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

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

PUBLIC PARTICIPATION GUIDELINES

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

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

2. Online Submission of Public Comment. Members of the public may submit written comments by using the comment form located on the district website at http://www.sanjuan.edu/boardmeeting. If you wish to submit a written comment on more than one agenda item, please submit a separate form for each item on which you are commenting. Written comments are limited to 1,500 characters. Comments will be provided to the members of the board.

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

Board of Education Agenda
October 25, 2022

A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS – 6:00 p.m.
1. Visitor Comments (for closed session agenda items only)
   Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Public comments, including your name, become part of the public record.

B. CLOSED SESSION – 6:00 p.m.
1. Student expulsion in one case (Education Code section 48918[f]).

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

D. APPROVAL OF THE MINUTES – October 11, 2022, regular meeting, pages 2465-2468.

E. ORGANIZATIONS/ANNOUNCEMENTS – 6:35 p.m.
1. Recognition
a. School Psychology Awareness Week (Oropallo)
Action: Adoption of Resolution No. A-418 proclaiming the week of November 7-11 as School Psychology Awareness Week.
2. High School Student Council Reports
3. Staff Reports
4. Board-appointed/District Committees
5. Employee Organizations
6. Other District Organizations
7. Closed Session/Expulsion Actions (Government Code section 54957.1)

F. VISITOR COMMENTS – 6:50 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. Public comments, including your name, become part of the public record.

G. CONSENT CALENDAR – G-1/G-8 – 7:20 p.m.

Action: The administration recommends that the consent calendar, G-1 through G-8, 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, separations, job description/salary range change and cabinet contracts/extension of contract.

2. *Purchasing Report – purchase orders and service agreements, change orders, construction and public works bids, piggyback contracts, zero-dollar contracts and bids/RFPs.

3. *Business/Financial Report – warrants and payroll.

4. Acceptance of the following gift:
   Encina Preparatory High School: from A.J. Affleck – for football club: $600.

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

6. *Approval of proposed revisions to the Governance Handbook. (Discussed: 10/11/2022).

7. *Approval of the addition of new Board Bylaws 9100 Organization and 9224 Oath or Affirmation and approval of revisions to the following existing Board Bylaws: 9000 Role of the Board, 9005 Governance Standards, 9011 Disclosure of Confidential/Privileged Information, 9012 Board Member Electronic Communications, 9110 Terms of Office, 9121 President, 9122 Secretary, 9123 Clerk, 9124 Attorney, 9130 Board Meetings, 9140 Board Representatives, 9200 Limits of Board Member Authority, 9220 Governing Board Elections, 9222 Resignation, 9223 Filling Vacancies, 9230 Orientation, 9240 Board Training, 9250 Remuneration Reimbursement and Other Benefits, 9260 Legal Protection, 9310 Board Policies, 9321 Closed Session, 9322 Agenda Materials, 9323.2 Actions By the Board, 9324 Meetings and Records, and 9400 Board Self-Evaluation. (Discussed: 10/11/2022).

8. *Approval to adopt the recommended California School Boards Association (CSBA) policy titles for 81 identified board policies and approval to rescind/delete obsolete Board Policy 6162.52 High School Exit Examination and the following unnecessary Board Bylaws: 9312 Board Bylaws, 9313 Administrative Regulations, 9314 Suspension of Policies, Bylaws, Administrative Regulations and 9323.1 Order of Business.

*Material provided.

H. CONSENT CALENDAR (continued, if necessary)

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

I. BUSINESS ITEMS

1. Amending District Graduation Requirements for the Class of 2023 – 7:25 p.m. (Schnepp)
Material provided.

Discussion: regarding amending the district's graduation requirements for the Class of 2023 due to the disruption in education caused by COVID-19.

2. Proposed Revisions to Board Policy 6146.1 High School Graduation Requirements – 7:45 p.m. (Schnepp)
Material provided.

Discussion: regarding proposed revisions to Board Policy 6146.1 High School Graduation Requirements. Action anticipated: 11/15/2022.

3. 2021-2022 End of Year Data Summary – 7:55 p.m. (Bassanelli)
Material provided.

Report: regarding the 2021-2022 end of year data results, including the results of the 2022 California Assessment of Student Performance and Progress (CAASPP) tests.

4. CEQA Mitigated Negative Declaration and Environmental Findings and Project Approval for the Arcade Fundamental Middle School New Construction Lease/Leaseback Project – 8:15 p.m. (Camarda)
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 4044, adopting the California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), including a

Mitigated Monitoring and Reporting Program (MMRP), consisting of approval of findings that the project will not have a significant effect on the environment.

5. Arcade Fundamental Middle School Facilities Lease Amendment No. 2 – 8:20 p.m. (Camarda)
Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 4045, approving the second amendment to the lease agreement for the Arcade Fundamental Middle School new construction project no. 001-9512-P1 between San Juan Unified School District and Clark/Sullivan Construction.

6. Proposed Revisions to Board Bylaw 9323 Meeting Conduct – 8:25 p.m. (Simlick)
Material provided. (Discussed: 10/11/2022)

Action: The superintendent is recommending that the board approve revisions to Board Bylaw 9323 Meeting Conduct.

7. Tentative Agreement: Teamsters Union Local No. 150 – 8:30 p.m. (Thigpen)
Material provided. (Discussed: 10/11/2022)

Action: The superintendent is recommending that the board approve the tentative agreement between Teamsters Union Local No. 150 and the San Juan Unified School District.

8. Salary Schedule Adjustments: SJAA, Cabinet – 8:35 p.m. (Thigpen)
Material provided. (Discussed: 10/11/2022)

Action: The superintendent is recommending that the board approve the salary schedule adjustments for the San Juan Administrators Association (SJAA) and Cabinet.

J. BOARD REPORTS – 8:40 p.m.

K. FUTURE AGENDA – 8:50 p.m.
The board may wish to identify items to be discussed at future meetings and the reasons therefore.

B. CLOSED SESSION (continued, if necessary)
Announcement of topics/announcement of actions.

L. ADJOURNMENT – 8:55 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
October 11, 2022

Regular Meeting
Board of Education
5:45 p.m.

Open Session/Call to Order/Announcement of Closed Session Topics (A)
The October 11 regular meeting was called to order by the president, Dr. Michael McKibbin. The board meeting was held in person and was also streamed to the district's YouTube channel.

Roll Call
Present:
Michael McKibbin, Ed.D., president
Zima Creason, vice president
Pam Costa, clerk
Saul Hernandez, member
Paula Villescaz, member *(left at 7:53 p.m.)*

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

Closed Session (B)
The meeting was then recessed with the board convening in closed session to consider student expulsions in two cases (Education Code section 48918[f]) and to discuss one personnel matter – public employee appointment/employment – superintendent (Government Code section 54957).

Reconvene Open Session/Pledge of Allegiance (C)
At 6:30 p.m., the meeting was called back to order by the president, Dr. Michael McKibbin. Four members of the Casa Roble Fundamental High School Air Force Jr. ROTC led the group in the Pledge of Allegiance.

Minutes Approved (D)
It was moved by Ms. Creason, seconded by Ms. Costa, that the minutes of the September 22 special meeting be approved. MOTION CARRIED UNANIMOUSLY [McKibbin, Creason, Costa, Hernandez, Villescaz].

It was moved by Mr. Hernandez, seconded by Ms. Costa, that the minutes of the September 27 regular meeting be approved. MOTION CARRIED UNANIMOUSLY [McKibbin, Creason, Costa, Hernandez, Villescaz].

High School Student Council Reports (E-1)
High School Student Council representatives Nayeli Reyes Guerrero from El Camino Fundamental High School and Kaylee Gibbs and Dylan Saucedo from Casa Roble Fundamental High School updated the board on the goals, activities and achievements at their respective schools.

Closed Session/Expulsion Actions (E-6)
Ms. Costa reported that the board voted unanimously to accept a hearing panel's recommendation of two expulsions in case numbers S-2 and S-6.

Ms. Costa also reported that the board took action in closed session to approve and ratify the superintendent employment contract for Melissa Bassanelli. The vote was unanimous. Ms. Costa then read the following statement in announcing the action: "Pursuant to the Government Code which requires a verbal summary of compensation and fringe benefits, Ms. Bassanelli's contract is effective January 1, 2023, through June 30, 2026, and provides for a base compensation in the amount of $300,000, plus longevity at 8%. Ms. Bassanelli will receive a yearly contribution to a supplemental retirement plan in an amount equal to 25% of the maximum contribution permitted under Internal Revenue Code section 403(b), and will receive the same health and welfare benefits and salary adjustments as other district administrators."

Visitor Comments (F)
Brenda Genera shared her concerns and personal experiences regarding student safety.

Raijieli Seru talked about student safety and bullying at Mira Loma High School.

Jeffrey Perrine made comments regarding curriculum, the new superintendent and school safety.

Matilde Biliouris, who gave her comments in Spanish, shared information about her son's personal safety at school.

Cerissa Brown spoke regarding the inconsistent application of policies related to parent volunteers.

Dr. Tamu Green expressed her concerns about student tensions and violence at Mira Loma High School.

Consent Calendar Approved (G-1/G-9)
It was moved by Ms. Creason, seconded by Mr. Hernandez, that the consent calendar items G-1 through G-9 be approved. MOTION CARRIED UNANIMOUSLY [McKibbin, Creason, Costa, Hernandez, Villescaz].

Personnel (G-1)
Appointments, leaves of absence, separations and job description/salary range change – approved as submitted.

Purchasing Report (G-2)
Purchase orders and service agreements, change orders, construction and public works bids and piggyback contracts – approved as submitted.

Gifts (G-3)
Acceptance of gifts to Encina Preparatory High School and the McKinney-Vento Program.

Disposal of Surplus Property (G-4)
Approval to dispose of surplus property pursuant to board policy 3270 and Education Code sections 17545 and 17546.

Revisions to Board Policy and Exhibit 0420.41 Charter School Oversight (G-5)
Approval of revisions to Board Policy 0420.41 Charter School Oversight and its accompanying exhibit. (Discussed: 09/27/2022).

CAC Membership (G-6)
Approval of one member to the Community Advisory Committee (CAC) for Special Education.

West Coast Arborists Maintenance Agreement Amendment No. 1 (G-7)
Approval of the first amendment to the maintenance agreement between West Coast Arborists Inc. and San Juan Unified.

High School Scholarship Awards (G-8)
Approval of the 2022 high school scholarship award for San Juan High School.

Short-Term Intermediate Clerk Typist Position (G-9)
Approval of a short-term Intermediate Clerk Typist position at Sylvan Middle School from 10/11/2022 until 12/22/2022.

Independent Study/Homeschool Update (I-1)
Assistant Superintendent of Elementary Education and Programs Amberlee Townsend-Snider, Director of Career Technical Education (CTE), K-12 Counseling and College/Career Readiness Brett Wolfe, Director of Elementary/K-8 Education Holly Cybulski, and Independent Study Teachers Tima Burgess and Julia Sagara gave a presentation on the district's independent study and homeschool programs. Ms. Townsend-Snider introduced the topic. Mr. Wolfe reviewed last year's independent study requirements. Ms. Cybulski spoke about the independent study requirements for 2022-2023, and she shared student enrollment data and highlights about the elementary independent study program and the transitional

kindergarten (TK) through eighth grade homeschool program. Mr. Wolfe shared student enrollment data for secondary independent study and Meraki High School, and he also shared highlights about the programs offered at El Sereno and Meraki. Ms. Burgess shared her experiences working with independent study students and families as well as sharing how she supports other school staff. Ms. Sagara shared her positive experiences as a fifth-grade independent study teacher. After Mr. Wolfe shared next steps, board members made comments and posed questions related to barriers to access, communication with students and parents, waitlists and enrollment data, which staff addressed.

Resolution No. 4041: Declaring the Importance of Secure Firearm Storage and Associated Preventative Measures (I-2)
Chief of Staff Trent Allen presented the item and explained the purpose of the resolution.

Visitor Comments:
Sara Dudley said that she is pleased that the district has acted so quickly on this item.

Jane Lamborn urged the board to adopt the resolution.

Suzanne Lander thanked the board for adding the resolution to the agenda.

Ashley Freer thanked the board for acting on this item so promptly.

Ms. Creason expressed support for raising awareness on this topic beyond the notification in the family handbook, which Mr. Allen addressed. It was moved by Ms. Villescaz, seconded by Ms. Creason, to adopt Resolution No. 4041 declaring the district's intent to publish an appropriate communication to parents and guardians explaining the importance of gun storage and legal obligations to protect minors from accessing stored guns as well as to continue working with agencies on this important topic. MOTION CARRIED UNANIMOUSLY [McKibbin, Creason, Costa, Hernandez, Villescaz].

Tentative Agreement: Teamsters Union Local No. 150 (I-3)
Senior Director of Labor Relations Daniel Thigpen presented the tentative agreement with Teamsters Union Local No. 150 for discussion. There being no questions or comments from the board, action was scheduled for October 25.

Salary Schedule Adjustments: SJAA, Cabinet (I-4)
Mr. Thigpen presented the salary schedule adjustments for the San Juan Administrators Association and Cabinet for discussion. There being no questions or comments from the board, action was scheduled for October 25.

Tentative Agreement: San Juan Professional Educators Coalition (I-5)
It was moved by Mr. Hernandez, seconded by Ms. Creason, that the tentative agreement between the San Juan Professional Educators Coalition and the San Juan Unified School District be approved. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Tentative Agreement: San Juan Teachers Association (I-6)
It was moved by Ms. Costa, seconded by Ms. Creason, that the tentative agreement between the San Juan Teachers Association and the San Juan Unified School District be approved. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Tentative Agreement: San Juan Supervisors Association (I-7)
It was moved by Mr. Hernandez, seconded by Ms. Creason, that the tentative agreement between the San Juan Supervisors Association and the San Juan Unified School District be approved. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Tentative Agreement: California School Employees Association (I-8)
It was moved by Ms. Costa, seconded by Ms. Creason, that the tentative agreement between the California School Employees Association, Chapter 127, and the San Juan Unified School District be approved. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Salary Schedule Adjustments: Confidential, Unrepresented (I-9)
It was moved by Ms. Costa, seconded by Mr. Hernandez, that the salary schedule adjustments for the Confidential Group and Unrepresented Specialists be approved. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Variable Term Waivers (I-10)
It was moved by Ms. Costa, seconded by Ms. Creason, to approve the submission of seventeen Variable Term Waivers to the

California Commission on Teacher Credentialing. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Assignment of Teachers Outside Regular Base Credential (I-11)
After Assistant Superintendent of Human Resources Paul Oropallo answered questions from the board, it was moved by Mr. Hernandez, seconded by Ms. Costa, to adopt Resolution No. 4040 authorizing the assignment of 58 certificated employees to areas outside their authorized credential during the 2022-2023 school year per Education Code sections 44256(b), 44258.2, 44263 and 44865. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Provisional Internship Permits (I-12)
It was moved by Ms. Creason, seconded by Ms. Costa, to approve the submission of four Provisional Internship Permits to the California Commission on Teacher Credentialing effective August 9, 2022 through June 7, 2023. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Resolution No. 4042: Notice of Intent to Convey Permanent Easement at Earl LeGette Elementary School (I-13)
Chief Operations Officer Frank Camarda presented the item. It was moved by Ms. Creason, seconded by Mr. Hernandez, to adopt Resolution No. 4042, declaring the intent to convey a permanent easement at Earl LeGette Elementary School to the Sacramento Municipal Utility District (SMUD) and to call a public hearing to be held on November 15, 2022. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSENT: Villescaz].

Updates to Governance Handbook (I-14)
Chief of Staff Trent Allen presented the proposed updates to the Governance Handbook for discussion, explaining that the proposed changes are based on conversations at previous board meetings and that the language also aligns with the proposed board bylaw revisions. Action was scheduled for October 25.

Board Bylaw Revisions (I-15)
General Counsel Linda Simlick presented two newly proposed board bylaws and proposed revisions to 27 existing board bylaws for discussion, explaining that the changes reflect current laws and align with the California School Boards Association (CSBA) recommendations. Board members discussed Board Bylaw 9323 Meeting Conduct, specifically the total time limit for public comment. After board discussion, it was agreed that on the October 25 agenda, Board Bylaw 9323 would be a business item and the remaining 28 board bylaws would be a consent item.

Williams Complaint Report (I-16)
Ms. Simlick explained that the district must report on 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. Ms. Simlick stated that, during the time period from July through September 2022, there were no Williams-type complaints filed.

Board Reports (J)
Ms. Costa recognized all of the hard work that went into the Evening with the Stars Gala, and she congratulated Superintendent Kern on being inducted into the Stars Hall of Fame at the event.

Dr. McKibbin reported that he attended the ribbon cutting ceremony for the Family and Community Engagement (FACE) Department's new "FACE mobile", noting that it is spectacular and it offers an impressive number of resources for families.

Future Agenda (K)
There were no items added to the future agenda.

Adjournment (L)
At 8:20 p.m., there being no further business, the regular meeting was adjourned.

_____ _____
Michael McKibbin, Ed.D., President Kent Kern, Executive Secretary

Approved: _____
:sc

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: E-1(a)

MEETING DATE: 10/25/2022

SUBJECT: School Psychology Awareness Week

DEPARTMENT: Special Education

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

ACTION REQUESTED:
The superintendent is recommending that the board adopt Resolution No. A-418 proclaiming the week of November 7-11, 2022, as School Psychology Awareness Week.

RATIONALE/BACKGROUND:
San Juan Unified School District recognizes the vital role that school psychologists play in the personal and academic development of our district's students. During the week of November 7-11, 2022, school psychologists are recognized across the nation for their work to help all children and youth learn best by supporting students' mental health, development, academic achievement and learning environments.

ATTACHMENT(S):
A: Resolution No. A-418

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ N/A
Funding Source: N/A

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

PREPARED BY: Vanessa Adolphson, Director, Special Education

APPROVED BY: Debra Calvin, Ed.D., Assistant Superintendent, Educational Services DC
Melissa Bassanelli, Deputy Superintendent, Schools and Student Support MB
Kent Kern, Superintendent of Schools KK

San Juan Unified School District
Resolution No. A-418

School Psychology Awareness Week
November 7-11, 2022

WHEREAS, School Psychology Awareness Week is November 7-11, 2022; and

WHEREAS, the special week honoring school psychologists provides special recognition for school psychologists who deliver a continuum of mental health services and academic supports to schools that lower barriers to learning, enabling teachers to teach students to learn; and

WHEREAS, the San Juan Unified School District appreciates and supports school psychologists for providing sound psychological principles which are integral to instruction and learning, social and emotional development, prevention and early intervention, and support culturally diverse student populations. School psychologists facilitate collaboration to help parents and educators to identify and reduce risk factors, promote protective factors, create safe, caring schools and access community resources. They are trained to assess student and school-based barriers to learning, utilize data-based decision-making, implement research-driven prevention and intervention strategies, and evaluate outcomes and improve accountability; and

THEREFORE, BE IT RESOLVED that the Board of Education joins the superintendent and staff in honoring school psychologists during School Psychology Awareness Week and throughout the year.

Attested to this 25th day of October, 2022

Kent Kern, Superintendent of Schools

Michael McKibbin, Ed.D., President

Zima Creason, Vice President

Pam Costa, Clerk

Saul Hernandez, Member

Paula Villescaz, Member

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

HUMAN RESOURCES

The following reports are submitted for board approval

Personnel Pages	Page #
Appointments	
Management	
Certificated	1
Classified	1
Leaves of Absence	
Management	
Certificated	
Classified	
Separations	
Management	
Certificated	2
Classified	2
Pre-Retirement Reduced Workload	
Reassignments/Change in Work Year	
Errata	
Job Description/Salary Range Change	
Management	2-8
Certificated	
Classified	
Unrepresented	
Cabinet Contracts/Extension of Contract	2
Recommendation to Extend A District Intern Credential	
Certificated	
Credential Approval Recommendations	
Certificated	
Charter School Personnel Actions	
Choices	

1. APPOINTMENTS

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date	(s)
New Hire	Cintron, Rosario	Temp	Tch- Grade 9/12	Mesa Verde	09/26/22	06/08/23
New Hire	Miller, Tracy	Temp	Tch-English Lang Develop	Starr King	10/24/22	06/08/23
Rehire	Hampton, Danielle	Prob	Tch-Mild/Moderate K/12	Katherine Johnson	10/17/22	
Rehire	Yang, Kao	Temp	Tch-Trav Elem Clsrm-Art	Teaching and Learning	10/11/22	06/08/23

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date	(s)
New Hire	Ahmad, Ayah	Prob	Instructional Assistant I	Thomas Edison	10/07/22	
New Hire	Ahmed, Fariha	Prob	Instructional Assistant I	Gold River	10/10/22	
New Hire	Alhashmi, Dania	Prob	School Playground Rec Aid	Howe Avenue	10/10/22	
New Hire	Artemenko, Vera	Prob	Nutrition Services Worker I	Mariposa	10/11/22	
New Hire	Atshan, Sura	Prob	Non-Instructional Support	Billy Mitchell ECE	10/01/22	
New Hire	Babcock, Diana	Prob	Instructional Assistant I	Woodside School	10/17/22	
New Hire	Beedy, John	Prob	Mental Health Worker	White House Counseling Cntr	10/10/22	
New Hire	Chiang, Chiuyu	Prob	Non-Instructional Support	General Davie Jr.	10/01/22	
New Hire	Chidester, Rosemary	Prob	Prevention Assistant	Pupil Personnel Services	10/05/22	
New Hire	Curry, Adam	Prob	Campus Monitor	San Juan	10/10/22	
New Hire	Elghorery, Aliaa	Prob	Non-Instructional Support	Marvin Marshall ECE	10/01/22	
New Hire	Esterkyn, Gina	Prob	Instructional Assistant I	Sierra Oaks	09/26/22	
New Hire	Faulkender, Ryann	Prob	Expnd Lrng Progs Assistant	Pupil Personnel Services	10/17/22	
New Hire	Ferchaud, Jessica	Prob	Instructional Assistant I	Woodside	10/27/22	
New Hire	Fernandez, Nahyrubi	Prob	Instructional Assistant I	Northridge	10/13/22	
New Hire	Forrest, Josephine	Prob	Instructional Assistant I	Mariemont	10/17/22	
New Hire	Gallegos, Pilar	Prob	Non-Instructional Support	Kingswood ECE	10/01/22	
New Hire	Garcia, Dulce	Prob	Expnd Lrng Progs Site Facil	Pupil Personnel Services	10/10/22	
New Hire	Garcia David, Mallorie	Prob	Instructional assistant I	Gold River	10/20/22	
New Hire	Harrison, Brandon	Prob	Expnd Lrng Progs Assistant	Pupil Personnel Services	10/17/22	
New Hire	Hashem, Haneen	Prob	Non-Instructional Support	Marvin Marshall ECE	10/01/22	
New Hire	Hovis, Hayden	Prob	Instructional Assistant II	Bella Vista	10/04/22	
New Hire	Ibrahimi, Raz	Prob	Inst Asst/Bilingual- Pashto	Arcade	10/04/22	
New Hire	Ingle, Aaron	Prob	Junior Mechanic	Transportation	10/17/22	
New Hire	Karimi, Mariam	Prob	Non-Instructional Support	Marvin Marshall ECE	10/01/22	
New Hire	Khaleel, Hadeer	Prob	Non-Instructional Support	Marvin Marshall ECE	10/01/22	
New Hire	Khokola, Sheila	Prob	Non-Instructional Support	Coyle ECE	10/01/22	
New Hire	Kidd, La'Shon	Prob	Non-Instructional Support	Skycrest ECE	10/01/22	
New Hire	Markowich, Anyssa	Prob	Instructional Assistant I	Howe Avenue	10/12/22	
New Hire	Martinez, Rebecca	Prob	School Playground Rec Aid	Woodside	10/10/22	
New Hire	Martinez Razo, Wendy	Prob	Nutrition Services Worker I	Encina	09/27/22	
New Hire	Masudi, Ahmad Yasar	Prob	Inst Asst/Bilingual-Farsi	Churchill	09/23/22	
New Hire	Maye, Morgan	Prob	Expnd Lrng Progs Assistant	Pupil Personnel Services	10/17/22	
New Hire	Mocanu, Natalia	Prob	Nutrition Services Worker I	Bella Vista	10/11/22	
New Hire	Obaidi, Husnia	Prob	Non-Instructional Support	Howe Ave ECE	10/01/22	
New Hire	Obiedat, Kareman	Prob	Non-Instructional Support	Garfield ECE	10/01/22	
New Hire	Ott, Tracy	Prob	Nutrition Services Worker I	Mariposa	10/11/22	
New Hire	Radmanesh, Somayeh	Prob	Non-Instructional Support	Howe Ave ECE	10/01/22	
New Hire	Rayford, Safiya	Prob	Expnd Lrng Progs Site Facil	Pupil Personnel Services	10/17/22	
New Hire	Reimers, Sarah	Prob	Instructional Assistant I	Pasadena Avenue	09/26/22	
New Hire	Rezayi, Somayyeh	Prob	Non-Instructional Support	Encina ECE	10/01/22	
New Hire	Saayed, Zahra	Prob	Instructional Assistant I	Cottage	10/10/22	
New Hire	Safi, Khadija	Prob	Inst Asst/Bilingual-Farsi	Starr King	09/26/22	
New Hire	Sahel, Elhama	Prob	Non-Instructional Support	Marvin Marshall ECE	10/01/22	
New Hire	Sahidi, Shokria	Prob	Non-Instructional Support	General Davie Jr.	10/01/22	
New Hire	Sciutto, Dalton	Prob	Painter	M&O - Building Maintenance	10/18/22	
New Hire	Shehab, Zena	Prob	Non-Instructional Support	Howe Ave ECE	10/01/22	
New Hire	Sidorenko, Anna	Prob	Inst Asst/Bilingual-Russian	Deterding	09/19/22	
New Hire	Smith, Robert	Prob	Custodian	Fair Oaks	10/17/22	
New Hire	Stirling, Tricia	Prob	Instructional Assistant I	Oakview	10/04/22	
New Hire	Tejeda, Irene	Prob	School Playground Rec Aid	Howe Avenue	10/06/22	
New Hire	Venegas, Chris	Prob	Nutrition Services Worker I	Sylvan	10/11/22	
New Hire	Vigna, Jennifer	Prob	Instructional Assistant I	Gold River	10/10/22	
New Hire	Werderman, Gizem	Prob	Non-Instructional Support	Coleman ECE	10/01/22	
Rehire	Radmanesh, Mohammad	Prob	Supv Intervent/Prevent Prog	Central Enrollment/Fam Svcs	10/26/22	

2. SEPARATIONS

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Bonato, Jaime	Perm	Tch- Grade 9/12	Rio Americano	10/06/22
Resignation	Carroll, Michelle	Prob	Tch-Trav Elem Clsrm-Music	Teaching and Learning	10/12/22
Resignation	Ezzell, Li	Perm	Tch-Trav Elem Clsrm-Art	Teaching and Learning	10/12/22

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Ballard, Kelly	Prob	Instructional Assistant I	Skycrest	05/16/22
Resignation	Blaney, Shawn	Prob	Instructional Assistant III	Del Campo	10/04/22
Resignation	Chin, Christopher	Prob	Custodian	Mesa Verde	10/10/22
Resignation	Coss, Jayme	Perm	Instructional Assistant I	Oakview	10/07/22
Resignation	Faris, Hanadi	Perm	Inst Asst/Bilingual-Arabic	Marvin Marshall	10/14/22
Resignation	Guijarro, Maria	Prob	Instructional Assistant II	Kingswood	10/20/22
Resignation	Hedglin, Jamie	Perm	Instructional Assistant II	Arden	11/01/22
Resignation	Hedrick, Rebecca	Perm	Intermediate Clerk Typist	Bella Vista	10/14/22
Resignation	Horta, Ernesto	Prob	College & Career Cntr Tech	El Camino	10/12/22
Resignation	Hotak, Shirzai	Prob	Inst Asst/Bilingual-Farsi	Del Campo	09/30/22
Resignation	Hussain, Nebras	Prob	Instructional Assistant III	Kingswood	09/23/22
Resignation	Lange, Nicole	Prob	Instructional Assistant I	Starr King	08/31/22
Resignation	Muslih, Hytham	Prob	Clerk	Thomas Edison	09/29/22
Resignation	Palmer, Zackary	Prob	Payroll Technician	Payroll	10/12/22
Resignation	Sampson-Swartz, Hailey	Prob	Instructional Asistant I	Greer	10/10/22
Suspension	CL 540	Perm	Instructional Assistant I	Teaching and Learning	10/26/22
Suspension	CL 541	Perm	Administrative Assistant	Operations	10/26/22

3. JOB DESCRIPTION / SALARY RANGE CHANGE

MANAGEMENT

Class Title	Unit	New/Update	Old Salary Range	New Salary Range	Effective Date (s)
Associate Superintendent, Educational Services	Cabinet	New	NA	TBD	10/26/22
Executive Director, Labor Relations and Government Affairs	Cabinet	Update	41	TBD	10/26/22

4. CABINET CONTRACT/EXTENSION OF CONTRACT

Type	Name	Assignment	Location	Effective Date (s)
Promotion	Bassanelli, Melissa	Superintendent	District Office	01/01/23

POSITION TITLE: Associate Superintendent, Educational Services

DEFINITION: Plans, organizes, monitors, administers, and provides support for services and programs within the division of teaching and learning as assigned. Oversees and supervises specifically, Admissions, Equity and Student Achievement, Multi-tiered System of Supports, Special Education, Student Support Services, and the Office of Student Learning Assistance, which includes English Learner services, the Refugee program, and other categorical programs. Also provides professional and organizational development support for new and aspiring leaders within the system.

DIRECTLY RESPONSIBLE TO: Deputy Superintendent

SUPERVISION OVER: Management, certificated and classified staff within the various departments in Educational Services

DUTIES AND RESPONSIBILITIES: (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 direction for the development and implementation of an instructional support program consistent with established philosophy, goals, and objectives of the District.
2. Provides leadership and support to site administrators and instructional staff in establishing behavioral, social emotional, and academic support practices and protocol.
3. Provides professional and organizational development support designed to improve interpersonal and intrapersonal skills and to build leadership capacity.
4. Provides direction and support for student services, including suspensions and expulsions, registration and transfers, Child Welfare and attendance, health and wellness, counseling and related services.
5. Oversees Special Education programs, including support staff and related services, and support for regular education students with special needs.
6. Administers all categorical programs, including budget preparation and monitoring, coordinates with school sites on effective use of restricted funds.
7. Directs the districts Title I and ESY summer school programs.
8. Provides direction and support for the systemic development and implementation of multi-tiered supports to address, behavioral, social emotional and academic needs of students throughout the district.
9. Provides direction and support in matters related to student equity, particularly in regards to policies, practices and program decisions.
10. Provides direction and support for student admissions.
11. Develops the annual preliminary budget for the department; analyzes and reviews budgetary and financial data; controls and authorizes expenditures in accordance with established limitations.
12. Assists as needed in development of policies, procedures and programs; provides technical expertise to cabinet and the Superintendent regarding assigned functions.

13. Supervises and evaluates performance of assigned staff; assists in selection of employees and certificated staffing recommendations.
14. Maintains records and provides State and Federal reports as required.
15. Serves as a member of the District Cabinet and Leadership Team; represents the District at various meetings, conferences and events, as needed and appropriate.
16. Attends Board meetings, prepares agenda items, presents goals, information, reports, and recommendations to the board as appropriate.

QUALIFICATIONS:

Education and Experience:
Any combination equivalent to a Bachelor's degree and management experience with progressively increasing responsibility. Must possess a valid California administrative services credential and valid California teaching credential.

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 applicable education code, administrative and board policy, federal and state laws, codes, regulations, and requirements pertaining to areas of assigned responsibility
- Knowledge of principles and practices of modern management including personnel administration, administrative planning, organizational development, budgeting, collective bargaining, purchasing and information processing
- Knowledge of funding sources for secondary schools and programs and the variety of related regulations, controls, and reporting procedures
- Knowledge of interpersonal skills using tact, patience, and courtesy
- Knowledge of budget preparation and control
- Knowledge and skill in the use of computers and assorted software programs
- Ability to direct curriculum development, improvement, and articulation at the secondary school site level
- Ability to select, train, lead and evaluate staff relative to program objectives
- Ability to interpret district and state assessment results
- Ability to ensure all programs and activities are operated within the limits and intent of the state and federal law
- Ability to work collaboratively with leaders of other administrative programs and labor management groups
- Ability to prepare and submit reports and other documents
- Ability to monitor and interpret applicable legislation
- Ability to attend regularly scheduled meetings of the Board of Education
- Ability to serve as staff liaison to board appointed committees
- Ability to understand and follow verbal and written instruction
- Ability to work independently, with minimal direction, and make decisions within the framework of established guidelines

- Ability to communicate effectively both verbally and in writing with administrators, staff, and the community
- Ability to work effectively with all levels of district staff, parents, labor leaders, and the community
- Ability to analyze data and situations and adopt an effective course of action
- 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 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: 3/28/2000
Revised: 10/26/22 (Updated Title and Duties)

POSITION TITLE: Executive Director, Labor Relations and Government Affairs

DEFINITION: The Executive Director, Labor Relations and Government Affairs advances the strategic interests of the Board of Education and District by building collaborative relationships with federal, state and local decision-makers, employee group leaders, and other stakeholders whose partnership and support are necessary to foster student achievement.

DIRECTLY RESPONSIBLE TO: Superintendent of Schools

SUPERVISION OVER: Classified personnel as assigned

DUTIES AND RESPONSIBILITIES: (Responsibilities will include, but not be limited to):

LABOR RELATIONS:

1. Represents the Board of Education, the Superintendent and district management in their relationship with exclusive representatives.
2. Meets and negotiates as chief spokesperson with exclusive representatives and maintains records of same.
3. Provides guidance to the Superintendent of Schools, the Assistant Superintendent - Human Resources, other management and supervisory personnel in matters relating to employer/employee relations and recommends who shall be identified as management, bargaining unit, and non-represented employees.
4. Working in conjunction with the Board of Education, Superintendent, and the Assistant Superintendent - Human Resources, various directors, principals, and supervisors develops the Board's initial proposals and interest statements for collective bargaining.
5. Coordinates management responsibility for consultation with exclusive representatives and serves as a liaison with employee organizations which are not exclusive representatives.
6. Works with the Human Resources, Benefits and Budget departments on the policy and fiscal ramifications and with the directors of all departments on the program ramifications of collective bargaining proposals and negotiations.
7. Recommends, interprets, and administers employee relations policies and procedures and interprets other district policies as they relate to employee relations.
8. Oversees, directs and assists in the final preparation of collective bargaining contracts and agreements agreed upon in negotiations, and policy and regulations changes in the area of employer/employee relations.
9. Develops and implements in-service training in employee relations and grievance procedures; working closely with Human Resources staff develops and provides in-service training in employment compliance matters.
10. Provides information and counsel to management, supervisors and employees related to labor relations and the administration of contracts; meets with the Board of Education and management as required to carry out the negotiations and other labor-related functions.
11. Develops and prepares district proposals and counter-proposals with appropriate input from district board, superintendent, Human Resources department, legal counsel, management, certificated supervisory personnel, and parents.
12. Administers the district's grievance procedures for all employees and serves as the district grievance officer, and maintains records of grievance proceedings.
13. Keeps abreast of legislation that is concerned with employer-employee relations and represents the district as an advocate before the legislation in such matters.
14. May represent the District in grievance arbitrations, unfair labor practice cases, and other employment-related administrative hearings and/or work closely with legal counsel in such matters.

15. Represents the district at State and County workshops, seminars and meetings relating to negotiations.
16. Keeps current on new laws, regulations, and cases pertaining to labor relations, and provides periodic updates to the administrative staff on same.
17. Performs other duties as assigned.

GOVERNMENT AFFAIRS:

18. Represents and serves as the advocate for the District to Federal, State and Local policymakers on issues, policies, and laws affecting the interests and welfare of the District.
19. Conducts joint outreach efforts with other government agencies for the benefit of the District.
20. Meets regularly, and/or as needed with other government officers, staff, and agencies to maintain clear communication with the District.
21. Solicits input from District executive and administrative staff on legislative matters affecting curriculum, finance, and a variety of complex K-12 education issues.
22. Provides analyses of proposed legislation to appropriate district staff and assists staff in assessing the potential impact of such legislation.
23. Develops recommendations on proposed and existing legislation to support the goals and educational initiatives of the District.
24. Assists with the planning and development of strategies for the passage, defeat or amendment of proposed legislation in the interest of the District.
25. Prepares letters to legislators stating the District's position of support, concern or opposition to proposed legislation.
26. Keeps appropriate District staff and the Governing Board informed of State Board of Education meetings and agendas as they affect specific District programs and initiatives.
27. Attends State Board of Education meetings and reports to District staff on policy decisions and effects on K- 12 districts.
28. Maintains an ongoing liaison with State Department of Education staff on the development of proposed legislation or policies that may impact the District.
29. Maintains an ongoing communication with the Superintendent, executive and administrative staff regarding impending trends and concerns affecting K-12 education in the state capitol.
30. Circulates proposed bills as needed during the legislative session and chaptered bills at the end of the legislative session to executive and administrative staff.
31. Attends government hearings and provide local and state government entities with the District's viewpoint and perspective on K-12 issues.
32. Meets regularly with other education lobbyists and educational organizations to discuss and determine areas of common interest and support.
33. Communicates with and testifies before the State Senate and Assembly regarding proposed legislation and its effect on the District.
34. Assists in the development and preparation of proposed, pending or existing local, state and federal measures that may affect the District's instructional programs and other educational initiatives.

QUALIFICATIONS:

Training, Education and Experience: Any combination of training, education and experience equivalent to a graduate degree from an accredited college or university with an emphasis in political science, communication, labor relations, industrial relations, public administration, business administration and/or educational administration.

Knowledge, Skills and Other Characteristics: Knowledge of and skill interpreting applicable federal and state laws, district policies and procedures, and collective bargaining agreements; skill in conducting research, collecting information and organizing material into manageable form; skill in applying data collected to resolve problems; skill in formulating recommendations, proposals and counter proposals; skill in preparing and presenting effective written and oral reports, recommendations, district policies and procedures; ability to develop, maintain and coordinate effective relationships with members of the Board

of Education, management, state and local agencies, elected leaders and employee organizations; and skill in analyzing relationships among complex data and/or employee groups; skill in drafting and interpreting legislation and contract language; ability to work with complex budgets and budget concepts. Past experience and training in interest-based bargaining desirable.

WORKING CONDITIONS:

Work Environment:
Indoor setting in an office or meeting room; drive a vehicle to conduct work.

Physical Characteristics* (consideration will be given to reasonable accommodation): Sufficient vision to read volumes of printed material; sufficient hearing to conduct in person and telephone conversations; sufficient physical mobility to move about the district and drive a car; ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups; physical, mental and emotional stamina to endure long hours under sometimes stressful conditions. *With or without the use of aids.

Other Characteristics: Possession of a valid California driver's license; willing and able to work additional hours periodically under sometimes stressful conditions; willing to travel on occasion and to attend board meetings on a regular basis.

Hazards: Possible confrontations and contact with dissatisfied or emotional individuals.

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Approved by Personnel Division
Adopted by Board: 7/26/77
Revision Adopted by Board: 7/28/80
2nd Revision: 08/11/92
3rd Revision: 03/16/95 – Reporting Only
4th Revision: 01/3/06 – Reporting Only
5th Revision: 05/8/07 – Update job duties and reporting
6th Revision: 10/11/11 – Update job title and reporting
7th Revision: 03/01/13 – Reporting Only
8th Revision: TBD

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-2
MEETING DATE: 10/25/2022

APPROVED:
Jennifer Stahlheber

Purchasing Contracts Report

The following reports are submitted for board approval/ratification:

	Inc	Page #
Purchase Orders & Service Agreements	✓	1
Change Orders	✓	2
Construction & Public Works Bids	✓	3
Piggyback Contracts	✓	4
Zero Dollar Contract	✓	5
Bids/RFPs	✓	6
Other	NA	
ERRATA	NA	

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

September 28, 2022 - October 11, 2022

PO#	Date	Vendor Name	Description	Amount $	Site/ Department
TBD	10/1/2022	Pristine Rehab Care	Speech and Language Pathologist and Occupational Therapist	$ 253,440.00	101 - Special Education
TBD	10/1/2022	Learning A-Z	Raz Plus Software License - 3 years	$ 18,601.74	116 - Thomas Edison
TBD	10/1/2022	California Firefighter Joint Apprenticeship Committee	Apprenticeship Program	$ 976,374.00	415 - San Juan Adult Ed
TBD	10/1/2022	Odyssey Learning Center	Language & Speech Therapy Services	$ 211,000.00	101 - Special Education
TBD	10/1/2022	River City Speech	Speech Support Services	$ 320,000.00	101 - Special Education
TBD	10/1/2022	KUTA Software	Pre Algebra/Pre Calculus License, 3 year contract	$ 487.00	441 - Bella Vista
TBD	10/1/2022	WalkSacramento	Safe routes to school program	$ 128,454.82	530 - Safe Schools

Purchasing Contracts Board Report
Change Orders/Amendments

September 28, 2022 - October 11, 2022

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
301176	10/11/2022	West Coast Arborist	Tree Maintenance	$ 50,000.00	$ 40,000.00	$ 200,000.00	$ 290,000.00	212 - Maintenance & Operations

Service Agreement Change Orders

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

Other Contract Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount $	Previous Approved C/O Totals $	Current C/O for Approval Amount $	New Contract Amount $	Responsibility
205366	10/5/2022	Campbell Keller Inc.	Final order for Gold River full site furniture project 172-9306-N1	$ 603,240.44	$ 63,925.48	$ 158,395.00	$ 825,560.92	216 - Facilities
205619	10/11/2022	Campbell Keller Inc.	Final order for Barrett MOD project 004-9495-P1 and Barrett New Construction project 004-9512-P1	$ 512,461.00	$ 612,503.05	$ 121,965.73	$ 1,246,929.78	216 - Facilities

Lease Amendments/Change Orders

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

General Contract Change Orders

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

Purchasing Contracts Board Report
Construction and Public Works Bids and Contracts

September 28, 2022 - October 11, 2022

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
26	10/25/2022	TBD	23-202	Rodan Builders, Inc.	Contract for Del Campo Outdoor Learning project 207-9513-P1	$ 3,096,000.00	216 - Facilities
26	10/11/2022	TBD	Piggyback	Campbell Keller, Inc	TK furniture for 10 classrooms project 392-9306-N2	$ 344,081.53	216 - Facilities
26	10/11/2022	TBD	21-125	Innovative Construction Services, Inc.	CM/PM contract for project Mariemont MOD 130-9495-P1	$ 538,024.00	216 - Facilities

New Addendum to Master Agreements

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

Purchasing Contracts Board Report
Board Pre-Approval
Piggyback Contracts

September 28, 2022 October 11, 2022

Staff has determined that purchasing through contracts issued by various state agencies within the State of California will save administrative time and expense, provide favorable pricing, and will be in the best interests of the district. District staff is requesting the Board of Education's authorization to piggyback on the approved bids in accordance with Public Contract Code Section 20118.

Fund	Date	Piggyback #, Title	Vendor Name	Description	Term
01	10/1/22	Contract Number: R-TC-17006	Amazon	Online marketplace for the purchase of products and services	contract extended through 1/18/2024

Purchasing Contracts Board Report
Board Pre-Approval
Zero Dollar

September 28, 2022 - October 11, 2022

Fund	Date	Site/ Department	Vendor Name	Description
01	10/1/2022	Adult Ed	NorCal Endo & Internal Medicine	Adult Education/CMA Externship Placement
01	10/1/2022	Adult Ed	Elicia Health Center	Adult Education/CMA Externship Placement
01	10/1/2022	Adult Ed	Lakshmi K. Avala M.D.	Adult Education/CMA Externship Placement
01	10/1/2022	Equity	Ashford TRS Beverly Hills	Courtesy block of rooms for San Juan Unified School District Teachers to attend the Museum of Tolerance

Purchasing Contracts Board Report
Bids/RFPs

September 28, 2022 - October 11, 2022

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

Fund	Date	Bid/RFP #	Vendor Name	Description	Amount $	Responsibility
01	10/10/2022	22-103	Future Chevrolet	2022-2023 Ford or Chevrolet M&O Service Vehicles - Option to purchase up to 19 vehicles	$127,501.24 - (4) Equinox $197,866.80 - (4) Vans $452,812.86 - (6) Trucks $198,154.38 - (3) Trucks $148,849.34 (2) Trucks	212 - Maintenance & Operations

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-3
MEETING DATE: 10/25/2022

APPROVED:
Jennifer Stahlheber

Business and Financial Report

The following reports are submitted for board approval/ratification:

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

SAN JUAN UNIFIED SCHOOL DISTRICT
Accounting Services

WARRANTS & PAYROLL

VENDOR AND CONTRACT WARRANTS		
Fund		**September 2022**
01	General Fund	$ 11,737,415.27
09	Charter Schools	3,087.00
10	Special Ed Pass-Thru	-
11	Adult Education	21,041.02
12	Child Development	41,881.25
13	Food Service/Cafeteria	1,059,268.34
14	Deferred Maintenance	93,857.34
21	Building Fund	35,155.50
22	Measure S Building Fund	2,687.21
23	Measure J Building Fund	6,652.54
24	Measure N Building Fund	25,269.39
25	Capital Facilities	4,292.50
26	Measure P Building Fund	7,957,082.66
35	State Schools Facilities Fund	-
40	Sp Res FD -- Capital Outlay Proj	-
67	Self Insurance	694,161.94
95	Student Body	-
	TOTALS	**$ 21,681,851.96**

PAYROLL AND BENEFITS	
All Funds	**September 2022**
Certificated Payroll	$ 20,525,625.08
Classified Payroll	8,556,345.26
Benefits	14,751,047.30
TOTALS	**$ 43,833,017.64**

GRAND TOTAL $ 65,514,869.60

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-5

MEETING DATE: 10/25/2022

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: 10/17/2022

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

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

Strategic Plan: N/A

PREPARED BY: Jennifer Stahlheber, Chief Financial Officer

APPROVED BY: Kent Kern, Superintendent of Schools

Board of Education Agenda Item **Attachment A**

October 25th
Meeting Date

Surplus Property

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

Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Howe-Counseling Center	Apple		iPads	20194965	E-Waste
Howe-Counseling Center	Apple		iPads	20194837	E-Waste
Howe-Counseling Center	Apple		iPads	20184836	E-Waste
Howe-Counseling Center	Apple		iPads	20194964	E-Waste
Howe-Counseling Center	Apple		iPads	20191932	E-Waste
Howe-Counseling Center	Apple		iPads	20194880	E-Waste
Howe-Counseling Center	Apple		iPads	20191936	E-Waste
Howe-Counseling Center	Apple		iPads	20191867	E-Waste
Howe-Counseling Center	Apple		iPads	20192016	E-Waste
Howe-Counseling Center	Apple		iPads	20190904	E-Waste
Howe-Counseling Center	Apple		iPads	20192015	E-Waste
Howe-Counseling Center	Apple		iPads	20190224	E-Waste
Howe-Counseling Center	Apple		iPads	20194854	E-Waste
Howe-Counseling Center	Apple		iPads	20194857	E-Waste
Howe-Counseling Center	Apple		iPads	20190953	E-Waste
Howe-Counseling Center	Apple		iPads	20190935	E-Waste
Howe-Counseling Center	Apple		iPads	20194855	E-Waste
Howe-Counseling Center	Apple		iPads	20191880	E-Waste
Howe-Counseling Center	Apple		iPads	20194858	E-Waste
Howe-Counseling Center	Apple		iPads	20191887	E-Waste
Howe-Counseling Center	Apple		iPads	20190936	E-Waste
Howe-Counseling Center	Apple		iPads	20191881	E-Waste
Howe-Counseling Center	Apple		iPads	20194859	E-Waste
Howe-Counseling Center	Apple		iPads	20190961	E-Waste
Howe-Counseling Center	Apple		iPads	20194984	E-Waste
Howe-Counseling Center	Apple		iPads	20194983	E-Waste
Howe-Counseling Center	Apple		iPads	20194882	E-Waste
Howe-Counseling Center	Apple		iPads	20191892	E-Waste
Howe-Counseling Center	Apple		iPads	20191869	E-Waste
Howe-Counseling Center	Apple		iPads	20191891	E-Waste
Howe-Counseling Center	Apple		iPads	20191890	E-Waste
Howe-Counseling Center	Apple		iPads	20191870	E-Waste
Howe-Counseling Center	Apple		iPads	20191871	E-Waste
Howe-Counseling Center	Apple		iPads	20191872	E-Waste
Howe-Counseling Center	Apple		iPads	20191873	E-Waste
Howe-Counseling Center	Apple		iPads	20191883	E-Waste
Howe-Counseling Center	Apple		iPads	20191884	E-Waste
Howe-Counseling Center	Apple		iPads	20191875	E-Waste
Howe-Counseling Center	Apple		iPads	20194856	E-Waste
Howe-Counseling Center	Apple		iPads	20194863	E-Waste
Howe-Counseling Center	Apple		iPads	20191898	E-Waste
Howe-Counseling Center	Apple		iPads	20194963	E-Waste
Howe-Counseling Center	Apple		iPads	20194962	E-Waste
Howe-Counseling Center	Apple		iPads	20194961	E-Waste
Howe-Counseling Center	Apple		iPads	20194982	E-Waste
Howe-Counseling Center	Apple		iPads	20191874	E-Waste
Howe-Counseling Center	Apple		iPads	20190939	E-Waste
Howe-Counseling Center	Apple		iPads	20190941	E-Waste
Howe-Counseling Center	Apple		iPads	20190940	E-Waste
Howe-Counseling Center	Apple		iPads	20190942	E-Waste
Howe-Counseling Center	Apple		iPads	20186906	E-Waste
Howe-Counseling Center	Apple		iPads	20186901	E-Waste
Howe-Counseling Center	Apple		iPads	20185910	E-Waste
Howe-Counseling Center	Apple		iPads	20186909	E-Waste
Howe-Counseling Center	Apple		iPads	20185911	E-Waste
Howe-Counseling Center	Apple		iPads	20194841	E-Waste
Howe-Counseling Center	Apple		iPads	20190226	E-Waste
Howe-Counseling Center	Apple		iPads	20191921	E-Waste
Howe-Counseling Center	Apple		iPads	20191886	E-Waste
Howe-Counseling Center	Apple		iPads	20190958	E-Waste
Howe-Counseling Center	Apple		iPads	20190947	E-Waste
Howe-Counseling Center	Apple		iPads	20190948	E-Waste
Howe-Counseling Center	Apple		iPads	20190957	E-Waste
Howe-Counseling Center	Apple		iPads	20190954	E-Waste
Howe-Counseling Center	Apple		iPads	20190945	E-Waste
Howe-Counseling Center	Apple		iPads	20190946	E-Waste

Board of Education Agenda Item

October 25th

Surplus Property 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	Fixed Asset / Serial #	Disposition
Howe-Counseling Center	Apple		iPads	20190950	E-Waste
Howe-Counseling Center	Apple		iPads	20194960	E-Waste
Howe-Counseling Center	Apple		iPads	20191929	E-Waste
Howe-Counseling Center	Apple		iPads	20191894	E-Waste
Howe-Counseling Center	Apple		iPads	20194959	E-Waste
Howe-Counseling Center	Apple		iPads	20190944	E-Waste
Howe-Counseling Center	Apple		iPads	20190225	E-Waste
Howe-Counseling Center	Apple		iPads	20190949	E-Waste
Howe-Counseling Center	Apple		iPads	20190956	E-Waste
Howe-Counseling Center	Apple		iPads	20190955	E-Waste
Howe-Counseling Center	Apple		iPads	20190952	E-Waste
Howe-Counseling Center	Apple		iPads	20190959	E-Waste
Howe-Counseling Center	Apple		iPads	20191893	E-Waste
Howe-Counseling Center	Apple		iPads	20194877	E-Waste
Howe-Counseling Center	Apple		iPads	20194865	E-Waste
Howe-Counseling Center	Apple		iPads	20194866	E-Waste
Howe-Counseling Center	Apple		iPads	20191926	E-Waste
Howe-Counseling Center	Apple		iPads	20194845	E-Waste
Howe-Counseling Center	Apple		iPads	20194873	E-Waste
Howe-Counseling Center	Apple		iPads	20194867	E-Waste
Howe-Counseling Center	Apple		iPads	20191879	E-Waste
Howe-Counseling Center	Apple		iPads	20191889	E-Waste
Howe-Counseling Center	Apple		iPads	20194879	E-Waste
Howe-Counseling Center	Apple		iPads	20191888	E-Waste
Howe-Counseling Center	Apple		iPads	20191896	E-Waste
Howe-Counseling Center	Apple		iPads	20191922	E-Waste
Howe-Counseling Center	Apple		iPads	20191895	E-Waste
Howe-Counseling Center	Apple		iPads	20194958	E-Waste
Howe-Counseling Center	Apple		iPads	20194981	E-Waste
Howe-Counseling Center	Apple		iPads	20190223	E-Waste
Howe-Counseling Center	Apple		iPads	20194975	E-Waste
Howe-Counseling Center	Apple		iPads	20194977	E-Waste
Howe-Counseling Center	Apple		iPads	20194835	E-Waste
Howe-Counseling Center	Apple		iPads	20194974	E-Waste
Howe-Counseling Center	Apple		iPads	20194838	E-Waste
Howe-Counseling Center	Apple		iPads	20194967	E-Waste
Howe-Counseling Center	Apple		iPads	20191928	E-Waste
Howe-Counseling Center	Apple		iPads	20191934	E-Waste
Howe-Counseling Center	Apple		iPads	20192017	E-Waste
Howe-Counseling Center	Apple		iPads	20192018	E-Waste
Howe-Counseling Center	Apple		iPads	20194885	E-Waste
Howe-Counseling Center	Apple		iPads	20186905	E-Waste
Howe-Counseling Center	Apple		iPads	20185917	E-Waste
Howe-Counseling Center	Apple		iPads	20190215	E-Waste
Howe-Counseling Center	Apple		iPads	20191931	E-Waste
Howe-Counseling Center	Apple		iPads	20186908	E-Waste
Howe-Counseling Center	Apple		iPads	20186913	E-Waste
Howe-Counseling Center	Apple		iPads	20186903	E-Waste
Howe-Counseling Center	Apple		iPads	20186910	E-Waste
Howe-Counseling Center	Apple		iPads	20194978	E-Waste
Howe-Counseling Center	Apple		iPads	20194976	E-Waste
Howe-Counseling Center	Apple		iPads	20194883	E-Waste
Howe-Counseling Center	Apple		iPads	20194884	E-Waste
Howe-Counseling Center	Apple		iPads	20194881	E-Waste
Howe-Counseling Center	Apple		iPads	20194862	E-Waste
Howe-Counseling Center	Apple		iPads	20194864	E-Waste
Howe-Counseling Center	Apple		iPads	20194861	E-Waste
Howe-Counseling Center	Apple		iPads	20190903	E-Waste
Howe-Counseling Center	Apple		iPads	20185914	E-Waste
Howe-Counseling Center	Apple		iPads	20186904	E-Waste
Howe-Counseling Center	Apple		iPads	20194956	E-Waste
Howe-Counseling Center	Apple		iPads	20194957	E-Waste
Howe-Counseling Center	Apple		iPads	20185919	E-Waste
Howe-Counseling Center	Apple		iPads	20185915	E-Waste
Howe-Counseling Center	Apple		iPads	20191938	E-Waste
Howe-Counseling Center	Apple		iPads	20194955	E-Waste

Board of Education Agenda Item

October 25th

Surplus Property Meeting Date

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Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Howe-Counseling Center	Apple		iPads	20185918	E-Waste
Howe-Counseling Center	Apple		iPads	20194969	E-Waste
Howe-Counseling Center	Apple		iPads	20190216	E-Waste
Howe-Counseling Center	Apple		iPads	20191933	E-Waste
Howe-Counseling Center	Apple		iPads	20191877	E-Waste
Howe-Counseling Center	Apple		iPads	20191885	E-Waste
Howe-Counseling Center	Apple		iPads	20191882	E-Waste
Howe-Counseling Center	Apple		iPads	20191868	E-Waste
Howe-Counseling Center	Apple		iPads	20190951	E-Waste
Howe-Counseling Center	Apple		iPads	20191876	E-Waste
Howe-Counseling Center	Apple		iPads	20191924	E-Waste
Howe-Counseling Center	Apple		iPads	20194853	E-Waste
Howe-Counseling Center	Apple		iPads	20194844	E-Waste
Howe-Counseling Center	Apple		iPads	20185913	E-Waste
Howe-Counseling Center	Apple		iPads	20194847	E-Waste
Howe-Counseling Center	Apple		iPads	20194872	E-Waste
Howe-Counseling Center	Apple		iPads	20194870	E-Waste
Howe-Counseling Center	Apple		iPads	20191919	E-Waste
Howe-Counseling Center	Apple		iPads	20194876	E-Waste
Howe-Counseling Center	Apple		iPads	20194874	E-Waste
Howe-Counseling Center	Apple		iPads	20194878	E-Waste
Howe-Counseling Center	Apple		iPads	20191923	E-Waste
Howe-Counseling Center	Apple		iPads	20191927	E-Waste
Howe-Counseling Center	Apple		iPads	20194871	E-Waste
Howe-Counseling Center	Apple		iPads	20190222	E-Waste
Howe-Counseling Center	Apple		iPads	20194875	E-Waste
Howe-Counseling Center	Apple		iPads	20194868	E-Waste
Howe-Counseling Center	Apple		iPads	20194869	E-Waste
Howe-Counseling Center	Apple		iPads	20194979	E-Waste
Howe-Counseling Center	Apple		iPads	20194968	E-Waste
Howe-Counseling Center	Apple		iPads	20194839	E-Waste
Howe-Counseling Center	Apple		iPads	20194966	E-Waste
Howe-Counseling Center	Apple		iPads	20185924	E-Waste
Howe-Counseling Center	Apple		iPads	20186907	E-Waste
Howe-Counseling Center	Apple		iPads	20186912	E-Waste
Howe-Counseling Center	Apple		iPads	20185912	E-Waste
Howe-Counseling Center	Apple		iPads	20186911	E-Waste
Howe-Counseling Center	Apple		iPads	20190218	E-Waste
Howe-Counseling Center	Apple		iPads	20185921	E-Waste
Howe-Counseling Center	Apple		iPads	20185916	E-Waste
Howe-Counseling Center	Apple		iPads	20194840	E-Waste
Howe-Counseling Center	Apple		iPads	20186900	E-Waste
Howe-Counseling Center	Apple		iPads	20190219	E-Waste
Howe-Counseling Center	Apple		iPads	20185923	E-Waste
Howe-Counseling Center	Apple		iPads	20180829	E-Waste
Howe-Counseling Center	Apple		iPads	20191900	E-Waste
Howe-Counseling Center	Apple		iPads	20191935	E-Waste
Howe-Counseling Center	Apple		iPads	20191939	E-Waste
Howe-Counseling Center	Apple		iPads	20190856	E-Waste
Howe-Counseling Center	Apple		iPads	20194851	E-Waste
Howe-Counseling Center	Apple		iPads	20191920	E-Waste
Howe-Counseling Center	Apple		iPads	20190217	E-Waste
Howe-Counseling Center	Apple		iPads	20190854	E-Waste
Howe-Counseling Center	Apple		iPads	20190505	E-Waste
Howe-Counseling Center	Apple		iPads	20194860	E-Waste
Howe-Counseling Center	Apple		iPads	20190544	E-Waste
Howe-Counseling Center	Apple		iPads	20185920	E-Waste
Howe-Counseling Center	Apple		iPads	20194852	E-Waste
Howe-Counseling Center	Apple		iPads	20190506	E-Waste
Howe-Counseling Center	Apple		iPads	20191925	E-Waste
Howe-Counseling Center	Apple		iPads	20191906	E-Waste
Howe-Counseling Center	Apple		iPads	20191911	E-Waste
Howe-Counseling Center	Apple		iPads	20191914	E-Waste
Howe-Counseling Center	Apple		iPads	20191912	E-Waste
Howe-Counseling Center	Apple		iPads	20190828	E-Waste
Howe-Counseling Center	Apple		iPads	20191916	E-Waste

Board of Education Agenda Item

October 25th

Surplus Property Meeting Date

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Howe-Counseling Center	Apple		iPads	20191903	E-Waste
Howe-Counseling Center	Apple		iPads	20190920	E-Waste
Howe-Counseling Center	Apple		iPads	20194850	E-Waste
Howe-Counseling Center	Apple		iPads	20191910	E-Waste
Howe-Counseling Center	Apple		iPads	20191918	E-Waste
Howe-Counseling Center	Apple		iPads	20191905	E-Waste
Howe-Counseling Center	Apple		iPads	20191908	E-Waste
Howe-Counseling Center	Apple		iPads	20190907	E-Waste
Howe-Counseling Center	Apple		iPads	20191909	E-Waste
Howe-Counseling Center	Apple		iPads	20191913	E-Waste
Howe-Counseling Center	Apple		iPads	20191915	E-Waste
Howe-Counseling Center	Apple		iPads	20191899	E-Waste
Howe-Counseling Center	Apple		iPads	20194886	E-Waste
Howe-Counseling Center	Apple		iPads	20191904	E-Waste
Howe-Counseling Center	Apple		iPads	20191917	E-Waste
Howe-Counseling Center	Apple		iPads	20194843	E-Waste
Howe-Counseling Center	Apple		iPads	20190209	E-Waste
Howe-Counseling Center	Apple		iPads	20190208	E-Waste
Howe-Counseling Center	Apple		iPads	20190897	E-Waste
Howe-Counseling Center	Apple		iPads	20190570	E-Waste
Howe-Counseling Center	Apple		iPads	20190501	E-Waste
Howe-Counseling Center	Apple		iPads	20190895	E-Waste
Howe-Counseling Center	Apple		iPads	20190211	E-Waste
Howe-Counseling Center	Apple		iPads	20190573	E-Waste
Howe-Counseling Center	Apple		iPads	20190547	E-Waste
Howe-Counseling Center	Apple		iPads	20190866	E-Waste
Howe-Counseling Center	Apple		iPads	20190893	E-Waste
Howe-Counseling Center	Apple		iPads	20190894	E-Waste
Howe-Counseling Center	Apple		iPads	20190868	E-Waste
Howe-Counseling Center	Apple		iPads	20190574	E-Waste
Howe-Counseling Center	Apple		iPads	20190503	E-Waste
Howe-Counseling Center	Apple		iPads	20190511	E-Waste
Howe-Counseling Center	Apple		iPads	20190504	E-Waste
Howe-Counseling Center	Apple		iPads	20190837	E-Waste
Howe-Counseling Center	Apple		iPads	20190510	E-Waste
Howe-Counseling Center	Apple		iPads	20190869	E-Waste
Howe-Counseling Center	Apple		iPads	20190542	E-Waste
Howe-Counseling Center	Apple		iPads	20190508	E-Waste
Howe-Counseling Center	Apple		iPads	20190857	E-Waste
Howe-Counseling Center	Apple		iPads	20190855	E-Waste
Howe-Counseling Center	Apple		iPads	20190507	E-Waste
Howe-Counseling Center	Apple		iPads	20190502	E-Waste
Howe-Counseling Center	Apple		iPads	20190518	E-Waste
Howe-Counseling Center	Apple		iPads	20190870	E-Waste
Howe-Counseling Center	Apple		iPads	20190571	E-Waste
Howe-Counseling Center	Apple		iPads	20190858	E-Waste
Howe-Counseling Center	Apple		iPads	20190545	E-Waste
Howe-Counseling Center	Apple		iPads	20190517	E-Waste
Howe-Counseling Center	Apple		iPads	20191897	E-Waste
Howe-Counseling Center	Apple		iPads	20190509	E-Waste
Howe-Counseling Center	Apple		iPads	20190515	E-Waste
Howe-Counseling Center	Apple		iPads	20190654	E-Waste
Howe-Counseling Center	Apple		iPads	20190896	E-Waste
Howe-Counseling Center	Apple		iPads	20190546	E-Waste
Howe-Counseling Center	Apple		iPads	20190821	E-Waste
Howe-Counseling Center	Apple		iPads	20190529	E-Waste
Howe-Counseling Center	Apple		iPads	20191930	E-Waste
Howe-Counseling Center	Apple		iPads	20190653	E-Waste
Howe-Counseling Center	Apple		iPads	20190549	E-Waste
Howe-Counseling Center	Apple		iPads	20190212	E-Waste
Howe-Counseling Center	Apple		iPads	20190820	E-Waste
Howe-Counseling Center	Apple		iPads	20190652	E-Waste
Howe-Counseling Center	Apple		iPads	20180592	E-Waste
Howe-Counseling Center	Apple		iPads	20190656	E-Waste
Howe-Counseling Center	Apple		iPads	20190655	E-Waste
Howe-Counseling Center	Apple		49 - iPads		E-Waste

Board of Education Agenda Item

October 25th

Surplus Property Meeting Date

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Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Howe-Counseling Center			ChromeBooks	10012290	E-Waste
Howe-Counseling Center			ChromeBooks	10013736	E-Waste
Howe-Counseling Center			ChromeBooks	10013699	E-Waste
Howe-Counseling Center			ChromeBooks	10013748	E-Waste
Howe-Counseling Center			ChromeBooks	20283095	E-Waste
Howe-Counseling Center	Mac		Laptops	10008562	E-Waste
Howe-Counseling Center	Mac		Laptops	900010250	E-Waste
Howe-Counseling Center	Mac		Desktop	1100013541	E-Waste
Howe-Counseling Center			Computer Carts	20191902	E-Waste
Howe-Counseling Center			Computer Carts	20190221	E-Waste
Howe-Counseling Center			Computer Carts	20194849	E-Waste
Howe-Counseling Center			Computer Carts	20194889	E-Waste
Howe-Counseling Center			Computer Carts	20194842	E-Waste
Howe-Counseling Center			Computer Carts	20190220	E-Waste
Howe-Counseling Center			Computer Carts	20294960	E-Waste
Howe-Counseling Center			Computer Carts	20222984	E-Waste

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-6

MEETING DATE: 10/25/2022

SUBJECT: Updates to Governance Handbook

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

DEPARTMENT: Administration

ACTION REQUESTED:
The superintendent is recommending that the board approve the proposed updates to the Governance Handbook.

RATIONALE/BACKGROUND:
In preparation for the transition from five to seven board members, the board engaged in conversation around current practices and expectations during prior board workshops and meetings. Subsequently, staff have reviewed the Governance Handbook and are providing recommended changes to align with the board's interests as well as the latest revisions to CSBA policy guidance and legal updates.

A summary of updates includes:

- Aligning to current strategic framework language from former strategic plan language in mission, beliefs and equity lens
- Updates to district background information
- Adding language regarding trustee area and whole district representation
- Adding language related to a board member's role in graduation events
- Adding language regarding preparation of board materials and agenda items
- Minor language changes to reflect current practice and/or legal requirements

ATTACHMENT(S):
A: Governance Handbook

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022, 10/03/2022
Board of Education: 10/11/2022, 08/23/2022, 04/05/2022

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 ☐

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

APPROVED BY: Kent Kern, Superintendent of Schools KK



San Juan
Unified School District

Governance Handbook

Board of Trustees

Pam Costa

Zima Creason

Saul Hernandez

Michael McKibbin, Ed.D.

Paula Villescaz

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Agreement page

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San Juan Unified School District Mission

We empower all in our inclusive learning community to contribute and thrive in a radically evolving world. ~~**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.**~~

Shared Values~~Beliefs~~

We value~~believe that~~:

- ~~Every person is unique and has equal worth.¶~~
- ~~Everyone can and will learn.¶~~
- ~~People learn in different ways and at varied paces.¶~~
- ~~Education is the shared responsibility of students, families, teachers, staff and community.¶~~
- ~~Quality education expands opportunities throughout a person's life.¶~~
- ~~Challenging people to meet high expectations leads to exceptional learning and remarkable results.¶~~
- ~~Nurturing relationships and healthy environments are necessary for individuals to thrive.¶~~
- ~~Diversity is a valuable asset that strengthens and enriches our community.¶~~
- ~~Personal development and community well-being depend on individual responsibility.¶~~
- ~~Everyone benefits when people willingly contribute to the well-being of others.¶~~
- ~~Honesty and integrity are essential to build trusting relationships.¶~~
- ~~Access to a quality public education is essential to our democracy.¶~~

- **Inclusivity**
  We commit to cultivating an inclusive community of belonging with genuine respect for diverse cultures, identities and abilities.
- **Real World Knowledge**
  We commit to creating environments and providing experiences that build and apply relevant skills and knowledge for the real world.
- **Voice**
  We commit to hearing all voices, acknowledging, validating, and responding as we continuously grow together as a community.
- **Social and Emotional Intelligence**
  We commit to creating a culture that embraces, teaches, models and applies social and emotional intelligence in all interactions with all stakeholders.
- **Perseverance**
  We commit to creating a learning atmosphere that models and instills perseverance through adversity and encourages risk taking.

Equity Lens

Through policies, practices, programs and decisions, San Juan Unified will reduce the predictability of which students fail by utilizing an equity lens to eliminate barriers for our specific populations.

District Overview

Created in 1960 with the merger of six school districts, San Juan Unified School District has a rich tradition in providing all students with the opportunity for academic success and achievement.

The district serves a 75-square-mile area covering the communities of Arden-Arcade, Carmichael, Citrus Heights, Fair Oaks, Gold River and Orangevale.

Today, San Juan Unified is the 10th largest school district in California with an expenditure budget of more than $500 million used to employ more than 5,000 individuals and to educate more than 4550,000 students in our early learning, TK-12 and adult programs. More than 10,000 additional K-12 students are served in independent charter schools within the district.

The district consists of 33 elementary schools, eight K-8 schools, nine middle schools, nine comprehensive high schools, three special-education centers, three alternative schools, one adult-education center, two Early Childhood Education centers and one dependent charter.

The student population is diverse. During the 20210-20221 school year, the district's ethnic/racial makeup was: 0.56 percent American Indian or Alaskan Native, 25.94 percent Hispanic/Latino, 7.10 percent African American, 47.69.7 percent White, 9.87.8 percent Asian/Asian American, 0.76 percent Pacific Islander, .91.0 percent Filipino and, 7.42 percent multi-race. and 0.6 percent Not Reported.

Roles and responsibilities of board members and the superintendent

Board Roles

The role of the board is to provide each student with an education of the highest possible quality within the limits of financial support provided by the State of California. To accomplish this, board members are responsible for five roles identified by the California School Boards Association (CSBA):

- **Setting the direction** for the district by involving parents/guardians, community, students and staff, while focusing on student learning and achievement.

- **Establishing an effective and efficient structure** by employing the superintendent, developing and adopting policies, establishing academic expectations and adopting curriculum and instructional materials, establishing budget priorities and adopting the budget, providing safe and adequate facilities to support student learning, and setting parameters for negotiations with employee organizations and ratifying collective bargaining agreements.

- **Providing support to the superintendent and staff** by following standards of responsible governance, making decisions and providing resources that support district priorities and goals, upholding board policies and being effective spokespersons by being knowledgeable about district programs and goals.

- **Ensuring accountability** through evaluation of the superintendent; monitoring and evaluating policies; serving as a judicial and appeals body; monitoring student achievement and program effectiveness; approving, monitoring and adjusting district budgets; and monitoring the collective bargaining process.

- **Providing community leadership and advocacy on behalf of students, the district's educational program, and public education in order to build support within the local school community and at the state and national levels.the educational program and public education.**

Superintendent Roles

CSBA identifies the following standards and roles for superintendents working with the Board of Education:

- Promotes the success of all students and supports the efforts of the board to focus on student learning and achievement.
- Values, advocates and supports public education and all stakeholders.
- Recognizes and respects the different perspectives and styles of board members, staff, students, parents and community, ensuring the diverse range of views inform board decisions.
- Acts with dignity, treats everyone with civility and respect, and understands the implications of demeanor and behavior.
- Serves as a model for the value of lifelong learning and supports the board's continuous professional development.
- Works with the board as a "governance team" and assures collective responsibility for building a unity of purpose, common vision and positive organizational culture.
- Recognizes that the board/superintendent governance relationship is supported by the district's management team.
- Understands the distinctions between board and staff roles, and respects the roles of the board as the representative of the community.
- Understands that the authority rests with the board as a whole, provides guidance to the board to assist in decision making, and provides leadership based on the direction of the board as a whole.
- Communicates openly with trust and integrity, including providing all board members with equal access to information, and recognizes the importance of both responsive and anticipatory communications.
- Accepts leadership responsibility and accountability for implementing the vision, goals and policies of the district.

Board Norms

The governance team commits to accomplishing these standards and roles through:

- Focusing on all students
- Adherence to the Brown Act
- Demonstrating respect
- Creating transparency
- Communicating openly
- Listening actively
- Keeping commitments
- Being collaborative
- Taking the time needed to govern effectively
- Encouraging everyone's ideas and point of view
- Balancing trustee area representation vs. districtwide responsibility

Trustee Areas and Representation

Board members are elected by the voters within their trustee area but serve the students, families and residents throughout the district's 75 square mile area. As such, board members should consider the impacts of decisions on all constituents when deliberating and take action in the best interest of the district as a whole rather than their specific trustee area. Unless specific to the election or trustee boundary designation processes, information prepared by staff will not delineate data specifically by trustee areas.

To facilitate strong community connections, board members are encouraged to build relationships with the organizations and residents within their trustee area in the manner they deem most appropriate and effective. As a

courtesy, board members engaged in district business with organizations in another trustee area are encouraged to inform the board secretary and the board member representing the area.

Welcoming new members

The board president meets with each newly elected member individually to provide a copy of the Governance Handbook, the schedule of meetings, the format for meetings and governance team operations.

The superintendent meets with each newly elected member to provide an overview of the district and to introduce cabinet members and other staff who will be communicating with the board.

District legal counsel will give newly elected members a copy of the Brown Act and inform them they must conform to its requirements as if they had already assumed office.

The governance team attends the swearing-in ceremony and reception for the newly elected members.

Annual Organizational Meeting

The annual organizational meeting will be held within the required 15-day period commencing on the second Friday in December.

At this meeting, the board shall

- Elect a clerk, vice president and president from its members.
- Establish the regular school board meeting dates and starting/ending times for the year.
- Appoint representatives to specific organizations and committees and
- Determine locations of board meetings (Board Bylaws 9320, 9140).

Speaking with a common voice

All public statements in the name of the board are made by the board president or, if appropriate, by the superintendent or superintendent's designee.~~or designeesenior director of community relations~~.

When speaking to community groups, the media or to the public, individual board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the board.

When a board decision has been reached, all board members shall support that decision until it is amended or rescinded by board action. Any board member who may wish to criticize or oppose any specific board action should do so in an open board meeting.

Assigning work to staff

No individual member of the board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor as an individual, command the services of any employee. Board members are to channel their requests and/or concerns directly to the superintendent (or, if necessary, through the board president).

Addressing conflict among board members

Because the governance team norms are designed to create an open, respectful, collaborative culture, members will engage in dialogue while welcoming an open discussion with different points of view. Members will demonstrate an ability to disagree on issues without taking the disagreements personally. Members will endeavor to maintain neutral body language and tone during deliberations.

School visitations/Extracurricular ~~e~~Events

School visitations are encouraged to build understanding of the district's instructional programs, curriculum and

communitiesstaffs. Board members should make appointments with the school principal prior to visiting a campus. The board member should also email the board administrative assistant, so the visit can be placed on the board calendar alerting other members to the visit, and the superintendent and the board member who represents that trustee area to the visit. This may prevent one school from having numerous visits from different board members during a short period of time. During visits, members should be cautious of interrupting the learning environment.

Graduations

Graduation ceremonies honor the accomplishments of students and the contributions of their families, teachers and staff and other supporters. Each board member participates in the ceremony of the comprehensive high school(s) within their trustee area by certifying the class. Board members participate in the ceremonies of non-comprehensive high schools on a rotating basis.

Board Meetings

Board meeting materials

Board members will be provided with agendas and copies of all related backup materials for regular meetings at least 72 hours in advance and for special meetings at least 24 hours in advance. Members are responsible for review of all materials prior to the meeting to assist with an efficient and effective deliberative process.

To provide greater access and transparency to materials, the district is adopting a digital materials management platform. Upon request to the board assistant, members will be provided with devices, training, and/or assistance to access materials.

Placing items on board agendas

Board members may place any item on the agenda no later than six days prior to the scheduled meeting date; however, to give staff time to prepare materials, it is helpful to make the request at a regularly scheduled meeting during the Future Agenda discussion. Requests from board members require a majority vote in order for the item to be added to the Future Agenda.

Board members may request that matters be added to meeting agendas during Future Agenda discussion which occurs during each regularly scheduled meeting. If a majority of board members share an interest in the matter, the board president and superintendent shall determine if the topic is within jurisdiction of the board and schedule the item if so. Items that are not within the jurisdiction of the board cannot be agendized. The board president and superintendent may determine if a request is primarily for informational purposes and may fulfill such a request by providing the desired information as appropriate.

The role of board members during board meetings

The authority to direct action rests solely with the full board during public board meetings. A majority vote provides direction to the superintendent. By carefully reviewing the board packet prior to the board meeting, board members can contact the superintendent for questions about an item. All members share a common responsibility to ensure the Brown Act is followed.

Individual board member's request for information, materials or action

It is important for trustees to be well informed, as oversight of the district is one of the main functions of the board. Trustees recognize that they have no power as individuals to direct staff actions, and that compiling information in response to trustee requests can take staff away from their day-to-day operations of schools and the district. An individual board member will – insofar as possible – work to let the superintendent and staff know ahead of time when a request for information will be made in a public meeting, so the staff can be prepared to provide a thorough response. Staff will make every effort to ensure that board agenda items include thorough background and

information. Requests for information not on the board agenda should be made to the superintendent who will ensure the appropriate staff person responds. All information provided by the administration in response to a request by a trustee shall be provided to all other trustees at the same time. Trustees should self-regulate the number of requests for information regarding issues not on the board agenda.

Board meeting guidelines

It is important to recognize that a board meeting is the time for the board to do their work in public view. After staff input and public comment, board members are encouraged to ask questions and explain their thinking related to the topic at hand. The board president recognizes members who desire to speak, alternating so that all members have the opportunity to speak. There is not a time limit or limit to the number of questions or comments that a board member may make, but each board member should be respectful of giving other members the opportunity to speak. Nothing in this section will preclude members from speaking multiple times until all discussion is concluded.

Unless a point is important to further understanding of the immediate discussion, the board president will allow all other members to speak first and then add his/her comments or questions.

Public comments

Members of the public shall have an opportunity to address the board on any item of interest that is within the subject matter jurisdiction of the board (Education Code section 35145.4, Government Code section 54954.3). If the public comments on items not appearing on the posted board agenda, the board cannot take action or discuss the comments (Government Code section 54954.2), other than to briefly acknowledge the comments and, if desired, to ask staff for follow-up information.

Voting

A majority vote of all members of the board is necessary for the election of officers or for any other action by the board unless otherwise specified by law. Voting shall be by voice and the board administrative assistant records the votes by member, which is placed into the minutes of the meeting.

Unless otherwise provided by law, affirmative votes by a majority of the board's membership are required to approve any action under consideration, regardless of the number of members present.

The board shall take no action outside of a public meeting except on those matters and under those conditions authorized for closed sessions (Government Code sections 54957, 54957.7; Board Bylaw 9323.2).

Voting no or abstaining

Each trustee respects the right of other trustees to vote "no" on an issue. Everyone agrees it is a courtesy to the governance team to explain the reasons for the "no" vote, either during deliberation or before casting the vote. Abstaining on a vote must be announced at the time the topic is first brought up and shall be based on one of the following: 1) the matter affects a close relative of the board member (Education Code section 35707); 2) the vote is to replace the board member's position on the board (Education Code section 35178); or 3) "remote interests" as listed in Government Code section 1091. If a board member abstains, his/her abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

If a member was absent at the previous meeting, he/she will abstain from voting on the approval of that meeting's minutes.

Quorum

A quorum is the minimum number of voting members who must be present at a properly called board meeting in order to conduct business in the name of the board, and is established when a majority of the board members (at least four~~three~~ of the filled positions) are in attendance (Education Code section 35164, Board Bylaw 9323).

Additional Board Information

Board-appointed/board-approved committees

Board members appoint community members to committees as determined in committee bylaws. ~~the Curriculum, Standards, Instructional and Student Services Committee and the Facilities Committee~~. Newly elected board members will be given the option to appoint their own committee members or continue with the current appointments.

Board members serve as the conduit between a board-appointed/board-approved committee and the board as a whole. Board members are not voting members of board-appointed/board-approved committees.

If a board member wants to attend a board-appointed/board-approved committee meeting of which he/she is not the board liaison, the board member should contact the board administrative assistant. This will eliminate the possibility of four~~three~~ or more board members being in attendance at the meeting.

Electronic media

The Board of Trustees will use electronic media (e.g., email and texting) carefully to ensure that there is no violation of the Brown Act (Government Code sections 54950-54962). The Brown Act prohibits board members from exchanging information outside of a board meeting to:

- develop collective concurrence,
- advance or clarify an issue,
- facilitate agreement or compromise or
- advance an ultimate resolution.

The board recognizes that by using "Reply All" in email responses, the email:

- becomes part of the deliberative process,
- creates a public record and
- inhibits opportunity for any other two board members to have a conversation on a topic.

Board members will be aware of, and follow, district policy as it pertains to electronic communication. The district is subject to requests for public documents as provided by ~~in~~ the California Public Records Act (Government Code section 6250 et seq.). Public documents include emails and other correspondence from board members as well as from employees.

Board members who engage constituents via social media are responsible for ensuring that opinions expressed are presented as their own and not those of the board and for following all applicable board policies and state and federal laws.

Complaints from community/staff

When an issue is brought to a board member, the board member will use active listening to hear what the complaint or issue is. Board members need to remain cognizant of their responsibility for judicial review, staff and student confidentiality and due process when talking with the complainant.

Restate what the complainant has said to ensure that you have heard the information correctly. Ask the person what he/she would like the board member to do with the information and what the individual would like to see as a possible solution. Explain that you will be sharing the information with the superintendent.

Redirect the complainant to communicate with appropriate personnel and utilize the appropriate complaint procedure. Ask the individual to follow up if the problem isn't resolved. ¶

¶

Notify the superintendent as soon as possible with details of the complaint.

In order to support a positive working relationship among the San Juan Unified School District Board of Education, the staff, students and the community, we have reviewed and agreed to the norms and protocols outlined in the 2022 Governance Handbook. We shall renew these agreements at the end of December annually.

Affirmed on this 2514th day of October~~December~~, 20222~~1~~.

_____	_____
Pam Costa, Member San Juan Unified School District Board of Education	Zima Creason, Member San Juan Unified School District Board of Education
_____	_____
Saul Hernandez, Member San Juan Unified School District Board of Education	Michael McKibbin, Ed.D., Member San Juan Unified School District Board of Education
_____	_____
Paula Villescaz, Member San Juan Unified School District Board of Education	Kent Kern, Executive Secretary San Juan Unified School District Board of Education

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-7

MEETING DATE: 10/25/2022

SUBJECT: Board Bylaw Revisions

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

DEPARTMENT: Legal Services

ACTION REQUESTED:
The superintendent is recommending that the board approve the addition of Board Bylaw 9100 Organization and Board Bylaw 9224 Oath or Affirmation. The superintendent also recommends the board approve proposed revisions to the following board bylaws: Bylaw 9000-B Role of the Board, Bylaw 9005-B Governance Standards, Bylaw 9011-B Disclosure of Confidential/Privileged Information, Bylaw 9012-B Board Member Electronic Communications, Bylaw 9110-B Terms of Office, Bylaw 9121-B President, Bylaw 9122-B Secretary, Bylaw 9123-B Clerk, Bylaw 9124-B Attorney, 9130 Board Meetings, Bylaw 9140 Board Representatives, Bylaw 9200-B Limits of Board Member Authority, Bylaw 9220 Governing Board Elections, Bylaw 9222 Resignation, Bylaw 9223 Filling Vacancies, Bylaw 9230 Orientation, Bylaw 9240 Board Training, Bylaw 9250 Remuneration Reimbursement and Other Benefits, Bylaw 9260 Legal Protection, Bylaw 9310-B Board Policies, Bylaw 9321-B Closed Session, Bylaw 9322-B Agenda Materials, Bylaw 9323.2-B Actions By the Board, Bylaw 9324 Meetings and Records, and Bylaw 9400-B Board Self-Evaluation. These revisions allow language to be updated to current district standards and practices.

RATIONALE/BACKGROUND:
Board Bylaws are often updated to reflect new or updated laws/practices and recommended language by the California Schools Boards Association (CSBA). The changes to the bylaws are to better align with district and CSBA practices.

ATTACHMENT(S):
A: Bylaw 9000-B Role of the Board
B: Bylaw 9005-B Governance Standards
C: Bylaw 9010-B Public Statements
D: Bylaw 9011-B Disclosure of Confidential/Privileged Information
E: Bylaw 9012-B Board Member Electronic Communication
F: Bylaw 9100-B Organization
G: Bylaw 9110-B Terms of Office
H: Bylaw 9121-B President
I: Bylaw 9122-B Secretary
J: Bylaw 9123-B Clerk
K: Bylaw 9124-B Attorney
L: Bylaw 9130-B Board Committees
M: Bylaw 9140-B Board Representatives
N: Bylaw 9200-B Limits of Board Member Authority
O: Bylaw 9220-B Governing Board Elections
P: Bylaw 9222-B Resignation
Q: Bylaw 9223-B Filling Vacancies
R: Bylaw 9224-B Oath or Affirmation
S: Bylaw 9230-B Orientation
T: Bylaw 9240-B Board Training
U: Bylaw 9250 Remuneration Reimbursement And Other Benefits
V: Bylaw 9260-B Legal Protection
W: Bylaw 9310-B Board Policies
X: Bylaw 9321-B Closed Session
Y: Bylaw 9322-B Agenda Materials
AA: Bylaw 9323.2-B Actions By the Board
BB: Bylaw 9324-B Meetings and Records
CC: Bylaw 9400-B Board Self-Evaluation

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/03/2022, 10/17/2022
Board of Education: 10/11/2022

LCTS TA

PREPARED BY: Linda C. T. Simlick, J.D., General Counsel, and Trent Allen, APR, Chief of Staff

APPROVED BY: Kent Kern, Superintendent of Schools 

Bylaw 9000-B: Role Of The Board **Status:**

Original Adopted Date: 06/09/1992; Effective: 09/01/1992; revised: 10/13/2015;
revised:

The Governing Board has been elected by the community to provide leadership and citizen oversight of the district. The board shall ensure that the district is responsive to the values, beliefs, and priorities of the community.

~~(cf. Strategic Plan 2015 - 2020)~~

The Governing Board's primary goal is to provide each student with an education of the highest possible quality within the limits of financial support provided by the State of California. This goal shall be the basic factor motivating the board's execution of its powers and duties.

The board shall work with the superintendent or designee to fulfill its major responsibilities, which include:

1. Setting the direction for the district through a process that involves the community, parents/guardians, students, and staff, and is focused on student learning and achievement.

~~(cf. 0000 - Concept and Roles)~~

~~(cf. 0100 - Philosophy/Mission)~~

~~(cf. 0200 - Goals for the School District)~~

2. Establishing an effective and efficient organizational structure for the district by:

   a. Employing the superintendent and setting policy for hiring of other personnel,

~~(cf. 2120 - Superintendent of Schools)~~

~~(cf. 2122 - Superintendent of Schools: Job Description)~~

~~(cf. 2123 - Evaluation of the Superintendent)~~

~~(cf. 4000 - Concepts and Roles)~~

~~(cf. 4111 - Recruitment and Selection)~~

~~(cf. 4211- Recruitment and Selection) (cf. 4311- Recruitment and Selection)~~

   b. Overseeing the development and adoption of policies,

~~(cf. 9310 - Policy Manual)~~

   c. Establishing academic expectations and adopting the curriculum and instructional materials,

~~(cf. 6011 - Academic Content Standards)~~

~~(cf. 6141 - Curriculum Development and Design)~~

~~(cf. 6146.1 - High School Graduation Requirements)~~

~~(cf. 6161.1 - Selection and Evaluation of Instructional Materials)~~

   d. Establishing budget priorities and adopting the budget,

~~(cf. 3000 - Concepts and Roles)~~

~~(cf. 3100 - Budget)~~

~~(cf. 3312 - Contracts)~~

e. Providing safe, adequate facilities that support the district's instructional program,

~~(cf. 7110 - Determining Needs)~~

~~(cf. 7111 - Evaluation of School Facilities to Meet Educational Needs)~~

f. Setting parameters for negotiations with employee organizations and ratifying collective bargaining agreements.

~~(cf. 4141/4241 - Agreement)~~

~~(cf. 4143/4243 - Negotiations/Consultation)~~

3. Providing support to the superintendent and staff as they carry out the board's direction by:

a. Establishing and adhering to standards of responsible governance,

~~(cf. 9005 - Governance Standards)~~

~~(cf. 9011 - Disclosure of Confidential/Privileged Information)~~

~~(cf. 9200 - Board Members) (cf. 9270 - Conflict of Interest)~~

b. Making decisions and providing resources that support district priorities and goals,

c. Upholding board policies,

d. Being knowledgeable about district programs and efforts in order to serve as effective spokespersons.

~~(cf. 9240 - Development Inservice)~~

~~(cf. 9400 - Board Self-Evaluation)~~

4. Ensuring accountability to the public for the performance of the district's schools by:

a. Evaluating the superintendent and setting policy for the evaluation of other personnel,

~~(cf. 2123- Evaluation of the Superintendent)~~

~~(cf. 4115 - Evaluation/Supervision)~~

~~(cf. 4315 - Evaluation/Supervision)~~

b. Monitoring and evaluating the effectiveness of policies,

c. Serving as a judicial (hearing) and appeals body in accordance with law, board policies, and negotiated agreements,

~~(cf. 1312.1 - Complaints Concerning School Personnel)~~

~~(cf. 1312.2 - Complaints Concerning Instructional Materials)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 1312.4 - Williams Uniform Complaint Procedures)~~

~~(cf. 4030 - Nondiscrimination in Employment)~~

~~(cf. 4117.3 - Personnel Reduction)~~

~~(cf. 4118 - Suspension/Disciplinary Action)~~

~~(cf. 4144/4344/4244 - Complaints)~~

~~(cf. 4218 - Dismissal/Suspension/Disciplinary Action)~~

~~(cf. 5116.1 - Intradistrict Open Enrollment)~~

~~(cf. 5117 - Interdistrict Attendance)~~

~~(cf. 5119 - Students Expelled from Other Districts)~~

~~(cf. 5125 - Student Records; Confidentiality)~~

~~(cf. 5144.1 - Suspension and Expulsion/Due Process) (cf.~~

~~6164.6 - Identification and Education Under Section 504)~~

d. Monitoring student achievement and program effectiveness and requiring program changes as necessary,

~~(cf. 0500 - Review and Evaluation)~~

~~(cf. 6162.5 - Research/Standardized Testing Student Assessment)~~

~~(cf. 6171 - Title I Programs)~~

~~(cf. 6190 - Evaluation of the Instructional Program)~~

e. Monitoring and adjusting district finances,

~~(cf. 3460 - Periodic Financial Reports and Accountability)~~

f. Monitoring the collective bargaining process.

5. Providing community leadership and advocacy on behalf of students, the district's educational program, and public education in order to build support within the local community and at the state and national levels.

~~(cf. 0510 - School Accountability Report Card)~~

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

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

~~(cf. 1400 - Relations between Other Governmental Agencies and the Schools)~~

~~(cf. 9010 - Public Statements)~~

The b~~B~~oard is authorized to establish and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. (Education Code section 35160) This broad authority shall be exercised in accordance with the State and Federal Constitutions, laws and regulations. The board may execute any powers delegated by law to it or to the district which it governs, and shall discharge any duty imposed by law upon it or upon the district which it governs. (Education Code section 35161)

Policy Reference:

State References	**Description**
Education Code sections 12400-12405	Authority to participate in federal programs
Education Code sections 17565-17592	Board duties re property maintenance and control
Education Code section 33319.5	Implementation of authority of local agencies
Education Code section 35000	District name
Education Code section 35010	Control of district; prescription and enforcement of rules
Education Code sections 35020-35046	Officers and agents

Education Code sections 35100-35351	Governing boards
Education Code sections 35160-35185	Powers and duties
Education Code section 35291	Rules (power of governing board)
Education Code section 5304	Duties of governing board (re school district elections)

Management Resources References	**Description**
CSBA Publication	Professional Governance Standards, November 2000
National School Boards Association Publication	The Key Work of School Boards, 2000
Website	National School Boards Association
Website	CSBA

Cross References	**Description**
0200	Goals For The School District
0510	School Accountability Report Card
1000	Concepts And Roles
1100	Communication With The Public
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1400	Relations Between Other Governmental Agencies And The Schools
2000	Concepts And Roles
3000	Concepts And Roles
3100	Budget
4000	Concepts And Roles
4030	Nondiscrimination In Employment
4111	Recruitment And Selection
4115	Evaluation/Supervision
4117.3	Personnel Reduction
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4144	Complaints
4211	Recruitment And Selection
4218	Dismissal/Suspension/Disciplinary Action
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4244	Complaints
4311	Recruitment And Selection
4315	Evaluation/Supervision
4344	Complaints
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5119	Students Expelled From Other Districts
5144.1	Suspension And Expulsion/Due Process
6000	Concepts And Roles
6146.1	High School Graduation Requirements

6161.1	Selection And Evaluation Of Instructional Materials
6162.51	State Academic Achievement Tests
6164.6	Identification And Education Under Section 504
6190	Evaluation Of The Instructional Program
9005-B	Governance Standards
9010-B	Public Statements
9011-B	Disclosure Of Confidential/Privileged Information
9012-B	Board Member Electronic Communications
9121-B	President
9140-B	Board Representatives
9230-B	Orientation
9270-B	Conflict Of Interest
9323.2-B	Actions By The Board
9400-B	Board Self-Evaluation

Bylaw 9005: Governance Standards

Status: ADOPTED

Original Adopted Date: 07/01/1984 **| Last Revised Date:** 03/01/2001 **| Last Reviewed Date:** 03/01/2001

see more

The Governing Board believes that its primary responsibility is to act in the best interests of every student in the district. The board also has major commitments to parents/guardians, all members of the community, employees, the state of California, laws pertaining to public education, and established policies of the district. To maximize board effectiveness and public confidence in district governance, board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

~~(cf. 9000 - Role of Board and Members (Powers, Purpose, Duties)~~
~~(cf. 9270 - Conflict of Interest)~~

The board expects its members to work with each other and the superintendent to ensure that a high-quality education is provided to each student. Each individual board member shall:

1. Keep learning and achievement for all students as the primary focus

2. Value, support and advocate for public education
   ~~(cf. 9010 - Public Statements)~~
3. Recognize and respect differences of perspective and style on the board and among staff, students, parents and the community

4. Act with dignity, and understand the implications of demeanor and behavior

5. Keep confidential matters confidential
   ~~(cf. 9011 - Disclosure of Confidential/Privileged Information)~~
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
   ~~(cf. 9240 - Development Inservice)~~
7. Understand the distinctions between board and staff roles, and refrain from performing management functions that are the responsibility of the superintendent

and staff
~~(cf. 2120 - Superintendent Of Schools)~~

8. Understand that authority rests with the board as a whole and not with individuals

~~(cf. 9200 - Board Members)~~

Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the board shall have a unity of purpose and:

1. Keep the district focused on learning and achievement for all students

2. Communicate a common vision

~~(cf. 0000 - Concepts and Roles)~~

~~(cf. 0100 - Philosophy/Mission)~~

~~(cf. 0200 - Goals for the School District)~~

3. Operate openly, with trust and integrity

4. Govern in a dignified and professional manner, treating everyone with civility and respect

5. Govern within board-adopted policies and procedures
~~cf. 9310 - Policy Manual)~~
6. Take collective responsibility for the board's performance

7. Periodically evaluate its own effectiveness
~~(cf. 9400 - Board Self-Evaluation)~~
8. Ensure opportunities for the diverse range of views in the community to inform board deliberations

~~(cf. 1220 - Citizen Advisory Committees)~~

~~(cf. 9323 - Meeting Conduct)~~

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	Description
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35160	Authority of governing boards
Ed. Code 35164	Actions by majority vote
Elec. Code 1125-1129	Incompatible activities
Gov. Code 1090	Financial interest in contract
Gov. Code 1098	Disclosure of confidential information
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 87300-87313	Conflict of interest code

Management Resources	Description
CSBA Publication	Professional Governance Standards
Website	CSBA District and County Office of Education Legal Services
Website	CSBA

Cross References

Code	Description
0000	Vision
0100	Philosophy
0200	Goals For The School District
1100	Communication With The Public
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1313	Civility
2000	Concepts And Roles
2110	Superintendent Responsibilities And Duties

Code	Description
2111	Superintendent Governance Standards
2140	Evaluation Of The Superintendent
9000	Role Of The Board
9010	Public Statements
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9100	Organization
9121	President
9140	Board Representatives
9200	Limits Of Board Member Authority
9220	Governing Board Elections
9230	Orientation
9240	Board Training
9270	Conflict Of Interest
9270-E PDF(1)	Conflict Of Interest
9310	Board Policies
9320	Meetings And Notices
9323	Meeting Conduct
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board
9324	Minutes And Recordings
9400	Board Self-Evaluation

San Juan USD
Board Bylaw
Public Statements

BB 9010
Board Bylaws

The Governing Board recognizes the responsibility of board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the district, and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding district issues, board members are expected to respect the authority of the board to choose its representatives to communicate its positions and to abide by established protocols.

All public statements in the name of the Governing Board shall be issued by the board president or, if appropriate, by the superintendent or ~~the senior director of communications, or other designated representative, at the direction of the board president~~their designee. No individual board member should make public statements in the name of the board or statements that contravene the policies and actions of the board or that jeopardize the ability of the board to act effectively.

~~(cf. 2120 - Superintendent of Schools)~~
~~(cf. 9121 - President)~~
~~(cf. 9200 - Board Members)~~

When speaking for the district, the board encourages its spokespersons to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the board's leadership.

Board spokespersons shall not disclose confidential information or information received in closed session except when authorized by a majority of the board. (Government Code section 54963)

~~(cf. 9005 - Governance Standards)~~
~~(cf. 9011 - Disclosure of Confidential/Privileged Information)~~

When speaking to community groups, the media, or other members of the public, individual board members should recognize that their statements may be perceived as reflecting the views and positions of the board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the board.

~~(cf. 1100 - Communication with the Public)~~
~~(cf. 1112 - Public Press, Radio, and Television)~~

Before voting on any issue, all board members shall be encouraged to present whatever evidence they may feel important to the matter at hand. The board shall fully consider the implications and relevancy of all information so presented. All opinions, reactions, and positions shall be openly discussed, so that each member may understand all aspects of the issue before the board decides the outcome or direction it will take.

When a board decision has been reached, all board members shall support that decision until it is amended or rescinded by board action. Any board member who may wish to criticize or oppose any specific board action should do so in a board meeting.

In addition, the board encourages members who participate on social networking sites, blogs, or other discussion or informational sites to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for district students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

(cf. 1340 - Access to District Records)
(cf. 9012 – B Board Member Electronic Communication)

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	Description
Ed. Code 35010	Control of district; prescription and enforcement of rules
Gov. Code 54960	Actions to stop or prevent violation of meeting provisions
Gov. Code 54963	Unauthorized disclosure of confidential information
Gov. Code 7920.000 - 7930.170	California Public Records Act

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan

Code	Description
0450	Comprehensive Safety Plan
0470	COVID-19 Mitigation Plan
1000	Concepts And Roles
1100	Communication With The Public
1112	Media Relations
1113	District And School Web Sites
1113	District And School Web Sites
1113-E(1)	District And School Web Sites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1160	Political Processes
1340	Access To District Records
1340	Access To District Records
2110	Superintendent Responsibilities And Duties
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4143.1	Public Notice - Personnel Negotiations
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4243.1	Public Notice - Personnel Negotiations
9000	Role Of The Board
9005	Governance Standards
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9121	President
9140	Board Representatives
9200	Limits Of Board Member Authority
9230	Orientation

~~Legal Reference:~~
~~EDUCATION CODE~~

~~35010 Control of district; prescription and enforcement of rules~~
~~GOVERNMENT CODE~~
~~6250-6270 California Public Records Act~~
~~54960 Actions to stop or prevent violation of meeting provisions~~
~~54963 Confidential information in closed session~~

~~Management Resources:~~
~~WEB SITES~~
~~CSBA: http://www.csba.org~~

~~Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT~~
~~adopted: June 9, 1992 Carmichael, California~~
~~Effective: September 1, 1992~~
~~Revised: December 13, 1994~~
~~Revised: October 13, 2015~~

Status:

Bylaw 9011-B: Disclosure Of Confidential/Privileged Information

Original Adopted Date: 06/09/1992; revised: , 2022

The Governing Board recognizes the importance of maintaining the confidentiality of information acquired as part of a board member's official duties. All confidential/privileged information and records shall be released only as allowed by law.

Disclosure of Closed Session Information

Confidential/privileged information which is produced for or which is acquired ~~comes out~~ during closed sessions of the Governing Board shall not be divulged, disclosed, or released unless a majority of the b~~B~~oard ~~members~~ has authorized its disclosure~~agree to release the information~~, subject to applicable laws regarding closed sessions and confidential records. (~~Education Code 35146,~~ Government Code section ~~3549.1,~~ 54963 ~~6250 et seq., 54956.8, 54956.9, 54957 et seq.~~)

Confidential information means a communication made in a closed session that is specifically related to the basis for the board to meet lawfully in closed session. (Government Code section 54963)

The board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or board policy, when the person is: (Government Code section 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

Other Disclosures

A board member shall not disclose, for pecuniary gain, confidential information acquired in the course of their official duties. Confidential information includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the board member. (Government Code section 1098)

Disclosures excepted from this prohibition are those made to law enforcement officials or to the joint legislative audit committee when reporting on improper governmental activities. (Government Code section 1098)

~~(cf. 4112.6/4212.6/4312.6 - Personnel Records)~~

~~(cf. 5125 - Student Records)~~

~~This policy is not intended to cause the withholding of information about the purpose and subject(s) of the closed session as required for public information under Government Code Section 54957.7.~~

~~Information authorized for release from closed sessions shall be released by the Superintendent or designee, or president or chairman of the meeting in which the closed session is held.~~

Any b~~B~~oard member who willfully and for monetary gain uses or discloses confidential/privileged information as defined in Government Code section 1098 is guilty of a misdemeanor.

~~(cf. 4119.23 - Unauthorized Release of Confidential/Privileged Information)~~

~~(cf. 9321 - Closed Sessions)~~

Policy Reference:

State References	Description
Education Code section 35010	Control of district; prescription and enforcement of rules
Education Code section 35146	Closed sessions regarding suspensions
Evidence Code section 1040	Privilege for official information
Government Code section 1098	Disclosure of confidential information
Government Code section 3549.1	Meeting and negotiating in public educational employment
Government Code sections 54950-54963	The Ralph M. Brown Act
Government Code section 54956.8	Open meeting laws
Government Code section 54956.9	Closed meeting for pending litigation
Government Code section 54957	Complaints against employees; right to open session
Government Code section 54957.1	Subsequent public report and rollcall vote; employee matters in closed session
Government Code section 54957.5	Public records
Government Code section 54957.6	Closed session; representatives with employee organization
Government Code section 54957.7	Reasons for closed session
Government Code section 54963	Unauthorized disclosure of confidential information
Government Code section 6250-6270	California Public Records Act

Management Resources References	Description
Attorney General Opinion	80 Ops.Cal.Atty.Gen. 231 (1997)
CSBA Publication	Professional Governance Standards, November 2000
Website	CSBA

Cross References	Description
1100	Communication With The Public
1312.3	Uniform Complaint Procedures
1340	Access To District Records
3580	District Records
4119.23	Unauthorized Release Of Confidential/Privileged Information
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4219.23	Unauthorized Release Of Confidential/Privileged Information
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4319.23	Unauthorized Release Of Confidential/Privileged Information
9005-B	Governance Standards
9010-B	Public Statements
9230-B	Orientation

Bylaw 9012-B: Board Member Electronic Communications **Status:**

Original Adopted Date: 06/09/1992; Revised: October 13, 2015; revised: ,2022

The Governing Board recognizes that electronic communication among board members and between board members, district administration, and members of the public is an efficient and convenient way to communicate and expedite the exchange of information within the district and with members of the publicand to help keep the community informed about the goals, programs, and achievements of the district and its schools. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the board to deliberate outside of an agendized board meeting, circumvent the public's right to access records regarding district business, or restrict access to a public forum.

(cf. 1100 - Communication with the Public)

(cf. 6020 - Parent Involvement and Family Engagement)

(cf. 9000 - Role of the Board and Members (Powers, Purposes, Duties)

(cf. 9322 - Agenda/Meeting Materials)

A majority of the board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the board. (Government Code section 54952.2)

(cf. 9320 - Meetings)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of board meeting agendas and agenda packets, reports of district activities from the superintendent, and reminders regarding meeting times, dates, and places.

Board members may engage in separate conversations or communication with members of the public on a social media platform to answer questions, provide information, or solicit information regarding a matter that is within the subject matter jurisdiction of the board, as long as a majority of the board does not use the platform to discuss among themselves any business of a specific nature that is within the subject matter jurisdiction of the board. A board member is prohibited from responding directly to any communication from other board members regarding matters that are within the subject matter jurisdiction of the board or using digital icons (e.g., "likes" or emojis) to express reactions to communications made by other board members. (Government Code section 54952.2)

Whenever a board member uses a social media platform to communicate with the public about district business or board activities, the board member shall not block access to a member of the public based on the viewpoint expressed by that individual.

Board members may use electronic communications to discuss matters that do not pertain to district business, regardless of the number of board members participating in the discussion.

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that their his/her response does not necessarily reflect the views of the board as a whole. Any complaint or request for information should be forwarded to the superintendent or designee in accordance with board bylaws and protocols so that the issue may receive proper consideration and be

handled through the appropriate district process. As appropriate, communication received from the press shall be forwarded to the designated district spokesperson.

To the extent possible, electronic communications regarding any district-related business shall be transmitted through a district-provided device or account. When any such communication is transmitted through a board member's personal device or account, the board member shall copy the communication to a district electronic storage device for easy retrieval. Like other writings concerning district business, a board member's electronic communication may be subject to disclosure under the California Public Records Act.

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

~~(cf. 1312.1 - Complaints Concerning School Personnel)~~

~~(cf. 1312.2 - Complaints Concerning Instructional Materials)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 1312.4 - Williams Uniform Complaint Procedures)~~

~~(cf. 3320 - Claims and Actions Against the District)~~

~~(cf. 9005 - Governance Standards)~~

~~(cf. 9121 - President~~

~~(cf. 9200 - Board Members)~~

~~(cf. 9270 - Conflict of Interest)~~

~~In order to minimize the risk of improper disclosure, board members shall avoid reference to confidential information and information acquired during closed session.~~

~~(cf. 4112.6/4212.6/4312.6 - Personnel Records)~~

~~(cf. 5125 - Student Records; Confidentiality)~~

~~(cf. 9011 - Disclosure of Confidential/Privileged Information)~~

~~(cf. 9321 - Closed Sessions)~~

~~Board members may use electronic communications to discuss matters other than district business with each other, regardless of the number of members participating in the discussion.~~

~~(cf. 1340 - Access to District Records)~~

Policy Reference:

State References	**Description**
Education Code section 35140	Time and place of meetings
Education Code section 35145	Public meetings
Education Code section 35145.5	Agenda; public participation; regulations
Education Code section 35147	Open meeting laws exceptions
Government Code section 11135	Nondiscrimination in programs or activities funded by state
Government Code sections 54950-54963	The Ralph M. Brown Act
Government Code section 54952.2	Meeting, defined
Government Code section 54953	Meetings to be open and public; attendance
Government Code section 54954.2	Agenda posting requirements, board actions

Government Code sections 6250-6270	California Public Records Act

Management Resources References	**Description**
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, 2003
Court Decision	City of San Jose v. Superior Court (2017) 2 Cal.5th 608
CSBA Publication	Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2014
Website	California Attorney General's Office
Website	CSBA

Cross References	**Description**
1100	Communication With The Public
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1340	Access To District Records
3320	Claims And Actions Against The District
3580	District Records
9005-B	Governance Standards
9010-B	Public Statements
9121-B	President
9230-B	Orientation
9322-B	Agenda/Meeting Materials
9323.2-B	Actions By The Board

NEW **Status:**

Bylaw 9100-B: Organization

Original Adopted Date:

Each year, the Governing Board shall hold an annual organizational meeting. In any year in which a regular election of district board members is conducted, the organizational meeting shall be held within 15-days following the second Friday in December after the regular election. During all other years, the meeting may be held on any date in December, but no later than December 20th. (Education Code section 35143)

During any year in which a regular election is conducted, the board, at its regular meeting held immediately prior to the second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the organizational meeting shall be selected at the last regular meeting held immediately before the annual meeting. On behalf of the board, the superintendent or designee, shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the superintendent or designee shall notify in writing all board members and members-elect of the date and time selected for the meeting. (Education Code section 35143)

At this meeting the board shall:

1. Elect a president and a clerk and/or vice president from its members.
2. Appoint the superintendent as secretary to the board.
3. Authorize signatures.
4. Approve a schedule of regular meetings for the year and a board governance calendar stating the time when the bboard will address important governance matters
5. Designate board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates
6. Review and/or consider resources that define and clarify the board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, board rules and bylaws, and other board development materials

Election of Officers

The board shall each year elect its entire slate of officers. The election of board officers shall be conducted during an open session of the annual organizational meeting.

Policy Reference:

State References	Description
Education Code section 35143	Annual organizational meetings; date and notice
Education Code section 35145	Public meetings
Education Code section 5017	Term of office
Government Code section 54953	Meetings to be open and public; attendance

Management Resources References	Description
Attorney General Opinion	68 Ops.Cal.Atty.Gen. 65 (1985)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 619, 621-622 (1976)
Website	CSBA District and County Office of Education Legal Services

Cross References	Description
9000-B	Role Of The Board
9005-B	Governance Standards
9121-B	President
9123-B	Clerk
9140-B	Board Representatives

9223-B	Filling Vacancies
9224-B	Oath Or Affirmation
9230-B	Orientation
9240-B	Board Training
9320-B	Meetings And Notices
9323-B	Meeting Conduct

Bylaw 9110-B: Terms Of Office **Status:**

Original Adopted Date: 06/09/1992; revised: 12/13/1994; revised: 09/26/2000; revised: 09/08/2009; revised: , 2021

Regular Members

The Governing Board shall consist of seven~~five~~ members. The term of office for members elected in regular elections shall be four years and staggered so that, as nearly as practicable, one-half of the members shall be ~~are~~ elected in each year in which the board's elections are regularly held.~~even-numbered year~~. (Education Code section 35012) The term of office for board members elected in regular elections shall commence on the second Friday in December following their election. (Education Code section 5017)

Board members whose terms have expired shall continue to discharge the duties of office until their successors have qualified by taking the oath of office. (Education Code section 5017; Government Code sections 1302, 1360)

A person who has been elected but has not yet assumed the duties of the office must conform their ~~his/her~~ conduct to the requirements of the Brown Act.

If a regularly scheduled board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent board members shall be extended to align with the next applicable election. (Elections Code section 10404.5)

~~(cf. 9220 - Elections)~~

~~(cf. 9223 - Filling Vacancies)~~

~~Student Board Representatives~~

~~The Board believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to facilitate student input and involvement, the Board shall include two student Board representatives from each high school who shall have the right to attend all Board meetings except closed sessions.~~

~~The term of student Board representatives shall be one school year, commencing on July 1 and terminating June 30 each year.~~

~~Student Board representatives shall be appointed by the student body council or elected in the regular student body election of the school they represent.~~

~~Duties of the Student Board Representatives~~

~~The duties of the student board representatives include the following:~~

~~1.To provide continuing input for board deliberations.~~

~~2.To strengthen communications between the Board and district students.~~

~~3.To represent all students.~~

~~4.Make regular reports to the Board on current activities at their respective high schools.~~

~~5.Advise the Board on agenda items of particular interest to students.~~

~~6.Present agenda items to inform the Board of student concerns or request specific action by the Board.~~

~~Student Selection Process~~

~~Student Board representatives shall be appointed by the student body council or elected in the regular student body election of the school they represent.~~

~~Each high school will present a report to the Board on multiple occasions during the school year.~~

Policy Reference:

State References	Description
Education Code section 35010	Control of district; prescription and enforcement of rules
Education Code section 35012	Board members; number, election and terms
Education Code section 35107	School district employees
Education Code sections 5000-5033	Election of school district board members
Election Code sections 10400-10418	Consolidation of elections
Election Code section 1302	Local elections, school district election
Election Code sections 14050-14057	California Voter Participation Rights Act
Government Code section 1302	Continuance in office until qualification of successor
Government Code section 1303	Exercising functions of office without having qualified
Government Code section 1360	Necessity of taking constitutional oath

Management Resources References	Description
Website	CSBA

Cross References	Description
9220-B	Governing Board Elections
9223-B	Filling Vacancies
9250-B	Remuneration, Reimbursement And Other Benefits

Status:

Bylaw 9121-B: President

Original Adopted Date: 06/09/1992 revised: /2022

The Governing Board shall elect a president from among its members to provide leadership on behalf of the governance team and the educational community it serves. To ensure that board meetings are conducted in an efficient, transparent, and orderly manner, the president shall ~~preside at all Governing Board meetings. He/she shall~~:

1. Call board meetings as they deem necessary, giving notice as required by law;
2. Consult with the superintendent or designee on the preparation of board meeting agendas;
3. Call the meeting to order at the appointed time and preside over the meeting;
4. Announce the business to come before the bBoard in its proper order;
5. Enforce the bBoard's bylaws ~~policies~~ relating to the order of business and the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act;
6. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
7. Facilitate the board's effective deliberation, ensuring that each board member has an opportunity to participate in the deliberation and that the discussion remains focused;
8. Explain what the effect of a motion would be if it is not clear to every member;
9. Restrict discussion to the question when a motion is before the bBoard;
10. Rule on issues of parliamentary procedure;
11. Put motions to a vote, and state clearly the results of the vote.

The president shall have ~~all~~ the same rights as other board ~~of any~~ members ~~of the Board~~, including the right to ~~move, second,~~ discuss~~,~~ and vote on all matters ~~questions~~ before the bBoard.

The ~~Board~~ pPresident shall also perform other duties in accordance with~~as directed by~~ law and ~~or~~ bBoard policy or action, including, but not limited ~~the duty~~ to:

1. Signing all instruments, acts, ~~and~~ orders, and resolutions necessary to comply with legal requirements and carry out ~~state requirements and~~ the will of the bBoard;
2. Working ~~Consult~~ with the sSuperintendent or designee to ensure that board members have necessary materials and information~~on the preparation of the Board's agendas~~;
3. Subject to board approval, aAppointing and dissolving ~~band~~ all committees~~, subject to Board approval~~;
4. In conjunction with the superintendent or designee, representing the district as the board's spokesperson in communications with the media;~~Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law~~;
5. Leading the board's advocacy efforts to build support within the local community and at the state and national levels.~~Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;~~

~~Be responsible for the orderly conduct of all Board meetings~~.

~~6. Share informational mail with other Board members and respond on behalf of the Board.~~

~~(cf. 9320 - Meetings)~~

~~7. Sign the minutes of the Board meeting following their approval.~~

The president shall participate in the California School Boards Association's Board President's Workshop and other professional development opportunities when possible, to enhance their leadership skills.

When the president resigns or is absent ~~or disabled~~, the vice president shall perform the president's duties. When both the president and vice president are absent ~~or disabled~~, the clerk shall perform the president's duties.

Policy Reference:

State References	**Description**
Education Code section 35022	President of the board
Education Code section 35143	Annual organizational meetings; date and notice
Government Code sections 54950-54963	The Ralph M. Brown Act

Management Resources References	**Description**
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings, 2015
CSBA Publication	Board Presidents' Handbook, revised 2002
CSBA Publication	CSBA Professional Governance Standards, 2000
Website	CSBA

Cross References	**Description**
9005-B	Governance Standards
9010-B	Public Statements
9012-B	Board Member Electronic Communications
9123-B	Clerk
9230-B	Orientation
9322-B	Agenda/Meeting Materials
9323-B	Meeting Conduct

Board Policy Manual
San Juan Unified School District

Bylaw 9122-B: ~~Executive~~ Secretary ~~To The Board~~

Status:

Original Adopted Date: 06/09/1992; revised:

The s~~S~~uperintendent or designee, acting as ~~Executive S~~secretary to the Governing Board, shall be responsible for maintaining an accurate and complete records of all board proceedings and shall~~have the following duties~~:

1. Work with the b~~B~~oard president to prepare, distribute, and maintain the b~~B~~oard agenda.
2. Record, p~~P~~repare, and maintain the b~~B~~oard minutes.
3. Maintain b~~B~~oard records and documents.
4. Submit to b~~B~~oard officers ~~the~~ correspondence addressed to them.
4.5. Conduct official correspondence for the board
5.6. Perform o~~O~~ther duties as assigned by the b~~B~~oard.
6.7. As directed by the board, sign and execute official papers~~Certify or attest to actions taken by the Board~~.

~~7. Sign the minutes of the Board meeting following their approval.~~

8. Prepare suggested motion language for each action item as necessary.

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Policy Reference:

State References	**Description**
Education Code section 35025	Secretary and bookkeeper
Education Code section 35143	Annual organizational meetings; date and notice
Education Code section 35250	Duty to keep certain records
Government Code sections 54950-54963	The Ralph M. Brown Act
Management Resources References	**Description**
CSBA Publication	CSBA Professional Governance Standards, 2000
Website	CSBA
Cross References	**Description**
2110-E(1)	Superintendent Responsibilities And Duties - Organization Chart/Lines Of Responsibility
2111	Superintendent Governance Standards
4112.1	Contracts
9322-B	Agenda/Meeting Materials
9324-B	Minutes and Recordings

1

Status:

Bylaw 9123-B: Clerk

Original Adopted Date: 06/09/1992: revised: /2022

At the annual organizational meeting, the Governing Board shall appoint a clerk from its own membership. (Education Code section 35143)

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the bBoard when required.
2. Maintain such other records or reports as required by law.
3. Sign documents as directed by the bBoard on behalf of the district, and sign all other items which require the signature of the clerk.
4. Serve as presiding officer in the absence of the president and vice-president.
5. Perform any other duties assigned by the bBoard.

Policy Reference:

State References	Description
Education Code section 17593	Repair and supervision of property (duty of district clerk)
Education Code section 35038	Appointment of clerk by county superintendent of schools
Education Code section 35039	Dismissal of clerk
Education Code section 35121	Appointment of clerk in certain city and high school districts
Education Code section 35143	Annual organizational meetings; date and notice
Education Code section 35250	Duty to keep certain records
Education Code section 38113	Duty of clerk (re provision of school supplies)
Government Code sections 54950-54963	The Ralph M. Brown Act

Management Resources References	Description
CSBA Publication	CSBA Professional Governance Standards, 2000
Website	CSBA

Cross References	Description
9121-B	President

Status:

Bylaw 9124-B: Attorney

Original Adopted Date: 06/02/1992; revised: /2021

The Governing Board recognizes the complex legal environment in which districts operate and desires reliable, high quality legal advice at reasonable rates. In order to meet the district's legal needs, tThe Governing Board may appoint, in addition to its a gGeneral cCounsel as a district employee, and/or appoint an attorney in private practice as an independent contractor, for whatever purpose the bBoard deems appropriate, and fix and pay such attorney according to the contract. The board also supports pursuing collaborative legal efforts with other agencies and districts as appropriate.

Duties of Legal Counsel

The bBoard's gGeneral cCounsel and/or independent attorney may perform any of the following duties (Education Code section 35041.5):

1. Render legal advice to the board, sSuperintendent or designee, Board and management employees of the district.
2. Serve the board and the sSuperintendent or designee in the preparation and conduct of school district litigation and administrative proceedings.
3. Render advice on school bond and tax increase measures and prepare the necessary forms for the voting of these measures.
4. Other administrative duties as assigned by the bBoard and sSuperintendent or designee.

Retaining Legal Counsel

When the district is seeking legal advice or representation, the superintendent or designee may initiate a Request for Proposals (RFP) to advertise and solicit proposals for legal services. In evaluating the proposals, the board and/or superintendent shall consider the firm's or attorney's background, experience, and reputation in education law; experience advising or representing school districts in California; fees; and experience of attorneys at the firm who will provide legal services.

The board and/or superintendent shall annually evaluate the performance of the firm and/or attorneys providing legal services in such areas as efficiency and adequacy of advice; results obtained for the district; reasonableness of fees; and responsiveness to and interactions with the board, administration, and community. Upon a successful evaluation, the board may renew the agreement with legal counsel without initiating an RFP.

The board may also contract for temporary, specialized legal services without initiating an RFP when a majority of the board or the superintendent or designee determines that the unique demands of a particular issue or emergency situation so requires.

Contacting Legal Counsel

At their discretion, the board president or superintendent may confer with district legal counsel subject to any limits or parameters established by the board. In addition, the superintendent or board president may contact district legal counsel to provide the board with legal information or advice when so directed by a majority of the board.

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

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Policy Reference:

State References	**Description**
Education Code section 35041	Administrative adviser
Education Code section 35041.5	Legal counsel
Education Code section 35161	Board delegation of any powers or duties
Education Code sections 35200-35214	Liabilities
Education Code section 35204	Contract with attorney in private practice
Education Code section 35205	Contract for legal services
Government Code section 26520	Legal services to school districts
Government Code section 53060	Special services and advice
Government Code sections 814-895.8	Liability of public entities and public employees
Government Code sections 995-996.6	Defense of public employees

Management Resources References	**Description**
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2014
National School Boards Association Publication	Selecting and Working with a School Attorney: A Guide for School Boards, 1997
Website	CA Council of School Attorneys
Website	State Bar of California
Website	National School Boards Association
Website	CSBA

Cross References	**Description**
1312.3	Uniform Complaint Procedures
1340	Access To District Records
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
9260-B	Legal Protection

Bylaw 9130-B: Board CSubcommittees

Status:

Original Adopted Date: 06/09/1992; revised: /2022

The Governing Board ~~president~~ may establish a committee or committees whenever it determines that such a committee or committees would benefit the district by providing diverse viewpoints, specialized knowledge or expertise, or increased efficiency. Such committees may be subcommittees of the board or committees that include members of the community, staff, or other stakeholder groups. ~~create subcommittees of the Governing Board deemed necessary by the Board. Membership on these committees is limited to less than a majority of the whole Board. The Board should endeavor to establish written charges for these subcommittees at the time of appointment. When its charges or duties have been completed, the subcommittee shall be dissolved.~~

Upon establishing a committee, the board shall clearly define the committee's purpose, any timeline for completion of assigned responsibilities, any stakeholder groups or individuals to be represented on the committee, length of time that committee members are expected to serve, and expectations for reporting to the board and/or the superintendent or designee. Unless specifically authorized by the board to act on its behalf, the committee shall act in an advisory capacity.

The president may be a member of any subcommittee. The s~~S~~uperintendent or designee may serve as an advisor to any subcommittee at the discretion of the b~~B~~oard.

Except for subcommittees of the board, committee members shall, as appropriate, be recommended by the board, the superintendent or designee, subject to approval by the board.

The superintendent or designee shall provide committee members with information and assistance necessary for the fulfillment of the committee's charges, and may serve as a non-voting advisor to the committee at the discretion of the board.

Whenever so charged, committees may actively seek input and participation by parents/guardians, staff, community, and students, and may consult with local public board and agencies.

Any committee not required by law may be dissolved when its duties or term has been completed or whenever the board deems necessary.

~~Subcommittees may actively seek input and participation by parents/ guardians, staff, community and students, and may consult with local public boards and agencies.~~

~~Subcommittees shall act in an advisory capacity, making recommendations to the Board. No subcommittee action shall be binding on the full Board. The Board as a whole shall have the final consideration in all matters. (cf. 1220 - Citizen Advisory Committees)~~

Committee Meetings

Unless otherwise exempted by law, board-created committees shall provide public notice of their meetings and conduct meetings in accordance with Government Code sections 54950-54963 (the Brown Act).

However, board subcommittees composed solely of less than a quorum of the members of the board are not subject to open meeting laws unless they are standing committees. Standing committees of the board, irrespective of membership, are those that have a continuing subject matter jurisdiction or a meeting schedule established by action of the board. (Government Code section 54952)

Standing committees with a continuing subject matter jurisdiction include, but are not limited to, those responsible for providing advice on budgets, audits, board policy, contracts, and personnel matters at the board's request.

When a majority of the members of the board attend an open and noticed meeting of a standing committee, the board members who are not members of the standing committee shall attend only as observers. (Government Code section 54952.2)

Whenever any advisory or standing committee, including a committee not otherwise subject to the Brown Act, posts a meeting agenda at least 72 hours in advance of the meeting, that meeting shall be considered as a regular meeting of the board for purposes of the Brown Act and therefore must be held within district boundaries unless otherwise authorized by law. (Government Code section 54954)

Committees may meet in a closed session during a regular or special meeting only for those purposes specifically authorized by law for closed sessions held by the board.

Policy Reference:

State References	**Description**
Education Code section 35010	Control of district; prescription and enforcement of rules
Education Code section 35024	Executive committee
Education Code section 35160	Authority of governing boards
Education Code section 35160.1	Broad authority of school districts
Government Code sections 54950-54963	The Ralph M. Brown Act
Government Code section 54952	Legislative body, definition
Government Code section 54952.2	Meeting, defined
Government Code section 54954	Time and place of regular meetings
Government Code section 54954.3	Opportunity for public to address legislative body
Government Code section 54957	Complaints against employees; right to open session

Management Resources References	**Description**
Attorney General Opinion	79 Ops.Cal.Atty.Gen. 69 (1996)
Attorney General Opinion	81 Ops.Cal.Atty.Gen. 156 (1998)
Attorney General Opinion	80 Ops.Cal.Atty.Gen. 308 (1997)
Court Decision	Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 78
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, 2014
Website	National School Boards Association
Website	CSBA

Cross References	**Description**
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees
2230	Representative And Deliberative Groups
3100	Budget
3280	Sale Or Lease Of District-Owned Real Property
3430	Investing
3460-E(1)	Financial Reports And Accountability - Periodic Financial Reports
9121-B	President
9140-B	Board Representatives
9223-B	Filling Vacancies
9322-B	Agenda/Meeting Materials
9323-B	Meeting Conduct

Bylaw 9140-B: Board Representatives

Status:

Original Adopted Date: 06/09/1992

The Governing Board recognizes that effective performance of its community leadership responsibilities may require its participation in district or community committees on matters of concern to the district and its students. As needed, the board may appoint any of its members to serve as its representative on a district committee or on a committee of another public agency or organization of which the board or district is a member or to which the board is invited to participate.

When making such appointments, the board shall clearly specify the authority and responsibilities of the representative(s), including, but not limited to, reporting back to the board regarding committee activities and/or actions. Board representatives shall not exercise the authority of the board without prior board approval.

If a committee discusses a topic on which the board has taken a position, the board member shall express the position of the board. When contributing their own ideas or opinions, the representative shall clearly indicate that they are expressing their individual idea or opinion.

Board Representative to Elect Members of County Committee on School District Organization

At its annual organizational meeting, the board shall designate one board member as its representative to elect members to the county committee on school district organization. (Education Code section 35023)

Labor Relations Negotiators

The Governing Board will designate a chief negotiator(s) to represent it in negotiations with employee organizations. The bBoard itself will not negotiate with any employee organization directly. The chief negotiator shall be an employee of the district even though expert consultants in the field of negotiations may also be contracted to assist in the process of negotiations.

Although the negotiator will represent the bBoard in negotiations, the negotiator shall be responsible to the sSuperintendent or designee, who shall evaluate the performance of the negotiator.

The bBoard's role in the negotiation process will be:

-- To assess, to the best of its ability, the needs of its employees.

-- To set priorities for the total educational program in the best interests of students, the district and public in general.

-- To approve employee agreements that balance employee needs with the educational programs with the need for fiscal solvency of the district.

-- To maintain the bBoard's position of authority and control as provided by law.

Other Advisory Committees

The bBoard may appoint any of its members to serve on advisory committees or as representatives to other public agencies or organizations when the bBoard deems such appointments desirable, contingent on acceptance of the appointment by the member.

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
Ed. Code 35020-35046	Officers and agents
Ed. Code 35160	Authority of governing boards
Ed. Code 4000-4014	County committees on school district organization
Gov. Code 54952.2	Meeting, defined

Management Resources References	Description
California Department of Education Publication 2010	California Department of Education District Organization Handbook,

Cross References	Description
0440	District Technology Plan
1220	Citizen Advisory Committees
1260	Educational Foundation
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools
3100	Budget
3100	Budget
3460-E(1)	Financial Reports And Accountability - Periodic Financial Reports
4156.2	Awards And Recognition
4256.2	Awards And Recognition
4356.2	Awards And Recognition
6200	Adult Education
6200	Adult Education
9000-B	Role Of The Board
9005-B	Governance Standards
9010-B	Public Statements
9270-B	Conflict Of Interest

1

Status:

Bylaw 9200-B: Limits Of Board Member Authority

Original Adopted Date: 06/09/1992; revised 12/13/1994; revised: , 2022

~~Limits of Board Members' Authority~~

The Governing Board ~~has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting.~~ recognizes that the b~~B~~oard is the unit of authority over the district and ~~Apart from the normal function as part of the unit, the~~ that a b~~B~~oard member has no individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

~~(cf. 9000 - Role of Board and Members)~~

Unless agreed to by the board as a whole, i~~I~~ndividual~~ly, the~~ b~~B~~oard members ~~may not commit the district to any policy, act or expenditure. The Board member cannot do business with the district served, nor should the Board member have an interest in any contract with the school district in general. The Board member does not represent any factional segment of the community, but is rather a part of the body which represents and acts for the community as a whole.~~

~~(cf. 9270 - Conflict of Interest)~~

~~No individual member of the Board, by virtue of holding office,~~ shall not exercise any administrative responsibility with respect to the schools~~; nor, as an individual,~~ or command the services of any school employee. Individual b~~B~~oard members shall submit requests for information to the s~~S~~uperintendent or designee. At their ~~his/her~~ discretion, the s~~S~~uperintendent may refer the request to the entire b~~B~~oard for consideration. If approved, the s~~S~~uperintendent or designee shall perform any necessary research associated with the request and report to the b~~B~~oard at a future meeting. Board members shall refer board related correspondence to the superintendent or designee for forwarding to the board or for placement on the board's agenda, as appropriate.

Individual board members do not have the authority to resolve complaints. Any board member approached directly by a person with a complaint shall refer the complainant to the superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process.

~~(cf. 1340 - Access to District Records)~~

~~(cf. 9011 - Disclosure of Confidential/Privileges Information)~~

No members of the ~~B~~boards shall be asked to perform any routine or clerical duties which may be assigned to an employee, nor shall any b~~B~~oard member become an employee of the ~~his/her~~ district while serving on the b~~B~~oard.

A board member whose child is attending a district school should be aware of their role as a board member when interacting with district employees about their child. Because their position as a board member may inhibit the performance of school personnel, the b~~B~~oard member should inform the superintendent or designee before volunteering in their child's classroom.

Board members who visit schools of their own volition have no more authority than any other citizen. Board members have authority only in regularly called meetings of the b~~B~~oard, or when delegated specific tasks by ~~B~~boards action.

~~Board members shall not serve as a volunteer aide in the district.~~

Obligations of Members

Members of the bBoard must endeavor to attend all meetings, study all materials presented with the agenda prior to attending the meeting, participate in the discussion of any items which come before the bBoard, and vote on all motions and resolutions, abstaining only for compelling reasons.

(cf. 9240 - Development Inservice)

(cf. 9271 - Code of Ethics)

(cf. 9320 - Meetings)

The Board member should not subordinate the education of children and youth to any partisan principle, group interest, or the member's own personal interest.

The BBoard members should be prepared and willing to devote a sufficient amount of time to the study of the problems of education in the district, the state, and the nation in order to interpret them to the people of the district.

Responsibility of Members and Superintendent re Brown Act

Board members and pPersons elected to the bBoard are responsible for complying with the requirements of the subject to Brown Act requirements even if they have not yet assumed office and, for purposes of enforcement under the Brown Act, such persons shall be treated as if they have already assumed office. (Government Code section 54952.1)

Board members and persons elected to the Board are responsible for complying with the requirements of the state's open meeting laws. The sSuperintendent or designee shall provide a copy of the Brown Act to each bBoard member and to anyone who is elected to the bBoard but has not yet assumed office. (Government Code section 54952.7)

Policy Reference:

State References	**Description**
Education Code sections 200-262.4	Educational equity; prohibition of discrimination on the basis of sex
Education Code section 35010	Control of district; prescription and enforcement of rules
Education Code sections 35100-35351	Governing boards
Education Code sections 35160-35184	Powers and duties
Education Code section 35291	Rules (power of governing board)
Education Code section 35292	Visits to schools (Board members)
Education Code section 51101	Rights of parents/guardians
Education Code section 7054	Use of district property, campaign purposes
Government Code sections 54950-54963	The Ralph M. Brown Act
Government Code section 54952.1	Member of a legislative body of a local agency
Government Code section 54952.7	Copies of chapter to members of legislative body

Management Resources References	**Description**
CSBA Publication	CSBA Professional Governance Standards, 2000
Website	CSBA

Cross References	**Description**
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials

1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1340	Access To District Records
9005-B	Governance Standards
9010-B	Public Statements
9011-B	Disclosure Of Confidential/Privileged Information
9012-B	Board Member Electronic Communications
9140-B	Board Representatives
9230-B	Orientation
9270-B	Conflict Of Interest
9322-B	Agenda/Meeting Materials
9323.2-B	Actions By The Board
9323-B	Meeting Conduct

Bylaw 9220-B: Governing Board Elections

Status: ADOPTED

Original Adopted Date: 06/09/1992

Governing Board election procedures shall be conducted in accordance with the California Education Code and Elections Code.

~~Governing Board members are elected at large.~~

Board Member Qualifications

Any person is eligible to be a ~~Board~~ member of the Governing Board if they are ~~he/she is~~ 18 years of age or older, a citizen of California~~the state~~, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. (Education Code section 35107; Elections Code section 20) ~~(cf. 9220 - Calendar Covering School District Board Elections)~~

A district employee elected to the board shall resign their employment before being sworn in or shall have their employment automatically terminated upon being sworn into office. (Education Code section 35107)

The board encourages all candidates to become knowledgeable about the role of board members. The superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a board member, including information regarding available workshops, seminars, and/or training. The superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

Consolidation of Elections

To reduce costs associated with conducting elections, the board may consolidate board elections with the local municipal or statewide primary or general election in accordance with Elections Code section 1302.

~~In addition, if a regularly scheduled board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the board shall take action to consolidate board elections with statewide elections. The district shall move its election to the next state statewide election date, unless the board has adopted a plan by January 1, 2018 to consolidate Board elections not later than the November 8, 2022 statewide general election. (Elections Code sections 14051, 14052)~~

~~In order to consolidate elections based on either circumstance described above, the board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)~~

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent board members shall be extended to align with the next applicable election. (Elections Code section 10404.5)

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Elections Process and Procedures ~~Statement of Qualifications~~

The district is divided into trustee areas and each trustee area shall be represented by a board member who resides in and is elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

Prior to March 1, following the year in which the results of each decennial federal census are released, the board shall adjust the boundaries of the district's trustee areas based on population figures as validated by the Population Research Unit of the Department of Finance. (Education Code section 5019.5)

To ensure ongoing compliance with the California Voting Rights Acts, the board may review the district's board election method to determine whether any modification is necessary due to changes in the district's population or any of its racial, color, or language minority group composition. The review shall be based on the superintendent or designee's report to the board after the release of each decennial federal census.

If the board determines that a change is necessary, it shall hold public hearings in accordance with Elections Code section 10100 before adopting a resolution at an open meeting specifying the change(s), and shall, in accordance with Education Code section 5019, obtain approval from the county committee on school district organization having jurisdiction over the district.

Campaign Conduct

All candidates, including current board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

A board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the board, provided that the funds are available to all candidates who are qualified pursuant to Education Code section 35107 without regard to incumbency or political preference. (Government Code section 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the board and district, the board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code section 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the board secretary or their designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code section 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term

2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code section 13307

Candidates for the board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. The statement may include the name, age, and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself or herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. ~~Candidate statements shall be limited to no more than 200 words~~. (Elections Code section 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The b~~B~~oard shall assume no part of the cost of printing, handling, translating, ~~or~~ mailing, or electronically distributing candidate statements~~.~~ filed pursuant to Elections Code section 13307. As a condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code section 13307.

~~The Superintendent shall notify the county clerk of this policy on or before the 119th day prior to each election of Board members. (Elections Code 23510.5)~~

Tie Votes in Board Member Elections

Before each election, the board shall decide whether to resolve a potential tie by lot or by a runoff election. (Education Code section 5016)

- If the board has decided to resolve a tie by lot, the board shall, immediately after the election, notify the candidates who received the tie votes of the time and place where the candidates and/or their representatives should appear before the board. The board at that time shall determine the winner by lot.
- If the board has decided to resolve a tie with a runoff election, the board shall schedule the runoff election in accordance with law.

~~Prior to each election, the Board shall establish whether a potential tie is to be resolved by lot or with a runoff election.~~

~~After an election for which the Board has decided to resolve a tie by lot, the Board shall immediately notify the candidates who received the tie votes of the time and place where lots shall be cast to determine the winner.~~
~~(Education Code 5016)~~

~~After an election for which the Board has decided to resolve a tie with a runoff, the Board shall schedule the runoff in accordance with law.~~

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**

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CA Constitution Article 2, Section 2	Voters, qualifications
CA Constitution Article 7, Section 7	Conflicting offices
CA Constitution Article 7, Section 8	Disqualification from office
Ed. Code 1006	Qualifications for holding office, county board of education
Ed. Code 35107	School district employees
Ed. Code 35177	Campaign expenditures or contributions
Ed. Code 35239	Compensation of governing board member of districts with less than 70 ADA
Ed. Code 5000-5033	Election of school district board members
Ed. Code 5220-5231	Elections
Ed. Code 5300-5304	General provisions (conduct of elections)
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5380	Compensation (of election officer)
Ed. Code 5390	Qualifications of voters
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Ed. Code 7054	Use of district property, campaign purposes
Elec. Code 10010	District boundaries
Elec. Code 10400-10418	Consolidation of elections
Elec. Code 10509	Notice of election by secretary
Elec. Code 10600-10604	School district elections
Elec. Code 1302	Local elections, school district election
Elec. Code 13307	Candidate's statement
Elec. Code 13308	Candidate's statement contents
Elec. Code 13309	Candidate's statement, indigence
Elec. Code 14025-14032	California Voting Rights Act
Elec. Code 14050-14057	California Voter Participation Rights Act
Elec. Code 20	Public office eligibility
Elec. Code 20440	Code of Fair Campaign Practices
Elec. Code 2201	Grounds for cancellation
Elec. Code 4000-4008	Elections conducted wholly by mail
Gov. Code 1021	Conviction of crime
Gov. Code 1097	Illegal participation in public contract
Gov. Code 12940	Unlawful discriminatory employment practices
Gov. Code 81000-91014	Political Reform Act of 1974
Pen. Code 424	Embezzlement and falsification of accounts by public officers
Pen. Code 661	Removal for neglect or violation of official duty
Pen. Code 68	Bribes
Pen. Code 74	Acceptance of gratuity
Federal References	**Description**

52 USC 10301-10508	Voting Rights Act

Management Resources References	**Description**
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 181 (2000)
Attorney General Opinion	85 Ops.Cal.Atty.Gen. 49 (2002)
Attorney General Opinion	81 Ops.Cal.Atty.Gen. 98 (1998)
Attorney General Opinion	69 Ops.Cal.Atty.Gen. 290 (1986)
CSBA Publication	Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections,
Court Decision	Rey v. Madera Unified School District, (2012) 203 Cal. App. 4th 1223
Court Decision	Randall v. Sorrell, (2006) 126 S.Ct. 2479
Court Decision	Sanchez v. City of Modesto, (2006) 145 Cal. App. 4th 660
Court Decision	Dusch v. Davis, (1967) 387 U.S. 112

5

Website	Institute for Local Government
California School Boards Association Publication	January 2017
Website	California Secretary of State's Office
Website	Fair Political Practices Commission
Website	CSBA

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
9005-B	Governance Standards
9110	Terms of Office
9223-B	Filling Vacancies
9224	Oath or Affirmation
9230-B	Orientation
9240	Board Training
9270-B	Conflict Of Interest
9320	Meetings and Notices

6

Bylaw 9222-B: Resignation

Status:

Original Adopted Date: 06/09/1992**; revised**:

A Governing Board member who wishes to resign from the board shall file ~~may do so by filing~~ a written resignation with the County Superintendent of Schools. (Education Code section 5090) A copy shall be given to the s~~S~~uperintendent and to the board secretary.

The written resignation is effective when filed with the County Superintendent, except when a deferred effective date is specified in the resignation. ~~(Education Code 5090)~~ A b~~B~~oard member may not defer the effective date of their ~~his/her~~ resignation for more than 60 days after they file the resignation with the County Superintendent~~filing~~. (Education Code sections 5090, 5091)

Once filed, a~~A~~ written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable~~. upon being filed.~~ (Education Code section 5090)

A board member who tenders their resignation with a deferred effective date shall, until the effective date of the resignation, continue to exercise all the powers of the office, except that they shall not have the right to vote for their successor in an action taken by the board to make a provisional appointment. (Education Code sections 59091, 35178)

~~Upon resignation, the Board member may continue to exercise all his/her powers, save that of voting for a successor, until the effective date of resignation. (Education Code 35178)~~

A board member who resigns shall file, within 30 days of leaving office, a revised Statement of Economic Interest/Form 700 covering the period of time between the closing date of the last statement required to be file and the date they leave the office. (Government code sections 87302, 87500)

~~(cf. 9270 - Conflict of Interest)~~

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**
Ed. Code 35178	Resignation with deferred effective date
Ed. Code 5090-5095	Vacancies on the board
Gov. Code 1770	Vacancy on the board
Gov. Code 87300-87313	Conflict of interest code
Gov. Code 87500	Statement of economic interests

Management Resources References	**Description**
CSBA Publication	Filling a Board Vacancy, rev. December 2010
Website	CSBA

Cross References	**Description**
9223-B	Filling Vacancies
9270-B	Conflict Of Interest

Status:

Bylaw 9223-B: Filling Vacancies

Original Adopted Date: 06/09/1992**revised:**

A vacancy on the Governing Board may occur for any of the following events, as specified in Government Code section 1770:.

1. The death of an incumbent

2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident, and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of their office for the remained of their term

3. A board member's resignation

   A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A board member may not defer the effective date of their resignation for more than 60 days after they file the resignation with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code sections 5090, 5091)

4. A board member's removal from office, including by recall (Elections Code section 11384, Government Code section 1770)

5. A board member's ceasing to be a resident of the district

   A vacancy on the board also occurs when a board member ceases to inhabit the trustee area which they represent on the board (50 Ops. Cal.Atty.Gen. 888 (1975))

6. A board member's absence from the state for more than 60 days, except in the following situations (Government Code sections 1064, 1770):

   a. Upon district business with the approval of the board

   b. With the consent of the board of an additional period not to exceed a total absence of 90 days.

      In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the board.

   c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard.

      If the absence of the board member for this purpose exceeds six months, the board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the board may appoint an interim member to serve in their absence. If two or more members of the board are absent by reason of these circumstances and those absences result in the inability to establish a quorum at a regular meeting, the board may immediately appoint one or more interim members a necessary to enable the board to conduct business and discharge its responsibility. The term of an interim member appointed in these circumstances shall not extend beyond the term of the absent board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A board member's ceasing to discharge the duties of their office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law.

8. A board member's conviction of a felony or any offense involving a violation of their official duties or conviction of a designated crime resulting in a forfeiture of office. (Government Code sections 1770, 3000 – 3003)

9. A board member's refusal or neglect to file their required oath within the time prescribed

10. The decision of a competent tribunal declaring void a board member's election or appointment

11. A board member's commitment to a hospital or sanitarium as a drug addict, alcoholic, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final

12. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a board seat(s) (Education Code sections 5090, 5326, 5328)

~~Removal by conviction of a grand jury or recall election shall also create a vacancy on the Board. (Government Code 3072, Elections Code 27344)~~

Timelines for filling A Vacancy

When a vacancy occurs, the board shall take the following action, as appropriate:

1. When a ~~If~~ vacancy occurs within four months of the end of a ~~or the filing of the~~ b~~B~~oard member's term, the b~~B~~oard shall take no action ~~not fill the vacancy~~. ~~deferred resignation, the Board shall either order an election for the next regular election date or make a provisional appointment.~~ (Education Code section 5093)

2. When a vacancy occurs longer than four months before the end of a board member's term, the board shall, within 60 days or the date of the vacancy or the filing of the members deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in section 3, below. (Education Code sections 5091, 5093)

3. When a vacancy occurs from six months to 130 days before a regularly scheduled board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled board meeting following the certification of the election and shall serve only until the end of the term of the position which they were elected to fill. (Education Code section 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the board, a person must meet the eligibility requirements specified in Education Code section 35107.

Provisional Appointment

When authorized by law to make ~~making~~ a provisional appointment to fill a vacancy on the board, the b~~B~~oard shall advertise in the local media to solicit ~~desires to draw from the widest possible number of~~ candidate~~s~~ . ~~applications or nominations.~~ A committee consisting of less than a quorum of the board shall ensure that applicants are eligible for board membership and announce the names of the eligible candidates. The board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote. ~~The Board shall:~~

Within ten days after the appointment is made, the b~~B~~oard shall post notices of the actual vacancy, or the filing of a deferred resignation, ~~dated resignation~~ and the provisional appointment. The notice shall be

published in the local newspaper pursuant to Government Code section 6061, and posted in at least three public places within the district. (Education Code section 5092)

The notice shall contain: (Education Code section 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation~~Advertise the vacancy in suitable local media.~~

2. The full name of the appointee~~Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.~~

3. The date of appointment~~Provide candidates with appropriate information regarding Board member responsibilities.~~

~~4~~. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code section 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment.~~Announce names of candidates and accept public input either in writing or at a public meeting.~~

~~2. Interview the candidates at a public meeting.~~

~~3. Select the provisional appointee by majority vote at a public meeting.~~

~~1. The full name of the appointee.~~

~~2. The date of appointment.~~

~~3. A statement notifying the voters that the provisional appointment shall become effective immediately and shall continue unless a petition calling for an election is filed in the office of the County Superintendent of Schools.~~

The person appointed shall hold office until the next regularly scheduled election for district b~~B~~oard members and shall be afforded all the powers and duties of a b~~B~~oard member upon appointment. (Education Code section 5091)

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code section 5328)

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code section 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

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State References	**Description**
Ed. Code 35107	School district employees

Ed. Code 35178	Resignation with deferred effective date
Ed. Code 5000-5033	Election of school district board members
Ed. Code 5090-5095	Vacancies on the board
Ed. Code 5200-5208	Districts governed by boards of education
Ed. Code 5300-5304	General provisions (conduct of elections)
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Elec. Code 10600-10604	School district elections
Elec. Code 11381-11386	Candidates for recall
Gov. Code 1064	Absence from state
Gov. Code 1770	Vacancy on the board
Gov. Code 3000-3003	Forfeiture of office
Gov. Code 3060-3075	Removal other than by impeachment
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 6061	One time notice
Pen. Code 88	Bribery, forfeiture from office

Federal References	**Description**
18 USC 704	Military medals or decorations

Management Resources References	**Description**
Attorney General Opinion	58 Ops.Cal.Atty.Gen. 888 (1975)
CSBA Publication	Filling a Board Vacancy, rev. December 2010
Website	California State Attorney General's Office, Quo Warranto Applications
Website	CSBA

Cross References	**Description**
1340	Access To District Records
1340	Access To District Records
9100-B	Organization
9110-B	Terms Of Office
9130-B	Board Committees
9220-B	Governing Board Elections
9222-B	Resignation
9224-B	Oath Or Affirmation
9230-B	Orientation
9323.2-B	Actions By The Board

NEW

Bylaw 9224-B: Oath Or Affirmation

Status:

Original Adopted Date:

Prior to entering upon the duties of their office, all Governing Board members shall take the oath or affirmation required by law. (California Constitution, Article 20, Section 3; Government Code section 1360)

The oath may be administered and certified by a board member, secretary or assistant secretary to the board, superintendent, deputy or assistant superintendent, principal, or County Superintendent of Schools or any other person authorized in Education Code section 60.

The executed oath shall be filed with the County Clerk. (Government Code section 1363)

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State References	Description
CA Constitution Article 20, Section 3	Oath of office
Ed. Code 60	Persons authorized to administer and certify oaths
Gov. Code 1303	Exercising functions of office without having qualified
Gov. Code 1360-1369	Oath of office
Gov. Code 3100-3109	Oath or affirmation of allegiance

Management Resources References	Description
Court Decision	Chilton v. Contra Costa Community College District (1976) 55 Cal. App. 3d 544
Court Decision	Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22

Cross References	Description
4112.3	Oath Or Affirmation
4112.3-E(1)	Oath Or Affirmation
4212.3	Oath Or Affirmation
4212.3-E(1)	Oath Or Affirmation
4312.3	Oath Or Affirmation
4312.3-E(1)	Oath Or Affirmation
9100-B	Organization
9110-B	Terms Of Office
9220-B	Governing Board Elections
9223-B	Filling Vacancies

Bylaw 9230-B: Orientation **Status:**
Original Adopted Date: 06/09/1992; **revised**:

Board Candidate Orientation

The Governing Board recognizes the importance of providing all newly elected or appointed board members with support and information to assist them in becoming effective members of the board. Incoming board members shall be provided an orientation designed to build their knowledge of the district and an understanding of the responsibilities of their position. Such orientation may include the provision of information, support, and/or training related to board functions, policies, protocols, and standards of conduct.

As early as possible following the election or appointment of board members, one or more orientation sessions may be held during open meeting(s) of the board. The board president and the superintendent or designee shall develop an agenda for the meeting(s) and shall identify resources that may be useful for incoming board members.

Upon their election or appointment, incoming board members shall be provided a copy of the Brown Act and informed that, pursuant to Government Code section 54952.1, they must conform to the Brown Act's requirements as if they had already assumed office. Additional information for incoming board members may include, but is not limited to, board bylaws related to the limits of individual board member authority, the conduct of board meetings, and other board operations; governance standards for ethical conduct; legal requirements related to conflict of interest and prohibited political activity; protocols for speaking with district staff, members of the public, and the media; and publications on effective governance practices.

In addition, the superintendent or designee shall provide incoming board members with specific background information regarding the district, including, but not limited to, the district's vision and goals statements, local control and accountability plan and other comprehensive plans, student demographic data, student achievement data, district policy manual, district budget, and minutes of recent open board meetings.

The superintendent or designee may offer incoming board members a tour of district schools and facilities, and may introduce them to district and school site administrators and other staff.

I~~The i~~ncoming member(s) are encouraged~~should attend~~, at district expense and with approval of the board, to attend the California School Boards Association's Orientation for New Trustees, Institute for New and First-Term Board Members, and workshops and conferences relevant to the needs of the individual member, the board as a whole, or the district.

~~Orientation will be provided for Governing Board candidates so that insofar as possible, new members will be prepared to discuss and cast informed votes on matters before the Board from the time that they are sworn into office.~~

~~The Board invites all candidates to attend public Board meetings during the period of their candidacy. The Superintendent or designee shall cooperate impartially with all candidates in providing them with Board policies and public information about school programs.~~

~~The Board expects candidates to recognize that until they are sworn in to the Board, they are, like other members of the public, not entitled to privileged information discussed in closed session.~~

~~New Board Member Orientation~~

~~The Board and the Superintendent or designee shall help each new member-elect to understand district operations and the Board's functions, policies and procedures as soon after election as possible. Incoming members shall be given a copy of the Brown Act and informed that they must conform to its requirements as if they had already assumed office. Additionally, they may receive informational materials on the function of the Board and the school system, attend Board meetings, meet with the Superintendent or designee and~~

~~Board president regarding their role and responsibilities, receive a copy of the district's policy manual, and visit school facilities.~~

~~(cf. 9240 - Development in Service)~~

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State References	**Description**
Ed. Code 33360	Department of Education and statewide association of school district boards; annual workshops
Ed. Code 33362-33363	Reimbursement of expenses; board member or member-elect
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 54952.1	Member of a legislative body of a local agency
Gov. Code 54952.2	Meeting, defined
Gov. Code 54952.7	Copies of chapter to members of legislative body

Management Resources References	**Description**
CSBA Publication	Professional Governance Standards for School Boards
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. December 2014
Website	CSBA

Cross References	**Description**
0000	Vision
0200	Goals For The School District
0400	Comprehensive Plans
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1112	Media Relations
1160	Political Processes
9000-B	Role Of The Board
9005-B	Governance Standards
9010-B	Public Statements
9011-B	Disclosure Of Confidential/Privileged Information
9012-B	Board Member Electronic Communications
9100-B	Organization
9121-B	President
9150-B	Student Board Members
9200-B	Limits Of Board Member Authority
9220-B	Governing Board Elections
9223-B	Filling Vacancies

9240-B	Board Training
9270-B	Conflict Of Interest
9320-B	Meetings And Notices
9323-B	Meeting Conduct
9400-B	Board Self-Evaluation

Bylaw 9240-B: ~~Development Inservice~~Board Training **Status:**

Original Adopted Date: June 9, 1992; **revised:** December 13, 1994; **revised**:

~~Governing Board members, like teachers and administrators, need inservice training. The public entrusts the Board with the governance of its schools. As part of their job, Board members need to participate in professional development activities that help them understand their responsibilities, stay abreast of new developments in education, and learn new ways to cope effectively with the problems they confront. Such activities include state, regional, and national workshops, conferences, conventions, and seminars such as those offered by the California School Boards Association.~~

The Governing Board believes that the board's ability to effectively and responsibly govern the district is essential to promoting student achievement, building positive community relations, and protecting the public interest in district schools. Board members shall be provided sufficient opportunities for professional development that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardsmanship skills.

The board and/or the superintendent or designee may provide an orientation to newly elected or appointed board members which may include comprehensive information regarding board roles, policies, and procedures and the district's vision and goals, operations, and current challenges. Throughout their first term, board members shall continue to participate in additional educational opportunities designed to assist them in understanding the principles of effective governance, including, but not limited to, information on school finance and budgets, student achievement and assessment, labor relations, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

All board members are strongly encouraged to continuously participate in advanced training offered by the California School Boards Association in order to reinforce boardsmanship skills and build knowledge related to key education issues. Such activities may include online courses, webinars, webcasts, and in-person attendance at workshops and conferences. In addition, workshops and consultations may be held within the district on issues that involve the entire governance team.

~~to attend at least one or more Board development activities each year. All Board members may attend conferences for the purpose of Board development. Board business shall not be discussed at conferences.~~

~~Board members shall report to the Board on the inservice activities they attend. Reports shall be given at a regular Board meeting as soon as possible after the Board member's return.~~

Funds for ~~inservice~~ board training shall be budgeted annually~~.~~ for the board and each board member. In selecting appropriate activities, the board and/or individual board members shall consider activities that are aligned with the district's vision and goals and the needs of the board or individual member to obtain specific knowledge and skills. The board may annually develop a board training calendar in order to schedule and track board training activities and to schedule opportunities for board members to report on the activities in which they participated.

Board members may attend a conference or similar public gathering with other board members and/or with the superintendent or designee in order to develop common knowledge and understanding of an issue or engage in team-building exercises. In such cases, a majority of the board members shall not discuss among themselves, other than as part of the scheduled program, business of a specified nature that is within the district's jurisdiction, so as not to violate the Brown Act open meeting laws pursuant to Government Code section 54952.2.

Board members may report to the board, orally or in writing, on the board training activities they attend, for the purpose of sharing the acquired knowledge or skills with the full board and enlarging the benefit of the activity to the board and district.

~~(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)~~

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State References	**Description**
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 54952.2	Meeting, defined

Management Resources References	**Description**
CSBA Publication	Professional Governance Standards for School Boards
Website	California County Boards of Education
Website	National School Boards Association
Website	CSBA

Cross References	**Description**
0000	Vision
0100	Philosophy
0200	Goals For The School District
1112	Media Relations
2111	Superintendent Governance Standards
2140	Evaluation Of The Superintendent
3100	Budget
3100	Budget
6000	Concepts And Roles
9000-B	Role Of The Board
9005-B	Governance Standards
9100-B	Organization
9121-B	President
9150-B	Student Board Members
9220-B	Governing Board Elections
9230-B	Orientation
9250-B	Remuneration, Reimbursement And Other Benefits
9400-B	Board Self-Evaluation

Bylaw 9250-B: Remuneration, Reimbursement And Other Benefits

Status:

Original Adopted Date: 06/09/1992; **revised:** 08/28/2012; **revised:**

CompensationRemuneration

Governing Board members shall be compensated for their services and attendance at school bBoard meetings. Each board member may receive a monthly compensation up to the maximum compensation allowable by law, as provided for in in accordance with Education Code section 35120. Each member of the Governing Board may receive a monthly compensation up to the maximum amount allowable by law.

Any member who does not attend all bBoard meetings held in any month is eligible to may receive only a percentage of the monthly , as compensation equal to the percentage of meetings for they his/her attended, unless otherwise authorized by the board in accordance with law. (Education Code section 35120)

services, an amount not greater than the maximum amount allowed divided by the number of Board meetings held and multiplied by the number of meeting actually attended. If no Board meetings are held in any one month, the stipend will be paid for that month. Meetings called for the sole purpose of negotiations are exempt from stipend provisions.

On an annual basis, the Governing Board may increase the compensation of individual board members beyond the limits delineated in Education Code section 35120, in an amount not to exceed 5 percent based on the present monthly rate of compensation. Any increase made shall be effective upon approval by the Governing Board. (Education Code section 35120(c)). Board members are not required to accept payment for meetings attended.

Members may be compensated paid for meetings they missed when the bBoard, by bBoard action/resolution, and included in the minutes, finds that they were, at the time of the meeting, performing services outside the meeting for the school district, or that their absence was due to were illness, or on jury duty, or the absence was due to a hardship deemed acceptable by the bBoard. (Education Code section 35120(c))

Student Board members shall receive no remuneration for meetings attended. (Education Code section 35012)

Whenever a quorum of board members serves as another legislative body which will meet simultaneously or in serial order to a board meeting, the board clerk or a member of the board shall verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code section 54952.3)

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for district personnel and at the same rate of reimbursementmay attend conferences or meetings of organizations to which the Board has subscribed for membership or any convention to which it may pay the expense of any employee.

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the board member on district-related business,

personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the superintendent or designee before the expense is incurred.

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district issued credit card, even if the board member intends to subsequently reimburse the district for the personal charges. ~~Board members may attend meetings and conferences related to the educational process or other events where their attendance is requested/required in his/her official capacity as a school board member.~~

~~Upon presentation of appropriate receipts and documentation, Board members will be reimbursed for actual and necessary travel/conference expenses incurred for the benefit of the District. The rate of reimbursement shall be the same rate specified for District personnel. A cumulative report showing amounts reimbursed to each member each fiscal year will be provided quarterly to the Board on an informational basis.~~

~~(cf. 9240 - Development Inservice)~~

Health and Welfare Benefits for Current Board Members

Board members may participate in a health and welfare benefits program provided for ~~D~~district employees.

The District shall pay the cost of all premiums required for b~~B~~oard members electing to participate in a health and welfare benefits program to the same extent offered to employees of the d~~D~~istrict ~~to the same extent that the District pays premiums for District staff~~ in accordance with Government Code section 53208.5. The health and welfare benefits received by board members shall not be greater than the most generous schedule of benefits received by the district's ~~any category of~~ nonsafety employees. (Government Code section 53208.5.)

Health and welfare benefits provided to board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Retired Board Members

Any board members retiring from the b~~B~~oard after serving at least one term of office may ~~continue to~~ participate in the health and welfare benefits program at their own expense if coverage is in effect at the time of retirement, subject to carrier approval. (Government Code section 53201)

Health and welfare benefits provided to a retired board member shall be extended, at their expense and at the same level, to their spouse/registered domestic partner and eligible dependent children as specified in law and the health plan.

The insurance shall provide such benefits as are maintained in effect for management employees for retired b~~B~~oard members up to the age at which they become eligible for Medicare/Medicaid, and subsequently shall cover only those eligible expenses not covered by Medicare, Medicaid, or other health insurance programs.

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State References	Description
Ed. Code 33050-33053	General waiver authority
Ed. Code 33362-33363	Reimbursement of expenses; board member or member-elect
Ed. Code 35012	Board members; number, election and terms
Ed. Code 35044	Payment of traveling expenses of representatives of board

Ed. Code 35120	Course credit for student board members
Ed. Code 35172	Promotional activities
Ed. Code 44038	Cash deposits for transportation purchased on credit
Fam. Code 297-297.5	Rights, protections, benefits under the law; registered domestic partners
Gov. Code 20322	Elective officers; election to become member
Gov. Code 20420-20445	Membership in Public Employees' Retirement System; definition of safety employees
Gov. Code 3543.7	Duty to meet and negotiate in good faith
Gov. Code 53200-53209	Group insurance
Gov. Code 54952.3	Simultaneous or serial meetings; announcement of compensation
Gov. Code 8314	Use of public resources
H&S Code 1373	Health services plan, coverage for dependent children
Ins. Code 10277-10278	Group and individual health insurance, coverage for dependent children

Federal References	**Description**
26 CFR 1.403(b)-2	Tax-sheltered annuities, definition of employee
26 USC 403	Tax-sheltered annuities
42 USC 18011	Right to maintain existing health coverage

Management Resources References	**Description**
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 124 (2000)
Attorney General Opinion	91 Ops.Cal.Atty.Gen. 37 (2008)
Court Decision	Thorning v. Hollister School District, (1992) 11 Cal.App.4th 1598
Court Decision	Board of Education of the Palo Alto Unified School District v. Superior Court of Santa Clara County, (1979) 93 Cal.App.3d 578
Institute for Local Government Publication	Sample Expense and Use of Public Resources Policy Statement, January 2006
Internal Revenue Service Publication	Tax-Sheltered Annuity Plans (403(b) Plans) for Employees of Public Schools and Certain Tax-Exempt Organizations, Publication 571, rev. February 2013
Website	Public Employees' Retirement System
Website	Institute for Local Government
Website	Internal Revenue Service
Website	CSBA

Cross References	**Description**
1160	Political Processes
3100	Budget
3100	Budget
3350	Travel Expenses
3513.1	Cellular Phone Reimbursement
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits

4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
9110-B	Terms Of Office
9150-B	Student Board Members
9240-B	Board Training
9324-B	Minutes And Recordings

Status:

Bylaw 9260-B: Legal Protection

Original Adopted Date: 06/09/1992 | **Last Revised Date:**

Liability Insurance

The Governing Board shall, in accordance with Education Code sSection 35208, provide ~~liability~~ insurance necessary to protect bBoard members, officers, and employees while acting within the scope of the office or employment. ~~from claims and judgments resulting from suits brought against them alleging their liability. The insurance shall cover claims in such matters as civil rights actions, negligence, or other act resulting in accidental injury to any person or property damage in or out of the school buildings while the above-named insured are acting within the scope of their employment and/or under the direction of the Board. (cf. 3530 - Insurance Management)~~ Because the determination as to whether personal liability exists is dependent on the specific facts of each case, it is strongly recommended that legal counsel be consulted when questions arise.

Protection Against Liability

No board member shall be liable for harm caused by their act or omission when acting within the scope of district responsibilities. The act or omission must be in conformity with federal, state, and local laws, and made in furtherance of an effort to control, discipline, expel or suspend a student, or maintain order or control in the classroom or school. (20 USC 6736)

The protection against liability shall not apply when: (20 USC 6736)

1. The board member acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to the harmed person's right to safety.
2. The board member caused harm by operating a motor vehicle.
3. The board member was not properly licensed, if required, by the State for such activities.
4. The board member was found by a court to have violated a federal or state civil rights law.
5. The board member was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the board member has been convicted in a court.
7. The misconduct involved a sexual offense for which the board member has been convicted in a court.

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
Ed. Code 17029.5	Contract funding; board liability
Ed. Code 35208	Liability insurance
Ed. Code 35214	Liability insurance (self-insurance or a combination of self-insurance and insurance through an insurance company)
Gov. Code 1090-1098	Prohibitions applicable to specified officers
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 815.3	Intentional torts

Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
Gov. Code 87100-89503	Conflicts of interest

Federal References	**Description**
18 USC 16	Crime of violence defined
20 USC 6731-6738	Teacher liability protection

Management Resources References	**Description**
Court Decision	Caldwell v. Montoya (Paramount Unified School District) 10 Cal 4th 972 (1995)

Cross References	**Description**
1330.1	Joint Use Agreements
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4119.1	Civil And Legal Rights
4219.1	Civil And Legal Rights
4319.1	Civil And Legal Rights
9124-B	Attorney

Bylaw 9310: Board Policies

Status: ADOPTED

ted Date: 06/01/1999 **| Last Revised Date:** 07/01/2018 **| Last :** 07/01/2018

see more

The Board of Education ~~recognizes that its most important function is to establish policies which communicate its direction for the operation of the schools. Policies are written statements adopted by the Board which communicate the guidelines and limits within which the Superintendent or designee and staff may take discretionary action.~~ shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the board and superintendent, and communicate board philosophy and positions to students, staff, parents/guardians, and the community.

~~(cf. 2210 - Administrative Leeway in Absence of Board Policy)~~

The b~~B~~oard encourages members of the community to contribute information and opinions for the b~~B~~oard's consideration and propose revisions to policy.

The board shall ensure that district policies align with the district's vision and goals, promote student learning and achievement, provide for consistent and fair treatment of students and staff, and proactively address equity and the provision of equal access to opportunities for all students.

~~The adoption of policy shall conform with Board bylaws governing agenda, meetings, and voting. Only those written statements adopted and recorded in the minutes shall constitute official Board policy.~~

The board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements. No board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public board meetings.

Prior to adoption, policies shall normally be given two readings by the b~~B~~oard. At its second reading, the policy may be adopted by a majority of all members of the b~~B~~oard. The b~~B~~oard may waive the second reading or may require additional readings.

~~In addition to presenting new policy and policy revisions, the Superintendent or designee, as policy coordinator, shall maintain procedures for the continuous orderly review of existing policies. Policies shall be reviewed regularly, and those policies required by Education Code 35160.5 shall be reviewed annually (e.g., BP/AR 5116.3 regarding open- enrollment, and BP/AR 6145 regarding extracurricular/cocurricular activities), as shall BP 3430 re investing, and BP 6020 regarding parental involvement, as required by 20 USC 6318. When policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy.~~
~~Consideration of Board policy shall be a regular agenda item.~~

The board shall review certain policies annually, as required by Education Code section 35160.5. If no revisions are deemed necessary, the board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.

Policy Development and Adoption Process

The district's policy development process shall include the following basic steps:

1. The board and/or superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision statement, new goals in the local control and accountability plan, educational research or trends, an incident that has arisen in the district, or a recommendation or request from staff, a parent/guardian, or other interested person.

2. As needed, the superintendent or designee shall gather fiscal data, staff and public input, related district policies, sample policies from the California School Boards Association or other organizations or agencies, and other useful information and data to fully inform the board about a particular issue.

3. The board may hold discussions during a public board meeting to gain an understanding of the issue and provide initial direction to the superintendent or designee. The discussion may include, but not be limited to, community expectations, staff recommendations, and the expected impact of the policy on student learning and well-being, equity, governance, and the district's fiscal resources and operational efficiency.

4. The board or superintendent may request that legal counsel review the draft policy as appropriate.

5. The superintendent or designee shall develop and present a draft policy for a first reading at a public board meeting. At its second reading, the board may take action on the proposed policy. The board may waive the second reading or may require an additional reading if necessary.

Only policies formally adopted by a majority vote of the board shall constitute official board policy.

The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or the desire to provide greater opportunities for consultation and public input.

Policies shall become effective upon board adoption or at a future date if so designated by the board at the time of adoption.

Board Bylaws

The board shall prescribe and enforce rules for its own governance consistent with state law and regulations. (Education Code section 35010)

Bylaws governing board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of board policy.

Administrative Regulations

The superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the district. Administrative regulations shall be consistent with law and board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other provisions. The superintendent or designee may also develop procedures manuals, handbooks, or other guides to carry out the intent of board policy.

When board policies are amended, the superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and board policy, policy shall prevail.

The board may review and/or approve administrative regulations for the purpose of

ensuring conformity with the intent of board policy.

Monitoring and Evaluation

At any time, the board and superintendent or designee may determine that progress reports to the board on the implementation and/or effectiveness of the policy should be scheduled. If so, the board and superintendent or designee shall agree upon a timeline and, as applicable, measures for evaluating the effectiveness of the policy in achieving its purpose.

Access to Policies

The superintendent or designee shall ensure that all district employees and the public have access to an up-to-date district policy manual. The policy manual shall be maintained electronically and/or by paper copy.

As necessary, the superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. They may determine the appropriate communication strategy depending on the issue. Policies shall be posted on the district's web site when required by law.

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	Description
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.5	Intradistrict open enrollment
Ed. Code 35163	Official actions, minutes and journal
Ed. Code 35164	Actions by majority vote

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	CSBA, Policy Services, including Policy Update Service, Governance and Management Using

State	Description
	Technology (GAMUT Online), Policy Review Program, Individual D

Notice	Description
Unique Policy	This policy is unique to the district/COE and is not connected to an existing CSBA sample policy or included in regular quarterly updates from CSBA.

Cross References

Code	Description
0000	Vision
0100	Philosophy
0415	Equity
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
1112	Media Relations
1113	District And School Web Sites
1113	District And School Web Sites
1113-E(1)	District And School Web Sites
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
2000	Concepts And Roles
2210	Administrative Discretion Regarding Board Policy
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4112.9-E PDF(1)	Employee Notifications
4141	Collective Bargaining Agreement

Code	Description
4143	Negotiations/Consultation
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4212.9-E PDF(1)	Employee Notifications
4241	Collective Bargaining Agreement
4243	Negotiations/Consultation
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4312.9-E PDF(1)	Employee Notifications
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.6-E PDF(1)	Parent/Guardian Notifications
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
9000	Role Of The Board
9005	Governance Standards
9130	Board Committees
9320	Meetings And Notices
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board

Code	Description
9323.2-E PDF(2)	Actions By The Board

San Juan USD
Board Bylaw
Closed Sessions

BB 9321
Board Bylaws

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The board may hold closed sessions during a regular, special, or emergency meeting only for one or more of the following purposes:
authorized by law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law and specified below. (Government Code section 54954.2)

In the open session preceding the closed session, the board shall disclose the items to be discussed in closed session. In the closed session, the board may consider only those matters covered in its statement. (Government Code section 54957.7)

After the closed session, the board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly disclose any action taken in the closed session, the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed. Such reports may be made in writing or orally at the location announced in the agenda for the closed session. (Education Code section 32281; Government Code sections 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the superintendent or designee shall make the document available the next business day or when the necessary retyping is completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code section 54957.1)

Confidentiality

A board member shall not disclose confidential information received in closed session

unless the board authorizes the disclosure of that information. (Government Code section 54963)

The board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code sections 54957.7, 54961)

Personnel Matters

The board may hold a closed session under the "personnel exception" ~~1. T~~to consider the ~~"personnel matters," that is, the~~ appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code section 54957)
~~The Board shall publicly report any action taken and the roll call vote, either at the public meeting during which the closed session was held or at a subsequent public meeting.~~ The b~~B~~oard may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee who is the subject of the complaint requests an open session.~~a public hearing.~~ Before the board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of the right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code section ~~11126~~, 54957)

The board may hold a closed session to discuss an employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code section 54957.10)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code section 54954.5)

After the closed session, the board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a district employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or

nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code section 54957.1)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the open meeting requirements of Brown Act: (Government Code section 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization.
2. any meeting of a mediator with either party or both parties to the meeting and negotiating process.
3. Any hearing, meeting, or investigation conducted by a fact finder or arbitrator,
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives.

The board may meet in closed session, prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees, to review the board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code section 54957.6)

The board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code section 54957.6.

Agenda items related to negotiations shall specify the name(s) of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code section 54954.5)

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code section 54957.6 shall be reported after the agreement is final

and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code section 54957.1)

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information, the board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code sections 35146, 48912, 49070)

The board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code section 48918)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code sections 35146, 48918)

However, in taking final action, the Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the board shall refer to the student number or other identifier and shall not disclose the student's name.

~~2. To meet with the Board's representative for the purpose of considering matters which have been placed in negotiations and instructing the representative as to the Board's position on them. Such closed sessions may be held prior to or during consultations and discussions with employee organization representatives and discussions with unrepresented employees. (Government Code 3549.1, 54957.6)~~

~~3. To consider "student personnel matters," that is, suspension or disciplinary action or any~~

~~other action in connection with any student in the district schools, if a public meeting would lead to giving out information which might violate the student's right of privacy. (Education Code 35146, 48918, 49073, 49076; Government Code 54957)~~

~~4. To meet with a state conciliator or a mediator who has intervened in negotiations proceedings. (Government Code 3549.1, 54957.6)~~

~~5. To hear and consider "security matters" affecting the national security; to discuss with the Attorney General, District or County Counsel, Sheriff or Chief of Police or their deputies matters threatening district buildings or the public's right of access to district services or facilities. (Government Code 54957)~~

~~6. To protect records which are exempt from public disclosure under Government Code 6254.~~

~~7. To meet with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property in order to instruct the negotiator regarding the price and terms of the property.~~
~~Prior to holding the closed session, the Board shall at a public meeting identify the property(ies) under negotiation and specify the person(s) with whom the negotiator may negotiate.~~

Security Matters

The board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code section 54956.5 if agreed to by a two-thirds vote of the board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code sections 54956.5, 54957)

Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the board will consult. (Government Code sections 54954.5)

The board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the board shall report any action taken to approve the plan, but need not disclose the district's plan for tactical responses. (Education Code section 32281)

Real Property Negotiations

The board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code section 54956.8)

Before holding the closed session, the board shall hold an open and public session to identify its negotiator(s), the property under negotiation, and the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the board. (Government Code section 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code section 54954.5)
When the board approves a final agreement concluding real estate negotiations pursuant to Government Code section 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code section 54957.1)

Pending Litigation

~~8. To meet with the Board's~~ Based on the advice of its legal counsel, the board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation ~~which, if discussed~~ when discussion of the matter in open session would prejudice the district's position in the litigation ~~case~~. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code section 54956.9)

Litigation shall be considered "pending" ~~when any of the following circumstances exist~~ in any of the following circumstances: (Government Code section 54956.9)
~~a. An adjudicatory proceeding before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator, to which the Board is a party, has been initiated formally.~~

1. Litigation to which the district is a "party" has been initiated formally. (Government Code section 54956.9(d)(1))

2.

~~b. (1)~~ A point has been reached where, in the opinion of the Board based on the advice of its legal counsel ~~, based~~ regarding the ~~on~~ existing facts and circumstances, there is a significant exposure to litigation against the district,~~.~~ or the board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code section 54956.9(d)(2), (3))

~~(2) Based on~~ E~~e~~xisting facts and circumstances for these purposes are limited to the following: (Government Code section 54956.9)~~, the Board is meeting only to decide whether a closed session is authorized pursuant to paragraph (1) above.~~

a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.

b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiff(s) and which must be publicly disclosed before the closed session or specified on the agenda.

c. The receipt of a claim pursuant to the Government Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the board.

e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat of litigation on the victim's behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the b~~B~~oard has decided to initiate or is deciding whether to initiate litigation.~~-~~ (Government Code section 54956.9(d)(4))

Prior to holding a closed session pursuant to the pending litigation exception, ~~this section~~, the Board shall state on the agenda or publicly announce the subdivision of Government Code section 54956.9 under which ~~whether~~ the closed session is being held.~~ for reasons listed in~~

~~subdivision (a), (b) or (c) above.~~ If authority ~~the session~~ is based on Government Code section 54956.9(d)(1)~~closed pursuant to subdivision (a)~~, the b~~B~~oard either shall state the title ~~of~~ or ~~otherwise~~ specifically identify the litigation to be discussed or state that doing~~, unless the Board states that to do~~ so would jeopardize the district's ability to effectuate service of process upon ~~one or more~~ unserved parties~~,~~ or to conclude ~~that to do so would jeopardize its ability to conclude~~ existing settlement negotiations to its advantage. (Government Code section 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code section 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code section 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) or (3) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code section 54956.9(d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code section 54954.5)

Following the closed session, the board shall publicly report, as applicable: (Government Code section 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.

2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.

3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the district shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code section 54957.1)

~~The legal counsel of the Board shall prepare and submit to the Board a memorandum stating the specific reasons and legal authority for the closed session. If the closed session is pursuant to subdivision (a), the memorandum shall include the title of the litigation. If the closed session is pursuant to subdivision (b) or (c), the memorandum shall include the existing facts and circumstances on which it is based. The legal counsel shall submit the memorandum to the Board prior to the closed session if feasible, and in any case no later than one week after the closed session. The memorandum shall be exempt from disclosure pursuant to Section 6254.1.~~

~~For purposes of this section, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.~~

~~9. To discuss a claim for the payment of tort liability or public liability losses incurred by the district or any member agency under the joint powers insurance pooling agency of which the district is a member.~~

Joint Powers Agency Issues

The board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code section 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code section 54954.5)

Following the closed session, the board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code section 54957.1)

When the board of the JPA has so authorized and upon advice of district legal counsel, the board may also meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA that has direct financial or liability implications for the district. During the board's closed session, a board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code section 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the name of the JPA, the closed session description used by the JPA, and the name of the board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code section 54954.5)

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Following the closed session, the Board shall publicly confirm that the report was reviewed and a response was prepared.

Review of Assessment Instruments

The board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code section 60617)

Agenda items related to the review of student assessment instruments shall state that the board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code section 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Following the closed session, the board shall confirm that the assessment instruments were reviewed. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

~~Time and Place of Closed Sessions~~

~~1. The Board may hold a closed session at any time before, during or after a regular or special meeting.~~

~~2. The Board may adjourn a regular or special public meeting at any time and go into closed session, returning to public session as soon as the closed session is over. (Government Code 54957) No closed session may be held during an emergency special meeting of the Board. (Government Code 54956.5)~~

3. The Board may hold closed sessions outside of regular or special meetings for negotiation purposes listed below. Notification requirements shall not apply to such sessions. (Government Code 54957.6)

a. Discussions between the Board and the recognized employee organization(s).

b. Any meeting of a mediator with either the Board or employee organization(s) or both.

c. Any hearing, meeting or investigation conducted by a factfinder or arbitrator.

d. Discussion of the Board's position on matters within the scope of representation and instruction of the Board's designated representative.

Statement of Purpose for Closed Session

When it is determined that a closed session is needed during a regular public Board meeting, the presiding officer shall publicly announce the reasons before or after the closed session unless the printed agenda informs the public of the reasons for the closed session. If no members of the public are present, a statement shall be made after the closed session. No matters other than those given in the statement shall be discussed or acted upon during the closed session. In the case of special, adjourned or continued meetings, the statement shall be part of the notice provided for such meetings. (Government Code 54957.7)

If the Board plans to hold a closed session, the agenda of any regular or special meeting should state the general reasons for the closed session.

Discussions and/or Actions by the Board

1. The Board may discuss any matter contained in the statement of purpose for the closed session at that closed session.

2. The Board may take action on any matter in the statement of purpose for the closed session. (cf. 9324.2 - Actions by Board)

3. Any action taken by the Board in respect to employing, appointing or dismissing an employee during a closed session and the roll call vote thereon shall be publicly announced at the public meeting during which the action is taken or at the next public meeting. (Government Code 54957.1)

4. Final action by the Board shall be taken at a public meeting with respect to suspension, disciplinary action, or any other action in connection with any student of the district. (Education Code 35146)

Legal Reference:

EDUCATION CODE

35145 Public meetings

35146 Closed session (re student suspension)

48918 Rules governing expulsion procedures; hearings and notice

49073 Release of directory information

49076 Access to records by persons without written parental consent (re invasion of privacy)

GOVERNMENT CODE

3543.2 Scope of representation

3549.1 Proceedings exempt from public meetings provisions

6250-6268 California Public Records Act

11126 Closed Sessions

54950-54962 The Ralph M. Brown Act, especially

54952.6 Action taken, definition

54956.8 Closed session with negotiator regarding real property

54956.9 Closed session with legal counsel regarding pending legislation

~~54956.95 Closed sessions; insurance pooling~~
~~54957 Closed session; exclusion of witnesses~~
~~54957.1 Public report of any action to appoint, employ or dismiss an employee~~
~~54957.2 Taking of minutes at closed sessions; clerk; minute book~~
~~54957.6 Closed session; representatives to employee organization(s)~~
~~54957.7 Statement of reason(s) for closed session~~
~~54962 Closed session prohibited~~
~~SACRAMENTO NEWSPAPER GUILD V. SACRAMENTO COUNTY BOARD OF SUPERVISORS (1968, 263 Cal.App. 2d 41)~~

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	Description
Ed. Code 35145	Public meetings
Ed. Code 35146	Closed sessions regarding suspensions
Ed. Code 44929.21	Notice of reelection decision; districts with 250 ADA or more
Ed. Code 48912	Governing board suspension
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 49070	Challenging student records
Ed. Code 60617	Meetings of governing board
Gov. Code 3540-3549.3	Educational Employment Relations Act
Gov. Code 54950	Brown Act - Meetings
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 6252-6270	California Public Records Act

Management Resources	Description
Attorney General Opinion	57 Ops. Cal. Atty. Gen. 209 (1974)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 532 (1976)
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 218 (1995)
Attorney General Opinion	86 Ops.Cal.Atty.Gen. 210 (2003)
Attorney General Opinion	94 Ops.Cal.Atty.Gen. 82 (2011)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Bell v. Vista Unified School District, (2001) 82

State	Description
	Cal.App. 4th 672
Court Decision	Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87
Court Decision	Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876
Court Decision	Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860
Court Decision	Roberts v. City of Palmdale, (1993) 5 Cal.App. 4th 363
Court Decision	Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41
Court Decision	San Diego Union v. City Council, (1983) 146 Cal.App.3d 947
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019
League of California Cities Publication	Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010
Website	CSBA District and County Office of Education Legal Services
Website	League of California Cities
Website	California Attorney General's Office
Website	CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1160	Political Processes
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees

Code	Description
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
2120	Superintendent Recruitment And Selection
2121	Superintendent's Contract
2140	Evaluation Of The Superintendent
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3320	Claims And Actions Against The District
3320	Claims And Actions Against The District
3515	Campus Security
3515	Campus Security
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3555	Nutrition Program Compliance
3555-E PDF(1)	Nutrition Program Compliance
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.6	Personnel Files
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4112.9-E PDF(1)	Employee Notifications
4115	Evaluation/Supervision
4115	Evaluation/Supervision

Code	Description
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.23	Unauthorized Release Of Confidential/Privileged Information
4140	Bargaining Units
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4143.1	Public Notice - Personnel Negotiations
4144	Complaints
4144	Complaints
4212.6	Personnel Files
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4212.9-E PDF(1)	Employee Notifications
4215	Evaluation/Supervision
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.23	Unauthorized Release Of Confidential/Privileged Information
4240	Bargaining Units
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4243.1	Public Notice - Personnel Negotiations
4244	Complaints
4244	Complaints
4312.1	Contracts
4312.6	Personnel Files
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4312.9-E PDF(1)	Employee Notifications

Code	Description
4315	Evaluation/Supervision
4319.23	Unauthorized Release Of Confidential/Privileged Information
4340	Bargaining Units
4344	Complaints
4344	Complaints
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5119	Students Expelled From Other Districts
5125	Student Records
5125	Student Records
5125.3	Challenging Student Records
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
9011	Disclosure Of Confidential/Privileged Information
9121	President
9124	Attorney
9130	Board Committees
9150	Student Board Members
9270	Conflict Of Interest
9270-E PDF(1)	Conflict Of Interest
9320	Meetings And Notices
9322	Agenda/Meeting Materials

Code	Description
9323	Meeting Conduct
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board

Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT
adopted: June 9, 1992 Carmichael, California
Effective: September 1, 1992

Status: ADOPTED

Bylaw 9322: Agenda/Meeting Materials

Original Adopted Date: 11/24/1992see more

~~Construction of~~ Agenda Content

The s~~S~~uperintendent or designee and the b~~B~~oard president shall prepare an agenda for each regular meeting. Board meeting agendas shall reflect the district's vision and goals of the board's focus on student learning and well being. ~~Board members may place any item on the agenda no later than six days prior to the scheduled meeting date.~~

Each ~~The~~ agenda shall state the meeting time and place and shall briefly describe each item to be transacted or discussed, including ~~The agenda shall also briefly describe~~ items to be discussed in closed session ~~be prepared in sufficient detail to give the background circumstances for items upon which action is recommended or required~~. Government Code section 54954.2)
~~(cf. 9122 - Secretary)~~
~~(cf. 9320 - Meetings and Notices)~~
~~(cf. 9321 - Closed Sessions)~~

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

The agenda for a regular board meeting shall also provide members of the public an opportunity to provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the board. (Education Code section 35145.5; Government Code section 54954.3)

Each agenda for a regular meeting shall list the address designated by the superintendent or designee for public inspection of documents related to an open session item that have been distributed to the board less than 72 hours before the meeting. (Government Code section 54957.5)
The agenda shall include information regarding how, when, and to whom a request for disability-related accommodations or modifications, including auxiliary aids and services, may be made by an individual who requires accommodations or modifications in order to participate in the board meeting. (Government Code section 54954.2)

Agenda Preparation

The board president and the superintendent, as secretary to the board, shall work together to develop the agenda for each regular and special meeting.
Any board member may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting. To do so, the member must make a request during discussion of Future Agenda items during a regularly scheduled meeting of the board. If a majority of the board shares an interest in discussing the matter, the board president and superintendent shall determine if the matter is within the jurisdiction of the board and if so, will schedule the item for future discussion.

Members of the public may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the superintendent or designee with supporting documents and information, if any, at least 15 school days before the scheduled meeting date. Items submitted less than 15 school days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.
The board president and superintendent shall decide whether a request from a member of the public or individual board member is within the subject matter jurisdiction of the board. Items not within the subject matter jurisdiction of the board may not be placed on the agenda. In addition, before placing the item on the agenda, the board president and superintendent shall determine if the item is merely a request for information, and if so, respond accordingly.

The board president and superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to board vote or an information item that does not require immediate action

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

All items coming to the Board of Education for review shall have the sSuperintendent's approval. The sSuperintendent's approval does not constitute a recommendation but simply provides the bBoard with assurance that the prepared material has gone through appropriate staff and to the best of the sSuperintendent's knowledge meets state bBoard requirements.

~~All items that come to the Board for action shall be forwarded to the Board with the recommendation of the Superintendent for action.~~

In the absence of the sSuperintendent, when items for approval or action are prepared, a reason should be stated on the document as to why the material does not bear the

approval of the sSuperintendent. In the absence of the sSuperintendent, their ~~his/her~~ designee shall prepare a recommendation for action.

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

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

All public communications with the board are subject to requirements of relevant board policies and administrative regulations. ~~The Board may direct the Superintendent or designee to make studies or reports to the Board as part of a future meeting. Individual members shall confer directly with the Superintendent or designee if specific information is desired.~~
~~(cf. 9300 - Board Members)~~
The bBoard shall not introduce anonymous letters in the bBoard agendas.

Agenda Dissemination to Board Members

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

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

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

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act (PRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code section 54957.5)

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

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

If a document which relates to an open session agenda item of a regular board meeting is distributed to the board less than 72 hours prior to a meeting, the superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the board. (Government Code section 54957.5)

The superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the board, whichever occurs first. (Government Code section 54954.1)
The superintendent or designee shall email a copy of, or a web site link to, the agenda or a copy of all the documents constituting the agenda packet to any person who requests such items to be delivered by email. If the superintendent or designee determines that it is technologically infeasible to do so, a copy of the agenda or a web site link to the agenda and a copy of all other documents constituting the agenda packet shall be sent to the person who has made the request in accordance with mailing requirements specified in law. (Government Code section 54954.1)

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

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the district or board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the PRA. (Government Code section 54957.5)
Upon request, the superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code section 54954.1)

~~Public Participation~~

~~Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting subject to the following conditions:~~

~~1. The request must be in writing and be submitted to the Superintendent with supporting documents and information, if any, at least 15 school days prior to the scheduled meeting date.~~

~~2. The Superintendent shall be the sole judge of whether the request is or is not within the subject matter jurisdiction of the Board.~~

~~3. The Superintendent will determine whether the agenda item is appropriate for discussion in open session or closed session of the Board.~~

~~The Board shall also provide members of the public with the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. The Board shall not take action on such matters at that meeting. An agenda item for public input shall be included on Board agendas. (Education Code 35145.4, Government Code 54954.3)~~
~~Notices of special meetings at which action is proposed shall provide an opportunity for the public to address the Board before action is taken. (Government Code 54954.3)~~
~~(cf. 9323 - Meeting Conduct)~~

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

~~(cf. 1312 et seq. - Complaints Concerning Schools)~~
~~(cf. 3320 - Claims and Actions Against the District)~~
~~(cf. 5144.1 - Suspension/Expulsion)~~
~~(cf. 9323 - Meeting Conduct)~~
~~(cf. 9323.1 - Order of Business)~~
~~(cf. 9323.2 - Actions by the Board)~~
~~(cf. 1120 - Governing Board Meetings)~~

~~Consent Items~~

~~In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items are items of routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.~~

~~In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, an item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.~~

~~Advance Delivery of Meeting Materials~~

~~The Superintendent shall send written notices of all meetings with the probable agendas to all members of the Board at least five days before the date of such meeting.~~

~~Agendas for the regular meetings on Mondays which precede the second and fourth Tuesdays shall be sent to members of the Board at least four days before the date of the Monday meeting.~~

~~Only such items as have been included in the agenda shall be acted upon at any meeting of the Board, except as otherwise provided by law. The Board does not have to act upon all matters which are included in the agenda.~~

~~Board members shall become familiar with the agenda and support materials prior to the meeting.~~

~~The Superintendent and president are directed to make every effort to get support materials and the agenda for special meetings to the Board members at the earliest possible time after the meetings are called, and except in emergency situations as permitted in law, at least 24 hours prior to the time the meetings are called. The Superintendent or designee shall provide notice of all Board meetings in accordance with applicable laws.~~

~~(cf. 9320 - Meetings)~~

~~Posting of Agenda~~

~~At least 72 hours prior to the time of all regular meetings, an agenda shall be posted on each school's bulletin board, in the district office, and at such public place(s) where it may be viewed by members of the public. The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same locations.~~

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	Description
Ed. Code 35144	Special meeting
Ed. Code 35145	Public meetings

State	Description
Ed. Code 35145.5	Agenda; public participation; regulations
Ed. Code 49061	Definitions, directory information
Ed. Code 49073.2	Privacy of student and parent/guardian personal information; minutes of board meeting
Gov. Code 53635.7	Separate item of business for borrowing of $100,000 or more
Gov. Code 54954.1	Request for copy of agenda or agenda packet by member of public
Gov. Code 54954.2	Agenda posting requirements, board actions
Gov. Code 54954.3	Opportunity for public to address legislative body
Gov. Code 54954.5	Closed session item descriptions
Gov. Code 54956.5	Emergency meetings
Gov. Code 54957.5	Public records
Gov. Code 54960.2	Challenging board actions; cease and desist
Gov. Code 7920.000 - 7930.170	California Public Records Act

State	Description
Gov. Code 95000-95004	California Early Intervention Services Act
Federal	**Description**
28 CFR 35.160	Effective communications for individuals with disabilities
28 CFR 36.303	Nondiscrimination on the basis of disability, public accommodations, auxiliary aids and services
42 USC 12101-12213	Americans with Disabilities Act
Management Resources	**Description**
Attorney General Opinion	99 Ops. Cal. Atty. Gen. 11 (2016)
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 327 (1995)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Caldwell v. Roseville Joint Union High School District, (2007) U.S. Dist. LEXIS 66318
Court Decision	Mooney v. Garcia, (2012) 207 Cal.App.4th 229
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019

Management Resources	Description
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings, 2018
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	CSBA

Cross References

Code	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1100	Communication With The Public
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E PDF(1)	Complaints Concerning

Code	Description
	Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
3100	Budget
3100	Budget
3312	Contracts
3320	Claims And Actions Against The District
3320	Claims And Actions Against The District
3320-E PDF(1)	Claims And Actions Against The District
3460-E PDF(1)	Financial Reports And Accountability - Periodic Financial Reports
5144.1	Suspension And Expulsion/Due Process

Code	Description
5144.1	Suspension And Expulsion/Due Process
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
9012	Board Member Electronic Communications
9121	President
9310	Board Policies
9320-E PDF(1)	Meetings And Notices
9321	Closed Session
9323	Meeting Conduct
9323.2	Actions By The Board

BB 9323.2 Board Bylaws
Actions By The Board

The Governing Board shall act by ~~Voting A~~a majority vote of all of the membership constituting ~~of~~ the ~~Governing~~ Board ~~shall be necessary for the election of officers or for any other action by the Board~~ unless otherwise required ~~specified~~ by law. (Education Code section 35164)
~~Voting shall be by voice, but any member may request vote by ballot. There shall be no secret ballots. A roll call shall be taken whenever requested by the President or by any other member of the Board. Unless otherwise provided by law, affirmative votes by a majority of the Board's membership are required to approve any action under consideration, regardless of the number of members present.~~

An 'action' by the board means: (Government Code section 54952.6)

1. A collective decision by a majority of the board members
2. A collective commitment or promise by a majority of the board members to make a positive or negative decision
3. A vote by a majority of the board members when sitting as the board upon a motion, proposal, resolution, order, or ordinance

~~Actions~~
The b~~B~~oard shall not take ~~no~~ action by secret ballot, whether preliminary or final (Government Code section 54953) ~~outside of a public meeting except on those matters and under those conditions authorized for closed sessions. (Government Code 54957 54957.7)~~

~~The Board shall adopt a resolution when it is required by law, where the intent of the Board is to publish a status position, or to commend staff members or other agencies for work well done.~~

A~~ll a~~ctions taken by the b~~B~~oard in open session shall be recorded in the minutes of each Board meeting. (Education Code ~~-~~section 35145~~(a)~~)

~~(cf. 9321 - Closed Sessions)~~

~~(cf. 9324 - Minutes)~~

~~1. Action Defined~~

~~An action taken upon a motion, proposal, resolution, ordinance or order means:~~

~~a. A collective decision by a majority of the Board members.~~

~~b. A collective commitment or promise by a majority of the members to make a positive or negative decision.~~

~~c. A vote by a majority of the members when sitting as the Board. (Government Code 54952.6)~~

Action on Non-Agenda Items

After publicly identifying the item, the board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code section 54954.2)

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~~2. Exceptions~~

~~No action or decision shall be taken in a regular meeting on a subject not listed on the published agenda, except when:~~

1.~~a.~~ When a ~~The Board, by~~ majority of the board ~~vote of its members,~~ determines that an emergency situation exists, as defined in Government Code s~~S~~ection 54956.5.

2.~~b.~~ ~~After identifying the item, the Board determines,~~When ~~either by a~~ two-thirds of the ~~majority of its~~ members present, or~~,~~ if less than two-thirds of the members are present then~~unavailable,~~ by the unanimous vote of all members present, determine that the need to take immediate action came to the attention of the district after the posting of the agenda.

3~~c~~. When an item appeared on the agenda of, ~~The matter was properly posted for a previous meeting occurring not more than five days earlier~~ and was continued from, a meeting that occurred not more than five days earlier~~to the meeting at which action is being taken~~.

Challenging Board Actions

The district attorney's office or any interested person may file an action in court for the purpose of: (Government Code sections 54960, 54960.2)

1. Stopping or preventing the board's violation or threatened violation of the Brown Act
2. Determining the applicability of the Brown Act to ongoing or future threatened Board actions
3. Determining the applicability of the Brown Act to a past action of the board that is not specified in Government Code section 54960.1, provided that
   a. Within nine months of the alleged violation, a cease and desist letter is submitted to the board, clearly describing the past board action and the nature of the alleged violation.
   b. The time for the board to respond has expired and the board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.
   c. The action is brought within the time required by Government Code section 54960.2.

4. Determining the validity, under state or federal law, of any board rule or action which penalizes any of its members or otherwise discourages their expression
5. Compelling the board to audio record its closed sessions because of a court's finding of the board's violation of any applicable Government Code provision

The district attorney or any interested person may file an action in court to nullify a board action which is alleged to be in violation of law regarding any of the following: (Government Code section 54960.1)

1. Open meeting and teleconferencing (Government Code section 54953)
2. Agenda posting (Government Code section 54954.2)
3. Closed session item descriptions (Government Code section 54954.5)
4. New or increased tax assessments (Government Code section 54954.6)
5. Special meetings (Government Code section 54956)
6. Emergency meetings (Government Code section 54956.5)

Prior to bringing any action to nullify a board action, the district attorney or other interested person shall present a demand to "cure and correct" the alleged violation. The demand shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code section 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code section 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code section 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the board takes no action within the 30-day period, its inaction shall be considered a decision not to cure or correct the challenged action.

~~d. A member is responding briefly to statements made or questions posed by members of the public, or is asking staff for clarification, or is making a brief announcement, or is making a brief report on his/her own activities, or is giving direction to staff.~~

~~3. Actions requiring a two-thirds vote of the Board include:~~

~~a. Resolution declaring intention to sell or lease real property. (Education Code 17466)~~

~~(cf. 3280 - Sale, Lease and Rental of District-owned Real Property)~~

~~b. Resolution declaring intent of Board to convey or dedicate property to the state or any political subdivision. (Education Code 17557)~~

~~c. Resolution authorizing and directing the Board president to execute a deed of dedication or conveyance of property. (Education Code 17559)~~

~~d. Lease for up to three months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable. (Education Code 17481)~~

e. Temporary borrowing before receipt of fiscal income. Approval of county auditor and treasurer is required for this action. (Government Code 53821)

(cf. 3420 - Borrowing)

f. Ordering city or county zoning ordinances inapplicable if they would adversely affect the use of property for classrooms. (Government Code 53094)

(cf. 7150 - Relations with other Governmental Units)

g. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund. (Education Code 17582, 17583)

4. Actions requiring a four-fifths vote of the Board include:

a. The expenditure and transfer of necessary funds and use of district vehicles and personnel to meet a national or local emergency created by war, military, naval or air attack, or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)

(cf. 3110 - Transfer of Funds Between Categories)

b. Adoption of a resolution, between July 15 and August 30, to borrow funds of up to 25% of the estimated income and revenue to be received by the district during the fiscal year from apportionments based on ADA for the preceding year. (Government Code 53821-53824).

5. Actions requiring a unanimous vote of the Board include:

a. Resolution authorizing and prescribing the terms of a community lease for extraction of gas. (Education Code 17511)

b. Private sale of surplus property without advertisement requires the unanimous vote of the Board members present establishing that such property is not worth more than $2,500. Disposal of surplus property in the local dump requires the unanimous vote of the Board members present establishing that the value of such property would not defray the cost of its sale. (Education Code 17546)

c. Awarding bids without the formal bidding process when the Board unanimously determines an emergency exists. (Public Contract Code 20113)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Fees and Charges

Before any fees authorized by law may be levied or increased by the district, the public shall have an opportunity to ask questions and offer constructive comments.

In all such cases where specific statutory notice requirements do not apply, the Board shall hold a public hearing at which oral or written presentations can be made. This hearing shall be part of a regularly scheduled Board meeting. A ten day newspaper notice of the time and place of the meeting and an

explanation of the matter to be considered shall be published pursuant to Government Code 6062(a). (Government Codes 54994.1, 54994.2)

(cf. 1330 - Use of School Facilities)

(cf. 3540 - Transportation)

(cf. 5118 - Transfers and Withdrawals)

(cf. 6161.2 - Overdue, Damaged or Lost Instructional Materials)

(cf. 7310 - Methods of Financing)

Any demand to correct a Board action because of an alleged violation of the open meeting or agenda notice requirements shall be presented to the Board within 30 days of the date when the action was taken. The demand shall clearly describe the challenged action and the nature of the alleged violation. Within 30 days of receiving the demand, the Board shall review the action in question and shall inform the demanding party in writing of its decision to correct or not to correct the action. (Government Code 54960.1)

Legal Reference:

EDUCATION CODE

15266 School construction bonds

17466, 17481, 17557 17559 Actions requiring a majority vote

17510 17511 Resolutions requiring unanimous vote of all members constituting board

17546 Private sale of personal property

17582 District deferred maintenance fund

17583 Deferred maintenance fund; transfer of excess local funds

35144 Special meeting

35145 Public meetings

35146 Closed sessions

35164 Majority vote of all members constituting board for board action

CODE OF CIVIL PROCEDURE

1245.240 Eminent domain vote requirements

~~1245.245 Eminent domain, resolution adopting different use~~

~~GOVERNMENT CODE~~

~~6062(a) Ten days; two publications in newspaper~~

~~53094 2/3rds vote re zoning ordinances~~

~~53724 Parcel tax resolution requirements~~

~~53790 53792, 53821 53824 Actions requiring a 4/5ths vote~~

~~54950 Meetings: declaration; intent; sovereignty~~

~~54952.6 Action taken, definition~~

~~54953 Meetings to be open and public; attendance~~

~~54954.2 Agenda posting requirements; board actions~~

~~54956 Special meetings; call; notice~~

~~54956.5 Special meetings called by local agency; emergency situations~~

~~54957 Closed sessions; purposes; "employee" defined~~

~~54957.1 Subsequent public report and roll call vote, employee matters in closed session~~

~~54957.2 Executive sessions; clerk; minute book~~

~~54960.1 Challenge of governing board actions~~

~~54994.1 54994.2 Fees not governed by specific notice requirements~~

~~PUBLIC CONTRACT CODE~~

~~3400 Bid specifications~~

~~20113 Emergency contracts~~

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	**Description**
CCP. 1245.240	Eminent domain vote requirements

State	Description
CCP. 1245.245	Eminent domain, resolution adopting different use
CCP. 425.16	Special motion to strike in connection with a public issue
Ed. Code 15266	School construction bonds
Ed. Code 17466	Declaration of intent to sell or lease real property
Ed. Code 17481	Lease of property with residence for nondistrict purposes
Ed. Code 17510-17512	Leasing for production of gas, resolution requiring unanimous vote
Ed. Code 17546	Private sale of personal property
Ed. Code 17556-17561	Dedication of real property
Ed. Code 35140-35149	Meetings
Ed. Code 35160-35178.4	Powers and duties
Ed. Code 48660-48661	Community day schools, establishment and restrictions
Gov. Code 53090-53097.5	Regulation of local agencies by counties and cities
Gov. Code 53724	Parcel tax resolution requirements
Gov. Code 53790-53792	Exceeding the budget
Gov. Code 53820-53833	Temporary borrowing
Gov. Code 53850-5385	Temporary borrowing
Gov. Code 53850-53858	Temporary borrowing
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 54952.6	Action taken, definition
Gov. Code 54953	Meetings to be open and public; attendance
Gov. Code 54960-54960.5	Actions to prevent violations
Gov. Code 65352.2	Communicating and coordinating of school sites
Pub. Cont. Code 20111	School district contracts
Pub. Cont. Code 20113	Emergencies, award of contracts without bids

State	Description
Pub. Cont. Code 20114	Repairs, maintenance, and improvements to district facilities by day labor or force account
Pub. Cont. Code 22034	Uniform Public Construction Cost Accounting Act informal bidding ordinance
Pub. Cont. Code 22035	Repair or replacement of facilities in case of emergency
Pub. Cont. Code 22050	Emergency contracting procedures
Pub. Cont. Code 3400	Bid specifications

Management Resources	Description
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Bell v. Vista Unified School District (2002) 82 Cal.App.4th 672
Court Decision	Boyle v. City of Redondo Beach (1999) 70 Cal.App.4th 1109
Court Decision	Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors (2003) 112 Cal.App.4th 1313
Court Decision	McKee v. Orange Unified School District (2003) 110 Cal.App.4th 1310
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019
League of California Cities Publication	Open and Public IV: A Guide to the Ralph M. Brown Act 2nd Edition, rev. July 2010
Website	CSBA District and County Office of Education Legal Services
Website	Institute for Local Government
Website	California Office of the Attorney General
Website	CSBA

Cross References

Code	Description
3260	Fees And Charges
3260	Fees And Charges

Code	Description
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3311	Bids
3311	Bids
3311.1	Uniform Public Construction Cost Accounting Procedures
3311.1	Uniform Public Construction Cost Accounting Procedures
3471	Parcel Taxes
6185	Community Day School
6185	Community Day School
7131	Relations With Local Agencies
7150	Site Selection And Development
7150	Site Selection And Development
7160	Charter School Facilities
7160	Charter School Facilities
7213	School Facilities Improvement Districts
7214	General Obligation Bonds
7214	General Obligation Bonds
9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9150	Student Board Members
9200	Limits Of Board Member Authority
9223	Filling Vacancies
9310	Board Policies

Code	Description
9320	Meetings And Notices
9321	Closed Session
9321-E PDF(1)	Closed Session
9321-E PDF(2)	Closed Session
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9324	Minutes And Recordings

Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT

adopted: June 9, 1992 Carmichael, California

Effective: September 1, 1992

Revised: December 13, 1994

San Juan USD
Board Bylaw
~~Board~~ Minutes and Recordings

BB 9324
Board Bylaws

The Governing Board recognizes that maintaining accurate minutes of board meetings helps foster public trust in board governance and provides a record of board actions for use by district staff and the public.

The secretary of the board shall keep minutes and record all official board actions. The board's minutes shall be public records and shall be made available to the public upon request.
~~The Superintendent shall be responsible to see that minutes are kept and all official Board actions are recorded.~~ (Education Code sections 35145, 35163)

~~(cf. 9323.2 - Actions by the Board)~~

If ~~Any~~ minutes or recordings are kept for b~~B~~oard meetings held in closed session, they shall be kept ~~in a minute book~~ separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions or t~~T~~he minute book for closed session are ~~is~~ not ~~a~~ public records and shall be kept confidential. (Government Code section 54957.2)

~~(cf. 1340 - Access to District Records)~~
~~(cf. 9321 - Closed Sessions)~~

The minutes of board meetings shall include, but not be limited to:

1. A notation of which board members are present, in person or by teleconference, and whether a member is not present for part of the meeting due to late arrival and/or early departure

2. A brief summary of the board's discussion on each agenda topic, rather than a verbatim record of each board member's specific points of view during the discussion

3. A summary of the public comments made on agendized items and unagendized topics

4. The specific language of each motion and the names of the board members who made and seconded the motion

5. Preferential votes cast by student board member(s) (Education Code section 35012)

6. Any action taken by the board, and the vote or abstention on that action of each board member present (Education Code section 35145; Government Code section 54953)

Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code section 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code section 49073.2)

The board agenda shall include a statement of the option and process for students and parents/guardians to request that such information be excluded from the minutes.

The superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the board, the minutes shall be signed by the board clerk.

Official Board minutes and recordings ~~the master copy of the policy manual~~ shall be stored in a secure location and shall be retained in accordance with law.~~fire-proof location.~~

~~Copies of the minutes of each regular or special meeting shall be distributed to all Board members for approval with the agenda for the next regular meeting.~~

Recording of Votes

Motions or resolutions shall be recorded as having passed or failed. Individual votes shall be recorded unless the action was unanimous. All Board resolutions shall be numbered consecutively.

Recording or Broadcasting of Meetings~~Devices~~

The district may tape, film, stream, or broadcast any open
~~A video or audio tape recording may be made at any~~ b~~B~~oard meeting. At the beginning of the meeting, the board president ~~The presiding officer~~ shall announce that a recording or broadcasting is being made at the direction of the board and the recording or broadcast may capture images and sounds of those attending ~~beginning of~~ the meeting. As practicable, ~~, for~~ the

~~purpose of assisting in the preparation of minutes, and the~~ recorder or camera shall be placed in plain view of meeting partiicpants~~all persons present~~, insofar as possible.

Recordings made at the direction of the board during ~~regular or special b~~Board meetings are public records and, ~~. They shall be kept for at least 30 days and~~ upon request shall be made available for inspection by members of the public on ~~a~~ district equipment ~~recorder~~ without charge. (Government Code section 54953.5) Any district recording

~~If the member of the public wishes a copy of the recording, there shall be a charge based on time and materials to make the copy.~~

~~Recordings during closed sessions may only be made when a hearing is conducted of which the Board needs to keep a record. Such recordings are not public records.~~

~~All recordings, tapes, or discs shall be kept in a fire-proof location and~~ may be destroyed after 30 days.

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	Description
5 CCR 16020-16027	Destruction of records of school districts
Ed. Code 35012	Board members; number, election and terms
Ed. Code 35145	Public meetings
Ed. Code 35163	Official actions, minutes and journal
Ed. Code 35164	Actions by majority vote
Ed. Code 49061	Definitions, directory information
Ed. Code 49073.2	Privacy of student and parent/guardian personal information; minutes of board meeting
Gov. Code 54952.2	Meeting, defined
Gov. Code 54953	Meetings to be open and public; attendance
Gov. Code 54953.5	Audio or video recording of proceedings
Gov. Code 54953.6	Broadcasting of proceedings
Gov. Code 54957.2	Closed sessions; clerk; minute book
Gov. Code 54960	Actions to stop or prevent violation of meeting provisions
Pen. Code 632	Eavesdropping on or recording confidential

State	Description
	communications

Management Resources	Description
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings, 2015
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019
Website	CSBA District and County Office of Education Legal Services

Cross References

Code	Description
1340	Access To District Records
1340	Access To District Records
3314	Payment For Goods And Services
3314	Payment For Goods And Services
3580	District Records
3580	District Records
4312.1	Contracts
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E PDF(1)	Release Of Directory Information
7214	General Obligation Bonds
7214	General Obligation Bonds
9000	Role Of The Board
9005	Governance Standards
9122	Secretary
9150	Student Board Members
9250	Remuneration, Reimbursement And Other Benefits
9250-E PDF(1)	Remuneration, Reimbursement And Other Benefits
9320	Meetings And Notices

Code	Description
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board

~~Legal Reference:~~
~~EDUCATION CODE~~
~~35145 Public meetings~~
~~35163 Official actions, minutes and journals~~
~~35164 Vote requirements~~
~~PENAL CODE~~
~~632 Unlawful to intentionally record a confidential communication without consent of all parties to the communication~~
~~GOVERNMENT CODE~~
~~54957.2 Closed sessions; clerk; minute book~~
~~54960 Violations and remedies~~

Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT
adopted: June 9, 1992 Carmichael, California
Effective: September 1, 1992
Revised: December 13, 1994

Bylaw 9400: Board Self-Evaluation Status: ADOPTED

Original Adopted Date: 06/09/1992

~~Effective and efficient Governing Board operations are an integral part of creating a successful educational program. In order to measure its own effectiveness~~, Tthe Governing Board shall ~~will~~ annually conduct a self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's visions and goals.

The evaluation may address any area of board responsibility, including, but not limited to, board performance in relation to vision setting, curriculum, personnel, finance, policy development, collective bargaining, community relations, and advocacy. The evaluation may also address objectives related to board meeting operations, relationships among board members, relationship with the superintendent, understanding of board and superintendent roles and responsibilities, communication skills, or other governance or boardsmanship skills.

~~schedule a time and place at which all its members may participate in a formal self-evaluation.~~

The b~~B~~oard shall ~~be~~ evaluate~~d~~ itself as a whole and not as individuals. Individual board members are also expected to use the evaluation process as an opportunity to assess and set goals for their own personal performance.

~~The evaluation will focus on the internal operations and performance of the Board. The Board members shall develop goals and objectives against which the Board will be evaluated. A self-evaluation instrument will be based on these goals and objectives and not on goals set for the district.~~

Each year, the board, with assistance from the superintendent, shall determine an evaluation method or instrument that measures key components of board responsibility and previously identified performance objectives. Visual and/or audio recordings of board meetings may only be used as an evaluation tool when consent is given by all board members.

Any discussion involving the board's self-evaluation shall be conducted in open session.

At the request of the board, a facilitator may be used to assist with the evaluation process. The board may invite the superintendent or other individual(s) with pertinent information to provide input into the evaluation process.

Following the evaluation, the board shall set goals, define and/or refine protocols, and establish priorities and objectives for the following year's evaluation. The board shall also develop strategies for strengthening board performance based on identified areas of need,

including, but not limited to, board trainings such as those offered by the California School Boards Association.

~~Each boardmember will complete the self-evaluation instrument independently. The ensuing evaluation will be based on the resulting composite picture of Board strengths and weaknesses. The Board will discuss the tabulated results as a group.~~

~~The evaluation process should include the establishment of strategies for improving Board performance. Revised priorities and new goals will be set for the following year's evaluation.~~

~~The Board recognizes that adequate opportunities for Board member orientation and inservice are an essential component of conducting meaningful self-evaluation. The evaluation process shall include suggestions for continued Board member development.~~

~~The Board may invite the Superintendent or designee or others to participate in the evaluation and suggest specific criteria to measure Board success as a governing body.~~

~~(cf. 9240 - Development in Service)~~

Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT

adopted: June 9, 1992 Carmichael, California

Effective: September 1, 1992

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	Description
Gov. Code 54950-54963	The Ralph M. Brown Act

Management Resources	Description
CSBA Publication	Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014
CSBA Publication	Professional Governance Standards

State	Description
Website	CSBA District and County Office of Education Legal Services
Website	CSBA Board Self-Evaluation
Website	CSBA

Cross References

Code	Description
0200	Goals For The School District
9005	Governance Standards
9230	Orientation
9320-E PDF(1)	Meetings And Notices

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: G-8

MEETING DATE: 10/25/2022

SUBJECT: Updating of Board Policy Titles and Policies/Bylaws for Deletion

DEPARTMENT: Legal Services

CHECK ONE:

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

ACTION REQUESTED:
The superintendent is recommending that the board adopt the recommended California School Boards Association (CSBA) titles for the board policies listed in the attachment titled *List of Renamed Policies*. The board is also requested to rescind/delete the board policies and bylaws listed in the attachment titled *List of Policies and Bylaws for Deletion*.

RATIONALE/BACKGROUND:
San Juan Unified subscribes to GAMUT Policy Plus – a service provided by CSBA to help update and maintain current school board policies. The program also provides access to sample policies, regulations, bylaws and exhibits that are updated by CSBA. CSBA has updated GAMUT Policy Plus with a new technology platform that uses a uniform codification system (e.g., policy numbering system). CSBA is recommending that the district rename identified board policies to match the CSBA title in the codification system so we are alerted to updates. The only change will be to the title of these identified board policies.

CSBA also identified some board policies and bylaws that refer to state or federal programs/funding that no longer exist or policies and bylaws that are no longer necessary. Because the policies and bylaws are outdated, it is recommended that those policies and bylaws are rescinded/deleted from the board policy manual.

ATTACHMENT(S):
A: List of Renamed Policies
B: List of Policies and Bylaws for Deletion

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

FISCAL IMPACT:
N/A

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

APPROVED BY: Kent Kern, Superintendent of Schools KK

LIST OF RENAMED POLICIES

POLICY	DISTRICT TITLE IN OLD GAMUT	CSBA TITLE IN NEW GAMUT
0000	Concepts and Roles	Vision
0100	Philosophy/Mission	Philosophy
0420	School Site Councils	School Plans/Site Councils
0500	Review and Evaluation	Accountability
1112	Public Press, Radio and Television	Media Relations
1150	Employee, Student, Parent/Guardian and Community Member	Commendations And Awards
1250	Visits To The Schools	Visitors/Outsiders
1330	Use of District Facilities and Grounds	Use Of School Facilities
3110	Budget Transfers	Transfer Of Funds
3260	Fees and Charges (Students)	Fees And Charges
3270	Sale and Disposal of Books, Equipment and Supplies (Personal	Sale And Disposal Of Books, Equipment And Supplies
3314.2	District Revolving Fund	Revolving Funds
3460	Periodic Financial Reports and Accountability	Financial Reports And Accountability
3511	Energy Conservation	Energy And Water Management
3530	Insurance Management	Risk Management/Insurance
3541.1	School-Related Trips	Transportation For School-Related Trips
4020	Drug-Free Workplace	Drug And Alcohol-Free Workplace
4112.2	Certification Responsibility for Renewal	Certification
4112.21	District Interns	Interns
4112.22	Staff for Limited-English Proficiency Program	Staff Teaching English Learners
4112.6	Personnel Records	Personnel Files
4112.9	Signed Statements	Employee Notifications
4114	Transfer	Transfers
4118	Suspension/Disciplinary Action	Dismissal/Suspension/Disciplinary Action
4119.22	Conduct and Dress	Dress And Grooming
4119.42	Infectious Disease Education	Exposure Control Plan For Bloodborne Pathogens
4121	Substitute Teachers	Temporary/Substitute Personnel
4141	Agreement	Collective Bargaining Agreement
4141.6	Concerted Actions/Work Stoppage	Concerted Action/Work Stoppage
4151	Salary Guides	Employee Compensation
4156.2	Recognition by and Awards from the Governing Board	Awards And Recognition
4212.6	Personnel Records	Personnel Files
4212.9	Signed Statements	Employee Notifications
4219.22	Conduct and Dress	Dress And Grooming
4219.42	Infection Disease Education	Exposure Control Plan for Bloodborne Pathogens
4241	Agreement	Collective Bargaining Agreement
4251	Salary Guides	Employee Compensation
4256.2	Recognition by and Awards from the Governing Board	Awards And Recognition
4300	Management, Supervisory and Confidential Personnel	Administrative And Supervisory Personnel
4312.6	Personnel Records	Personnel Files
4313.2	Promotion/Voluntary Classification Reduction	Demotion/Reassignment
4319.22	Conduct and Dress	Dress And Grooming
4319.42	Infectious Disease Education	Exposure Control Plan for Bloodborne Pathogens
4351	Salary Schedules	Employee Compensation
4356.2	Recognition by and Awards from the Governing Board	Awards And Recognition
4361	Leaves (Paid and Unpaid)	Leaves
4361.11	Industrial Accident and Health Leave	Industrial Accident/Illness Leave
5112.5	Closed Campus	Open/Closed Campus
5121	Examination/Grading/Rating	Grades/Evaluation Of Student Achievement
5126	Rewards and Special Recognition	Awards For Achievement
5131.4	Campus Disturbances	Student Disturbances
5131.63	Androgenic/Anabolic Steroids	Steroids
5136	Gangs (Which advocate drug use, violence or disruptive	Gangs
5141.21	Administering Medication	Administering Medication And Monitoring Health Conditions
5141.32	Kindergarten Screening	Health Screening For School Entry
5141.4	Child Abuse and Neglect (Reporting Procedures)	Child Abuse Prevention And Reporting
5142.2	Crossing Guards	Safe Routes To School Program
5145.11	Questioning and Apprehension	Questioning And Apprehension By Law Enforcement
5145.6	Notifications Required by Law	Parental Notifications
5148	Child Care	Child Care And Development

6011	Academic Content Standards	Academic Standards
6141	Curriculum Development and Design	Curriculum Development And Evaluation
6142.1	Comprehensive Sexual Health and HIV Prevention	Sexual Health And HIV/AIDS Prevention Instruction
6142.4	Community Service	Service Learning/Community Service Classes
6142.5	Outdoor Education	Environmental Education
6142.7	Physical Education	Physical Education And Activity
6146.3	Reciprocity On Standards of Proficiency/Graduation	Reciprocity Of Academic Credit
6146.4	Differential Graduation and Competency Standard for Individuals with Exceptional Needs	Differential Graduation And Competency Standards For Students With Disabilities
6153	Field Trips	School-Sponsored Trips
6155	Class Examinations/Challenging Courses by Examination	Challenging Courses By Examination
6161.2	Overdue, Damaged or Lost Instructional Materials	Damaged Or Lost Instructional Materials
6162.5	Research/Standardized Testing Student Assessment	Student Assessment
6164.2	Guidance Services	Guidance/Counseling Services
6164.4	Individuals with Exceptional Needs	Identification And Evaluation Of Individuals For Special Education
6172	Advanced and Accelerated Programs	Gifted And Talented Student Program
6174	Education for English Language Learners	Education For English Learners
6177	Summer School	Summer Learning Programs
6178	Vocational Education	Career Technical Education
6200	Adult Education Program	Adult Education
7000	Concepts and Roles in New Construction /Reconstruction	Concepts And Roles
7111	Evaluation of School Facilities to Meet Educational Needs	Evaluating Existing Buildings

LIST OF POLICIES AND BYLAWS FOR DELETION		
Current Policy No.	District Title	Reason
BP 6162.52	High School Exit Examination	obsolete
BB 9312	Board Bylaws	incorporated into BB 9310
BB 9313	Administrative Regulations	incorporated into BB 9310
BB 9314	Suspension Of Policies, Bylaws, Administrative Regulations	incorporated into BB 9310
BB 9323.1	Order of Business	unnecessary

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-1

MEETING DATE: 10/25/2022

SUBJECT: Amending District Graduation Requirements for the Class of 2023

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 discuss amending the district's graduation requirements for the Class of 2023 due to the disruption in education caused by COVID-19. This recommendation is for the 2022-2023 school year.

RATIONALE/BACKGROUND:
In 2016 the board approved increasing graduation requirements starting with the Class of 2023. The increased graduation requirements project included a plan to communicate the new requirements to family, students, and the community as well as a plan to support students with a tiered approach to meeting the increased requirements. These increased requirements included additional courses in mathematics, science, and world language; however, with school closures occurring due to COVID-19, the disruption to students' education has impacted many of our current seniors. In order to mitigate these hardships, California built in support for the classes of 2021 and 2022 by adopting Assembly Bill 104 (AB 104) which reverted to the state minimum graduation requirement of 130 credits. There is no legislation to support the class of 2023.

In order to support the class of 2023 in meeting San Juan Unified's graduation requirements, staff reviewed current data for seniors, gathered input from staff, students, and the community, and determined there was a significant need to reduce the number of credits needed to graduate. The recommended graduation requirements for the Class of 2023 would include the state minimum of 130 credits with a fourth year of English as an additional requirement.

ATTACHMENT(S):
A: Presentation

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ N/A
Funding Source: N/A

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

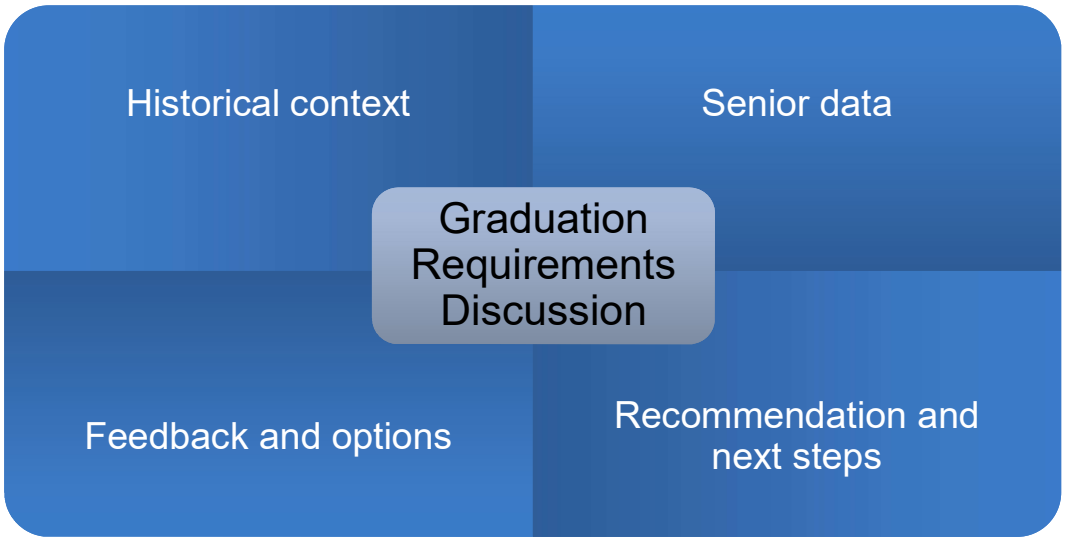
PREPARED BY: Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs KS
Brett Wolfe, Director, College & Career Readiness

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

Class of 2023
Graduation Requirements

San Juan Unified School District
Board of Education
October 25, 2022

1



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Historical Information



In 2016 the Board approved increased graduation requirements beginning with the Class of 2023. These additional requirements, given the disruption in educational services due to COVID-19, have created additional barriers for the senior class.

In September 2020, Assembly Bill (AB) 1350 extended relief to the class of 2020 by granting retroactive diplomas to any student on track as of March 2020.

For the classes of 2021 and 2022, Assembly Bill 104 provided options for students and parents/guardians to address learning recovery needs.

As part of AB104, the 130 state minimum graduation rule was available to any student not on track to graduate in four years from the classes of 2021 and 2022.

This year's seniors have been impacted by COVID-19 and there is no legislation to extend relief to the class of 2023.

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San Juan Unified School District

130 State Minimum Graduation Rule

English	• Two courses, twenty credits
Mathematics	• Two courses, twenty credits • Must include IM1
Science	• Two courses, twenty credits • Biology, physical science
Social Studies	• Three courses, thirty-five credits: • US history, world history, American government, geography, economics
Visual and Performing Arts (VAPA)	• One course, ten credits
Physical Education	• Two courses, twenty credits

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San Juan Unified School District

San Juan Unified Graduation Requirements

Courses	Class of 2022	Class of 2023
English	40 Credits	40 Credits
Math	20 Credits: including Integrated Math 1	30 Credits: including Integrated Math 2
Science	20 Credits: including life science, physical science	30 Credits: including life science, physical science, and one additional
History	10 Credits: world history 10 Credits: United States history	10 Credits: world history 10 Credits: United States history
Social Studies	5 Credits: American government 5 Credits: economics 5 Credits: social studies elective	5 Credits: American government 5 Credits: economics 5 Credits: social studies elective
Physical Education Health	20 Credits 2.5 Credits	20 Credits 5 Credits
Visual/Performing Art, World Language or Career Technical Education (CTE)	10 Credits	10 Credits: VAPA or CTE 20 Credits: world language
Total Credits	220 Traditional / 280 Block	220 Traditional / 280 Block

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Students currently able to use the 130 credit minimum state requirements

	AB 167 / 216	AB 1806	AB 2306	AB 2121		SB 181
Who this affects:	**Foster Youth**	**McKinney-Vento Youth**	**Former Juvenile Court School Pupils**	**Migrant Youth**	**Youth in Newcomer Program**	**Special Education/ Cognitive Ability**
When a student qualifies:	Student must have transferred schools after 2nd year of high school	Student must have transferred schools after 2nd year of high school	Student must have transferred schools from a **juvenile court school** after 2nd year of high school	Student must have transferred schools after 2nd year of high school	Student is enrolled in English Transition 1 or 2 in 11th grade	Student must be qualified and eligible to take the CAA (California Alternate Assessment) in 11th grade

Determination must be made that the student is **not** reasonably able to complete the district's additional graduation requirements in time to graduate from high school. Other options include waiving specific graduation requirements over and above the CA State Minimum requirements (See Accepted Parameters and Guidelines for Waiving Graduation Credits.)



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Current students off track as of September 2022

# of Total Seniors in class of 2023*	Science Deficient	Math Deficient	World Language Deficient	Total Credit Deficient
2687	207 8%	420 15%	301 11%	545 20%

Credits deficient is defined as a student needing more than 10 credits in that subject.
For total credits students from block schools need more than 80 and from traditional more than 60.

Total class of 2023 = 2759 students.
* The above numbers are duplicated students.
* Removed 72 students already placed on the 130 grad rule.

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Class of 2023 based on credits earned, as of 10/10/2022

			Total Students	Percentage of Total
Total Credit Deficient	545 20%	American Indian / Alaskan Native	2	0%
		Asian	54	10%
		Black/African Am.	49	9%
		Hispanic or Latino	180	33%
		Filipino	4	1%
		Pacific Islander	11	2%
		White	205	38%
		Other	40	7%

			Total Students	Percentage of Total
Total Credit Deficient	545 20%	English Language Learner	118	22%
		Foster Youth	3	1%
		McKinney Vento	26	5%
		Students with Dissabilities	137	25%

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Process used to gather input



A survey was developed providing options created to meet highest student need.

Students	Teachers	Counselors	Administrators

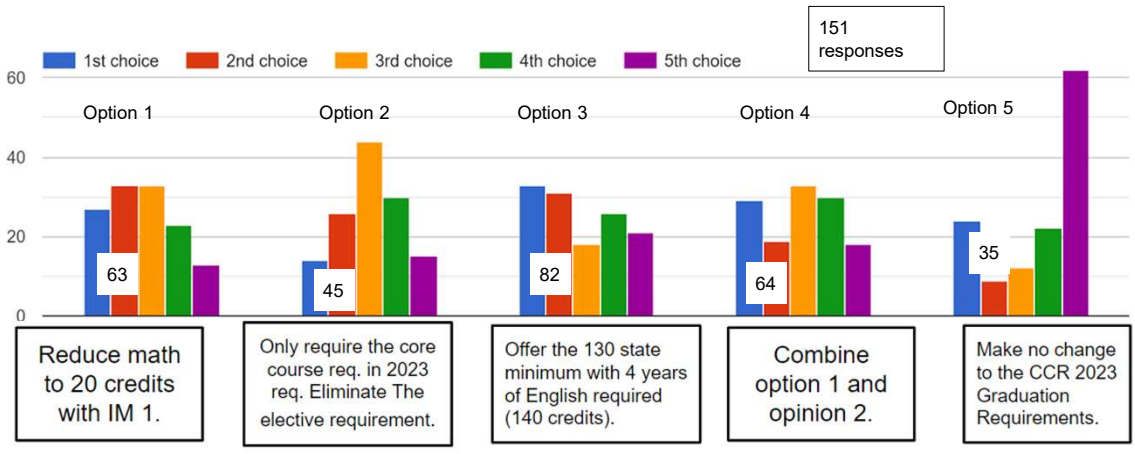
Counselors reviewed transcript data

Superintendent's Parent Advisory Council

Board Discussion

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2023 Graduation Requirements Options / Survey Results



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"This option serves equity in our district. This option takes into consideration technological difficulties and economic issues during the pandemic."

"this will help students with graduating regardless of which classes were affected by covid"

"I think this is best because it will help most students"

Feedback responses for

Option 3

Offer the 130 state minimum with 4 years of English required (140 credits).

"Opens doors for the most amount of students."

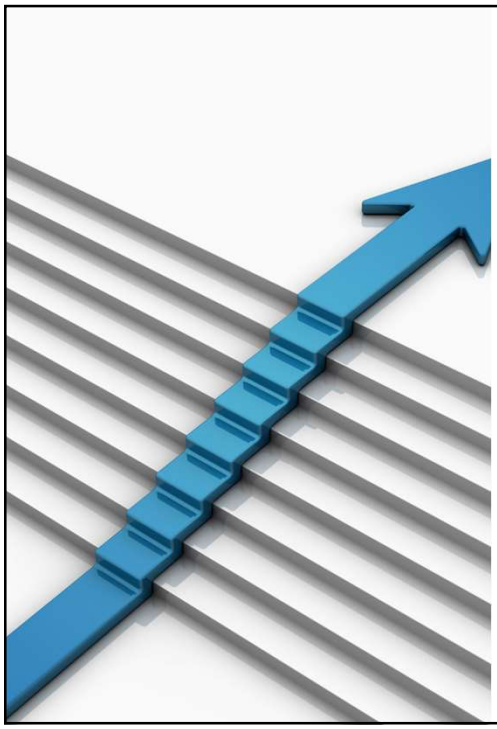
"Class of 2023 suffered as much as the 2022 class so it should be fair enough … I think the credit requirements should be lowered"

San Juan Unified School District

Recommendation: Option 3

- Provides equity compared to the class of 2021 and 2022
- Feedback results indicated this is most favorable among community
- Positively impact the most students
- Additional 10 credits of senior English scaffolds from the minimum 130

San Juan Unified School District



Next Steps

Once the Board has taken action:

- Communicate with staff
- Communicate with current seniors at risk
- Communicate with parents/ guardians of impacted students

- Moving forward:
- Continue to review data for the Class of 2024.

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-2

MEETING DATE: 10/25/2022

SUBJECT: Proposed Revisions to Board Policy 6146.1 Graduation Requirements

DEPARTMENT: Division of Teaching and Learning

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

ACTION REQUESTED:
The superintendent is recommending the board discuss the proposed changes to Board Policy 6146.1 for Graduation Requirements to reflect the most current California School Board Association (CSBA) guidelines.

RATIONALE/BACKGROUND:
In 2016, San Juan increased graduation requirements beginning with the Class of 2023. Under the new graduation requirements, students must complete a third year of math, a third year of science, two years of world language, and one year of Visual and Performing Arts. These proposed revisions:

- reflect CSBA guidelines
- support current 2022-2023 graduation requirements
- eliminate additional graduation requirements for Casa Roble Fundamental High School

ATTACHMENT(S):
A: Proposed Revisions to Board Policy 6146.1

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

FISCAL IMPACT:
Current Budget: $ N/A
Additional Budget: $ N/A
Funding Source: N/A

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
Brett Wolfe, Director, College & Career Readiness

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

San Juan USD

Board Policy

High School Graduation Requirements

BP 6146.1
Instruction

The governing board desires to prepare all students to successfully complete the high school course of study and obtain a high school diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

~~As a condition of high school graduation, each student completing grade 12 shall have successfully passed any required state exit examination unless they receive a waiver or exemption. (Education Code sections 60851 and 60859)~~

District students shall complete graduation course requirements as specified in Education Code section 51225.3 and those adopted by the board, except for students who are exempted as provided in "Exemptions from District-Adopted Graduation Requirements," below. Students who are exempted from district-adopted graduation requirements shall be eligible to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate. Otherwise, only students who earned a high school diploma or Certificate of Completion may participate in graduation ceremonies.

Course Requirements

To obtain a high school diploma, students shall successfully complete at least all of the following courses while in grades 9-12, with each course being one year equivalent unless otherwise specified. ~~Classes that meet the requirements for these courses will be identified in a district wide course catalog.~~

1. ~~Three~~ Four courses in English (Education Code section 51225.3)
   1, 2, 3, and 4, or Honors equivalent, 40 credits required

10 of the 40 credits shall be completed in an English 4 equivalent course or course taken in senior year.

2. Beginning with the class of 2023, ~~students shall be required to take~~ 3 courses in mathematics 30 ~~units~~ credits required, ~~of mathematics~~ with at least two courses (20 credits) meeting or exceeding state academic content standards for IM 1 ~~and IM 2~~, with a third year of mathematics (10 credits) equivalent to IM 3 or an alternative mathematics course identified in consultation with a high school counselor.
~~Two Three courses in mathematics (Education Code section 51225.3), 230 credits required.~~

Students ~~shall~~ must complete at least one mathematics course that meets the state academic content standards for Algebra 1 or Mathematics 1. Students may complete such coursework prior to grade 9, provided that they also complete two mathematics courses in grades 9 – 12. (Education Code section 51224.5.)

~~Beginning with the class of 2019, 10 credits shall be in Integrated Math I or higher.~~

3. Three courses and one half in social studies, 35 credits required.

Courses shall include United States history ~~and geography~~ (10 credits); world history (10 credits), ~~culture, and geography~~; a one semester course in American Government and civics (5 credits); ~~and~~ a one semester course in economics (5 credits); and one semester course in a social studies elective (5 credits). (Education Code section 51225.3)

4. Two courses in science, including biological and physical sciences. (Education Code section 51225.3) ~~20 credits required~~.

Beginning with the class of 2023, ~~students shall be required to take~~ 30 ~~units~~ credits of science required, with at least two courses (20 credits) of lab based science. Courses shall include at least one biological (life) science, at least one physical science and can include a science elective.

~~5. One course in world language, in visual or performing arts (e.g., classes in art, music, drama, crafts, photography), or career technical education (CTE), 10 credits required. For purposes of satisfying this requirement, American Sign Language shall be considered a world language. (Education Code section 51225.3.)~~

~~To meet graduation requirements a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education. (Education Code section 51225.3)~~

5. ~~Two courses in world language~~. Beginning with the class of 2023, two courses in world language ~~students shall be required to take two years~~ 20 credits required. ~~of world language.~~ One course (10 credits) in world language and culture may be substituted for the second year of world language in consultation with a high school counselor. For purposes of satisfying this requirement, American Sign Language shall be considered a world language. Students demonstrating proficiency in level 2, semester 2 of a world language meet this requirement.

6. Beginning with the class of 2023, ~~students shall be required to take~~ one course, 10 credits

required of Visual and Performing Arts ~~of~~ or a Career Technical Education course. To meet the requirement a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education. (Education Code section 51225.3)

~~6.~~7. ~~Health, 2.5 credits required~~. Beginning with the class of 2023 Health 5 credits required.

~~7.~~8. Two courses in physical education, 20 credits required, unless the student ~~has been~~ is eligible for exemption ~~exempted~~ (Education Code section 51225.3). 10 credits of this requirement shall be met in the ninth grade physical education curriculum. The remaining 10 credits of the requirement shall be taken in the tenth, eleventh, or twelfth grade.

~~8.~~9. Other coursework to equal minimum total credit requirement. 220 credits for schools with a traditional schedule. 280 credits for schools with a 4x4 block schedule. ~~requirements as adopted by the governing board~~. (Education Code section 51225.3.)

Because the prescribed course of study may not accommodate the needs of some students, the board shall provide alternative means for the completion of the prescribed course in accordance with law.

Exemptions from District-Adopted Graduation Requirements

District students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code section 51225.3 and those adopted by the board. ~~However~~ A foster youth student, homeless student, former juvenile court school student, ~~child~~ student of a military family, or migrant student who transfers in the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the board that are in addition to statewide course requirements. This exemption shall not apply if the superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Within 30 days of the transfer into a school or of the commencement of participation in a newcomer program, as applicable, the superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code section 51225.1.)

If during the 2020-21 school year a student was in the third or fourth year of high school and is not on track to graduate in four years, the district shall exempt the student from any local graduation requirements adopted by the board that are in addition to statewide course requirements specified in Education Code section 51225.3. (Education Code section 51225)

Prior to the beginning of grade 10, the individualized education program (IEP) team for each student with disabilities shall determine whether the student is eligible for exemption from all coursework and other requirements adopted by the ~~B~~board in addition to the statewide course requirements for

high school graduation, and if so, shall notify the student's parent/guardian of the exemption. A student with disabilities shall be eligible for the exemption if the student's IEP provides for both of the following requirements: (Education Code section 51225.31)

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code section 60640(k)

2. That the student is required to complete state standards aligned coursework to meet the statewide coursework requirements ~~as~~ specified in Education Code section 51225.3

Additional Opportunities to Complete Required Coursework

The superintendent or designee shall provide a student who was enrolled in the third or fourth year of high school during the 2020-21 school year and is not on track to graduate in the 2020-21 or 2021-22 school years the opportunity to complete the statewide coursework required for graduation, which may include, but is not limited to, completion of the coursework through a fifth year of instruction, credit recovery, or other opportunity to complete the required coursework. (Education Code section 51225)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code section 51413)

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code sections 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

   Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code section 48204.4.

   In determining whether to award a diploma under these circumstances, the superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they

were enrolled in a district school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school

4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

Honorary Diplomas

The Board may grant an honorary high school diploma to: (Education Code section 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district
2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code section 51225.5)

District Standards of Proficiency:
High School Credits Required for Graduation

Electives ~~72.5 credits required in a traditional schedule~~

Beginning with the class of 2023, 30 credits of electives shall be required in a traditional schedule.

TOTAL 220 credits required in a traditional schedule

Electives ~~132.5 credits required in a block schedule~~

Beginning with the class of 2023, 90 credits of electives shall be required in a block schedule.

TOTAL 280 units required in a block schedule

Any alterations to Board approved SJUSD graduation requirements, or waiving of credits, must be presented to the Board for approval, unless the change is supported by legislation.

~~The following schools are governing board approved 4x4 block schedule schools with have extended graduation requirements:~~

~~Casa Roble Fundamental High School Requirements:~~
~~Senior Project - Casa Roble Fundamental High School (No credit requirement)~~

~~Students must complete and pass the senior project in order to graduate from Casa Roble Fundamental High School. An alternative method of meeting the requirement may be proposed for faculty approval with an appeal to the principal and final appeal to the superintendent or designee. In all cases, the approved project or alternative must meet district standards for student safety.~~

~~Community Service Requirement~~

~~Students must complete 30 hours of approved community service learning to graduate from Casa Roble Fundamental High School.~~

~~Students may satisfy this requirement by taking a 5 credit community service class at any time during their junior or senior years, or by challenging the course with verification of approved community service hours. .~~

~~Del Campo High School Requirements:~~

~~Students must meet the following increased credit requirements to graduate from Del Campo High School:~~

~~Health 5 credits~~

~~Students who elect to take AP Economics must complete the course to earn the 10 credits.~~

~~Encina Preparatory High School Requirements:~~

~~Students must meet the following increased credit requirements to graduate from Encina Preparatory High School:~~

~~Health 5 credits beginning with the class of 2003~~

~~Mesa Verde High School Requirements~~

~~Students must meet the following increased credit requirements to graduate from Mesa Verde High School:~~

~~Health 5 credits~~

~~Mira Loma High School IB Requirements~~

~~International Baccalaureate (IB) students who take IB History of the Americas in 11th grade and IB Global Studies in 12th grade and take the IB Higher Level test are exempt from the 5 credit American Government and 5 credit Economics Social Studies requirements.~~

~~High School Enrollment and Attendance Requirements~~

~~Students must be enrolled in a minimum of 180 instructional minutes per day. (Education Code sections 46144 and 46146.)~~

~~Students in grades 9, 10, and 11 in a traditional schedule school shall enroll in six periods a day for every semester of attendance. Students in grades 9, 10, and 11 in a block schedule school shall enroll in four periods a day for every semester of attendance.~~

~~Students in grade 12 in a traditional schedule school shall enroll in a minimum of five periods a day for every semester of attendance. Students in grade 12 in a block schedule school shall enroll for a minimum of three periods a day for every semester of attendance.~~

~~Students enrolled in work experience, regional occupational programs (ROP), courses of study in accredited post-secondary educational institutions, independent study, or other board authorized programs, must also be enrolled in a minimum of 180 instructional minutes per day.~~

~~Only seniors may request an open period. Approval of an open period request is based on completion of 180 credits in a traditional schedule and 240 credits in a block schedule at the beginning of the senior year. Students who have not met this credit requirement must be enrolled in a full day schedule.~~

~~Seniors enrolled in, but not attending a minimum of five classes in a traditional schedule school, or three classes in a block schedule school, shall be denied participation in graduation ceremonies even though all other graduation requirements have been met.~~

~~An open period may be granted in any grade if the student is enrolled in an in-lieu class at a local accredited community college or university.~~

~~The total number of credits a student may earn for Work Experience Education (WEE), Inside Work Experience (IWE), Teacher Assistant (TA), shall not exceed 30 credits with a 20 credit maximum in WEE and a 20 credit maximum in IWE. Only students in grades 11 or 12 are eligible to enroll in these courses. Students may only enroll in one TA or one IWE course per year.~~

~~Students in grade 12 in their last semester before graduation who are concurrently enrolled in a work experience program who would complete all requirements for graduation by adjusting their day may petition through a letter to the superintendent or designee (with parent/guardian approval), for exceptions to minimum enrollment requirements. All course and credit~~

~~requirements must be successfully completed for graduation.~~

~~High School Courses Taken in the Middle Schools~~

~~High school courses that have been successfully completed with a grade of "C" in the middle school shall have the course and grade shown on the high school transcript as an information item only.~~

~~Beginning with the class of 2023, the following courses, if deemed equivalent, shall may fulfill the high school graduation requirements:~~

~~One year of World language (10 Up to 20 waived to elective)~~
~~IM 1 (10 credits waived to elective)~~

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	Description
5 CCR 1600-1651	Graduation of students from grade 12 and credit toward graduation
5 CCR 4600-4670	Uniform complaint procedures
Ed. Code 47612	Enrollment in charter school
Ed. Code 48200	Compulsory attendance
Ed. Code 48204.4	Parents/guardians departing California against their will
Ed. Code 48412	Certificate of proficiency
Ed. Code 48430	Continuation education schools and classes
Ed. Code 48645.5	Former juvenile court school students, enrollment
Ed. Code 48980	Required notification at beginning of term
Ed. Code 49701	Provisions of the interstate compact on educational opportunities for military children
Ed. Code 51224	Skills and knowledge required for adult life
Ed. Code 51224.5	Algebra in course of study for grades 7-12
Ed. Code 51225.1	Exemption from district graduation requirements

Ed. Code 51225.2	Former juvenile court school student defined; acceptance of coursework, credits, retaking of course
Ed. Code 51225.3	High school graduation
Ed. Code 51225.35	Mathematics course requirements; computer science
Ed. Code 51225.36	Instruction in sexual harassment and violence; districts that require health education for graduation
Ed. Code 51225.5	Honorary diplomas; foreign exchange students
Ed. Code 51225.6	Instruction in cardiopulmonary resuscitation
Ed. Code 51228	Graduation requirements
Ed. Code 51230	Credit for community emergency response training
Ed. Code 51240-51246	Exemptions from requirements
Ed. Code 51250-51251	Assistance to military dependents
Ed. Code 51410-51413	Diplomas
Ed. Code 51420-51427	High school equivalency certificates
Ed. Code 51430	Retroactive high school diplomas
Ed. Code 51440	Retroactive high school diplomas
Ed. Code 51450-51455	Golden State Seal Merit Diploma
Ed. Code 51745	Independent study
Ed. Code 56390-56392	Recognition for educational achievement, special education
Ed. Code 66204	Certification of high school courses as meeting university admission criteria
Ed. Code 67386	Student safety; affirmative consent standard

Management Resources	Description
Court Decision	O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452
Website	California Department of Education, High School

Website	University of California, List of Approved a-g Courses
Website	CSBA

Cross References

Code	Description
0460	Local Control And Accountability Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
5127	Graduation Ceremonies And Activities
5145.6-E(1)	Parental Notifications
5147	Dropout Prevention
6000	Concepts And Roles
6142.8	Comprehensive Health Education
6142.93	Science Instruction
6143	Courses Of Study
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.6	International Exchange
6145.6	International Exchange
6145.6-E(1)	International Exchange
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2	Certificate Of Proficiency/High School Equivalency
6152.1	Placement In Mathematics Courses
6158	Independent Study
6158	Independent Study
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6173	Education For Homeless Children
6173	Education For Homeless Children

6176	Weekend/Saturday Classes
6184	Continuation Education
6184	Continuation Education

Policy SAN JUAN UNIFIED SCHOOL DISTRICT
adopted: June 9, 1992 Carmichael, California
revised: April 27, 1999 (re: Del Campo and Mesa Verde)
revised: June 22, 1999 (re: Casa Roble and Encina)
revised: December 11, 2001
revised: April 23, 2002
revised: August 24, 2004 (re: Mira Loma)
revised: January 24, 2006
revised: September 9, 2008
revised: June 23, 2009 (re: Mesa Verde)
revised: May 11, 2010
revised: May 26, 2015
revised: August 9, 2016 (re: revisions beginning class of 2023)
revised: ----------, 2022

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-3

MEETING DATE: 10/25/2022

SUBJECT: 2021-22 End of Year Data Summary

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

DEPARTMENT: Division of Teaching and Learning

ACTION REQUESTED:
The superintendent is recommending that the board receive a report regarding the 2021-22 end of year data results, including the results of the 2022 California Assessment of Student Performance and Progress (CAASPP) tests.

RATIONALE/BACKGROUND:
In previous years, the board has been provided with a summary report of the district's CAASPP test results. This presentation will provide the board with a 2021-22 end of year data summary that includes summative metrics related to English language arts, mathematics, English language proficiency, suspension, and chronic absenteeism. Additionally, this presentation will provide information to situate the data in context as well as the actions being implemented in response to the data. Our purpose is to use this data to inform our equity-driven continuous improvement work as we focus on improving outcomes for our targeted student groups and, more broadly, all students in San Juan Unified.

ATTACHMENT(S):
A: Presentation
B: School Participation and Performance Rates
C: English Language Proficiency Assessments for California (ELPAC) Results by Grade Level and Years as English Learner

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

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: 1-4
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

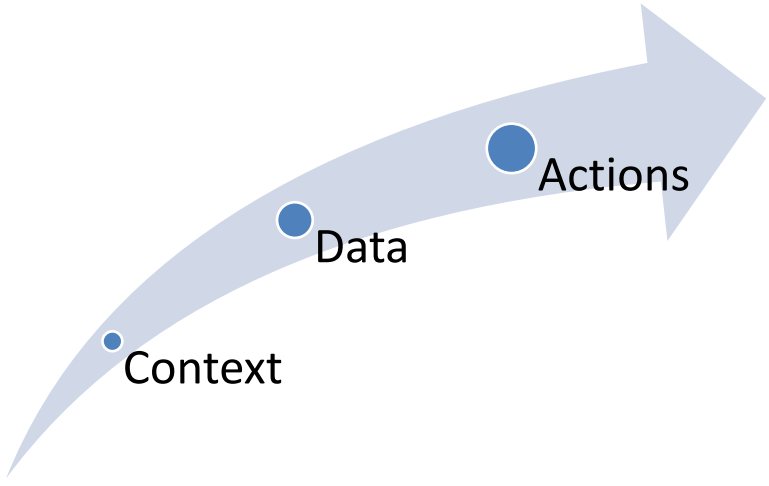
2021-22
End of Year Data Summary

Presented to Board of Education
October 25, 2022



San Juan Unified School District

Agenda



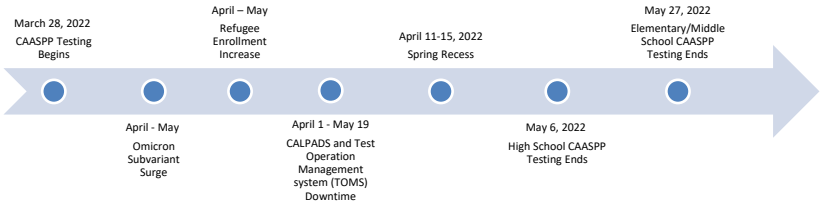
San Juan Unified School District

Context

Timeline, Key Events, Participation

San Juan Unified School District

Timeline: CAASPP Testing Window



Challenges

Attendance
Teaching
Learning
Testing

2021-22 End of Year Data Summary

San Juan Unified School District

COVID-19 Case Rates

San Juan Unified School district COVID-19 Case Rate			
Time	Date	Low*	High*
2021-22 School Year	August 12, 2021 - June 7, 2022	4/100k	252.8/100k
CAASPP Testing Window	March 28, 2022 - May 27, 2022	4.2/100k	38.2/100k

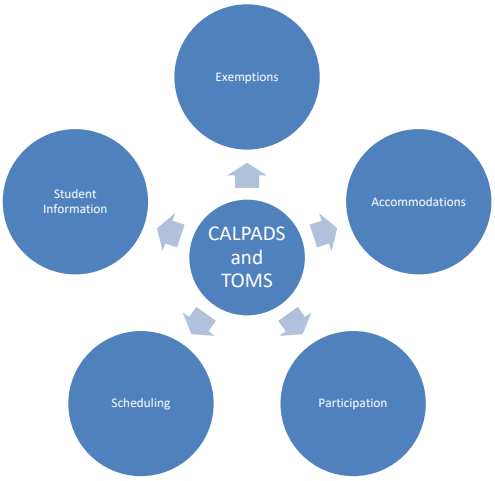
** Lowest and highest number of COVID cases per 100k people in San Juan on any day within the date range.*

Staff and Student Absences

Staff Absences				
Time	Date	Staff Absences Total	Staff Absences Due to Illness	Staff Absences Daily Average
2021-22 School Year	August 12, 2021 - June 7, 2022	30,678	15,137	169
CAASPP Testing Window	March 28, 2022 - May 27, 2022	9,022	3,815	226

Student Absences				
Time	Date	Student Absences Total	Student Absences Due to Illness	Student Absences Daily Average
2021-22 School Year	August 12, 2021 - June 7, 2022	702,162	353,845	3,901
CAASPP Testing Window	March 28, 2022 - May 27, 2022	154,112	69,010	3,853

State System Outages



CAASPP Participation

District, School Type, Student Group

CAASPP Participation by District

New Federal Law

- New **95% participation rate** goal
- **Penalty** applied to ELA and math academic indicators if not met
- Penalty reflected on **CA School Dashboard**

District Participation Rate		
Subject	Participation Rate	Requirement Met?
ELA	95.3%	Yes
Math	96.8%	Yes

CAASPP Participation by School Type

CAASPP ELA	
School Type	Number of schools that met 95% participation rate goal*
Elementary	27/33
K-8	7/8
Middle	7/9
Secondary	7/12
Alternative/Charter Schools	0/4

CAASPP Math	
School Type	Number of schools that met 95% participation rate goal*
Elementary	33/33
K-8	8/8
Middle	9/9
Secondary	9/12
Alternative/Charter Schools	0/4

** See Attachment B for individual school participation and performance rates*

CAASPP Participation by Student Group

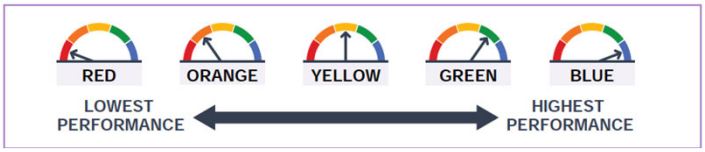
CAASPP ELA		
Student Group	**Participation Rate**	**Requirement Met?**
English Learner	87.0%	No
Low SES	94.5%	No
Foster Youth	86.8%	No
Homeless	93.2%	No
Students with Disabilities	94.5%	No
African American	93.6%	No
Hispanic	96.3%	Yes
White	96.0%	Yes

CAASPP Math		
Student Group	Participation Rate	Requirement Met?
English Learner	97.4%	Yes
Low SES	96.3%	Yes
Foster Youth	83.0%	No
Homeless	94.0%	No
Students with Disabilities	93.7%	No
African American	92.8%	No
Hispanic	97.0%	Yes
White	97.1%	Yes

Changes to the Dashboard

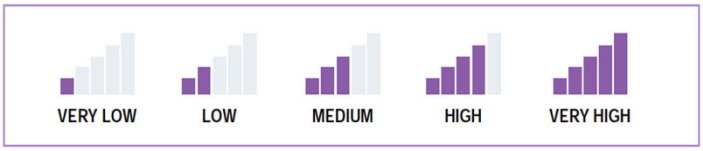
Prior Years

Improvement - Change in Performance



2022 Dashboard

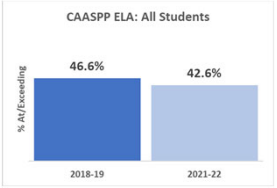
Status - Current Year Performance

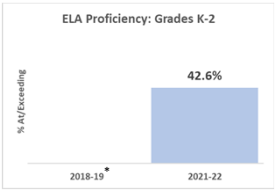


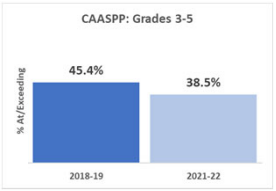
2021-22
End of Year Data Summary

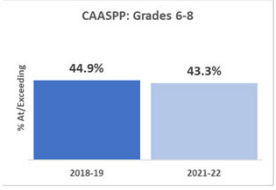
English Language Arts, Math, School Climate, English Language Proficiency

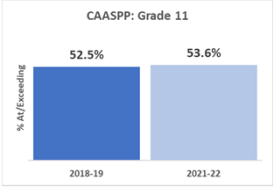
English Language Arts









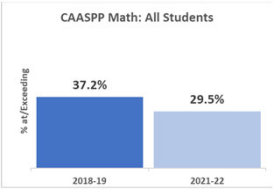


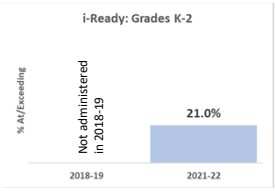
Findings:
- Students in grades 6-8 and 11 maintained performance levels on CAASPP
- Performance levels for students in grades 3-5 decreased on CAASPP

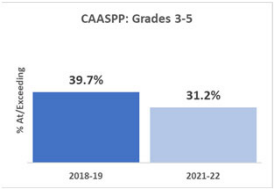
** In 2018-19, text level was assessed using Running Records only. In 2021-22, schools had the choice to use Running Records or iReady to assess text level.*

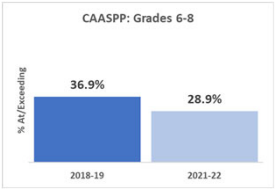
2021-22 End of Year Data Summary

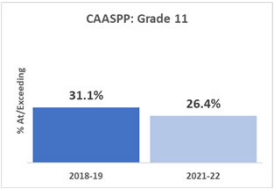
Mathematics









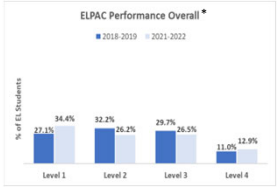


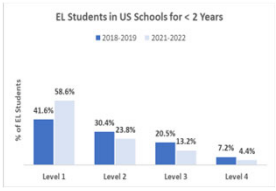
Findings:

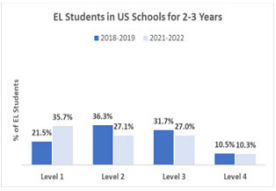
- The percentage of students at/exceeding standards decreased across the district and across all grade spans
- Performance levels for students in grade 11 decreased in mathematics and slightly increased in ELA

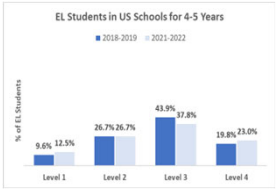
English Language Proficiency: ELPAC Assessment

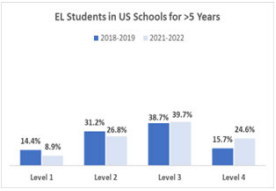
Key:
4 = Well developed
3 = Moderately developed
2 = Somewhat developed
1 = Minimally developed









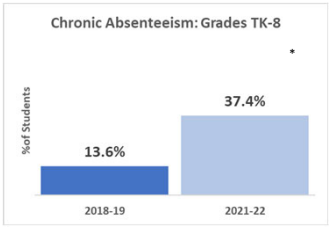


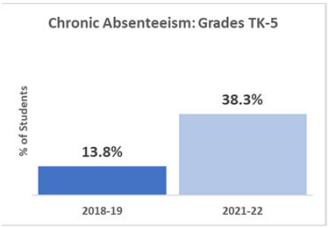
Findings:

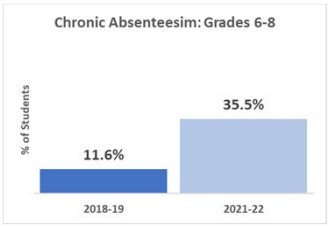
- The percent of English learner students enrolled in US schools less than 5 years scoring at level 1 increased between 2019 and 2022
- The percent of English learner students enrolled in US schools more than 4 years scoring at a level 4 increased between 2019 and 2022

** See Attachment C for ELPAC results by grade level, years as English learner, and home language.*

Chronic Absenteeism



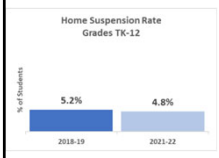


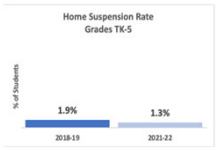


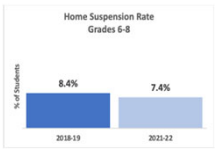
Findings:
- Chronic absenteeism increased 23.8% across grades Transitional Kindergarten (TK)-8
- Chronic absenteeism increased in grades TK-5 and 6-8 at a similar rate

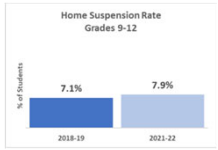
**Definition of chronic absenteeism did not change during pandemic.*

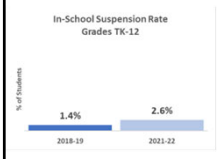
Suspension

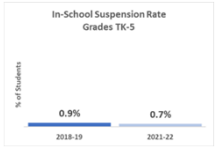


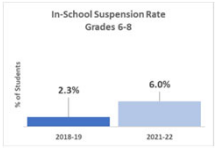


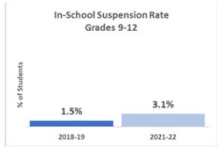










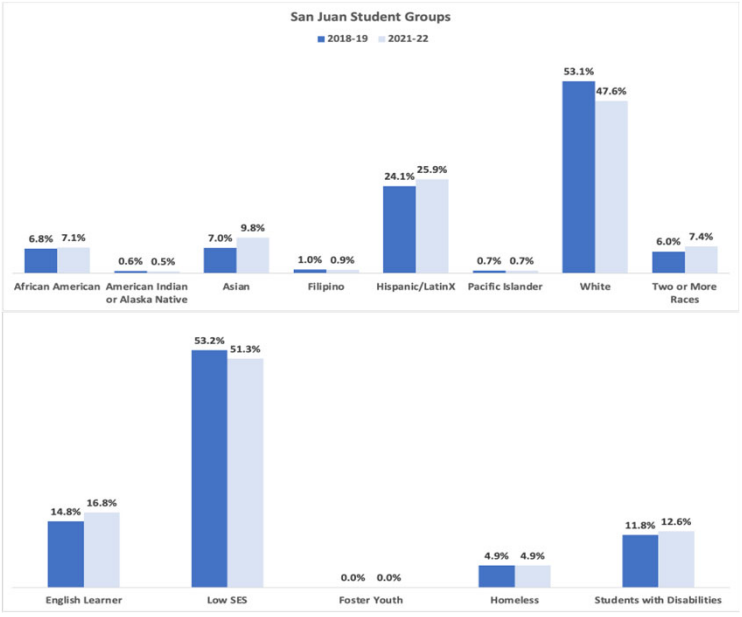


Findings:
- TK-12 grade home suspension rates decreased while in-school suspension rates increased
- Home and in-school suspension rates increased in grades 9-12

Student Groups

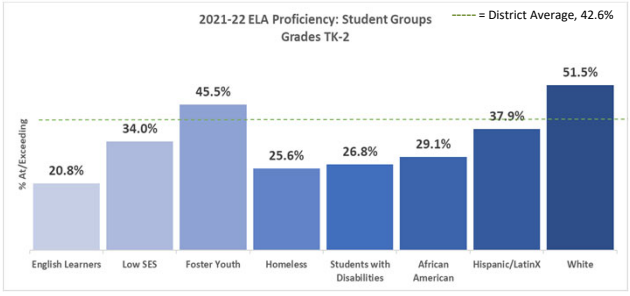
English Learner, Low Socioeconomic, Foster Youth, Homeless, Students with Disabilities, African American, Hispanic, White

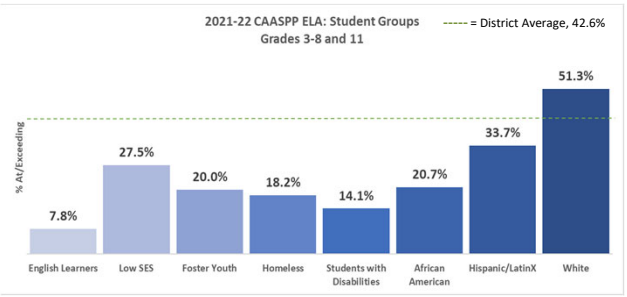
Student Groups



English Language Arts

Findings (Text Level):
- Foster youth and white students performed above the district average
- Largest performance disparity existed for English learners



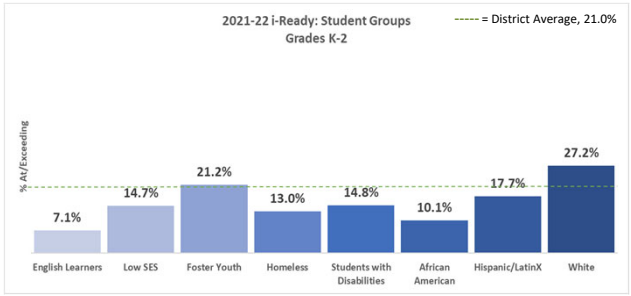


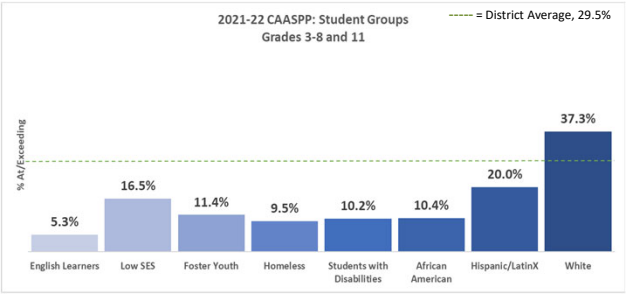
Findings (CAASPP ELA):
- Performance levels for all student groups were lower than the district average except for white students
- Largest performance disparity existed for English learners

San Juan Unified School District

Mathematics

Findings (i-Ready):
- White and foster youth students performed above the district average
- Largest performance disparity existed for English learners

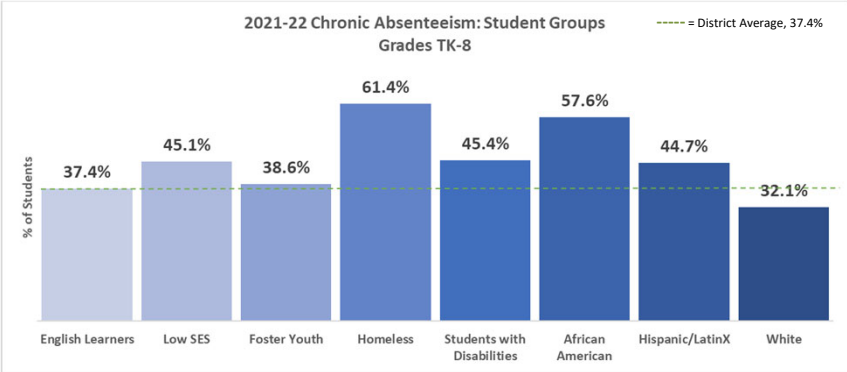




Findings (CAASPP Mathematics):
- Performance levels for all student groups were lower than the district average except for white students
- Largest performance disparity existed for English learners

San Juan Unified School District

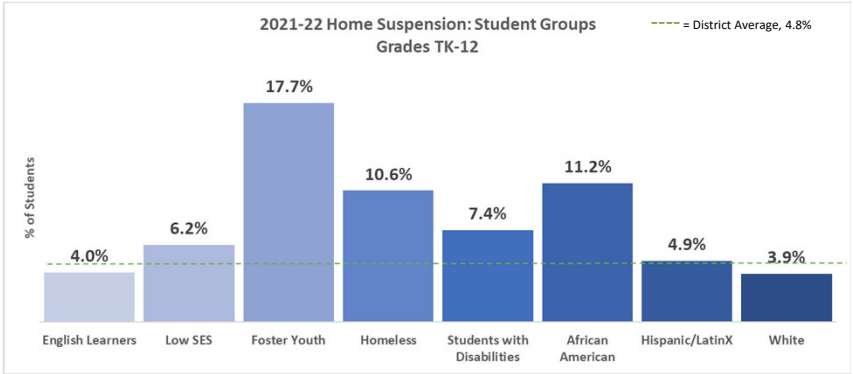
Chronic Absenteeism



Findings:

- Chronic absenteeism rates for all student groups were at or above the district average except for white students
- Largest disparity existed for students experiencing homelessness

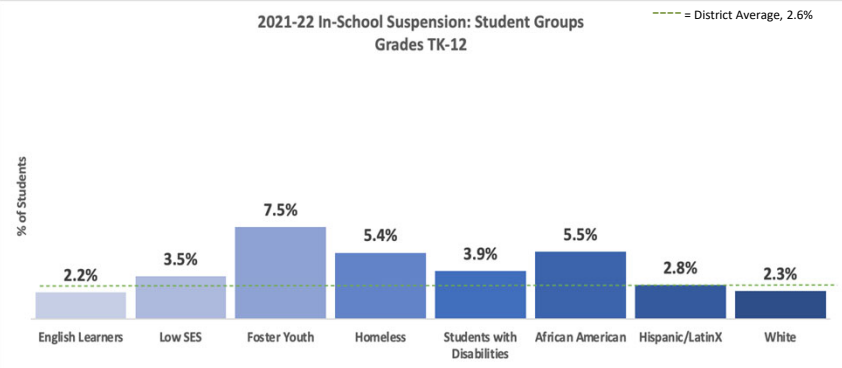
Home Suspension



Findings:

- Home suspension rates for all student groups were at or above the district average except for English learner and white students
- Largest disparity existed for foster youth students

In-School Suspension



Findings:

- In-school suspension rates for all student groups were at or above the district average except for English learner and white students
- Largest disparity existed for foster youth students

Responding to the Data

Actions to reduce disparities and improve overall outcomes

English Language Arts and Math

- Professional learning, coaching, network collaboration
- Tier 1 and 2 interventions
- Differentiated instruction
- Targeted small group instruction
- Universal Screener

San Juan Unified School District

English Language Proficiency

- Summer and extended day programs
- Integrated and designated ELD instruction
- Central staff support
- Professional learning
- Parent engagement workshops

San Juan Unified School District

Chronic Absenteeism

- Transportation
- Staff and community partnerships
- Regular and ongoing communication
- Access to resources, programs, services
- Home language support

San Juan Unified School District

Suspension

- Direct services and professional development
- Counseling and mentoring
- Social, emotional, mental health support
- Alternative practices to suspension
- Safety planning, training, supervision

San Juan Unified School District

Multi-Year Plan

San Juan has increased and expanded:

- Site level staffing to support academic, social, emotional, and mental health needs
- Local control at the site level to address targeted student and site needs
- Opportunities for targeted intervention supports
- Summer offerings
- Enrichment programs
- Supplemental curricular materials and supplies
- Community partnerships

Board Discussion

*Percentages left blank for populations less than 10 students.

2021-22 CAASPP Participation and Percent Standard Met or Above

		All Participation	All Performance	AA Performance	Hisp Performance	White Performance	EL Performance	FY Performance	SWD Performance	Low SES Performance	HM Performance
Elementary Schools											
Low Poverty Schools (<40%)											
Cambridge Heights Elementary	ELA	100.00%	59.40%		52.90%	62.90%			38.10%	60.30%	
	Math	99.40%	63.40%		61.80%	66.10%			40.00%	51.60%	
Del Dayo Elementary	ELA	100.00%	67.20%	70.00%	64.70%	66.50%			50.00%	52.60%	
	Math	100.00%	63.70%	70.00%	56.90%	63.00%			50.00%	43.90%	
Earl Legette Elementary	ELA	96.70%	63.10%		63.80%	62.00%			28.90%	48.40%	
	Math	99.30%	48.50%		46.70%	48.60%	13.30%		15.20%	33.30%	
Green Oaks Fundamental Elementary	ELA	98.20%	67.90%		63.60%	69.30%			40.60%	67.60%	
	Math	100.00%	64.90%		45.50%	67.90%	41.70%		34.40%	56.40%	
Harry Dewey Fundamental Elementary	ELA	100.00%	55.20%		41.00%	61.70%			29.30%	42.10%	
	Math	100.00%	44.30%		28.20%	50.30%			25.90%	28.90%	
Mariemont Elementary	ELA	98.70%	68.80%		51.10%	75.60%			41.20%	43.50%	
	Math	98.70%	64.20%		55.30%	68.90%			34.30%	40.30%	
Mission Avenue Open Elementary	ELA	98.80%	51.40%		46.70%	56.10%	23.30%		23.30%	33.30%	
	Math	99.60%	37.80%		26.70%	44.40%	12.10%		20.90%	21.10%	
Pershing Elementary	ELA	97.40%	63.20%	46.20%	54.80%	62.00%	11.80%		52.20%	42.40%	23.10%
	Math	97.80%	59.90%	53.80%	44.40%	58.50%	5.30%		43.50%	42.70%	30.80%
Trajan Elementary	ELA	99.00%	46.90%		35.10%	50.40%	30.00%		22.90%	37.20%	
	Math	99.50%	38.00%		29.70%	38.00%	36.40%		20.60%	24.40%	
Twin Lakes Elementary	ELA	100.00%	52.70%		36.60%	55.20%			35.50%	42.50%	
	Math	99.60%	41.20%		19.50%	46.80%			22.60%	27.80%	
Poverty Schools (40%-65%)											
Albert Schweitzer Elementary	ELA	98.20%	33.50%	0.00%	30.60%	37.50%	23.80%		11.80%	29.20%	
	Math	99.40%	27.20%	9.10%	30.60%	26.80%	16.70%		8.00%	18.00%	
Arlington Heights Elementary	ELA	97.20%	34.10%	11.80%	34.80%	39.00%	25.00%		16.70%	33.30%	
	Math	97.90%	18.10%	0.00%	23.90%	20.30%	18.80%		12.50%	14.10%	
Carriage Drive Elementary	ELA	99.00%	33.50%	18.20%	26.60%	40.20%	13.00%		25.70%	24.10%	
	Math	99.30%	20.80%	4.50%	18.50%	26.80%	4.20%		11.40%	15.70%	
James R. Cowan Fundamental Elementary	ELA	98.70%	51.90%	62.50%	32.60%	57.80%	6.30%		27.80%	44.60%	
	Math	99.20%	46.60%	37.50%	37.20%	50.30%	12.10%		38.90%	38.20%	
Mary Deterding Elementary	ELA	95.60%	65.60%	23.80%	52.80%	68.70%	18.90%		33.30%	51.80%	50.00%
	Math	98.50%	56.10%	14.30%	50.00%	58.20%	6.10%		25.00%	40.50%	40.00%
Northridge Elementary	ELA	94.20%	28.50%	18.80%	21.70%	41.10%	6.40%		20.00%	21.40%	14.30%
	Math	96.30%	17.50%	0.00%	14.10%	25.40%	9.40%		17.60%	12.40%	7.10%
Oakview Community Elementary	ELA	98.70%	40.00%		23.70%	44.50%	0.00%		29.40%	29.20%	
	Math	97.50%	40.30%		23.70%	44.00%	23.10%		20.60%	26.00%	
Ottomon Way Elementary	ELA	100.00%	50.70%	40.00%	51.40%	54.10%	8.30%		26.30%	40.90%	
	Math	100.00%	36.20%	20.00%	32.40%	40.50%	8.30%		15.80%	30.70%	
Thomas Kelly Elementary	ELA	97.40%	27.00%		28.30%	28.40%	4.30%		11.50%	22.30%	27.30%
	Math	97.40%	21.70%		17.40%	26.10%	4.30%		19.20%	19.60%	36.40%

*Percentages left blank for populations less than 10 students.

2021-22 CAASPP Participation and Percent Standard Met or Above

		All Participation	All Performance	AA Performance	Hisp Performance	White Performance	EL Performance	FY Performance	SWD Performance	Low SES Performance	HM Performance
Title 1 (>65%)											
Cameron Ranch Elementary	ELA	98.10%	22.40%	10.70%	26.40%	23.40%	9.70%		2.80%	19.00%	7.10%
	Math	100.00%	12.60%	3.60%	9.30%	18.80%	8.80%		2.80%	10.90%	0.00%
Carmichael Elementary	ELA	89.90%	25.40%	23.50%	22.50%	29.60%	16.70%		16.70%	25.70%	
	Math	98.70%	14.80%	20.60%	12.20%	17.20%	6.80%		6.70%	14.90%	0.00%
Charles Peck Elementary	ELA	96.40%	30.80%	15.40%	22.20%	37.50%	9.50%		39.30%	28.20%	15.40%
	Math	98.60%	17.60%	23.10%	11.10%	20.30%	12.50%		21.40%	14.20%	0.00%
Cottage Elementary	ELA	95.40%	15.20%	0.00%	20.00%	16.40%	7.80%		4.50%	14.50%	
	Math	99.00%	8.30%	0.00%	2.80%	12.10%	0.00%		13.60%	8.60%	
Coyle Avenue Elementary	ELA	97.60%	18.10%	12.00%	17.50%	20.00%	0.00%		7.50%	17.60%	
	Math	99.40%	14.70%	16.00%	17.10%	13.80%	10.50%		7.30%	13.30%	
Del Paso Manor Elementary	ELA	90.40%	40.60%	25.00%	36.00%	49.70%	7.90%		23.90%	24.40%	33.30%
	Math	96.20%	35.70%	21.90%	26.30%	47.50%	6.80%		14.60%	19.00%	5.90%
Dyer-Kelly Elementary	ELA	91.40%	10.60%	8.80%	23.50%	11.80%	2.70%		0.00%	10.70%	13.80%
	Math	98.90%	5.00%	5.70%	9.30%	7.90%	2.00%		3.20%	5.10%	3.20%
Grand Oaks Elementary	ELA	99.20%	32.30%		25.90%	34.50%	17.40%		7.70%	30.00%	18.80%
	Math	100.00%	18.00%		13.60%	21.80%	12.50%		0.00%	17.00%	0.00%
Greer Elementary	ELA	95.00%	11.80%	9.30%	12.20%	15.40%	6.60%		2.50%	11.60%	8.20%
	Math	98.00%	8.40%	3.70%	12.20%	13.00%	5.00%		0.00%	8.80%	2.00%
Howe Avenue Elementary	ELA	91.10%	12.40%	8.20%	10.50%	17.60%	8.30%		0.00%	12.60%	3.40%
	Math	94.20%	10.50%	5.60%	14.40%	9.60%	5.10%		0.00%	10.80%	2.90%
Mariposa Avenue Elementary	ELA	96.00%	23.10%	30.00%	27.50%	18.30%	4.00%		6.70%	24.30%	11.80%
	Math	96.60%	15.30%	10.00%	15.40%	15.50%	3.60%		2.20%	17.50%	11.10%
Pasadena Avenue Elementary	ELA	94.00%	27.50%	25.00%	26.40%	30.20%	16.70%		9.50%	27.10%	16.70%
	Math	98.70%	15.40%	5.00%	21.20%	14.80%	10.50%		9.50%	14.80%	0.00%
Skycrest Elementary	ELA	97.30%	37.10%	31.30%	36.90%	39.50%	15.60%		6.70%	32.80%	21.10%
	Math	99.50%	31.90%	25.00%	27.70%	38.90%	18.40%		11.10%	30.50%	21.10%
Whitney Avenue Elementary	ELA	87.10%	20.80%	18.40%	12.20%	30.20%	13.00%		6.70%	19.50%	5.60%
	Math	97.90%	9.00%	7.90%	2.40%	11.00%	5.30%		4.40%	9.30%	5.60%
K-8 Schools											
Low Poverty Schools (<40%)											
Gold River Discovery Center K-8	ELA	99.30%	65.30%	50.00%	57.50%	67.60%	15.40%		51.40%	54.00%	
	Math	99.80%	48.70%	42.90%	42.00%	48.70%	7.40%		38.60%	32.20%	
Orangevale Open K-8	ELA	99.40%	63.90%		54.70%	65.20%	18.20%		23.40%	52.60%	
	Math	99.40%	52.60%		41.50%	55.40%	18.20%		18.80%	42.60%	
Sierra Oaks K-8	ELA	97.00%	47.00%	33.30%	29.30%	56.10%	8.60%		24.50%	29.20%	26.70%
	Math	97.30%	31.90%	14.80%	16.30%	40.20%	10.00%		13.20%	18.40%	7.10%
Ralph Richardson Center	ELA	0.00%									
	Math	0.00%									

*Percentages left blank for populations less than 10 students.

2021-22 CAASPP Participation and Percent Standard Met or Above

		All Participation	All Performance	AA Performance	Hisp Performance	White Performance	EL Performance	FY Performance	SWD Performance	Low SES Performance	HM Performance
Poverty Schools (40%-65%)											
Woodside K-8	ELA	98.30%	42.60%	36.40%	39.30%	45.20%	7.40%		20.90%	32.80%	28.60%
	Math	99.20%	30.10%	18.20%	25.00%	34.40%	0.00%		14.00%	21.30%	14.30%
Thomas Edison Language Institute K-8	ELA	95.80%	25.30%	14.50%	29.60%	28.90%	10.70%		15.80%	18.50%	10.00%
	Math	98.10%	15.70%	6.10%	18.00%	17.10%	5.00%		12.30%	10.50%	4.10%
Title 1 (>65%)											
Lichen K-8	ELA	99.70%	25.00%	11.10%	23.80%	25.40%	5.70%		15.70%	23.00%	5.00%
	Math	100.00%	17.90%	22.20%	15.30%	17.50%	0.00%		11.80%	14.20%	5.00%
Starr King K-8	ELA	92.00%	12.30%	14.50%	17.30%	17.10%	3.10%		9.80%	11.50%	15.40%
	Math	97.10%	6.90%	4.80%	6.00%	10.80%	3.40%		2.10%	6.00%	2.60%
Kingswood K-8	ELA	96.60%	24.40%	21.40%	19.70%	33.70%	9.40%		11.90%	22.90%	14.80%
	Math	97.40%	13.60%	11.90%	9.70%	21.70%	4.50%		13.60%	12.60%	7.40%
Middle Schools											
Low Poverty Schools (<40%)											
Andrew Carnegie Middle	ELA	97.00%	54.80%	30.30%	43.50%	60.10%	12.50%		29.90%	39.90%	21.10%
	Math	95.70%	35.90%	15.20%	25.00%	40.00%	3.00%		19.40%	23.00%	26.30%
Arden Middle	ELA	99.40%	52.00%	37.30%	39.00%	60.00%	4.60%		28.30%	35.20%	26.70%
	Math	99.00%	36.10%	23.10%	26.80%	43.80%	1.50%		18.40%	20.40%	0.00%
Louis Pasteur Fundamental Middle	ELA	98.40%	42.20%	53.80%	33.10%	44.30%	12.50%		23.20%	36.60%	21.40%
	Math	97.90%	36.10%	38.50%	26.80%	38.70%	31.30%		25.30%	30.70%	20.00%
Poverty Schools (40%-65%)											
Arcade Fundamental Middle	ELA	97.20%	37.80%	30.60%	27.90%	51.90%	4.00%		20.00%	26.40%	5.60%
	Math	98.90%	19.90%	5.70%	7.60%	33.70%	2.30%		12.80%	11.60%	5.60%
John Barrett Middle	ELA	92.70%	41.50%	24.30%	37.50%	45.10%	8.70%		17.90%	29.20%	13.80%
	Math	96.40%	21.50%	8.50%	19.20%	24.10%	0.00%		10.90%	15.00%	6.30%
Sylvan Middle	ELA	97.00%	34.40%	23.90%	30.70%	37.30%	5.50%		11.00%	30.40%	13.20%
	Math	98.70%	13.80%	4.50%	9.40%	17.20%	1.20%		4.10%	11.20%	7.30%
Winston Churchill Middle	ELA	96.30%	61.40%	25.60%	45.80%	69.10%	5.10%		24.50%	32.90%	21.20%
	Math	97.70%	55.30%	20.70%	34.30%	62.50%	4.00%		24.50%	27.10%	17.60%
Title 1 (>65%)											
Katherine Johnson Middle	ELA	88.50%	9.70%	9.10%	10.40%	11.50%	1.60%		2.80%	9.60%	0.00%
	Math	94.40%	3.90%	1.70%	5.00%	7.50%	0.00%		2.80%	3.70%	0.00%
La Vista Center	ELA	36.40%	0.00%								
	Math	18.20%	0.00%								
Will Rogers Middle	ELA	93.70%	34.40%	32.40%	29.10%	36.30%	1.40%		12.60%	32.00%	24.40%
	Math	93.40%	19.80%	14.80%	13.50%	23.30%	3.90%		6.50%	17.30%	12.50%
High Schools											
Low Poverty Schools (<40%)											
Bella Vista High	ELA	98.40%	71.30%	81.30%	56.80%	74.40%	10.00%		20.70%	59.40%	
	Math	99.10%	39.00%	37.50%	19.10%	44.30%	0.00%		6.90%	21.40%	
Casa Roble Fundamental High	ELA	92.40%	44.20%		27.30%	48.00%			11.50%	33.80%	
	Math	89.90%	21.30%		11.60%	23.00%			4.00%	18.30%	

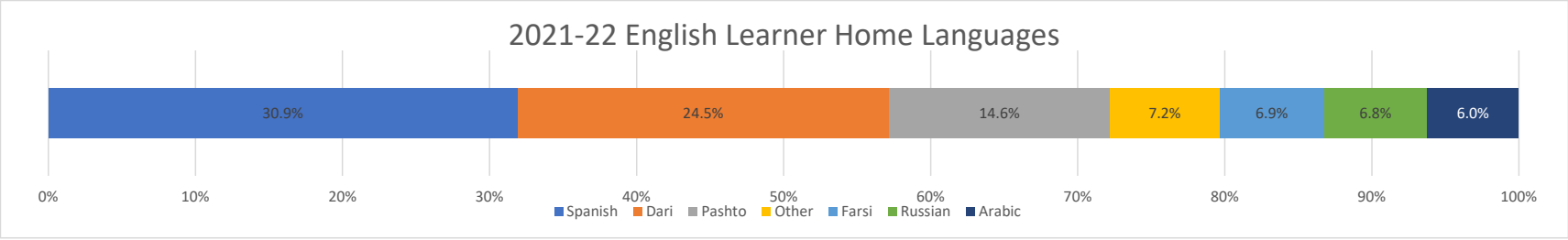
*Percentages left blank for populations less than 10 students.

2021-22 CAASPP Participation and Percent Standard Met or Above

		All Participation	All Performance	AA Performance	Hisp Performance	White Performance	EL Performance	FY Performance	SWD Performance	Low SES Performance	HM Performance
Meraki High	ELA	95.20%	80.00%			80.00%					
	Math	95.20%	35.00%			40.00%					
Rio Americano High	ELA	92.10%	60.00%	42.90%	54.70%	64.80%	2.90%		44.40%	41.70%	
	Math	96.10%	36.60%	7.10%	26.30%	42.80%	4.30%		15.00%	20.70%	
Poverty Schools (40%-65%)											
Del Campo High	ELA	94.90%	57.70%	50.00%	55.00%	57.80%	8.70%		14.30%	51.30%	
	Math	95.70%	23.80%	13.30%	11.30%	27.50%	3.70%		2.00%	16.10%	
El Camino Fundamental High	ELA	97.80%	53.10%	40.00%	46.10%	69.50%	0.00%		8.30%	40.10%	27.30%
	Math	96.80%	16.40%	8.80%	11.90%	25.70%	0.00%		4.20%	8.90%	0.00%
El Sereno Alternative Education	ELA	54.30%	56.80%		20.00%	66.70%				55.00%	
	Math	49.40%	17.50%		10.00%	20.80%				18.80%	
La Entrada Continuation High	ELA	53.30%	3.10%		8.30%	0.00%			0.00%	0.00%	
	Math	48.30%	0.00%		0.00%					0.00%	
Laurel Ruff Transition	ELA										
	Math										
Mesa Verde High	ELA	94.70%	33.90%	27.30%	28.80%	35.20%			11.60%	32.50%	45.50%
	Math	95.20%	7.80%	0.00%	1.40%	10.30%	0.00%		0.00%	5.10%	0.00%
Mira Loma High	ELA	96.00%	59.60%	34.80%	44.40%	64.80%	13.80%		13.30%	41.90%	40.00%
	Math	95.30%	41.30%	27.30%	12.90%	40.80%	3.80%		10.00%	19.40%	20.00%
Title 1 (>65%)											
Encina Preparatory High	ELA	83.90%	14.70%	7.10%	12.20%	22.20%	2.40%		0.00%	13.50%	14.30%
	Math	94.40%	2.80%	0.00%	1.90%	4.80%	0.00%		0.00%	2.90%	0.00%
San Juan High	ELA	86.10%	35.60%	57.10%	26.80%	37.80%	5.30%		16.70%	40.80%	18.20%
	Math	86.10%	12.40%	21.40%	5.00%	15.80%	15.80%		13.00%	13.20%	0.00%

2021-22 ELPAC Results By Grade And Years As English Learner

	No. of Students	Percent of group	KN	01	02	03	04	05	06	07	08	09	10	11	12
All															
Level 1	2254	34.4%	216	284	250	237	181	168	150	120	115	147	124	143	119
Level 2	1717	26.2%	272	224	194	207	154	117	96	92	79	95	73	63	51
Level 3	1737	26.5%	170	130	236	192	211	154	133	106	105	84	82	78	56
Level 4	842	12.9%	62	30	70	62	110	96	77	81	75	41	59	40	39
<2 Years EL															
Level 1	1495	58.6%	216	265	126	129	102	110	84	77	81	96	70	71	68
Level 2	608	23.8%	272	207	17	19	13	8	8	9	11	11	11	11	11
Level 3	338	13.2%	169	102	12	3	6	3	7	12	3	1	3	8	9
Level 4	112	4.4%	62	23	3	1	1	3	1	1	4	1	6	3	3
2 to 3 Years EL															
Level 1	368	35.7%	0	14	99	38	34	29	31	23	16	15	22	27	20
Level 2	279	27.1%	0	16	140	28	18	15	13	12	14	9	7	4	3
Level 3	278	27.0%	0	25	173	13	13	10	14	3	7	4	7	8	1
Level 4	106	10.3%	0	7	56	3	8	5	6	3	6	4	1	4	3
3 to 4 Years EL															
Level 1	168	19.7%	0	1	18	67	15	9	7	3	7	12	6	15	8
Level 2	268	31.4%	0	0	35	153	16	13	8	5	11	10	7	5	5
Level 3	300	35.1%	0	3	51	166	11	17	10	12	6	8	6	5	5
Level 4	118	13.8%	0	0	11	54	9	9	3	7	5	2	6	5	7
4 to 5 Years EL															
Level 1	84	12.5%	0	0	2	3	26	6	3	5	1	11	9	10	8
Level 2	180	26.7%	0	0	2	7	98	13	5	8	5	14	10	10	8
Level 3	255	37.8%	0	0	0	10	157	18	13	13	15	6	7	6	10
Level 4	155	23.0%	0	0	0	4	80	10	12	12	10	4	8	8	7
>5 Years EL															
Level 1	127	8.9%	0	0	0	0	3	13	25	12	10	13	17	19	15
Level 2	381	26.8%	0	0	0	0	9	68	62	58	38	51	38	33	24
Level 3	565	39.7%	0	0	0	0	24	106	89	66	74	65	59	51	31
Level 4	351	24.6%	0	0	0	0	12	69	55	58	50	30	38	20	19



SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-4

MEETING DATE: 10/25/2022

SUBJECT: Adoption of CEQA Mitigated Negative Declaration and Environmental Findings and Project Approval for the Arcade Fundamental Middle School New Construction Lease/Leaseback Project

DEPARTMENT: Facilities

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

ACTION REQUESTED:
The superintendent is recommending the board adopt Resolution No. 4044, adopting the California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), including a Mitigated Monitoring and Reporting Program (MMRP), consisting of approval of findings that the project will not have a significant effect on the environment.

RATIONALE/BACKGROUND:
The purpose is to comply with the CEQA requirements for the project, which is subject to environmental review under CEQA. The district contracted with AECOM to prepare an Initial Study/Mitigated Negative Declaration (IS/MND) to identify whether any significant environmental impacts could result from the proposed project.

The IS/MND determined that the proposed project would not result in any significant environmental impacts that could not be mitigated to a less-than-significant impact on the environment. The IS/MND document can be found at: www.sanjuan.edu/ArcadeMod.

Pursuant to CEQA, a Notice of Intent to Adopt a MND was circulated to the State Clearinghouse, the Sacramento County Clerk, the Sacramento Metropolitan Air Quality Management District, Sacramento County and potentially interested Native American Tribal representatives for review. The 30-day public review period, September 21, 2022 – October 20, 2022, did not produce any comment letters.

ATTACHMENT(S):
A: Resolution No. 4044
B: Mitigated Monitoring and Reporting Program (MMRP)

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

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. 4044

RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION ADOPTING THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION AND ENVIRONMENTAL FINDINGS, MITIGATION MONITORING AND REPORTING PROGRAM, AND APPROVING THE ARCADE FUNDAMENTAL MIDDLE SCHOOL NEW CONSTRUCTION LEASE/LEASEBACK PROJECT

WHEREAS, the project consists of the new construction of Arcade Fundamental Middle School at 3500 Edison Avenue, Sacramento, CA 95821. Project work includes installing new administration building, multipurpose & locker rooms, classroom builds, parking lot, and play fields; and,

WHEREAS, the project is subject to state environmental review requirements; and,

WHEREAS, an Initial Study and Mitigated Negative Declaration was prepared for the project and circulated for 30 days for public review and comments, for purposes of compliance with the California Environmental Quality Act; and,

WHEREAS, on October 25, 2022, in a regularly scheduled board meeting, the board met regarding the project and the Initial Study and Mitigated Negative Declaration; and,

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

1. Finding: The board considered the Initial Study and Mitigated Negative Declaration and all timely comments received during the regularly scheduled board meeting and the public review process.

2. Finding: The board finds based on the whole of the record before it there are no significant environmental impacts that could not be mitigated to a less than significant level, and the Mitigated Negative Declaration reflects the board's independent judgment and analysis.

BE IT FURTHER RESOLVED by the San Juan Unified School District Board of Education that:

1. The board adopts the Final Mitigated Negative Declaration.

2. The board adopts the Project Mitigation Monitoring and Reporting Program.

3. The board approves the Arcade Fundamental Middle School new construction project.

4. The location and custodian of the documents that constitute the record of proceedings for the Project is the San Juan Unified School District located at 5320 Hemlock Street, Sacramento, CA 95841.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the board on October 25, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Michael McKibbin, Ed.D., President
San Juan Unified School District
Board of Education

Attest:

Pam Costa, Clerk
San Juan Unified School District
Board of Education

Arcade Middle School
Mitigation Monitoring and Reporting Program

State Clearinghouse Number: 2022090406



Prepared for:

San Juan Unified School District

Prepared by:

AECOM

October 2022

Arcade Middle School
Mitigation Monitoring and Reporting Program

State Clearinghouse Number: 2022090406

Prepared for:

San Juan Unified School District
3738 Walnut Avenue
Carmichael, CA 95608

Contact:

Nicholas Arps
Director of Facilities Construction & Modernization
(916) 971-7700

Prepared by:

AECOM
2020 L Street, Suite 300
Sacramento, CA 95811

Contact:

Matthew Gerken
Project Manager
916/414-5892

AECOM

October 2022

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MITIGATION MONITORING AND REPORTING PROGRAM

CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENT

Where a California Environmental Quality Act (CEQA) document has identified significant environmental effects, Public Resources Code Section 21081.6 requires adoption of a "reporting or monitoring program for the changes to the project which it has adopted or made a condition of a project approval to mitigate or avoid significant effects on the environment."

This Environmental Mitigation Monitoring and Reporting Program (MMRP) has been prepared to provide for the monitoring of mitigation measures required of the Arcade Middle School project (proposed project), as set forth in the Final Mitigated Negative Declaration (MND).

San Juan Unified School District (the District) is the lead agency that must adopt the MMRP for development and operation of the project. This report will be kept on file with San Juan Unified School District, 3738 Walnut Avenue, Carmichael, CA 95608.

The CEQA Statutes and Guidelines provide direction for clarifying and managing the complex relationships between a lead agency and other agencies with implementing and monitoring mitigation measures. In accordance with CEQA Guidelines Section 15097(d), "each agency has the discretion to choose its own approach to monitoring or reporting; and each agency has its own special expertise." This discretion will be exercised by implementing agencies at the time they undertake any of portion of the project, as identified in the MND.

PURPOSE OF MITIGATION MONITORING AND REPORTING PROGRAM

The intent of the MMRP is to ensure the effective implementation and enforcement of adopted mitigation measures. The MMRP is intended to be used by District staff, construction contractors, and others responsible for project implementation.

This document identifies the individual mitigation measures, the party responsible for monitoring implementation of the measure, the timing of implementation, and space to confirm implementation of the mitigation measures.

ROLES AND RESPONSIBILITIES

The District will oversee monitoring and documenting the implementation of mitigation measures. The District or its construction contractor is responsible for fully understanding and effectively implementing all of the mitigation measures contained within this MMRP. Certain mitigation measures also may require coordination with one or more other public agencies in implementing mitigation measures specified herein.

CHANGES TO MITIGATION MEASURES

Any substantive change in the MMRP is required to be reported in writing. Modifications to the mitigation measures may be made by the District, subject to one of the following findings, and documented by evidence included in the public record:

- The mitigation measure included in the MND and the MMRP is no longer required because the significant environmental impact identified in the MND has been found not to exist, or to occur at a level which makes the impact less than significant as a result of changes in the project, changes in environment conditions, or other factors.

OR,

- The modified or substitute mitigation measure provides a level of environmental protection equal to, or greater than that afforded by the mitigation measure included in the MND and the MMRP; and,

- The modified or substitute mitigation measure or measures do not have significant adverse effects on the environment in addition to, or greater than those which were considered by the District Board of Education in their decisions on the MND and the proposed project; and,

- The modified or substitute mitigation measures are feasible, and the District, through measures included in the MMRP or other District procedures, can ensure implementation.

SUPPORT DOCUMENTATION

Findings and related documentation supporting the findings involving modifications to mitigation measures shall be maintained in the project file with this MMRP and shall be made available to the public upon request.

This MMRP will be kept on file at:

San Juan Unified School District
3738 Walnut Avenue
Carmichael, CA 95608

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
Air Quality					
Mitigation Measure 3.3-1	**Implement the SMAQMD Basic Construction Emission Control Practices** The San Juan Unified School District (SJUSD) shall require that the construction contractors comply with Basic Construction Emission Control Practices identified by the SMAQMD and listed below or as they may be updated in the future: • Water all exposed surfaces two times daily. Exposed surfaces include, but are not limited to soil piles, graded areas, unpaved parking areas, staging areas, and access roads. • Cover or maintain at least two feet of free board space on haul trucks transporting soil, sand, or other loose material on the site. Any haul trucks that would be traveling along freeways or major roadways should be covered. • Use wet power vacuum street sweepers to remove any visible track out mud or dirt onto adjacent public roads at least once a day. Use of dry powered sweeping is prohibited. • Limit vehicle speeds on unpaved roads to 15 miles per hour (mph). • All roadways, driveways, sidewalks, parking lots to be paved should be completed as soon as possible. In addition, building pads should be laid as soon as possible after grading unless seeding or soil binders are used. • Minimize idling time either by shutting equipment off when not in use or reducing the time of idling to 5 minutes [required by California Code of Regulations, Title 13, sections 2449(d) and 2485]. Provide clear signage that posts this requirement for workers at the entrances to the site. • Maintain all construction equipment in proper working condition according to manufacturer's specifications. The equipment must be checked by a certified mechanic and determine to be running in proper condition before it is operated.	During construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
Air Quality					
Mitigation Measure 3.3-3	**Implement Construction DPM Emission Control Measures** The SJUSD shall require that the construction contractor comply with the following additional construction DPM emission control measures: • Use Tier 4 final certified engines for all on-site, diesel-powered construction equipment rated at equal to or greater than 50 horsepower (hp). • Minimize the idling time of diesel powered construction equipment to 2 minutes. • Use electrical equipment when available, such as welders, concrete/industrial saws, pumps, sweepers, and/or aerial lifts.	During construction	SJUSD and construction contractor(s)		
Biological Resources					
Mitigation Measures 3.4-1	**Avoid Impacts on Common Nesting Migratory Birds** San Juan Unified School District (SJUSD) shall require contractor/s to implement the following measures during demolition and construction activities to avoid adverse effects to special-status nesting birds and common nesting birds. • Wherever feasible, the contractor will conduct construction activities that could potentially affect common nesting birds during the nesting season. The nesting season for common nesting birds (raptors, passerines) is February 1 to August 31 If construction activities are completed outside of these nesting seasons, no additional measures are required to avoid adverse effects on nesting birds. • If construction activities that could affect suitable habitat for nesting birds cannot be conducted outside of the nesting seasons listed above, a qualified biologist shall complete pre-construction surveys for nesting birds. Surveys will be conducted by a qualified biologist within suitable nesting habitat that could be affected by construction activities (e.g., staging areas, access routes) and will include a 500-foot buffer area. The qualified biologist will complete preconstruction surveys within 1 week of the start of construction activities, and will be repeated if construction activities lapse for more than 1 week. If no nesting birds	Prior to construction and during construction, if applicable	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	are detected during preconstruction surveys, no additional measures are required. • If nesting birds have been identified by a qualified biologist in or adjacent to a construction area, the qualified biologist will establish a non-disturbance avoidance buffer for construction activities that would potentially affect the nesting birds. The buffer is 100 feet for passerines, 300 feet for raptors, and 200 feet for heron or egret rookeries. Buffers will be marked on plans and specifications and in the field by a qualified biologist using temporary fencing, high-visibility flagging, or other means that are equally effective in clearly delineating the buffers. • Construction activities will not occur within the buffer unless the qualified biologist determines that such construction activities would not adversely affect nesting activities. Construction activities that may impact special-status nesting birds occurring within the avoidance buffer/s described above will be monitored by a qualified biologist either continuously or periodically during work, as determined by the qualified biologist. The qualified biologist will be empowered to stop construction activities that, in the biologist's opinion, threaten to cause unanticipated and/or unpermitted adverse effects on nesting birds (e.g., nest abandonment). Buffers will be maintained until there is no longer a threat of disturbance to the nesting bird (e.g., young have fledged, individuals have moved out of the area), as determined by a qualified biologist.				
Mitigation Measure 3.4-2	**Avoid Impacts on Protected Trees** Prior to project construction, the San Juan Unified School District (District) shall contact the County of Sacramento's tree administrator to discuss the proposed activity and if deemed necessary, the tree administrator will inspect the site of the proposed activity. After consultation between the District and the tree administrator, if the tree administrator determines that a permit is required, the District shall apply for a permit and comply with relevant permit conditions, including permit conditions that may be met through on-site replanting and the landscaping plan. The application for a tree permit would contain the following information: 1. Location, size and species of the tree(s);	Prior to construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	2. The type of activity for which the permit is sought; 3. A statement of the reasons for the activity; and 4. Funds for an arborist report, if applicable.				
Cultural Resources					
Mitigation Measure 3.5-1	**Unanticipated Cultural Resources** In the event of an inadvertent discovery of cultural resources (excluding human remains) during construction, all work must halt within a 100-foot radius of the discovery. A qualified professional archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards for prehistoric and historic archaeology, shall be retained by the District to evaluate the significance of the find. If it is determined due to the types of deposits discovered that a Native American monitor is required, the Guidelines for Monitors/Consultants of Native American Cultural, Religious, and Burial Sites as established by the Native American Heritage Commission shall be followed, and the monitor shall be retained at the District's expense. 1. Work cannot continue within the 100-foot radius of the discovery site until the archaeologist and/or tribal monitor conducts sufficient research and data collection to make a determination that the resource is either (1) not cultural in origin; or (2) not potentially eligible for listing on the National Register of Historic Places or California Register of Historical Resources. 2. If a potentially eligible resource is encountered, then the archaeologist and District staff shall arrange for either (1) total avoidance of the resource, if possible; or (2) test excavations or total data recovery as mitigation. The determination shall be formally documented in writing and submitted to the District for verification that the provisions of CEQA for managing unanticipated discoveries have been met.	During construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
Mitigation Measure 3.5-2	**Unanticipated Human Remains** Pursuant to Sections 5097.97 and 5097.98 of the State Public Resources Code, and Section 7050.5 of the State Health and Safety Code, if a human bone or bone of unknown origin is found during construction, all work is to stop and the County Coroner and the District shall be immediately notified. If the remains are determined to be Native American, the coroner shall notify the Native American Heritage Commission within 24 hours, and the Native American Heritage Commission shall identify the person or persons it believes to be the most likely descendent from the deceased Native American. The most likely descendent may make recommendations to the landowner or the person responsible for the excavation work, for means of treating or disposition of, with appropriate dignity, the human remains and any associated grave goods.	During construction	SJUSD and construction contractor(s)		
Geology and Soils					
Mitigation Measure 3.7-1	**Conduct Construction Personnel Education, Stop Work if Paleontological Resources are Discovered, Assess the Significance of the Find, and Prepare and Implement a Recovery Plan, as Required** To minimize the potential for destruction of, or damage to potentially unique, scientifically important paleontological resources during earth-moving activities, the San Juan Unified School District contractor/s shall implement the measures described below. • Prior to the start of earthmoving activities at the project site, inform all construction personnel involved with earthmoving activities regarding the possibility of encountering fossils, the appearance and types of fossils likely to be seen during construction, and proper notification procedures should fossils be encountered. This worker training may either be prepared and presented by an experienced field archaeologist at the same time as construction worker education on cultural resources or prepared and presented separately by a qualified paleontologist. • If paleontological resources are discovered during earthmoving activities, immediately cease work in the vicinity of the find and notify the San Juan Unified School District. Retain a qualified paleontologist to evaluate the resource and prepare a recovery plan based on Society of Vertebrate Paleontology Guidelines (SVP 2010). The recovery plan	Prior to and during construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	may include, but is not limited to, a field survey, construction monitoring, sampling and data recovery procedures, museum curation for any specimen recovered, and a report of findings. Recommendations in the recovery plan that are determined by the District to be necessary and feasible shall be implemented before construction activities can resume at the site where the paleontological resources were discovered.				
Hazards and Hazardous Materials					
Mitigation Measure 3.9-1	**Perform Soils and Vapor Testing, Prepare a Report of Findings, and Implement Remedial Actions as Necessary** To minimize the potential for adverse human health and environmental effects associated with soil contamination at the project site, the District shall implement the measures listed below. • Prior to the start of earthmoving activities at the project site, the San Juan Unified School District shall hire a qualified remediation firm to conduct soil and soil vapor sampling in the area of the diesel UST that was filled-in-place in order to assess the potential for soil and soil vapor impacts to the subject property and to Conduct soil vapor sampling on-site to assess potential for vapor encroachment conditions (VECs) from off-site sources, i.e. the apparent historical USTs to the north across Edison Avenue. The results of which shall be tested by a qualified environmental laboratory. The remediation firm shall prepare a report of findings and recommendations, which shall be submitted to the California Department of Toxic Substances Control. If the laboratory testing results indicate that constituents of concern are not present in the soil at levels that exceed the applicable environmental screening levels, no further mitigation shall be required. • Although not a recognized environmental concern, prior to the start of earthmoving activities at the project site, the San Juan Unified School District shall hire a qualified remediation firm to collect and analyze soil sample(s) in the area of the Sacramento Municipal Utility District (SMUD) pad on the northwest corner side of the site for polychlorinated biphenyls (PCBs).	Prior to earthmoving activities at the project site	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	**Mitigation Measure**	**Timing/Schedule**	**Implementation Responsibility**	**Completion of Implementation**	
				Compliance Verification	**Date Completed**
	• Although not a recognized environmental concern, prior to the start of earthmoving activities at the project site, the San Juan Unified School District shall hire a qualified remediation firm to collect and analyze soil samples throughout the subject property for asbestos, lead-based paint, and pesticide (termiticide). • If any constituents of concern exceed the applicable environmental screening levels, the report shall include recommendations for remediation, which may include excavation of contaminated soil and replacement with clean fill dirt. The report shall also make recommendations as to whether or not the existing closed-in-place UST (and any associated piping) may be left in place or shall be removed, based on the proposed project design. The San Juan Unified School District shall consult with the California Department of Toxic Substances Control, and shall implement the selected remedy for soil cleanup.				
Noise					
Mitigation Measure 3.13-1	**Implement Measures to Reduce Short-Term, Construction-Related Noise** San Juan Unified School District will require the selected contractor to implement the following noise-reduction and noise-control measures during construction activities: • Provide written notification to the residents south of the project site and within 500 feet from the southern project boundary at least three weeks prior to construction, identifying the type, duration, and frequency of construction activities. Notification materials shall also identify a mechanism for residents to contact regarding construction noise. Designate a "construction liaison" that would be responsible for responding to any local complaints about construction noise. The liaison would determine the cause of the noise complaints (e.g., starting too early, bad muffler, etc.) and institute reasonable measures to correct the problem. Post contact information in conspicuous locations adjacent to the site with contact information regarding construction noise and activities. Recommendations to assist noise-sensitive land	Prior to and during construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	uses in reducing interior noise levels (e.g., closing windows and doors) shall be included in the notification. • Prohibit the start-up of machines or equipment between the hours of 8:00 p.m. and 6:00 a.m. on weekdays and Friday commencing at 8:00 p.m. through and including 7:00 a.m. on Saturday; Saturdays commencing at 8:00 p.m. through and including 7:00 a.m. on the next following Sunday and on each Sunday after the hour of 8:00 p.m. • Restrict the use of bells, whistles, alarms, and horns for safety-warning purposes. • Equip all construction equipment with noise-reduction devices, such as mufflers to minimize construction noise and operate all internal combustion engines with exhaust and intake silencers. • All impact tools will be shrouded or shielded, and all intake and exhaust ports on power equipment will be muffled or shielded. • Locate fixed construction equipment (e.g., compressors and generators), construction staging and stockpiling areas, and construction vehicle routes as far as feasible from noise-sensitive receptors. • Avoid the use of hand jackhammers within 200 feet of the outdoor activity areas of occupied noise-sensitive receptors during demolition activities.				
Transportation					
Mitigation Measure 3.17-1	**Prepare and Implement a Construction Traffic Control Plan.** The San Juan Unified School District and/or contractor/s, in collaboration with Sacramento County, shall prepare and implement a traffic control plan for construction activities that may affect road rights-of-way, in order to facilitate travel of emergency vehicles on affected roadways. The traffic control plan must illustrate the location of the proposed work area; provide a diagram showing the location of areas where the public right-of-way would be closed or obstructed and the placement of traffic control devices necessary to perform the work; show the proposed phases of traffic control; and identify any time periods when traffic control would be in effect and the time periods when work would prohibit access to private property from a public right-of-way. Measures typically used in traffic control plans include	Prior to and during construction	SJUSD and construction contractor(s)		

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	advertising of planned lane closures, warning signage, and a flag person to direct traffic flows when needed. During construction, access to the existing surrounding land uses shall be maintained at all times, with detours used, as necessary, during road closures. The plan may be modified by to eliminate or avoid traffic conditions that are hazardous to the safety of the public.				
Tribal Cultural Resources					
Mitigation Measure 3.18-1	**Unanticipated Discoveries** The following mitigation measure is intended to address the evaluation and treatment of inadvertent/unanticipated discoveries of potential tribal cultural resources (TCRs), archaeological, or cultural resources during the project's ground-disturbing activities. If any suspected TCRs are discovered during ground disturbing construction activities, all work shall cease within 100 feet of the find. A Tribal Representative from a California Native American tribe that is traditionally and culturally affiliated with a geographic area shall be immediately notified and shall determine if the find is a TCR (PRC §21074). The Tribal Representative will make recommendations for further evaluation and treatment as necessary. When avoidance is infeasible, preservation in place is the preferred option for mitigation of TCRs under CEQA and UAIC protocols, and every effort shall be made to preserve the resources in place, including through project redesign, if feasible. Culturally appropriate treatment may be, but is not limited to, processing materials for reburial, minimizing handling of cultural objects, leaving objects in place within the landscape, or returning objects to a location within the project area where they will not be subject to future impacts. Permanent curation of TCRs will not take place unless approved in writing by UAIC or by the California Native American Tribe that is traditionally and culturally affiliated with the project area. The contractor shall implement any measures deemed by the CEQA lead agency to be necessary and feasible to preserve in place, avoid, or minimize impacts to the resource, including, but not limited to, facilitating the appropriate tribal treatment of the find, as necessary. Treatment that preserves or restores the cultural character and integrity of a TCR may				

Mitigation Monitoring and Reporting Program for the Arcade Middle School Project					
Mitigation Number	Mitigation Measure	Timing/Schedule	Implementation Responsibility	Completion of Implementation	
				Compliance Verification	Date Completed
	include Tribal Monitoring, culturally appropriate recovery of cultural objects, and reburial of cultural objects or cultural soil. Work at the discovery location cannot resume until all necessary investigation and evaluation of the discovery under the requirements of the CEQA, including AB 52, have been satisfied.				

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-5

MEETING DATE: 10/25/2022

SUBJECT: Lease Amendment No. 2 for Arcade Fundamental Middle School New Construction Project

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

DEPARTMENT: Facilities

ACTION REQUESTED:
The superintendent is recommending the board adopt Resolution No. 4045, approving the second amendment to the lease agreement for the Arcade Fundamental Middle School new construction project between San Juan Unified School District and Clark/Sullivan Construction.

RATIONALE/BACKGROUND:
The board approves the revised total base rent in the amount of $1,888,424.00, authorizes the issuance of lease amendment No. 2 to the facilities lease, and authorizes district staff to issue a notice to proceed with construction.

ATTACHMENT(S):
A. Resolution No. 4045
B. Lease Amendment No. 2

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/17/2022

FISCAL IMPACT:
Current Budget: N/A
Additional Budget: N/A
Funding Source: Measure P
(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: Nicholas Arps, Director, Facilities, Construction & Modernization

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

RESOLUTION NO. 4045

RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION APPROVING LEASE AMENDMENT #2 FOR THE ARCADE FUNDAMENTAL MIDDLE SCHOOL PROJECT SJUSD PROJECT #001-9512-P1

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

WHEREAS, the District Board of Education ("Board") previously approved the award of the Site Lease and Facilities Lease to Clark & Sullivan Builders, Inc. dba Clark/Sullivan Construction for this project, per resolution 4019; and

WHEREAS, the approval of the Facilities Lease authorized only preconstruction services to be performed; the price for the preconstruction services was $74,800.00; no construction services were approved to commence; and no construction services have commenced; and

WHEREAS, Clark/Sullivan Construction during the preconstruction services for the Project, completed the development of the Total Base Rent for Pre-Safety Increment of the Project and has provided the district with objectively verifiable information and a written rationale for this Total Base Rent, together with supporting documents; and

WHEREAS, the District has carefully considered the information supporting the Total Base Rent for the Project; and

WHEREAS, the Division of the State Architect ("DSA") has provided the required approvals for the Project;

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

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

Section 2. The Board approves the revised Total Base Rent in the amount of One million, Eight hundred eighty-eight thousand, Four hundred twenty-four dollars and no/cents ($1,888,424.00) for the project, authorizes the issuance of Facilities Lease Amendment #2, and authorizes District staff to issue a notice to proceed with construction of the Project. Clark/Sullivan Construction demonstrated that it will satisfy the skilled and trained workforce availability, as defined in Public Contract Code section 2601

Original Total Base Rent Sum – Preconstruction	$74,800.00
Amendment #1 – OCIP	$0.00
Net Change by Amendment #2 – Pre-Safety	**$1,813,624.00**
Revised Total Base Rent	**$1,888,424.00**

The foregoing findings and decision to award were made by the San Juan Unified School District Board of Education at a meeting of the Board on October 25, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Michael McKibbin, Ed.D., President
San Juan Unified School District
Board of Education

Attest:

_____
Pam Costa, Clerk
San Juan Unified School District
Board of Education

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

Kent Kern, Superintendent of Schools
Frank Camarda, Chief Operations Officer
Nicholas Arps, Director, Facilities Construction & Modernization
Cherie Chenoweth, Coordinator, Facilities Business & Compliance

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

Effective **October 25, 2022,** the Facilities Lease Agreement dated **May 10, 2022** between the San Juan Unified School District and **Clark/Sullivan Construction** for the **Arcade Fundamental MS – New Construction** is amended as follows:

1. Title Page: DSA Application number amended to change TBD to **02-120476**
2. Section 1.1.13 is amended to change DSA Application number to Increment 1 and 2 TBD to **DSA Application No. 02-120476, Increment 3 voided.**
3. Section 4.2 is amended to change the Terms of Facilities Lease; The Term of this Facilities Lease shall be **8 months** consisting of the total of the time a) to perform Preconstruction Services, estimated to require **5 months**, b) **6 months** to construct all Increments of the Project, and c) the post-construction lease period of **twelve (12) consecutive months** following completion of the Project.
4. Section 4.4.2 is amended to change total base rent to **One Million Eight Hundred and Thirteen Thousand Six Hundred and Twenty-Four Dollars ($1,813,624.00).**
5. Section 4.4.4.4.1 is amended to change Construction Contingency fund to **Fourty-One Thousand Five Hundred and Twenty Dollars ($ 41,520.00),**
6. Section 4.4.2.4.2 Specific Allowance – **Sewer Pump Station Shop Drawings & Procurement of One Hundred Sixteen Thousand One Hundred Dollars ($116,100.00). Switchgear and Transformer Shop Drawings & Procurement of One Hundred Twenty-Five Thousand Dollars ($125,000.00). Relocate Boys and Girls Locker Rooms of Fifty-Eight Thousand Five Hundred Dollars ($58,500.00).**
7. Section 4.4.2.4.3 is amended to change District Contingency fund to **Forty-Four Thousand Ninety-Eight Dollars and no cents ($ 44,098.00).**
8. Signature Page (pg. 32) is amended to change the preconstruction phase contract amount from $74,800 to **$1,888,424.00**

Original Total Base Rent Sum	$	74,800
Change by prior Amendment #001 (ex. 1 - 4)	$	-
Total Current Amendment #002	$	1,813,624
Revised Total Base Rent Amount	$	1,888,424

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

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

By:_____
Frank Camarda
Title: Chief Operations Officer

Clark/Sullivan Construction
A California Corporation

By:_____
Ted Foor
Title: President/CA Operations

Federal Tax Identification Number :
88-0493821

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-6

MEETING DATE: 10/25/2022

SUBJECT: Board Bylaw 9323 Meeting Conduct

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

DEPARTMENT: Legal Services

ACTION REQUESTED:
The superintendent is recommending that the board approve revisions to Bylaw 9323 Meeting Conduct.

RATIONALE/BACKGROUND:
Board Bylaws are often updated to reflect new or updated laws/practices and recommended language by the California Schools Boards Association (CSBA). The changes to Bylaw 9323 better align with district and CSBA practices.

ATTACHMENT(S):
A: Bylaw 9323 Meeting Conduct

BOARD COMMITTEE ACTION/COMMENT:
N/A

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/03/2022, 10/17/2022
Board of Education: 10/11/2022

PREPARED BY: Linda C. T. Simlick, J.D., General Counsel, and Trent Allen, APR, Chief of Staff

APPROVED BY: Kent Kern, Superintendent of Schools

San Juan USD
Board Bylaw
Meeting Conduct

BB 9323
Board Bylaws

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The board president shall conduct board meetings in accordance with board bylaws and procedures that enable the board to efficiently consider issues and carry out the will of the majority.

The board believes that late night meetings deter public participation, can affect the board's decision-making ability, and can be a burden to staff. Regular board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

~~The Board of Education desires to conduct its meetings effectively and efficiently. All Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and other designated persons.~~
~~(cf. 9322 - Agenda/Meeting Materials)~~
~~To the fullest possible extent, the conduct of meetings shall enable Board members to: (1) consider problems, weigh related evidence, and make wise decisions, and (2) receive reports on students, personnel and school district operations. The Board shall consider and take any necessary action concerning such reports.~~
~~Parliamentary Procedure~~
~~Board meetings shall be conducted by the president in a manner consistent with adopted Board bylaws and generally accepted parliamentary procedures.~~
~~Roberts Rules of Order shall be the authority for parliamentary procedures excepting procedures specifically provided for in the Board's bylaws.~~

Quorum and Abstentions

The board shall act by majority vote of all of the membership constituting the board. ~~A majority of the number of filled positions on the Board constitutes a quorum.~~ (Education Code section ~~5095,~~ 35164)
~~Should there be less than a quorum of the Board present at a regular meeting, a time for the adjourned meeting shall be set by members present, and such adjourned meeting shall be deemed a regular meeting. If there are only three Board members present, action may only be taken by~~

~~unanimous vote of those members present.~~

~~Abstentions~~

~~The Board recognizes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains because of a conflict of interest or for any other reason, his/her abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.~~

The board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Provided the board has seven members and there are no more than two vacancies on the board, the vacant position(s) shall not be counted for purposes of determining how many members of the board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall not be counted for purposes of determining the total membership constituting the board. (Education Code section 35165)

Public Participation

Members of the public are encouraged to attend board meetings and to address the board concerning any item on the agenda or within the board's jurisdiction. So as not to inhibit public participation, persons attending board meetings shall not be required to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the board requires that public presentations to the board comply with the following procedures:

1. The board shall give members of the public an opportunity to address the board on any item of interest to the public that is within the subject matter jurisdiction of the board, either before or during the Board's consideration of the item. (Education Code section 35145.5; Government Code section 54954.3)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the board matters that are not listed on the agenda. The board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code section 35145.5; Government Code section 54954.2)

3. Without taking action, board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, board members or staff members may ask a question for clarification,

make a brief announcement, or make a brief report on their own activities. (Government Code section 54954.2)

Furthermore, the board or a board member may provide a reference to staff or other resources for factual information, ask staff to report back to the board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code section 54954.2)

4. The board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the board determines that the item has been substantially changed since the committee heard the item, the board shall provide an opportunity for the public to speak. (Government Code section 54954.3)

5. A person wishing to be heard by the board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

   In general, individual speakers will be allowed two minutes to address the board on each agenda or nonagenda item, and the board will limit the total time for public input on each item to 30 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the board president may, with board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the board on behalf of that viewpoint.

   In order to ensure that non-English speakers receive the same opportunity to directly address the board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the board, unless simultaneous translation equipment is used to allow the board to hear the translated public testimony simultaneously. (Government Code section 54954.3)

6. The board president may rule on the appropriateness of a topic, subject to the following conditions:

   a. If a topic would be suitably addressed at a later time, the board president may indicate the time and place when it should be presented.

   b. The board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code section 54954.3)

   c. The board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges

against an individual employee, the board president shall inform the complainant of the appropriate complaint procedure.

7. The board president shall not permit any disturbance or willful interruption of board meetings. Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the board.

   The board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the board. When the room is ordered cleared due to a disturbance, further board proceedings shall concern only matters appearing on the agenda. (Government Code section 54957.9)

   When such disruptive conduct occurs, the superintendent or designee shall contact local law enforcement as necessary.

Recording by the Public

Members of the public may record an open board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the board. (Government Code sections 54953.5, 54953.6)

~~Because the Board has a responsibility to conduct district business in an orderly and efficient way, reasonable controls shall regulate public presentations to the Board. Members of the public, whether individuals or groups, may address the Board subject to the following procedures:~~

~~1. Methods of Addressing the Board~~

~~a. Advance written request.~~

~~A person who wishes to address the Board other than through visitor comments at a Board meeting should make his/her request to the Superintendent or designee or the president of the Board, preferably in writing, at least 15 school days in advance of the meeting.~~

~~(cf. 9322 - Agenda/Meeting Materials)~~

~~Such requests, if approved by the Superintendent or designee or president of the Board for placement on the agenda, will be placed on the first agenda allowing sufficient time for preparation and arrangement for informed staff to be present.~~

~~b. Requests during the meeting.~~

~~If no advance written request has been made, a person who wishes to address the Board may submit a request with the Director of Communication at the press table, stating his/her name,~~

address and the subject of his/her remarks.

2. Time in the meeting when speakers will be heard

Those who have requested to speak regarding an item on the agenda will be recognized by the Board president as that agenda item is presented to the Board.

Those who have requested to speak under the visitor comments portion of the agenda will be called upon during the 30-minute visitor comment section of the agenda.

Except as provided by law and Board Bylaw 9323.2, no action or discussion may be undertaken on any item not appearing on the agenda, except for brief responses to statements or questions by the public or refer the matter to the Superintendent or designee. The matter may be placed on the agenda of a subsequent meeting for action or further discussion by the Board. (Education Code section 35145.5, Government Code section 54954.2)

(cf. 9323.2 - Actions by the Board)

3. Time Limits

The portion of the agenda devoted to comments from the public will be no more than 30 minutes in length.

Comments shall be brief and precise and restricted to the subject under discussion.

Each individual is limited to one presentation for an agenda item or visitor comments and may not relinquish his/her time to another person. Exceptions to the rule shall be made only by majority vote of the Board.

Time permitting, each person will be allowed a maximum of two minutes to address the Board. This limit may be waived by majority vote of the Board. The president shall endeavor to give time to opposing views but shall strictly control the time allowance in order to facilitate proper conduct of Board business.

With Board consent, the president may modify the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.

Each item will be limited to 30 minutes. Board members may initiate waiving of this limit for a particular item. This can be accomplished through Board majority vote.

The Board may decide to schedule a special forum if extensive public input is necessary on a particular item. The forum should be scheduled on a night before the date when the item is scheduled for action. The forum should be attended by appropriate staff and at least one Board member.

4. Complaints Against District Employees

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. Members of the public or employees with a complaint against a district employee are encouraged to use the district policy for complaints against employees.

(cf. 1312.1 Complaints Concerning School Personnel)

Complaints against employees raised in the Board meeting may be referred to staff for follow-up, or the person complaining may be invited to use the complaint procedure process.

Members of the public may criticize district employees; however, nothing in this section creates an immunity not otherwise identified in law against a defamation or privacy action brought by the employee about whom the complaint is made.

(cf. 1312.1 - Complaints Concerning School Personnel)

(cf. 9321 - Closed Sessions)

5. Disturbances

No disturbance or willful interruption of any Board meeting shall be permitted. Persistence in engaging in disruptive conduct, by an individual or group, shall be grounds for the chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared if necessary; in this case, further Board proceedings shall concern only matters appearing on the agenda. (Government Code section 54957.9)

Any person who willfully disturbs any public school or any public school meeting is guilty of a misdemeanor and shall be punished by a fine of not more than $500. (Education Code section 32210)

6. Smoking at Board Meetings

Smoking is prohibited at Board meetings and on district property.

(cf. 9320 - Meetings)
(cf. 9312 - Closed Sessions)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323.2 - Actions by the Board)

Legal Reference:

EDUCATION CODE
5095 Powers of remaining board members and new appointees
32210 Willful disturbance of public school or meeting a misdemeanor
35010 Prescription and enforcement of rules
35145.5 Agenda; public participation; regulations
35163 Official actions, minutes and journal
35164 Vote requirements
35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE
54953.5 Audio or video tape recording of proceedings
54953.6 Broadcasting of proceedings
54954.2 Agenda; posting; action on other matters
54954.3 Opportunity for public to address legislative body; regulations
54957 Closed sessions
54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE
403 Disruption of assembly or meeting

COURT DECISIONS
McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS
76 Ops.Cal.Atty.Gen. 281 (1993)
66 Ops.Cal.Atty.Gen. 336 (1983)
63 Ops.Cal.Atty.Gen. 215 (1980)
61 Ops.Cal.Atty.Gen. 243, 253 (1978)
55 Ops.Cal.Atty.Gen. 26 (1972)
59 Ops.Cal.Atty.Gen. 532 (1976)

Management Resources:

~~CSBA PUBLICATIONS~~
~~The Brown Act: School Boards and Open Meeting Laws, rev. 2005~~
~~Board Presidents' Handbook, rev. 2002~~
~~Maximizing School Board Governance: Boardsmanship~~
~~ATTORNEY GENERAL PUBLICATIONS~~
~~The Brown Act: Open Meetings for Legislative Bodies, 2003~~
~~WEB SITES~~
~~CSBA: http://www.csba.org~~
~~California Attorney General's Office: http://www.caag.state.ca.us~~

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	Description
CCP. 527.8	Workplace violence safety
Ed. Code 32210	Willful disturbance of public school or meeting
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35145.5	Agenda; public participation; regulations
Ed. Code 35163	Official actions, minutes and journal
Ed. Code 35164	Actions by majority vote
Ed. Code 35165	Effect of vacancies upon majority and unanimous votes by seven member board
Ed. Code 5095	Powers of remaining board members and new appointees
Gov. Code 54953.3	Prohibition against conditions for attending a board meeting
Gov. Code 54953.5	Audio or video recording of proceedings
Gov. Code 54953.6	Broadcasting of proceedings
Gov. Code 54954.2	Agenda posting requirements, board actions
Gov. Code 54954.3	Opportunity for public to address legislative body
Gov. Code 54957	Closed session personnel matters
Gov. Code 54957.9	Disorderly conduct of general public during meeting; clearing of room
Pen. Code 403	Disruption of assembly or meeting

Management Resources	Description
Attorney General Opinion	55 Ops.Cal.Atty.Gen. 26 (1972)
Attorney General Opinion	61 Ops.Cal.Atty.Gen. 243, 253 (1978)

Management Resources	Description
Attorney General Opinion	63 Ops.Cal.Atty.Gen. 215 (1980)
Attorney General Opinion	66 Ops.Cal.Atty.Gen. 336 (1983)
Attorney General Opinion	76 Ops.Cal.Atty.Gen. 281 (1993)
Attorney General Opinion	90 Ops.Cal.Atty.Gen. 47 (2007)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 532 (1976)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Baca v. Moreno Valley Unified School District, (1996) 936 F. Supp. 719
Court Decision	City of San Jose v. William Garbett, (2010) 190 Cal. App. 4th 526
Court Decision	McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
Court Decision	Norse v. City of Santa Cruz, (9th Cir. 2010) 629 F3d 966
Court Decision	Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings, 2018
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	CSBA

Cross References

Code	Description
1000	Concepts And Roles
1100	Communication With The Public
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility
3100	Budget

Code	Description
3100	Budget
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3312	Contracts
9005	Governance Standards
9100	Organization
9121	President
9130	Board Committees
9200	Limits Of Board Member Authority
9230	Orientation
9270	Conflict Of Interest
9270-E PDF(1)	Conflict Of Interest
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E PDF(1)	Closed Session
9321-E PDF(2)	Closed Session
9322	Agenda/Meeting Materials
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board
9324	Minutes And Recordings

Bylaw SAN JUAN UNIFIED SCHOOL DISTRICT
adopted: June 9, 1992 Carmichael, California
effective: September 1, 1992
revised: December 13, 1994
revised: September 28, 1999
revised: November 8, 2005
revised: January 26, 2010

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-7

MEETING DATE: 10/25/2022

SUBJECT: Tentative Agreement with Teamsters Union, Local 150, and the San Juan Unified School District

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

DEPARTMENT: Labor Relations

ACTION REQUESTED:
The superintendent is recommending that the board approve the Teamsters Union, Local 150, 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 Teamsters Local 150 by overwhelming majority.

ATTACHMENTS:
A: Tentative Agreement Between San Juan Unified School District (District) and the Teamsters Local No. 150 (Teamsters)
B: AB1200

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/03/2022, 10/17/2022
Board of Education: 10/11/2022

FISCAL IMPACT:
Current Budget: $ 0
Additional Budget: $ 1,159,114.55
Funding Source: Unrestricted Base
(Unrestricted Base, Supplemental, other restricted, etc.)
Current Year Only ☐ On-going ☒

LCAP/STRATEGIC PLAN:
Goal: N/A Focus: N/A
Action: NA
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 Teamsters Union, Local 150, tentative collective bargaining

agreement are: an ongoing increase of $793,661 in 2022-2023. An additional ongoing increase of $365,453.55 will take effect in 2023-2024.

PREPARED BY: Daniel Thigpen, Senior Director, Labor Relations DT

APPROVED BY: Kent Kern, Superintendent of Schools KK

ATTACHMENT A

Tentative Agreement

Between

San Juan Unified School District (District)

and the

Teamsters Local No. 150 (Teamsters)

September 27, 2022

Article 6: Salaries

This agreement concludes bargaining for Article 6 for the 2022-23 and 2023-24 school years.

1. **<u>2022-23 School Year:</u>**
    a. Effective July 1, 2022, bargaining unit classifications will be placed at ranges on the Transportation Unit Salary Schedule as outlined below:
        i. **Bus Attendant I: Range 19**
        ii. **Bus Attendant II: Range 20**
            1. Moving forward from the date of final ratification of this agreement, Bus Attendants (I and II) shall be guaranteed a minimum workday of 6.0 hours. This change will be incorporated into Article 5: Hours and Overtime following the next scheduled successor Collective Bargaining Agreement negotiations cycle.
        iii. **Van Driver: Range 22**
            1. New hires begin at Step 2.
        iv. **Bus Driver: Range 29**
            1. This makes permanent the salary range increase that went into effect through the July 6, 2022 Memorandum of Understanding "Staffing Support for District Bus Drivers."
            2. New hires begin at Step 4.
        v. **Junior Mechanic: Range 30**
        vi. **Operation Technician: Range 30**
        vii. **Delegated Behind-the-Wheel Trainer: Range 32**
        viii. **Lead Operations Technician: Range 33**
        ix. **School Bus Driver Instructor: Range 35**
        x. **Equipment Mechanic I: Range 42**
        xi. **Equipment Mechanic II: Range 43**
        xii. **Lead Equipment Mechanic: Range 44**

b. After salary ranges are adjusted as outlined above, all base salaries shall be increased by an additional 6.04%, effective July 1, 2022.
c. The new salary schedule will be reflected in members' pay no later than December 22, 2022.
d. The retroactive check for the salary schedules shall be paid no later than January 31, 2022.

2. **2023-24 School Year:**
   a. All 2023-24 base salary schedules shall be increased by a total of 4.5%, effective July 1, 2023.
      i. The parties agree to reopen Article 6 for bargaining when one or any combination of the following conditions are met:
         1. At the time of the State Adopted Budget for 2022-23, the Department of Finance projected a fully funded COLA for the 2023-24 school year in the amount of 5.38%. If the actual funded COLA is greater than 5.38%, or there is an increase to the LCFF that results in more than a 5.38% increase in funding to the district, and/or there is an ongoing increase from another source that results in an ongoing increase greater than 5.38%, the parties agree to reopen Article 6 for 2023-24 bargaining.
         2. The District will present to the Board of Education the 2022-23 Unaudited Actuals and a 2023-24 Revised Budget in September 2023. If revised estimated expenses result in ongoing, unrestricted and not previously encumbered dollars that are higher than projected in the June 2022 Adopted Budget, the parties agree to reopen Article 6 for 2023-24 bargaining.

Article 7: Fringe Benefits

1. Maintains previous benefits package.
   a. No increase to co-pay
   b. No increase to prescription costs

Additional ongoing investments to address bargaining unit needs: Effective beginning in the 2022-23 school year, the District shall budget approximately **$55,371** in ongoing, unrestricted funds to address needs within the bargaining unit, including but not limited to staffing, working conditions, and/or recruitment and retention.

1. This investment shall not be used for across-the-board increases to the Teamsters salary schedule.
2. The District and Teamsters shall negotiate the usage of this budget appropriation with the intent to reach agreement by December 1, 2022.

a. The parties agree to evaluate and discuss potential enhancements to Longevity Increments as part of these negotiations.

Daniel Thigpen 9-27-2022

Daniel Thigpen Date
Senior Director, Labor Relations
San Juan Unified School District

A Daurie 9/27/22

Alan Daurie Date
Business Representative
Teamsters Local No. 150

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District:	San Juan Unified School District
Name of Bargaining Unit:	Teamsters
Certificated, Classified, Other:	Classified

The proposed agreement covers the period beginning: July 1, 2022 (date) and ending: June 30, 2024 (date)

The Governing Board will act upon this agreement on: October 25, 2022 (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.

A. Proposed Change in Compensation

	Bargaining Unit Compensation **All Funds - Combined**		**Fiscal Impact of Proposed Agreement** (Complete Years 2 and 3 multiyear and overlapping agreements and Step & Column increases)		
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) **2022-23**	Year 2 Increase/(Decrease) **2023-24**	Year 3 Increase/(Decrease) **2024-25**
1.	**Salary Schedule** Including Step and Column	$ 5,116,743	$ 550,050	$ 257,301	$ 53,317
			10.75%	4.54%	0.90%
2.	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$ -	$ -	$ -	$ -
	Description of Other Compensation				
3.	**Statutory Benefits** - STRS, PERS, FICA, WC, UI, Medicare, etc.	$ 1,516,700	$ 163,045	$ 76,269	$ 15,804
			10.75%	4.54%	0.90%
4.	**Health/Welfare Plans**	$ 1,477,454	$ -	$ -	$ -
			0.00%	0.00%	0.00%
5.	**Total Bargaining Unit Compensation** Add Items 1 through 4 to equal 5	$ 8,110,897	$ 713,095	$ 333,570	$ 69,121
			8.79%	3.78%	0.75%
6.	**Total Number of Bargaining Unit Employees** (Use FTEs if appropriate)	124.15			
7.	**Total Compensation <u>Average</u> Cost per Bargaining Unit Employee**	$ 65,332	$ 5,744	$ 2,687	$ 557
			8.79%	3.78%	0.75%

A. Proposed Change in Compensation (Continued)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

Year 1-2022/23 10% on-going salary increase & equivalent of .75% in additional on-going FTE for unit need.
Year 2-2023/24 4.5% on going salary increase.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes [ ] No [X]
If yes, please describe the cap amount.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Unit was able to negotiate additional FTE equivalent to the cost of .75% of the calculated 1% to support positions with impacted workloads as a result of learning recovery and COVID.

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.)

Unit is still determining need and will add FTE where needed that does not exceed .75% of the calculated 1% for their unit.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

If COLA used in the MYP for FY 2023/24 of 5.38% comes in higher or other unrestricted funds are made available to the district in 2023/24 salary will be reopened for negotiation purposes in 2023/24.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

N/A

F. Source of Funding for Proposed Agreement:

1. Current Year

Unrestricted general fund dollars in year 1 and unrestricted general funds dollars and fund balance in year 2.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A

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.)

The district has a healthy fund balance. Projections included the use of unrestricted general funds to pay for increases with surplus projected year 1 (2022/23) and minor deficit in year 2 (2023/24) in the amount of $10,474,143.76 and projected deficit in year 3 (2024/25) in the amount of $1,511,010.73.

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 422,718,205		$ -	$ 422,718,205
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ 9,531,194		$ -	$ 9,531,194
Other Local Revenue	8600-8799	$ 1,473,821		$ -	$ 1,473,821
TOTAL REVENUES		$ 433,723,220		$ -	$ 433,723,220
EXPENDITURES					
Certificated Salaries	1000-1999	$ 164,563,587		$ -	$ 164,563,587
Classified Salaries	2000-2999	$ 44,865,834	$ 550,045	$ -	$ 45,415,879
Employee Benefits	3000-3999	$ 101,601,116	$ 220,497	$ -	$ 101,821,613
Books and Supplies	4000-4999	$ 7,471,616		$ -	$ 7,471,616
Services and Other Operating Expenditures	5000-5999	$ 24,705,837		$ -	$ 24,705,837
Capital Outlay	6000-6999	$ 5,588,364		$ -	$ 5,588,364
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,233,733		$ -	$ 1,233,733
Transfers of Indirect Costs	7300-7399	$ (7,248,831)		$ -	$ (7,248,831)
TOTAL EXPENDITURES		$ 342,781,256	$ 770,542	$ -	$ 343,551,798
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 1,000	$ -	$ -	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 1,676,777	$ -	$ -	$ 1,676,777
Contributions	8980-8999	$ (56,236,964)	$ (8,200,000)	$ -	$ (64,436,964)
OPERATING SURPLUS (DEFICIT)*		$ 33,029,223	$ (8,970,542)	$ -	$ 24,058,681
BEGINNING FUND BALANCE	9791	$ 169,920,767			$ 169,920,767
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 202,949,990	$ (8,970,542)	$ -	$ 193,979,448
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 1,956,337	$ -	$ -	$ 1,956,337
Restricted	9740				
Committed	9750-9760	$ 28,958,784	$ -	$ -	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -	$ 1,500,000
Reserve for Economic Uncertainties	9789	$ 11,948,030	$ 578,793	$ -	$ 12,526,823
Unassigned/Unappropriated Amount	9790	$ 158,586,839	$ (9,549,335)	$ -	$ 149,037,504

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 2,061,615		$ -	$ 2,061,615
Federal Revenue	8100-8299	$ 100,599,595		$ -	$ 100,599,595
Other State Revenue	8300-8599	$ 160,615,737		$ -	$ 160,615,737
Other Local Revenue	8600-8799	$ 4,545,896		$ -	$ 4,545,896
TOTAL REVENUES		$ 267,822,843		$ -	$ 267,822,843
EXPENDITURES					
Certificated Salaries	1000-1999	$ 59,740,108		$ -	$ 59,740,108
Classified Salaries	2000-2999	$ 45,052,873	$ -	$ -	$ 45,052,873
Employee Benefits	3000-3999	$ 81,556,575	$ -	$ -	$ 81,556,575
Books and Supplies	4000-4999	$ 36,510,596		$ -	$ 36,510,596
Services and Other Operating Expenditures	5000-5999	$ 17,903,852		$ -	$ 17,903,852
Capital Outlay	6000-6999	$ 3,629,881		$ -	$ 3,629,881
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 107,404		$ -	$ 107,404
Transfers of Indirect Costs	7300-7399	$ 6,053,617		$ -	$ 6,053,617
TOTAL EXPENDITURES		$ 250,554,906	$ -	$ -	$ 250,554,906
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 4,728,836	$ -	$ -	$ 4,728,836
Contributions	8980-8999	$ 56,236,964	$ 8,200,000	$ -	$ 64,436,964
OPERATING SURPLUS (DEFICIT)*		$ 68,776,065	$ 8,200,000	$ -	$ 76,976,065
BEGINNING FUND BALANCE	9791	$ 53,679,871			$ 53,679,871
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 122,455,936	$ 8,200,000	$ -	$ 130,655,936
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 122,455,936	$ 8,200,000	$ -	$ 130,655,936
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ (0)	$ -	$ -	$ (0)

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 424,779,820		$ -	$ 424,779,820
Federal Revenue	8100-8299	$ 100,599,595		$ -	$ 100,599,595
Other State Revenue	8300-8599	$ 170,146,931		$ -	$ 170,146,931
Other Local Revenue	8600-8799	$ 6,019,717		$ -	$ 6,019,717
TOTAL REVENUES		$ 701,546,063		$ -	$ 701,546,063
EXPENDITURES					
Certificated Salaries	1000-1999	$ 224,303,695	$ -	$ -	$ 224,303,695
Classified Salaries	2000-2999	$ 89,918,707	$ 550,045	$ -	$ 90,468,752
Employee Benefits	3000-3999	$ 183,157,691	$ 220,497	$ -	$ 183,378,188
Books and Supplies	4000-4999	$ 43,982,212		$ -	$ 43,982,212
Services and Other Operating Expenditures	5000-5999	$ 42,609,689		$ -	$ 42,609,689
Capital Outlay	6000-6999	$ 9,218,245		$ -	$ 9,218,245
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,341,137		$ -	$ 1,341,137
Transfers of Indirect Costs	7300-7399	$ (1,195,214)		$ -	$ (1,195,214)
TOTAL EXPENDITURES		$ 593,336,162	$ 770,542	$ -	$ 594,106,704
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	$ 1,000	$ -	$ -	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 6,405,613	$ -	$ -	$ 6,405,613
Contributions	8980-8999	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ 101,805,288	$ (770,542)	$ -	$ 101,034,746
BEGINNING FUND BALANCE	9791	$ 223,600,638			$ 223,600,638
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 325,405,926	$ (770,542)	$ -	$ 324,635,384
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 1,956,337	$ -	$ -	$ 1,956,337
Restricted	9740	$ 122,455,936	$ 8,200,000	$ -	$ 130,655,936
Committed	9750-9760	$ 28,958,784	$ -	$ -	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -	$ 1,500,000
Reserve for Economic Uncertainties	9789	$ 11,948,030	$ 578,793	$ -	$ 12,526,823
Unassigned/Unappropriated Amount	9790	$ 158,586,839	$ (9,549,335)	$ -	$ 149,037,504

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 11 - Adult Education Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 440,319		$ -	$ 440,319
Other State Revenue	8300-8599	$ 3,180,982		$ -	$ 3,180,982
Other Local Revenue	8600-8799	$ 156,000		$ -	$ 156,000
TOTAL REVENUES		$ 3,777,301		$ -	$ 3,777,301
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,006,519		$ -	$ 1,006,519
Classified Salaries	2000-2999	$ 440,637	$ -	$ -	$ 440,637
Employee Benefits	3000-3999	$ 834,873	$ -	$ -	$ 834,873
Books and Supplies	4000-4999	$ 106,361		$ -	$ 106,361
Services and Other Operating Expenditures	5000-5999	$ 1,227,969		$ -	$ 1,227,969
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 55,595		$ -	$ 55,595
TOTAL EXPENDITURES		$ 3,671,954	$ -	$ -	$ 3,671,954
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 99,347	$ -	$ -	$ 99,347
OPERATING SURPLUS (DEFICIT)*		$ 6,000	$ -	$ -	$ 6,000
BEGINNING FUND BALANCE	9791	$ 2,136,463			$ 2,136,463
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 2,142,463	$ -	$ -	$ 2,142,463
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 2,078,824	$ -	$ -	$ 2,078,824
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 63,639	$ -	$ -	$ 63,639
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 12 - Child Development Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 15,173,722		$ -	$ 15,173,722
Other State Revenue	8300-8599	$ 5,701,167		$ -	$ 5,701,167
Other Local Revenue	8600-8799	$ 4,374,955		$ -	$ 4,374,955
TOTAL REVENUES		$ 25,249,844		$ -	$ 25,249,844
EXPENDITURES					
Certificated Salaries	1000-1999	$ 9,085,110	$ -	$ -	$ 9,085,110
Classified Salaries	2000-2999	$ 5,172,900	$ -	$ -	$ 5,172,900
Employee Benefits	3000-3999	$ 9,371,242	$ -	$ -	$ 9,371,242
Books and Supplies	4000-4999	$ 3,969,097		$ -	$ 3,969,097
Services and Other Operating Expenditures	5000-5999	$ 522,393		$ -	$ 522,393
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 785,307		$ -	$ 785,307
TOTAL EXPENDITURES		$ 28,906,049	$ -	$ -	$ 28,906,049
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 2,724,599	$ -	$ -	$ 2,724,599
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (931,606)	$ -	$ -	$ (931,606)
BEGINNING FUND BALANCE	9791	$ 3,606,212			$ 3,606,212
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 2,674,606	$ -	$ -	$ 2,674,606
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 2,282,288	$ -	$ -	$ 2,282,288
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 392,318	$ -	$ -	$ 392,318
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ 14,279,370		$ -	$ 14,279,370
Other State Revenue	8300-8599	$ 3,523,292		$ -	$ 3,523,292
Other Local Revenue	8600-8799	$ 1,468,234		$ -	$ 1,468,234
TOTAL REVENUES		$ 19,270,896		$ -	$ 19,270,896
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 5,748,838	$ -	$ -	$ 5,748,838
Employee Benefits	3000-3999	$ 3,712,561	$ -	$ -	$ 3,712,561
Books and Supplies	4000-4999	$ 9,011,128		$ -	$ 9,011,128
Services and Other Operating Expenditures	5000-5999	$ 715,781		$ -	$ 715,781
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 354,312		$ -	$ 354,312
TOTAL EXPENDITURES		$ 19,542,620	$ -	$ -	$ 19,542,620
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 8,455	$ -	$ -	$ 8,455
OPERATING SURPLUS (DEFICIT)*		$ (280,179)	$ -	$ -	$ (280,179)
BEGINNING FUND BALANCE	9791	$ 7,020,462			$ 7,020,462
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 6,740,283	$ -	$ -	$ 6,740,283
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 6,740,283	$ -	$ -	$ 6,740,283
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: **Fund 21 - Building Fund**
Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenues	8600-8799	$ 2,282,996		$ -	$ 2,282,996
TOTAL REVENUES		$ 2,282,996		$ -	$ 2,282,996
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 1,030,962	$ -	$ -	$ 1,030,962
Employee Benefits	3000-3999	$ 614,778	$ -	$ -	$ 614,778
Books and Supplies	4000-4999	$ 545,465		$ -	$ 545,465
Services and Other Operating Expenditures	5000-5999	$ 3,683,093		$ -	$ 3,683,093
Capital Outlay	6000-6999	$ 130,155,630		$ -	$ 130,155,630
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ 136,029,928	$ -	$ -	$ 136,029,928
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 417,085	$ -	$ -	$ 417,085
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (133,329,847)	$ -	$ -	$ (133,329,847)
BEGINNING FUND BALANCE	9791	$ 227,178,852			$ 227,178,852
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 93,849,005	$ -	$ -	$ 93,849,005
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 92,444,752	$ -	$ -	$ 92,444,752
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 1,404,253	$ -	$ -	$ 1,404,253
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: **67 - Self-Insurance Fund**
Bargaining Unit: Teamsters

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ 22,671,261		$ -	$ 22,671,261
TOTAL REVENUES		$ 22,671,261		$ -	$ 22,671,261
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 412,339	$ -	$ -	$ 412,339
Employee Benefits	3000-3999	$ 270,491	$ -	$ -	$ 270,491
Books and Supplies	4000-4999	$ 24,041		$ -	$ 24,041
Services and Other Operating Expenditures	5000-5999	$ 25,313,789		$ -	$ 25,313,789
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ 26,020,660	$ -	$ -	$ 26,020,660
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 1,626,668	$ -	$ -	$ 1,626,668
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (1,722,731)	$ -	$ -	$ (1,722,731)
BEGINNING FUND BALANCE	9791	$ 44,779,637			$ 44,779,637
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 43,056,906	$ -	$ -	$ 43,056,906
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 40,050,755	$ -	$ -	$ 40,050,755
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ 3,006,151	$ -	$ -	$ 3,006,151

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: Teamsters

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 422,718,205	$ 442,552,524	$ 453,125,294
Federal Revenue	8100-8299	$ -	$ -	$ -
Other State Revenue	8300-8599	$ 9,531,194	$ 7,195,822	$ 5,682,747
Other Local Revenue	8600-8799	$ 1,473,821	$ 1,456,819	$ -
TOTAL REVENUES		$ 433,723,220	$ 451,205,165	$ 458,808,041
EXPENDITURES				
Certificated Salaries	1000-1999	$ 164,563,587	$ 191,104,554	$ 192,252,459
Classified Salaries	2000-2999	$ 45,415,879	$ 52,358,828	$ 52,766,564
Employee Benefits	3000-3999	$ 101,821,613	$ 110,893,083	$ 113,298,219
Books and Supplies	4000-4999	$ 7,471,616	$ 7,199,403	$ 7,298,809
Services and Other Operating Expenditures	5000-5999	$ 24,705,837	$ 26,163,745	$ 26,590,062
Capital Outlay	6000-6999	$ 5,588,364	$ 830,915	$ 847,284
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,233,733	$ 908,181	$ 758,185
Transfers of Indirect Costs	7300-7399	$ (7,248,831)	$ (5,971,203)	$ (5,413,040)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 343,551,798	$ 383,487,506	$ 388,398,542
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ 1,000	$ 1,000	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 1,676,777	$ 48,655	$ 160,300
Contributions	8980-8999	$ (64,436,964)	$ (75,167,831)	$ (68,759,360)
OPERATING SURPLUS (DEFICIT)*		$ 24,058,681	$ (7,497,827)	$ 1,490,839
BEGINNING FUND BALANCE	9791	$ 169,920,767	$ 193,979,448	$ 186,481,621
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 193,979,448	$ 186,481,621	$ 187,972,460
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 1,956,337	$ 242,146	$ 242,146
Restricted	9740			
Committed	9750-9760	$ 28,958,784	$ 28,958,784	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -
Reserve for Economic Uncertainties	9789	$ 12,526,823	$ 12,777,645	$ 11,693,017
Unassigned/Unappropriated Amount	9790	$ 149,037,504	$ 144,503,046	$ 147,078,513

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: Teamsters

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 2,061,615	$ 2,061,615	$ 2,061,615
Federal Revenue	8100-8299	$ 100,599,595	$ 79,140,046	$ 30,817,088
Other State Revenue	8300-8599	$ 160,615,737	$ 75,632,797	$ 75,521,244
Other Local Revenue	8600-8799	$ 4,545,896	$ 3,676,125	$ 3,718,681
TOTAL REVENUES		$ 267,822,843	$ 160,510,583	$ 112,118,628
EXPENDITURES				
Certificated Salaries	1000-1999	$ 59,740,108	$ 62,990,269	$ 53,369,790
Classified Salaries	2000-2999	$ 45,052,873	$ 49,308,110	$ 37,959,405
Employee Benefits	3000-3999	$ 81,556,575	$ 85,660,149	$ 75,302,039
Books and Supplies	4000-4999	$ 36,510,596	$ 24,368,517	$ 13,121,502
Services and Other Operating Expenditures	5000-5999	$ 17,903,852	$ 10,850,752	$ 9,439,538
Capital Outlay	6000-6999	$ 3,629,881	$ 9,573,000	$ 573,000
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 107,404	$ 107,404	$ 107,404
Transfers of Indirect Costs	7300-7399	$ 6,053,617	$ 4,781,652	$ 4,215,076
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 250,554,906	$ 247,639,852	$ 194,087,754
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 4,728,836	$ 2,004,237	$ 2,004,237
Contributions	8980-8999	$ 64,436,964	$ 75,167,831	$ 68,759,360
OPERATING SURPLUS (DEFICIT)*		$ 76,976,065	$ (13,965,675)	$ (15,214,003)
BEGINNING FUND BALANCE	9791	$ 53,679,871	$ 130,655,936	$ 116,690,261
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 130,655,936	$ 116,690,261	$ 101,476,258
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ -	$ -	$ -
Restricted	9740	$ 130,655,936	$ 116,690,261	$ 101,476,258
Committed	9750-9760			
Assigned	9780			
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ (0)	$ (0)	$ (0)

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: Teamsters

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 424,779,820	$ 444,614,139	$ 455,186,909
Federal Revenue	8100-8299	$ 100,599,595	$ 79,140,046	$ 30,817,088
Other State Revenue	8300-8599	$ 170,146,931	$ 82,828,619	$ 81,203,991
Other Local Revenue	8600-8799	$ 6,019,717	$ 5,132,944	$ 3,718,681
TOTAL REVENUES		$ 701,546,063	$ 611,715,748	$ 570,926,669
EXPENDITURES				
Certificated Salaries	1000-1999	$ 224,303,695	$ 254,094,822	$ 245,622,249
Classified Salaries	2000-2999	$ 90,468,752	$ 101,666,938	$ 90,725,969
Employee Benefits	3000-3999	$ 183,378,188	$ 196,553,232	$ 188,600,258
Books and Supplies	4000-4999	$ 43,982,212	$ 31,567,920	$ 20,420,311
Services and Other Operating Expenditures	5000-5999	$ 42,609,689	$ 37,014,497	$ 36,029,600
Capital Outlay	6000-6999	$ 9,218,245	$ 10,403,915	$ 1,420,284
Other Outgo (excuding Indirect Costs)	7100-7299 7400-7499	$ 1,341,137	$ 1,015,585	$ 865,589
Transfers of Indirect Costs	7300-7399	$ (1,195,214)	$ (1,189,551)	$ (1,197,964)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 594,106,704	$ 631,127,358	$ 582,486,296
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ 1,000	$ 1,000	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 6,405,613	$ 2,052,892	$ 2,164,537
Contributions	8980-8999	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ 101,034,746	$ (21,463,502)	$ (13,723,164)
BEGINNING FUND BALANCE	9791	$ 223,600,638	$ 324,635,384	$ 303,171,881
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 324,635,384	$ 303,171,881	$ 289,448,718
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 1,956,337	$ 242,146	$ 242,146
Restricted	9740	$ 130,655,936	$ 116,690,261	$ 101,476,258
Committed	9750-9760	$ 28,958,784	$ 28,958,784	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -
Reserve for Economic Uncertainties	9789	$ 12,526,823	$ 12,777,645	$ 11,693,017
Unassigned/Unappropriated Amount	9790	$ 149,037,504	$ 144,503,046	$ 147,078,513

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2022-23	2023-24	2024-25
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$ 600,512,317	$ 633,180,250	$ 584,650,833
b.	Less: Special Education Pass-Through Funds		$ -	$ -
c.	Net Expenditures, Transfers Out, and Uses	$ 600,512,317	$ 633,180,250	$ 584,650,833
d.	State Standard Minimum Reserve Percentage ~~for~~ → this District **Enter percentage**	2.00%	2.00%	2.00%
e.	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)	$ 12,010,246	$ 12,663,605	$ 11,693,017

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	$ 12,526,823	$ 12,777,645	$ 11,693,017
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	$ 149,037,504	$ 144,503,046	$ 147,078,513
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	$ -	$ -	$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	$ -	$ -	$ -
e.	Total Available Reserves	$ 161,564,327	$ 157,280,690	$ 158,771,530
f.	Reserve for Economic Uncertainties Percentage	26.90%	24.84%	27.16%

3. Do unrestricted reserves meet the state minimum reserve amount?

2022-23	Yes	X	No	
2023-24	Yes	X	No	
2024-25	Yes	X	No	

4. If no, how do you plan to restore your reserves?

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES (CONTINUED)

5. **Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	$	713,095
General Fund balance Increase/(Decrease), Page 4c, Column 2	$	(770,542)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	$	-
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	$	(770,542)
Variance	$	(57,447)

Variance Explanation:
Contributions to restricted programs increased as a result of the settlement agreement.

6. **Will this agreement create or increase deficit financing in the current or subsequent years?**
"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 a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	$101,805,288	17.0%	
Current FY Surplus/(Deficit) after settlement(s)?	$101,034,746	16.8%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	$(21,463,502)	(3.4%)	The use of one-time restricted funds.
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	$(13,723,164)	(2.3%)	The use of one-time restricted funds.

Deficit Reduction Plan (as necessary):

7. **Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 8a.

MYP		Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	$	-	
1st Subsequent FY Restricted, Page 5b	$	-	
2nd Subsequent FY Unrestricted, Page 5a	$	-	
2nd Subsequent FY Restricted, Page 5b	$	-	

J. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the San Juan Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from 7/1/2022 to 6/30/2024.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:	**Budget Adjustment Increase/(Decrease)**
Revenues/Transfers In and Other Sources/Contributions	$ -
Expenditures/Transfers Out and Other Uses	$ 770,542
Ending Balance(s) Increase/(Decrease)	$ (770,542)

Subsequent Years

Budget Adjustment Categories:	**Budget Adjustment Increase/(Decrease)**
Revenues/Transfers In and Other Sources/Contributions	$ -
Expenditures/Transfers Out and Other Uses	$ 805,216
Ending Balance(s) Increase/(Decrease)	$ (805,216)

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

____ I hereby certify ____ I am unable to certify

District Superintendent (Signature)	**Date**

____ I hereby certify ____ I am unable to certify

Chief Business Official (Signature)	**Date**

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

Used assumptions included in our 45 day revise and COLA of 13.26% in 2022/23 per DOF revised calculation.

Assumed 10.75% increase for Teamsters in 22/23 and all units in Out years along with an increase of 4.5% for all units in all years.

Assumed our typical S&C of .9% for both certificated and classified and H&W historical rate of 4.32% growth.

Concerns regarding affordability of agreement in subsequent years (if any):

Although the MYP reflects deficit spending the majority is due to the use of one-time restricted funds being used in all three years.

Year 2023/24 reflects a deficit as a result of the increase that is intentional as we have on-going unrestricted funds falling to fund balance prior to this settlement agreement.

K. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent 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 and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

San Juan Unified School District

District Name

District Superintendent
(Signature)

Date

Jennifer Stahlheber

Contact Person

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on October 25, 2022, took action to approve the proposed agreement with the Teamsters Local 150 Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA ITEM: I-8

MEETING DATE: 10/25/2022

SUBJECT: Salary Schedule Adjustments for San Juan Administrators Association and Cabinet

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

DEPARTMENT: Labor Relations

ACTION REQUESTED:
The superintendent is recommending that the board approve the salary schedule adjustments for the San Juan Administrators Association and Cabinet as outlined in the language below.

RATIONALE/BACKGROUND:
The superintendent is recommending that the San Juan Administrators Association and Cabinet salary schedules be amended to reflect a salary increase as follows:

2022-23 School Year (SJAA & Cabinet):

- All base salaries shall be increased by a total of 10%, effective July 1, 2022.
- The new salary schedule will be reflected in employees' pay no later than December 22, 2022.
- The retroactive check for the salary schedules shall be paid no later than January 31, 2023.

2023-24 School Year:

- **SJAA**: All 2023-24 base salary schedules shall be increased by a total of 4.5%, effective July 1, 2023.
- **Cabinet:** In lieu of an across-the-board salary increase, a Cabinet salary schedule shall be created, the value of which shall not exceed a 4.5% total increase for this unit.

Additional ongoing investments:

- Effective beginning in the 2022-23 school year, the District shall budget approximately $84,955 in ongoing, unrestricted funds to address needs among the San Juan Administrators Association and Cabinet, including but not limited to staffing, working conditions, and/or recruitment and retention.
- This investment shall not be used for across-the-board salary increases.
- The District and the San Juan Administrators Association shall meet to discuss the usage of this budget appropriation with the intent to create a plan by December 1, 2022.

ATTACHMENT(S):
A: AB1200

PREVIOUS STAFF/BOARD ACTION:
Superintendent's Cabinet: 10/03/2022, 10/17/2022
Board of Education: 10/11/2022

FISCAL IMPACT:
Current Budget: $ 0
Additional Budget: $ 1,782,209
Funding Source: Unrestricted Base
(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

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 San Juan Administrators Association and Cabinet agreements are: an ongoing increase of $1,217,684.75 in 2022-2023. An additional ongoing increase of $564,524.31 will take effect in 2023-2024.

PREPARED BY: Daniel Thigpen, Senior Director, Labor Relations DT

APPROVED BY: Kent Kern, Superintendent of Schools KK

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District:	San Juan Unified School District
Name of Bargaining Unit:	San Juan Administrators Association, Board Contracts & Superintendent
Certificated, Classified, Other:	Other

The proposed agreement covers the period beginning: July 1, 2022 (date) and ending: June 30, 2024 (date)

The Governing Board will act upon this agreement on: October 25, 2022 (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.

A. Proposed Change in Compensation

	Bargaining Unit Compensation **All Funds - Combined**		**Fiscal Impact of Proposed Agreement** (Complete Years 2 and 3 multiyear and overlapping agreements and Step & Column increases)		
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) **2022-23**	Year 2 Increase/(Decrease) **2023-24**	Year 3 Increase/(Decrease) **2024-25**
1.	**Salary Schedule** Including Step and Column	$ 10,805,630	$ 1,161,605	$ 543,372	$ 112,595
			10.75%	4.54%	0.90%
2.	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	$ -	$ -	$ -	$ -
	Description of Other Compensation				
3.	**Statutory Benefits** - STRS, PERS, FICA, WC, UI, Medicare, etc.	$ 3,652,800	$ 392,676	$ 183,685	$ 38,062
			10.75%	4.54%	0.90%
4.	**Health/Welfare Plans**	$ 2,268,204	$ -	$ -	$ -
			0.00%	0.00%	0.00%
5.	**Total Bargaining Unit Compensation** Add Items 1 through 4 to equal 5	$ 16,726,634	$ 1,554,281	$ 727,057	$ 150,658
			9.29%	3.98%	0.79%
6.	**Total Number of Bargaining Unit Employees** (Use FTEs if appropriate)	71.80			
7.	**Total Compensation <u>Average</u> Cost per Bargaining Unit Employee**	$ 232,961	$ 21,647	$ 10,126	$ 2,098
			9.29%	3.98%	0.79%

A. Proposed Change in Compensation (Continued)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

Year 1-2022/23 10% on-going salary increase & equivalent of .75% in additional on-going FTE for unit need.
Year 2-2023/24 4.5% on going salary increase.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes [ ] No [X]
If yes, please describe the cap amount.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Unit was able to negotiate additional FTE equivalent to the cost of .75% of the calculated 1% to support positions with impacted workloads as a result of learning recovery and COVID.

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.)

Unit is still determining need and will add FTE where needed that does not exceed .75% of the calculated 1% for their unit.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

If COLA used in the MYP for FY 2023/24 of 5.38% comes in higher or other unrestricted funds are made available to the district in 2023/24 salary will be reopened for negotiation purposes in 2023/24.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

N/A

F. Source of Funding for Proposed Agreement:

1. Current Year

Unrestricted general fund dollars in year 1 and unrestricted general funds dollars and fund balance in year 2.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A

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.)

The district has a healthy fund balance. Projections included the use of unrestricted general funds to pay for increases with surplus projected year 1 (2022/23) and minor deficit in year 2 (2023/24) in the amount of $10,474,143.76 and projected deficit in year 3 (2024/25) in the amount of $1,511,010.73.

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: San Juan Administrators Association, Board Contracts and Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 422,718,205		$ -	$ 422,718,205
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ 9,531,194		$ -	$ 9,531,194
Other Local Revenue	8600-8799	$ 1,473,821		$ -	$ 1,473,821
TOTAL REVENUES		$ 433,723,220		$ -	$ 433,723,220
EXPENDITURES					
Certificated Salaries	1000-1999	$ 164,563,587	$ 2,996,939	$ -	$ 167,560,526
Classified Salaries	2000-2999	$ 44,865,834	$ 51,192	$ -	$ 44,917,026
Employee Benefits	3000-3999	$ 101,601,116	$ 778,147	$ -	$ 102,379,263
Books and Supplies	4000-4999	$ 7,471,616		$ -	$ 7,471,616
Services and Other Operating Expenditures	5000-5999	$ 24,705,837		$ -	$ 24,705,837
Capital Outlay	6000-6999	$ 5,588,364		$ -	$ 5,588,364
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,233,733		$ -	$ 1,233,733
Transfers of Indirect Costs	7300-7399	$ (7,248,831)		$ -	$ (7,248,831)
TOTAL EXPENDITURES		$ 342,781,256	$ 3,826,278	$ -	$ 346,607,534
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 1,000	$ -	$ -	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 1,676,777	$ -	$ -	$ 1,676,777
Contributions	8980-8999	$ (56,236,964)	$ (8,200,000)	$ -	$ (64,436,964)
OPERATING SURPLUS (DEFICIT)*		$ 33,029,223	$ (12,026,278)	$ -	$ 21,002,945
BEGINNING FUND BALANCE	9791	$ 169,920,767			$ 169,920,767
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 202,949,990	$ (12,026,278)	$ -	$ 190,923,712
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 1,956,337	$ -	$ -	$ 1,956,337
Restricted	9740				
Committed	9750-9760	$ 28,958,784	$ -	$ -	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -	$ 1,500,000
Reserve for Economic Uncertainties	9789	$ 11,948,030	$ 578,793	$ -	$ 12,526,823
Unassigned/Unappropriated Amount	9790	$ 158,586,839	$ (12,605,070)	$ -	$ 145,981,769

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 2,061,615		$ -	$ 2,061,615
Federal Revenue	8100-8299	$ 100,599,595		$ -	$ 100,599,595
Other State Revenue	8300-8599	$ 160,615,737		$ -	$ 160,615,737
Other Local Revenue	8600-8799	$ 4,545,896		$ -	$ 4,545,896
TOTAL REVENUES		$ 267,822,843		$ -	$ 267,822,843
EXPENDITURES					
Certificated Salaries	1000-1999	$ 59,740,108	$ 167,560	$ -	$ 59,907,668
Classified Salaries	2000-2999	$ 45,052,873	$ 71,133	$ -	$ 45,124,006
Employee Benefits	3000-3999	$ 81,556,575	$ 70,874	$ -	$ 81,627,449
Books and Supplies	4000-4999	$ 36,510,596		$ -	$ 36,510,596
Services and Other Operating Expenditures	5000-5999	$ 17,903,852		$ -	$ 17,903,852
Capital Outlay	6000-6999	$ 3,629,881		$ -	$ 3,629,881
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 107,404		$ -	$ 107,404
Transfers of Indirect Costs	7300-7399	$ 6,053,617		$ -	$ 6,053,617
TOTAL EXPENDITURES		$ 250,554,906	$ 309,567	$ -	$ 250,864,473
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 4,728,836	$ -	$ -	$ 4,728,836
Contributions	8980-8999	$ 56,236,964	$ 8,200,000	$ -	$ 64,436,964
OPERATING SURPLUS (DEFICIT)*		$ 68,776,065	$ 7,890,433	$ -	$ 76,666,498
BEGINNING FUND BALANCE	9791	$ 53,679,871			$ 53,679,871
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 122,455,936	$ 7,890,433	$ -	$ 130,346,368
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 122,455,936	$ 7,890,433	$ -	$ 130,346,369
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ (0)	$ (0)	$ -	$ (1)

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 424,779,820		$ -	$ 424,779,820
Federal Revenue	8100-8299	$ 100,599,595		$ -	$ 100,599,595
Other State Revenue	8300-8599	$ 170,146,931		$ -	$ 170,146,931
Other Local Revenue	8600-8799	$ 6,019,717		$ -	$ 6,019,717
TOTAL REVENUES		$ 701,546,063		$ -	$ 701,546,063
EXPENDITURES					
Certificated Salaries	1000-1999	$ 224,303,695	$ 3,164,499	$ -	$ 227,468,194
Classified Salaries	2000-2999	$ 89,918,707	$ 122,324	$ -	$ 90,041,031
Employee Benefits	3000-3999	$ 183,157,691	$ 849,021	$ -	$ 184,006,712
Books and Supplies	4000-4999	$ 43,982,212		$ -	$ 43,982,212
Services and Other Operating Expenditures	5000-5999	$ 42,609,689		$ -	$ 42,609,689
Capital Outlay	6000-6999	$ 9,218,245		$ -	$ 9,218,245
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,341,137		$ -	$ 1,341,137
Transfers of Indirect Costs	7300-7399	$ (1,195,214)		$ -	$ (1,195,214)
TOTAL EXPENDITURES		$ 593,336,162	$ 4,135,845	$ -	$ 597,472,007
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	$ 1,000	$ -	$ -	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 6,405,613	$ -	$ -	$ 6,405,613
Contributions	8980-8999	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ 101,805,288	$ (4,135,845)	$ -	$ 97,669,443
BEGINNING FUND BALANCE	9791	$ 223,600,638			$ 223,600,638
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 325,405,926	$ (4,135,845)	$ -	$ 321,270,081
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 1,956,337	$ -	$ -	$ 1,956,337
Restricted	9740	$ 122,455,936	$ 7,890,433	$ -	$ 130,346,369
Committed	9750-9760	$ 28,958,784	$ -	$ -	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -	$ 1,500,000
Reserve for Economic Uncertainties	9789	$ 11,948,030	$ 578,793	$ -	$ 12,526,823
Unassigned/Unappropriated Amount	9790	$ 158,586,839	$ (12,605,071)	$ -	$ 145,981,768

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 11 - Adult Education Fund

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 440,319		$ -	$ 440,319
Other State Revenue	8300-8599	$ 3,180,982		$ -	$ 3,180,982
Other Local Revenue	8600-8799	$ 156,000		$ -	$ 156,000
TOTAL REVENUES		$ 3,777,301		$ -	$ 3,777,301
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,006,519		$ -	$ 1,006,519
Classified Salaries	2000-2999	$ 440,637	$ -	$ -	$ 440,637
Employee Benefits	3000-3999	$ 834,873	$ -	$ -	$ 834,873
Books and Supplies	4000-4999	$ 106,361		$ -	$ 106,361
Services and Other Operating Expenditures	5000-5999	$ 1,227,969		$ -	$ 1,227,969
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 55,595		$ -	$ 55,595
TOTAL EXPENDITURES		$ 3,671,954	$ -	$ -	$ 3,671,954
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 99,347	$ -	$ -	$ 99,347
OPERATING SURPLUS (DEFICIT)*		$ 6,000	$ -	$ -	$ 6,000
BEGINNING FUND BALANCE	9791	$ 2,136,463			$ 2,136,463
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 2,142,463	$ -	$ -	$ 2,142,463
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 2,078,824	$ -	$ -	$ 2,078,824
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 63,639	$ -	$ -	$ 63,639
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 12 - Child Development Fund

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 15,173,722		$ -	$ 15,173,722
Other State Revenue	8300-8599	$ 5,701,167		$ -	$ 5,701,167
Other Local Revenue	8600-8799	$ 4,374,955		$ -	$ 4,374,955
TOTAL REVENUES		$ 25,249,844		$ -	$ 25,249,844
EXPENDITURES					
Certificated Salaries	1000-1999	$ 9,085,110	$ -	$ -	$ 9,085,110
Classified Salaries	2000-2999	$ 5,172,900	$ -	$ -	$ 5,172,900
Employee Benefits	3000-3999	$ 9,371,242	$ -	$ -	$ 9,371,242
Books and Supplies	4000-4999	$ 3,969,097		$ -	$ 3,969,097
Services and Other Operating Expenditures	5000-5999	$ 522,393		$ -	$ 522,393
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 785,307		$ -	$ 785,307
TOTAL EXPENDITURES		$ 28,906,049	$ -	$ -	$ 28,906,049
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 2,724,599	$ -	$ -	$ 2,724,599
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (931,606)	$ -	$ -	$ (931,606)
BEGINNING FUND BALANCE	9791	$ 3,606,212			$ 3,606,212
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 2,674,606	$ -	$ -	$ 2,674,606
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 2,282,288	$ -	$ -	$ 2,282,288
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 392,318	$ -	$ -	$ 392,318
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ 14,279,370		$ -	$ 14,279,370
Other State Revenue	8300-8599	$ 3,523,292		$ -	$ 3,523,292
Other Local Revenue	8600-8799	$ 1,468,234		$ -	$ 1,468,234
TOTAL REVENUES		$ 19,270,896		$ -	$ 19,270,896
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 5,748,838	$ -	$ -	$ 5,748,838
Employee Benefits	3000-3999	$ 3,712,561	$ -	$ -	$ 3,712,561
Books and Supplies	4000-4999	$ 9,011,128		$ -	$ 9,011,128
Services and Other Operating Expenditures	5000-5999	$ 715,781		$ -	$ 715,781
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 354,312		$ -	$ 354,312
TOTAL EXPENDITURES		$ 19,542,620	$ -	$ -	$ 19,542,620
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 8,455	$ -	$ -	$ 8,455
OPERATING SURPLUS (DEFICIT)*		$ (280,179)	$ -	$ -	$ (280,179)
BEGINNING FUND BALANCE	9791	$ 7,020,462			$ 7,020,462
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 6,740,283	$ -	$ -	$ 6,740,283
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 6,740,283	$ -	$ -	$ 6,740,283
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: **Fund 21 - Building Fund**
Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenues	8600-8799	$ 2,282,996		$ -	$ 2,282,996
TOTAL REVENUES		$ 2,282,996		$ -	$ 2,282,996
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 1,030,962	$ 65,306	$ -	$ 1,096,268
Employee Benefits	3000-3999	$ 614,778	$ 26,179	$ -	$ 640,957
Books and Supplies	4000-4999	$ 545,465		$ -	$ 545,465
Services and Other Operating Expenditures	5000-5999	$ 3,683,093		$ -	$ 3,683,093
Capital Outlay	6000-6999	$ 130,155,630		$ -	$ 130,155,630
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ 136,029,928	$ 91,486	$ -	$ 136,121,414
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 417,085	$ -	$ -	$ 417,085
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (133,329,847)	$ (91,486)	$ -	$ (133,421,333)
BEGINNING FUND BALANCE	9791	$ 227,178,852			$ 227,178,852
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 93,849,005	$ (91,486)	$ -	$ 93,757,520
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 92,444,752	$ (91,486)	$ -	$ 92,353,266
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 1,404,253	$ -	$ -	$ 1,404,253
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ 0	$ -	$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: **67 - Self-Insurance Fund**
Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 9/13/2022)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ 22,671,261		$ -	$ 22,671,261
TOTAL REVENUES		$ 22,671,261		$ -	$ 22,671,261
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ 412,339	$ 15,631	$ -	$ 427,970
Employee Benefits	3000-3999	$ 270,491	$ 6,266	$ -	$ 276,757
Books and Supplies	4000-4999	$ 24,041		$ -	$ 24,041
Services and Other Operating Expenditures	5000-5999	$ 25,313,789		$ -	$ 25,313,789
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ 26,020,660	$ 21,896	$ -	$ 26,042,556
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 1,626,668	$ -	$ -	$ 1,626,668
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (1,722,731)	$ (21,896)	$ -	$ (1,744,627)
BEGINNING FUND BALANCE	9791	$ 44,779,637			$ 44,779,637
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 43,056,906	$ (21,896)	$ -	$ 43,035,010
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -		$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 40,050,755	$ (21,896)	$ -	$ 40,028,859
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ 3,006,151	$ (0)	$ -	$ 3,006,151

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 422,718,205	$ 442,552,524	$ 453,125,294
Federal Revenue	8100-8299	$ -	$ -	$ -
Other State Revenue	8300-8599	$ 9,531,194	$ 7,195,822	$ 5,682,747
Other Local Revenue	8600-8799	$ 1,473,821	$ 1,456,819	$ -
TOTAL REVENUES		$ 433,723,220	$ 451,205,165	$ 458,808,041
EXPENDITURES				
Certificated Salaries	1000-1999	$ 167,560,526	$ 191,104,554	$ 192,252,459
Classified Salaries	2000-2999	$ 44,917,026	$ 52,358,828	$ 52,766,564
Employee Benefits	3000-3999	$ 102,379,263	$ 110,893,083	$ 113,298,219
Books and Supplies	4000-4999	$ 7,471,616	$ 7,199,403	$ 7,298,809
Services and Other Operating Expenditures	5000-5999	$ 24,705,837	$ 26,163,745	$ 26,590,062
Capital Outlay	6000-6999	$ 5,588,364	$ 830,915	$ 847,284
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,233,733	$ 908,181	$ 758,185
Transfers of Indirect Costs	7300-7399	$ (7,248,831)	$ (5,971,203)	$ (5,413,040)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 346,607,534	$ 383,487,506	$ 388,398,542
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ 1,000	$ 1,000	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 1,676,777	$ 48,655	$ 160,300
Contributions	8980-8999	$ (64,436,964)	$ (75,167,831)	$ (68,759,360)
OPERATING SURPLUS (DEFICIT)*		$ 21,002,945	$ (7,497,827)	$ 1,490,839
BEGINNING FUND BALANCE	9791	$ 169,920,767	$ 190,923,712	$ 183,425,885
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 190,923,712	$ 183,425,885	$ 184,916,725
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 1,956,337	$ 242,146	$ 242,146
Restricted	9740			
Committed	9750-9760	$ 28,958,784	$ 28,958,784	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -
Reserve for Economic Uncertainties	9789	$ 12,526,823	$ 12,777,645	$ 11,693,017
Unassigned/Unappropriated Amount	9790	$ 145,981,769	$ 141,447,310	$ 144,022,778

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 2,061,615	$ 2,061,615	$ 2,061,615
Federal Revenue	8100-8299	$ 100,599,595	$ 79,140,046	$ 30,817,088
Other State Revenue	8300-8599	$ 160,615,737	$ 75,632,797	$ 75,521,244
Other Local Revenue	8600-8799	$ 4,545,896	$ 3,676,125	$ 3,718,681
TOTAL REVENUES		$ 267,822,843	$ 160,510,583	$ 112,118,628
EXPENDITURES				
Certificated Salaries	1000-1999	$ 59,907,668	$ 63,166,945	$ 53,369,790
Classified Salaries	2000-2999	$ 45,124,006	$ 49,308,110	$ 37,959,405
Employee Benefits	3000-3999	$ 81,627,449	$ 85,660,149	$ 75,302,039
Books and Supplies	4000-4999	$ 36,510,596	$ 24,368,517	$ 13,121,502
Services and Other Operating Expenditures	5000-5999	$ 17,903,852	$ 10,850,752	$ 9,439,538
Capital Outlay	6000-6999	$ 3,629,881	$ 9,573,000	$ 573,000
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 107,404	$ 107,404	$ 107,404
Transfers of Indirect Costs	7300-7399	$ 6,053,617	$ 4,781,652	$ 4,215,076
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 250,864,473	$ 247,816,528	$ 194,087,754
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 4,728,836	$ 2,004,237	$ 2,004,237
Contributions	8980-8999	$ 64,436,964	$ 75,167,831	$ 68,759,360
OPERATING SURPLUS (DEFICIT)*		$ 76,666,498	$ (14,142,351)	$ (15,214,003)
BEGINNING FUND BALANCE	9791	$ 53,679,871	$ 130,346,368	$ 116,204,017
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 130,346,368	$ 116,204,017	$ 100,990,014
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ -	$ -	$ -
Restricted	9740	$ 130,346,369	$ 116,204,017	$ 100,990,014
Committed	9750-9760			
Assigned	9780			
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ (1)	$ 0	$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: San Juan Administrators Association, Board Contracts & Superintendent

	Object Code	2022-23 Total Revised Budget After Settlement	2023-24 First Subsequent Year After Settlement	2024-25 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 424,779,820	$ 444,614,139	$ 455,186,909
Federal Revenue	8100-8299	$ 100,599,595	$ 79,140,046	$ 30,817,088
Other State Revenue	8300-8599	$ 170,146,931	$ 82,828,619	$ 81,203,991
Other Local Revenue	8600-8799	$ 6,019,717	$ 5,132,944	$ 3,718,681
TOTAL REVENUES		$ 701,546,063	$ 611,715,748	$ 570,926,669
EXPENDITURES				
Certificated Salaries	1000-1999	$ 227,468,194	$ 254,271,499	$ 245,622,249
Classified Salaries	2000-2999	$ 90,041,031	$ 101,666,938	$ 90,725,969
Employee Benefits	3000-3999	$ 184,006,712	$ 196,553,232	$ 188,600,258
Books and Supplies	4000-4999	$ 43,982,212	$ 31,567,920	$ 20,420,311
Services and Other Operating Expenditures	5000-5999	$ 42,609,689	$ 37,014,497	$ 36,029,600
Capital Outlay	6000-6999	$ 9,218,245	$ 10,403,915	$ 1,420,284
Other Outgo (excuding Indirect Costs)	7100-7299 7400-7499	$ 1,341,137	$ 1,015,585	$ 865,589
Transfers of Indirect Costs	7300-7399	$ (1,195,214)	$ (1,189,551)	$ (1,197,964)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 597,472,007	$ 631,304,034	$ 582,486,296
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ 1,000	$ 1,000	$ 1,000
Transfers Out and Other Uses	7600-7699	$ 6,405,613	$ 2,052,892	$ 2,164,537
Contributions	8980-8999	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ 97,669,443	$ (21,640,179)	$ (13,723,164)
BEGINNING FUND BALANCE	9791	$ 223,600,638	$ 321,270,081	$ 299,629,902
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 321,270,081	$ 299,629,902	$ 285,906,739
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 1,956,337	$ 242,146	$ 242,146
Restricted	9740	$ 130,346,369	$ 116,204,017	$ 100,990,014
Committed	9750-9760	$ 28,958,784	$ 28,958,784	$ 28,958,784
Assigned	9780	$ 1,500,000	$ -	$ -
Reserve for Economic Uncertainties	9789	$ 12,526,823	$ 12,777,645	$ 11,693,017
Unassigned/Unappropriated Amount	9790	$ 145,981,768	$ 141,447,310	$ 144,022,778

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2022-23	2023-24	2024-25
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$ 603,877,620	$ 633,356,926	$ 584,650,833
b.	Less: Special Education Pass-Through Funds		$ -	$ -
c.	Net Expenditures, Transfers Out, and Uses	$ 603,877,620	$ 633,356,926	$ 584,650,833
d.	State Standard Minimum Reserve Percentage ~~for~~ → this District **Enter percentage**	2.00%	2.00%	2.00%
e.	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)	$ 12,077,552	$ 12,667,139	$ 11,693,017

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	$ 12,526,823	$ 12,777,645	$ 11,693,017
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	$ 145,981,769	$ 141,447,310	$ 144,022,778
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	$ -	$ -	$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	$ -	$ -	$ -
e.	Total Available Reserves	$ 158,508,592	$ 154,224,955	$ 155,715,794
f.	Reserve for Economic Uncertainties Percentage	26.25%	24.35%	26.63%

3. Do unrestricted reserves meet the state minimum reserve amount?

2022-23	Yes	X	No	
2023-24	Yes	X	No	
2024-25	Yes	X	No	

4. If no, how do you plan to restore your reserves?

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES (CONTINUED)

5. **Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	$	1,554,281
General Fund balance Increase/(Decrease), Page 4c, Column 2	$	(4,135,845)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	$	-
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	$	(91,486)
Other Fund balance Increase/(Decrease), Page 4h, Column 2	$	(21,896)
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	$	(4,249,227)
Variance	$	(2,694,945)

Variance Explanation:

Contributions to restricted programs increased as a result of the settlement agreement.

6. **Will this agreement create or increase deficit financing in the current or subsequent years?**
"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 a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	$101,805,288	17.0%	
Current FY Surplus/(Deficit) after settlement(s)?	$ 97,669,443	16.2%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	$(21,640,179)	(3.4%)	The use of one-time restricted funds.
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	$(13,723,164)	(2.3%)	The use of one-time restricted funds.

Deficit Reduction Plan (as necessary):

7. **Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 8a.

MYP		Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	$	-	
1st Subsequent FY Restricted, Page 5b	$	-	
2nd Subsequent FY Unrestricted, Page 5a	$	-	
2nd Subsequent FY Restricted, Page 5b	$	-	

J. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the San Juan Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from 7/1/2022 to 6/30/2024.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:	**Budget Adjustment Increase/(Decrease)**
Revenues/Transfers In and Other Sources/Contributions	$ -
Expenditures/Transfers Out and Other Uses	$ 4,249,227
Ending Balance(s) Increase/(Decrease)	$ (4,249,227)

Subsequent Years

Budget Adjustment Categories:	**Budget Adjustment Increase/(Decrease)**
Revenues/Transfers In and Other Sources/Contributions	$ -
Expenditures/Transfers Out and Other Uses	$ 4,440,442
Ending Balance(s) Increase/(Decrease)	$ (4,440,442)

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

____ I hereby certify ____ I am unable to certify

District Superintendent (Signature)	**Date**

____ I hereby certify ____ I am unable to certify

Chief Business Official (Signature)	**Date**

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

Used assumptions included in our 45 day revise and COLA of 13.26% in 2022/23 per DOF revised calculation.
Assumed 10.75% increase for SJAA, Board Contracts and Superintendent in 22/23 and all units in Out years along with an increase of 4.5% for all units in all years.Assumed our typical S&C of .9% for both certificated and classified and H&W historical rate of 4.32%.

Concerns regarding affordability of agreement in subsequent years (if any):

Although the MYP reflects deficit spending the majority is due to the use of one-time restricted funds being used in all three years.
Year 2023/24 reflects a deficit as a result of the increase that is intentional as we have on-going unrestricted funds falling to fund balance prior to this settlement agreement.

K. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent 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 and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

San Juan Unified School District

District Name

District Superintendent
(Signature)

Date

Jennifer Stahlheber

Contact Person

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on October 25, 2022, took action to approve the proposed agreement with the San Juan Administrators Association, Board Contracts, and Superintendent.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2022-2023

NOVEMBER 15 *(3rd Tuesday)*

WORKSHOP: Katherine Johnson Middle School (Creekside) Environmental Impact Report – A	Camarda
Family and Community Engagement Update – R	Allen
Revisions to Board Policy 6146.1 High School Graduation Requirements – A [Discussed 10/25/22]	Schnepp
Public Hearing: LeGette ES Conveyance of Easement to SMUD – A [Discussed 10/11/22]	Camarda
Set Annual Organizational Meeting – A	Board
*MOU for Students Attending NPS Schools 2022-2025 – A	Calvin

DECEMBER 13

Board Reception/Swearing-In (before board meeting)	
Annual Organizational Meeting – A	Board
2021-2022 Audit Report – A	Stahlheber
2022-2023 First Interim & Budget/Financial Status Report – A	Stahlheber
Minimum Wage Increase (CSEA, Teamsters) – A	Oropallo
Minimum Wage Increase (Short Term, Temporary) – A	Oropallo
Governance Handbook Annual Update – D/A	Board

JANUARY 10

Construction Update – R	Camarda
Universal Prekindergarten Planning and Implementation Update – R	Townsend-Snider
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	
*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 24

Recognition: 2023 Classified Employees of the Year – A	Oropallo
Recognition: National School Counseling Week (Feb. 6-10) – A	Schnepp
Equity Update – R	Calvin
*School Accountability Report Cards (SARCs) – A	Bassanelli
*Annual Policy Review [Discussed 01/10/23] – A	Simlick
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	

FEBRUARY 14

Mid-Year LCAP Update 2022-2023 – R	Bassanelli
Choices Charter School Mid-Year LCAP Update 2022-2023 – R	Ginter
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D	Oropallo
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated ECE) – D	Oropallo
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – D	Oropallo
Notice of Intent to Reduce Classified Positions – D	Oropallo

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FEBRUARY 28

Recognition: Arts Education Month (March) – A	Townsend-Snider
Recognition: National School Social Work Week (Mar. 5-11) – A	Calvin
K-8 Schools Update – R	Townsend-Snider
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/14/23]	Oropallo
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/14/23]	Oropallo
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/14/23]	Oropallo
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/14/23]	Oropallo

MARCH 14

Second Interim Budget Report – R	Stahlheber
Expanded Learning Opportunities Update (Secondary) – R	Schnepp
2023 CSBA Delegate Assembly Election – A	Board
*Consolidated Application, Winter Report 2023 (Part II) – A	Calvin

MARCH 28

Expanded Learning Opportunities Update (Elementary) – R	Townsend-Snider
Early Childhood Education Update – R	Townsend-Snider
*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 11

Recognition: Week of the Young Child (Apr. 15-21) – A	Townsend-Snider
Recognition: School Bus Driver's Appreciation Day (Apr. 25) – A	Oropallo
Instructional Materials Adoptions – D	Schnepp
New High School Courses – D	Schnepp
Williams Complaint Report – R	Simlick
Proposed Board Meeting Dates for 2023-2024 – A	Board

APRIL 25

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 10) – A	Calvin
Technology Update – R	Skibitzki
*Instructional Materials Adoptions – A [Discussed 04/11/23]	Schnepp
*New High School Courses – A [Discussed 04/11/23]	Schnepp

MAY 9

Recognition: California Day of the Teacher (May 10) – A	Oropallo
Recognition: National Speech Pathologist Day (May 18) – A	Calvin
Recognition: Classified School Employee Week (May 21-27) – A	Oropallo
Hearing Officer's Recommendation-2023 RIF (if applicable) – A	Simlick
*Approval of CTE 2023 Advisory Committee Roster – A	Schnepp
*Head Start/Early Head Start COLA Funding Allocation 2023-2024 – A	Townsend-Snider
*Resolution: CSPP Continued Funding Application Designated Personnel 2023-2024 – A	Townsend-Snider

MAY 23

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 2023-2024 – A	Townsend-Snider

JUNE 13

Public Hearing: LCAP – D	Bassanelli
Public Hearing: LCAP/Choices Charter School – D	Ginter
Universal Prekindergarten Planning and Implementation Update – R	Townsend-Snider
Early Literacy Support Block Grant Annual Report – R	Townsend-Snider
Public Hearing: Adoption of the 2023-2024 Budget – D	Stahlheber

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Temporary Interfund Borrowing of Cash – A	Stahlheber
*CIF Superintendent Designation of Representatives 2023-2024 – A	Schnepp
*ECE Program Self-Evaluation for CDE – A	Townsend-Snider

JUNE 27

California School Dashboard Local Indicators – R	Bassanelli
LCAP – A [Public Hearing 06/13/23]	Bassanelli
Choices Charter School California School Dashboard Local Indicators – R	Ginter
LCAP Choices Charter School – A [Public Hearing 06/13/23]	Ginter
Adoption of the 2023-2024 Budget – A [Public Hearing 06/13/23]	Stahlheber
*2022-2023 Actuarial Report (OPEB) – A	Oropallo
*Charter School 2021-2022 Audit Reports (Aspire, Atkinson, CMP, GIS, GV, OFY) – A	Stahlheber
*CARES Act Budget Modification (ECE) – A	Townsend-Snider
*2023-2024 School Plan for Student Achievement (SPSAs) – A	Calvin

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