D/A	Board

JANUARY 11

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

JANUARY 25

Recognition: 2022 Classified Employees of the Year – A	Oropallo
Recognition: National School Counseling Week (Feb. 7-11) – A	Schnepp
Technology Update – R	Skibitzki
LCAP Supplemental Update – A	Bassanelli/Stahlheber
LCAP Supplemental Update Choices Charter School – A	Ginter
*School Accountability Report Cards (SARCs) – A	Bassanelli
*Annual Policy Review [Discussed 01/11/22] – A	Simlick
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	

FEBRUARY 15 *(3rd Tuesday)*

Recognition: Arts Education Month (March) – A	Townsend-Snider
Recognition: National School Social Work Week (Mar. 6-12) – A	Calvin
English Learner/Refugee Update – R	Calvin
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D	Oropallo
Recommendation for Reducing/Discontinuing CCS & Criteria for Tie Break (Certificated ECE) – D	Oropallo
Notice of Intent to Reduce Classified Positions – D	Oropallo

MARCH 8

Career Technical Education Update – R	Schnepp
Second Interim Budget Report – R	Stahlheber
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/15/22]	Oropallo
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/15/22]	Oropallo
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/15/22]	Oropallo
2022 CSBA Delegate Assembly Election – A	Board
*Consolidated Application, Winter Report 2022 (Part II) – A	Calvin
*Resolution: School Board Election Order – A	Kern

MARCH 22

Recognition: Week of the Young Child (Apr. 2-8) – A	Townsend-Snider
Discovery Club Update – D	Townsend-Snider
Instructional Materials Adoptions – D	Schnepp
New High School Courses – D	Schnepp

*Head Start and Early Head Start Grant Application 2022-2023 – A	Townsend-Snider
*Audit Report for Measures J, N, P and S – A	Stahlheber

APRIL 5 *(1st Tuesday)*

Williams Complaint Report – R	Simlick
Proposed Board Meeting Dates for 2022-2023 – A	Board
*Instructional Materials Adoptions – A [Discussed 03/22/22]	Schnepp
*New High School Courses – A [Discussed 03/22/22]	Schnepp

APRIL 19 *(3rd Tuesday)*

Recognition: School Bus Driver's Appreciation Day (Apr. 26) – A	Oropallo
Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 11) – A	Calvin

MAY 10

Recognition: California Day of the Teacher (May 11) – A	Oropallo
Recognition: Classified School Employee Week (May 15-21) – A	Oropallo
Hearing Officer's Recommendation-2022 RIF (if applicable) – A	Simlick
*Approval of CTE 2022 Advisory Committee Roster – A	Schnepp
*Head Start/Early Head Start COLA Funding Allocation 2022-2023 – A	Townsend-Snider

MAY 24

Recognition: National Science Bowl (if applicable) – A	Schnepp
Recognition: Science Olympiad (if applicable) – A	Schnepp
Recognition: Academic Decathlon (if applicable) – A	Schnepp
*Head Start/Early Head Start Contract Resolution FY 2022-2023 – A	Townsend-Snider

JUNE 14

School Climate: Parent-Staff-Student Voice – R	Bassanelli
Public Hearing: LCAP – D	Bassanelli
Public Hearing: LCAP/Choices Charter School – D	Ginter
Public Hearing: Adoption of the 2022-2023 Budget – D	Stahlheber
Temporary Interfund Borrowing of Cash – A	Stahlheber
*CIF Superintendent Designation of Representatives 2022-2023 – A	Schnepp

JUNE 28

LCAP – A [Public Hearing 06/14/22]	Bassanelli
LCAP Choices Charter School – A [Public Hearing 06/14/22]	Ginter
Adoption of the 2022-2023 Budget – A [Public Hearing 06/14/22]	Stahlheber
*Consolidated Application, Spring Report 2021-2022 – A	Calvin
*2021-2022 Actuarial Report (OPEB) – A	Oropallo
*Charter School 2020-2021 Audit Reports (Aspire, Atkinson, CMP, GIS, GV, OFY) – A	Stahlheber

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