



Board of Trustees

Ron Zufall
Gregory Hartt
Jamie Vericker
Joseph Ayer
Constance Pepple

Superintendent

Jim Cloney

**Shasta Union High School District
Board of Trustees Regular Meeting**

Board Room
Shasta Union High School District
2200 Eureka Way Suite B, Redding, CA 96001
July 12, 2022
6:00 p.m. – Call to Order
6:00 p.m. – Closed Session
6:30 p.m. – Open Session

Mission:

To inspire and prepare every student to succeed in high school and beyond.

Our Board and staff are committed to excellent education through academics, Career Technical Education, the arts, athletics and activities. Our students gain the confidence and skills to adapt in their ever-changing world. Together with our families, we develop responsible members of the community.

Vision:

Educating Every Student for Success

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Board Secretary Jim Cloney at (530) 241-3261 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 2200 Eureka Way Suite B, Redding, CA during normal business hours.

Agenda

1. CALL PUBLIC SESSION TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT – CLOSED SESSION

The public may comment on any closed session item that will be heard. The Board may limit comments to no more than three minutes pursuant to Board policy.

4. CLOSED SESSION
 - 4.1 Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957)
 - 4.2 Conference with Labor Negotiator (G.C. 54957.6) Agency designated representatives: Jim Cloney – Superintendent, David Flores – Chief Business Official, Jason Rubin – Associate Superintendent/H.R. and Milan Woollard - Associate Superintendent/Instructional Services. Employee Organizations: Shasta Secondary Education Association (SSEA), Educational Support Professionals Association (ESP), California School Employees Association (CSEA) and Management/Supervisory/Confidential.
 - 4.3 Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) One Case.
5. RECONVENE IN OPEN SESSION – OPENING BUSINESS
 - 5.1 Pledge of Allegiance
 - 5.2 Mission and Vision Statements

6. PUBLIC COMMENT

The public may comment on any specific agenda item or any item of interest to the public that is within the Board's jurisdiction. The Board may limit comments to no more than three minutes pursuant to Board policy. The maximum time allowed for each agenda item shall be 20 minutes. The Board President may further limit the speaking time allowed in order to facilitate the progress of the meeting.

7. APPROVAL OF AGENDA

8. APPROVAL OF CONSENT AGENDA

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent Items. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

8.1 Administration

- A. Annual review of the District's Intradistrict Open Enrollment Policy, BP 5116.1
- B. Approve District Organization Chart/Lines of Responsibility for 2022-23
- C. Approve resolution authorizing the Superintendent and designees the power to contract and the authority to purchase supplies, materials, apparatus, and equipment
- D. Approve minutes for the June 14, 2022 regular Board meeting

8.2 Business Services

- A. Ratify Commercial Warrants and Payroll Distributions for June 2022
- B. Adopt Resolution Allowing Temporary Interfund Transfers
- C. Adopt Resolution Allowing Interfund Transfers
- D. Adopt Resolution Allowing Budget Transfers
- E. Approve Requests to Declare Property as Surplus (Farm – Misc. Equipment and Transportation - Bus 54, 70 61, 62 and 65)
- F. Approve amendments to NCSIG JPA agreement and Bylaws

8.3 Instructional Services

- A. Approve courses for Shasta Adult School for 2022-23

8.4 Human Resources

- A. Approve Human Resources Action Report
- B. Accept the Quarterly Report on the Williams Uniform Complaints for April 1 – June 30, 2022
- C. Annual review of District's Uniform Complaint Policy and Non-Discrimination Policy

9. REPORTS

9.1 Superintendent

9.2 Board Members

10. BUSINESS

10.1 Administration

- A. The Board will discuss the results of the 2021-22 Board Self-Evaluation (*Discussion*)
- B. The Board will conduct the first reading of draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA (*Discussion/Action*)
- C. Update on Student Expulsions for 2021-22 (*Information*)
- D. Approve minutes for the June 21, 2022 special Board meeting (*Action*)

- E. Excuse Trustee Hartt's absence for the June 21, 2022 special Board meeting (*Action*)

10.2 Budget, Finance, Facilities

- A. 45 Day State Budget Update (*Information*)
- B. Approval to enter into a contract with KYA Services LLC (KYA Group) through the California Multiple Award Schedule ("CMAS") contract 4-20-78-0089C (*Action*)
- C. Approve contract agreement with Nichols, Melburg & Rossetto for Shasta High School Choir Room Acoustical Upgrade (*Action*)

10.3 Instructional Services

- A. Review 2021-22 End-of-Year District Department Chair Reports (*Information*)

10.4 Human Resources

- A. Approve Declaration of Need for Fully Qualified Educators for the 2022-23 school year (*Action*)

11. ADVANCE PLANNING

- 11.1 Next Meeting Date: August 9, 2022

- 11.2 Suggested Future Agenda Items

12. ADJOURNMENT

- 12.1 The Board may reopen Public Comment.
- 12.2 The Board may adjourn to closed session to continue discussion on topics listed from the 5:30 p.m. session.

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Board Policy 5116.1 – Intradistrict Open Enrollment

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The Board desires to provide enrollment options that meet the diverse needs and interests of District students and parents/guardians, while also maximizing the efficient use of district facilities. Per Education Code 35160.5, 48980, the Board shall annually review Board Policy 5116.1: Intradistrict Open Enrollment.

REFERENCES:

Board Policy 5116.1 & Education Code 35160.5, 48980

Policy 5116.1: Intradistrict Open Enrollment

Status: ADOPTED

Original Adopted Date: 10/11/2016 | **Last Revised Date:** 01/14/2020 | **Last Reviewed Date:** 01/14/2020

The Board of Trustees desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also maximizing the efficient use of district facilities and resources. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of their residence within the district. (Education Code 35160.5)

The Board shall annually review this policy. (Education Code 35160.5, 48980)

Enrollment Priorities

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (Education Code 35160.5)

The Superintendent or designee shall grant priority for the enrollment of a student in a district school outside of the student's attendance area, if the student:

1. Is enrolled in a district school designated by the California Department of Education (CDE) as "persistently dangerous" (20 USC 7912; 5 CCR 11992)
2. Is a victim of a violent crime while on school grounds (20 USC 7912)
3. Is a victim of an act of bullying committed by another district student, as determined through an investigation following the parent/guardian's submission of a written complaint with the school, district, or local law enforcement agency pursuant to Education Code 234.1 (Education Code 46600)

If the district school requested by the student is at maximum capacity, the Superintendent or designee shall accept an intradistrict transfer request for another district school. (Education Code 46600)

4. Is currently enrolled in a district school identified by CDE for comprehensive support and improvement, with priority given to the lowest academically achieving students from low-income families as determined pursuant to 20 USC 6313(a)(3) (20 USC 6311)
5. Is experiencing special circumstances that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)
 - a. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official or a social worker, or a properly licensed or registered professional, including, but not necessarily limited to, a psychiatrist, psychologist, marriage and family therapist, clinical social worker, or professional clinical counselor
 - b. A court order, including a temporary restraining order and injunction
6. Is a sibling of another student already attending that school
7. Has a parent/guardian whose primary place of employment is that school

Application and Selection Process

In order to ensure that priorities for enrollment in district schools are implemented in accordance with law and Board policy, applications for intradistrict open enrollment shall be submitted between the first day of school and January 1st of the school year preceding the school year for which the transfer is requested.

The Superintendent or designee shall calculate each school's capacity in a nonarbitrary manner using student enrollment and available space. (Education Code 35160.5)

Except for the enrollment priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine which students shall be admitted whenever a district school receives admission requests that are in excess of the school's capacity. (Education Code 35160.5)

Enrollment decisions shall not be based on a student's academic or athletic performance. However, existing entrance criteria may be used for enrolling students in specialized schools or programs, provided that the criteria are uniformly applied to all applicants. In addition, academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)

Transportation

In general, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

However, upon parent/guardian request, the district shall provide transportation assistance to any student who is eligible for free or reduced-price meals and whose enrollment in a district school outside the student's attendance area is a result of being a victim of bullying. (Education Code 46600)

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: District Organizational Chart/Lines of Responsibility

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION:

- ☒ Action
- ☐ Discussion
- ☐ Information

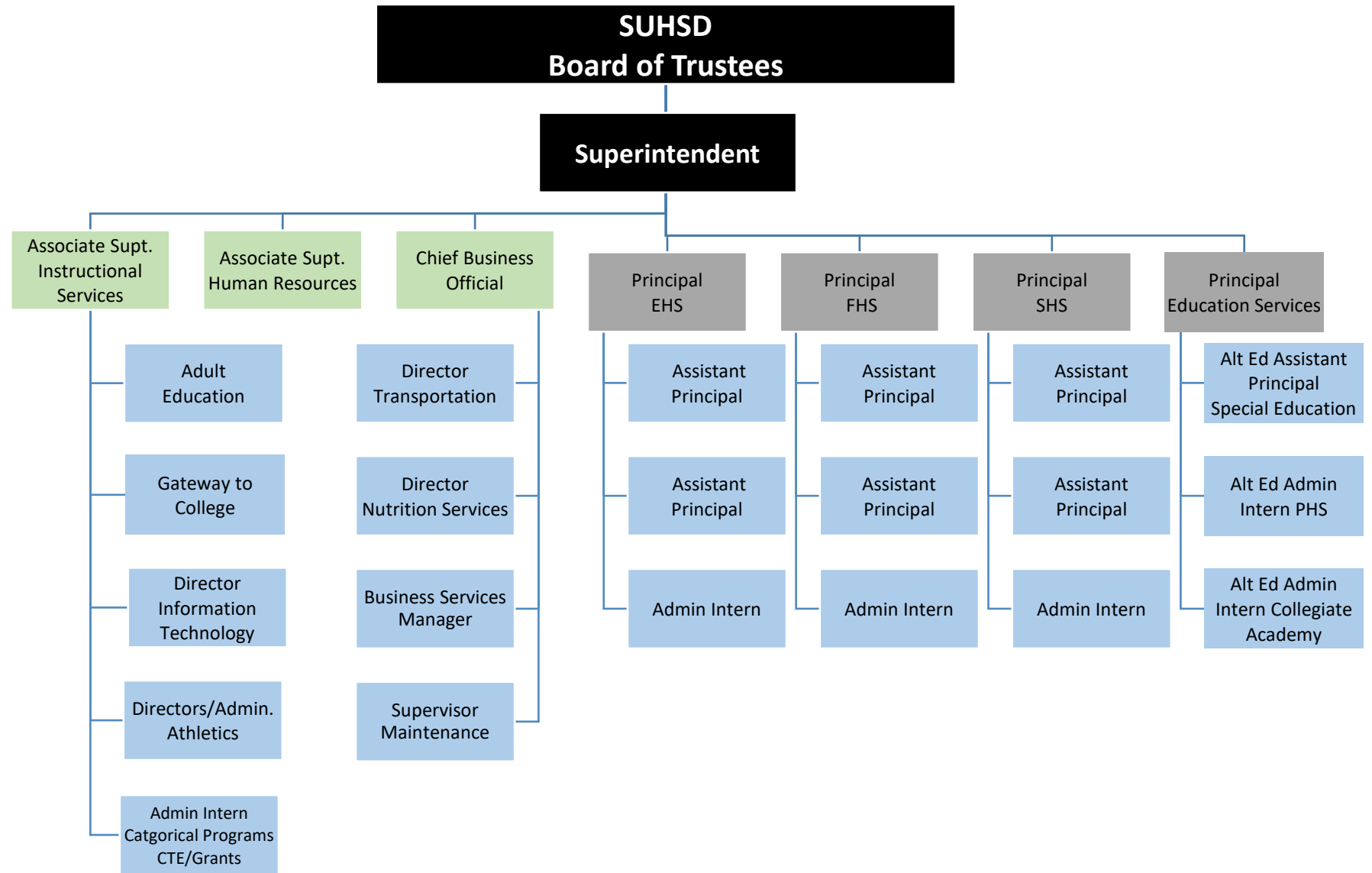
BACKGROUND:

Board Policy requires the Superintendent to maintain a District organization chart approved by the Board. The chart has been updated and will be presented to the Board for approval.

REFERENCES:

Board Policy 2110

Organizational Chart
Board Approved:



SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Resolution – Power to Contract and Authority to Purchase

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

Education Code Section 17604 provides that the Board may delegate to its Superintendent and his designees the power to contract, provided such contracts are ratified by the Governing Board. Education Code Section 17605 provides that the Board may delegate to employees of the District the authority to purchase supplies, materials, apparatus, and equipment involving an expenditure not to exceed an amount as specified in Section 20111 of the Public Contract Code subject to review by the Board every sixty days.

Administration recommends approval of the resolution authorizing the Superintendent, the Chief Business Official, Associate Superintendent of Instructional Services and Associate Superintendent of Human Resources to enter into contracts as provided for in the Education Code on behalf of the District, and each have the authority to purchase supplies, materials, apparatus, and equipment involving an expenditure not to exceed an amount as specified in the Public Contract Code. This resolution is presented annually for approval.

REFERENCES:

Education Code 17604, 17605; Public Contract Code 20111

**SHASTA UNION HIGH SCHOOL DISTRICT
RESOLUTION #
FOR AUTHORIZING SIGNATURES**

WHEREAS, Education Code Section 17604 provides that the Shasta Union High School District Governing Board may delegate to its Superintendent and his designees the power to contract, provided such contracts are ratified by the Governing Board, and

WHEREAS, Education Code Section 17605 provides that the Governing Board may delegate to employees of the District the authority to purchase supplies, materials, apparatus, and equipment involving an expenditure not to exceed an amount as specified in Section 20111 of the Public Contract Code subject to review by the Board every sixty days, and

NOW, THEREFORE, BE IT RESOLVED that the Superintendent, the Chief Business Official, Associate Superintendent of Instructional Services and Associate Superintendent of Human Resources may enter into contracts as provided for in the Education Code on behalf of the District, and each have the authority to purchase supplies, materials, apparatus, and equipment involving an expenditure not to exceed an amount as specified in the Public Contract Code.

PASSED AND ADOPTED BY the Governing Board of the Shasta Union High School District on this 12th day of July 2022 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

I, Jim Cloney, Secretary of the Governing Board of the Shasta Union High School District, Shasta County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a meeting thereof held at its regular place of meeting on the date shown above and by the vote above stated, which resolution is on file in the office of said Board.

Signed _____
Secretary of the Governing Board

In accordance with the provisions of Education Code, the following individuals are authorized to sign for the District as noted:

Signature	Title
_____	Superintendent
_____	Chief Business Official
_____	Associate Superintendent of Human Resources
_____	Associate Superintendent of Instructional Services

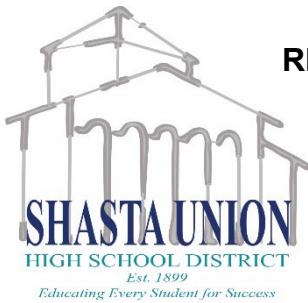
SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Minutes from June 14, 2022 regular Board Meeting

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Staff has reviewed the minutes and recommends approval as presented.



**SHASTA UNION HIGH SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD**

**Board Room
2200 Eureka Way
Redding, CA 96001**

**June 14, 2022
UNADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 5:30 p.m. by Trustee Zufall in the Shasta Union High School District Board Room.

ROLL CALL: Trustees Ron Zufall, Greg Hartt, Jamie Vericker, Joseph Ayer and Constance Pepple were present. Also present: Superintendent Jim Cloney, Associate Superintendent of Human Resources Jason Rubin, Associate Superintendent of Instructional Services Leo Perez, and Chief Business Official David Flores.

There were no requests from the audience to speak to any items on the closed session agenda. The Board adjourned to closed session at 5:30 p.m. to discuss the following: 1) Consider recommendation from Administration regarding the readmission of one student expulsion (File No. 21-01); 2) Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957); and 3) Conference with Labor Negotiator (G.C. 54957.6) Agency designated representatives: Jim Cloney – Superintendent, David Flores – Chief Business Official, Jason Rubin – Associate Superintendent/H.R. and Leo Perez - Associate Superintendent/Instructional Services. Employee Organizations: Shasta Secondary Education Association (SSEA), Educational Support Professionals Association (ESP), California School Employees Association (CSEA) and Management/Supervisory/Confidential.

The Board reconvened into open session at 6:30 p.m. The Board had no action to report out from closed session. Student Board Member Ava Gebhart was present for the open session portion of the meeting. Trustee Zufall led the pledge of allegiance and Trustee Gebhart recited the mission and vision statements.

- RES. 22-103 That the Board approve the agenda, as presented. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-104 That the Board approve the consent agenda, as presented. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-105 That the Board approve the 2024-2025 calendars for school, ESP and Pioneer Continuation High School. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-106 That the Board approve the resolution revising the observance of Lincoln Day to February 18, 2025 for the 2024-2025 school year. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-107 That the Board adopt the Resolutions in conjunction with the Governing Board Member Election on November 8, 2022 (*Resolution Ordering Governing Board Member Election, Resolution Establishing Procedure in Case of Tie Vote at Governing Board Election, Resolution Regarding Cost of Candidate Statements*). (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-108 That the Board ratify commercial warrants in the amount of \$1,707,665.55 and payroll distributions in the amount of \$3,668,583.66 for the period of 5/01/2022 – 5/31/2022. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-109 That the Board update signature cards with Tri Counties Bank. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)

- RES. 22-110 That the Board approve a request to Declare Property as Surplus (Pulse Cleaner). (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-111 That the Board approve the funding applications for the 2022-23 Agricultural Incentive Grants for FHS and the District Farm. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-112 That the Board approve the 2022-23 Designation of CIF Representatives to League for District, EHS, FHS and SHS. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-113 That the Board approve the Shasta County Special Education Local Plan Area (SELPA) Local Education Agency (LEA) Assurances. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-114 That the Board approve the 2022-2023 application for Carl D. Perkins Career and Technical Education Act funding. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-115 That the Board approve the Human Resources Action Report, as follows: *Classified – (New Hire)*: Jared Billeci, Custodian 8 hours/12 months (SHS), effective May 16, 2022; Joseph Ceja-Manzo, Computer Support Tech 8 hours/12 months (IT-SLC), effective May 11, 2022; Cindy Chao, Admin Assistant-HR 8 hours/12 months (DO), effective June 13, 2022; Jacob Hernandez, Custodian 8 hours/12 months (SHS), effective May 18, 2022; Tyler Schneider, Athletic Field Tech 8 hours/12 months (SHS), effective May 3, 2022; and Erica Souza, School Support Secretary 8 hours/238 days (PHS), effective June 1, 2022. *(Position Change/Promotion)*: Lexis Grade, Payroll Tech 8 hours/12 months (DO), effective May 16, 2022; Vicente Marquez Arandia, Maint. Worker I 8 hours/12 months (SLC), effective June 1, 2022; and Gaylen Sharp, Utility/Auditorium Tech 8 hours/12 months (SLC), effective May 6, 2022. *(Resigned/Retired)*: Rachel Spade, Administrative Assistant-HR 8 hours/12 months (DO), effective June 17, 2022. *Certificated – (Resignation)*: Christina Chacon, 5/5 (SCA), effective June 30, 2022 and Cristy Kidd, 5/5 English (SHS), effective June 30, 2022. *(Retirement)*: Steve Abbott, 5/5 Principal (FHS), effective June 30, 2022. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-116 That the Board approve the updated COVID-19 Safety Plan. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-117 That the Board accept the recommendation from Administration regarding the readmission of a student expulsion (File No. 21-01). (Motion Vericker, second Hartt, carried 5-0. Ayes: Zufall, Hartt, Vericker, Ayer, Pepple. Noes: None. Absent: None.)
- RES. 22-118 That the Board approve the Governance Calendar and Board Action Calendar for the 2022-23 school year. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-119 That the Board approve the SUHSD Conflict of Interest Code and related Resolution, as required by the Political Reform Act. (Motion Ayer, second Pepple, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-120 That the Board approve the appointment of Jackson Richards as a Student Board Member for a one-year term effective July 1, 2022. (Motion Hartt, second Ayer, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-121 That the Board approve the minutes for the May 10, 2022 regular Board meeting. (Motion Hartt, second Ayer, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-122 That the Board approve the minutes for the May 25, 2022 special Board meeting. (Motion Ayer, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)

- RES. 22-123 That the Board excuse Trustee Vericker's absence for the May 10, 2022 regular Board meeting. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-124 That the Board excuse Trustee Hartt's absence for the May 25, 2022 special Board meeting. (Motion Ayer, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-125 That the Board excuse Trustee Zufall's absence for the May 25, 2022 special Board meeting. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-126 That the Board approve the Foothill High School (FHS) Sports Boosters Kick-Off Classic Fundraiser event. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-127 That the Board approve the resolution designating certain general funds as committed fund balance. (Motion Hartt, second Ayer, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-128 That the Board approve the resolution for use of EPA funds for 2022-23. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-129 That the Board approve the authorization for Business Services contract with North Cow Creek Elementary School District. (Motion Ayer, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-130 That the Board approve the resolution for CHYBA Charter School. (Motion Ayer, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-131 That the Board approve the resolution for Redding School of the Arts Charter School. (Motion Ayer, second Vericker, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-132 That the Board approve the Local Control and Accountability Plan (LCAP) Federal Addendum. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-133 That the Board approve the LCAP Local Measures as follows: (1) Appropriately Assigned Teachers, Access to Curriculum Aligned Instructional Materials, and Safe, Clean and Functional School Facilities; (2) Implementation of State Academic Standards; (3) Parent Engagement; (4) School Climate; and (5) Access to a Broad Course of Study. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye)
- RES. 22-134 That the meeting adjourn. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Gebhart: Aye).

RECOGNITION OF STAFF AND/OR STUDENTS:

The Board of Trustees and Administration recognized Foothill High School Senior Camille Erickson, Shasta Collegiate Academy (SCA) Freshman Eko Kishimoto, Shasta High School (SHS) Teacher Bret Barnes and Enterprise High School (EHS) Bilingual Paraprofessional Ruth Reyna.

PRESENTATIONS:

Measure I Citizens' Bond Oversight Committee (CBOC) 2020-2021 Annual Report: CBOC Chair Denise Yergenson presented the 2020-2021 CBOC annual report on behalf of the full committee. In accordance with Proposition 39, the CBOC exists to ensure that expenditures of the funds collected under the voter-approved bond Measure I are spent on the items and projects voters approved at the time of their vote. Chair Yergenson stated that the CBOC is dedicated to ensuring the public trust is well kept and remains intact throughout the life of Measure I. She was pleased to report that the expenditures of the previous fiscal year, after a full audit by an outside auditor, are in compliance with all laws, regulations and accounting. On behalf of the entire committee, she thanked the Board for the opportunity to serve the District and ensured all is in full compliance with legal and ethical guidelines. Chair Yergenson thanked the Board for serving the students, staff and community. The annual report is posted on the District's website.

PRESENTATIONS (continued):

Superintendent Student Advisory Council: Trustee Gebhart stated that she would like to implement a Superintendent Student Advisory Council next school year. She reported that she has met with the Superintendent to discuss expectations. The council would consist of a diverse group of students across the District from various groups that would come together to advise the Superintendent on issues they see within their schools. Ms. Gebhart noted that it is a great way for the Superintendent to gather input directly from the students. The council is intended to create a safe place for students to share their ideas. Trustee Zufall inquired how students will be selected. Trustee Gebhart stated that they will most likely be nominated by teachers.

Mr. Cloney presented Trustee Gebhart with a plaque and thanked her for serving as a student Board Member for the 2021-2022 school year. Ms. Gebhart will go on to serve as a Shasta County Student Board Member.

PUBLIC COMMENT:

Shawn Vega Sanchez inquired if the District could allocate funds towards the FHS wrestling program in order to provide a larger practice space. He reported that the traffic signal in front of FHS's campus has received some changes, and he is hopeful this will ease the flow of traffic.

REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS:

SSEA President Layne McLean reported that finals week went smoothly and teachers have submitted final grades. He stated that during the school year he meets with Jim Cloney at least once a week on various matters. Mr. McLean stated that this past year has been an accomplishment and he is proud of the work that has been put forth in order to do what is best for the kids. He thanked Milan Woollard for stepping in as the interim principal at FHS and thanked Human Resources Administrative Assistant Rachel Hoffman for all of her hard work. Ms. Hoffman has taken a position outside of the District and Cindy Chao has been hired as her replacement. Mr. McLean wished the Board a great summer.

CSEA President David Martin was not present.

ESP President Rhonda Minch was not present.

REPORTS FROM PRINCIPALS:

Alternative Education: Tim Calkins reported that SCA's graduation ceremony was a great success and had a large turnout. Pioneer Continuation High School's (PHS) graduation had a bit of rain before the ceremony but it luckily cleared up in time for the start of the graduation. Each Principal had been provided discretionary funds to spend over two years last fall that would go directly to students based on input from site council. Trustee Zufall had asked for an update from the Principals on the allocation of the funds. Mr. Calkins stated that SCA has created a foodbank and a Zen den where students can relax and do homework. Additional partitions have been installed to create a better learning environment. SCA plans to have more field trips and may introduce horticulture. PHS has allocated funds to create a better outdoor space for students that will include a cement pad, sidewalk, concrete picnic table, umbrellas, fencing, concrete corn hole, chess and ping pong.

Enterprise High School: Ryan Johnson thanked Trustees Zufall and Vericker for attending a successful graduation ceremony. He stated that the entire campus is being painted. Mr. Johnson provided the Board with a handout showing how the funds are being used which includes camera system upgrades, mobile storage cabinets in the science classrooms, interactive boards in the special education classrooms, weight room upgrades, and a remodel of the student store and career center.

Shasta High School: Shane Kikut thanked Trustees Ayer and Hartt for attending graduation. SHS hosted a successful sober grad on site for the first time. Mr. Kikut reported that he is finalizing next year's master schedule and the WASC self-study document is on track to be completed by October. He stated that SHS will be hosting summer school and they have approximately 400 students enrolled. Mr. Kikut reported that they have spent their funds on new band instruments, an electric kiln, new tables and chairs in a science classroom and new lights and sound equipment for the theatre.

REPORTS FROM PRINCIPALS (continued):

Foothill High School: Milan Woollard stated that they had 284 seniors graduate. He thanked the Board for the funds and stated that they have spent it towards a fire hall to store equipment, five televisions, a marquee at the front office, benches in front of the library, concrete picnic tables, concrete walkways, branding (flags on light poles), stand up tables in the student union, security cameras, band uniforms, and scoreboards.

REPORT FROM SUPERINTENDENT:

Jim Cloney reported that he attended eight graduations. He thanked Milan Woollard for his work at FHS as interim Principal. Mr. Cloney attend various end of year celebrations including the FHS staff breakfast where Principal and retiree Steve Abbott was honored. He commended all of the retirees in the District for their hard work. Mr. Cloney stated that Administrative Intern Gary Connolly will oversee summer school which started today with 430 students enrolled. He is hopeful students will stake advantage of the credit recovery opportunity and the District will provide a report once summer school is over. Mr. Cloney is confident both EHS and SHS campuses will be fully painted by the start of next school year. The turf field at EHS will also be replaced this summer. Mr. Cloney reported that the state passed a budget though it is not fully formed. As budget discussions continue, they will report back to the Board with updates. Mr. Cloney stated that he met with the Administration team today and it was a group consensus remove the no hat policy. The policy was put in place decades ago due to gang affiliation. An amended Board policy will be brought forward at a future meeting for review and possible approval. Mr. Cloney notified the Board of the California School Boards Association's Annual Education Conference (CSBAaec) that will be held in San Diego in early December.

TRUSTEE COMMENTS AND LIAISON REPORTS:

Trustee Hartt apologized for missing the graduation ceremonies for Shasta Collegiate Academy and Gateway to College as he was unable to adjust his work schedule. He stated that he was able to attend the graduation ceremonies for Shasta Charter Academy and Shasta High School and stated that it was a great way to celebrate with kids, staff and parents.

Trustee Vericker stated that it was nice to return to normal graduations. He encouraged administrators, teachers and families to recharge and get some rest this summer.

Trustee Ayer reported that he attended graduation ceremonies for Gateway to College, FHS and SHS. He stated that he loves graduation season because it reminds us why we do what we do. He commended the student speaker from SHS who was the first to graduate from high school in America. Trustee Ayer stated that he works for Dignity Health's Senior Services Foster Grandparents program where senior citizens are able to volunteer in classrooms. PHS currently has a member of the program helping students in the woodshop classroom. Trustee Ayer thanked Milan Woollard for helping FHS finish the year strong.

Trustee Pepple stated that this was the first time in twenty years she was unable to attend a graduation. She commended Milan Woollard for helping FHS and thanked all of the parents and staff involved in the planning of each graduation ceremony.

Trustee Gebhart stated that it has been an honor to serve as a Student Board Member and to be able to collaborate with the Board to do what is best for all students in the District. She stated that she is looking forward to what the incoming Student Board Member will do and reiterated the importance of the voice of the students.

Trustee Zufall thanked the sites for hosting their graduation ceremonies and apologized for not making a couple of them for COVID related issues. He encouraged his fellow Trustees to attend the CSBAaec in order to stay current on topics.

DISCUSSION:

Student Board Member: Jim Cloney stated that the District held an election for the entire study body to vote for the 2022-2023 Student Board Member. There were four candidates across all of the comprehensive sites, and the District had the largest voter turnout on record. Mr. Cloney recommended the Board appoint SHS Sophomore Jackson Richards as the next Student Board Member. He will take his seat in September when school is back in session.

FHS Sports Boosters Fundraiser: Jim Cloney stated that the Board approved a policy years ago allowing alcohol to be served on campus for fundraisers. The policy has many restrictions including no students on campus. Mr. Cloney stated that these types of events are not covered through our liability insurance and come with a \$150,000 deductible should a claim be filed against the District. The District has also asked the booster group to provide insurance as well.

PUBLIC HEARING Proposed Budget for 2022-23: At 7:32 p.m., Trustee Zufall declared the meeting open to Public Hearing to allow interested parties an opportunity to speak on the proposed budget for 2022-23. There were no public comments and the hearing was closed.

David Flores conducted a PowerPoint presentation on the 2022-23 budget. The 2021-22 General Fund has an ending balance of \$14,709,283. Mr. Flores stated that the LCFF revenue has increased with a 6.56% COLA in 2022-23 which is help offsetting the decreasing ADA and declining enrollment. The multiyear ending balances projected for the 2022-23, 2023-24 and 2024-25 school years are respectively as follows: \$15,669,294, \$15,707,654 and \$15,077,061. Proposition 2 was approved in 2014 that triggers districts to impose a 10% cap on the amount they maintain in their reserves based on certain conditions. Mr. Flores stated that the budget includes this trigger and has created a committed reserves fund. He noted that the dollars allocated towards the 3.5% economic uncertainty is not included in this reserve. Discussion continued on transportation, specifically regarding the efficiency of the two new electric busses.

Mr. Flores stated that he will submit the budget to the Shasta County Office of Education (SCOE). SCOE can certify a budget as positive, qualified or negative at any point during the school year. Cloney stated that the budget is an ongoing living document, and Mr. Flores will make adjustments as more information becomes available. Trustee Pepple commended the District and teachers on their efforts in obtaining grants.

PUBLIC HEARING Education Protection Account (EPA) Funds: At 7:55 p.m., Trustee Zufall declared the meeting open to Public Hearing to allow interested parties an opportunity to speak on the EPA Funds. There were no public comments and the hearing was closed.

David Flores stated that this is an annual item that requires the Board to approve the EPA funds which total around \$5.3 million. The District is required to spend these dollars with specific provisions.

Business Services Contract: David Flores reported that the District will end its contract with Grant School at the end of this fiscal year and will begin to provide business services for North Cow Creek School, pending their Board approval. Mr. Flores noted that the school is very small and SUHSD agrees to provide services on site one day per week.

California Heritage YouthBuild Academy (CHYBA) and Redding School of the Arts (RSA): David Flores stated that CHYBA and RSA are applying for funding from the Charter School Facilities Program through the Office of Public School Construction (OPSC). The charter schools are required to notify the District 30 days prior to submitting their application, which they have done. The District then must determine how many unhoused District students will attend the newly proposed charter school. Mr. Flores stated that the District contracts with Schreder and Associates to complete the new construction eligibility forms that calculates how many unhoused students the District has by school site. CHYBA would be located in the EHS attendance area, and RSA would be located in the FHS attendance area. Mr. Flores reported that based on new construction eligibility, there would be zero unhoused students. No District students would need to attend the new charter school as the District is in the negative for unhoused students.

DISCUSSION (continued):

LCAP Federal Addendum: Leo Perez stated that the District is required to approve the LCAP Federal Addendum in order to receive Every Student Succeeds Act (ESSA) funds.

LCAP Local Measures: Leo Perez stated that the District is required to report to the Board on whether we have met or not met the following LCAP Local Measures: (1) Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities; (2) Implementation of State Academic Standards; (3) Parent Engagement; (4) School Climate; and (5) Access to a Broad Course of Study. The 2022-23 Local Performance Indicator Self-Reflection Report has been provided to the Board under separate cover and is available on the District website for review. Mr. Perez stated that the District has met all five and that he will submit the results to the state.

PUBLIC HEARING Proposed LCAP: At 8:10 p.m., Trustee Zufall declared the meeting open to Public Hearing to allow interested parties an opportunity to speak on the 2020-21 Annual Update, 2022-23 LCAP, and Parent Budget Overview. There were no public comments and the hearing was closed.

Mr. Cloney reported that the District presented the LCAP Infographic to the Parent Advisory Committee on May 24. Any written comments received from the public on this document will receive a written response from Mr. Cloney. Any changes made to the LCAP based on feedback from the Shasta County Office of Education will be brought back for Board approval. The 2020-21 Annual Update, 2022-23 LCAP, and Parent Budget Overview will be brought before the Board for approval at the June 21, 2022 special Board meeting.

ADVANCE PLANNING:

Next Meeting Dates: Special Board Meeting June 21, 2022 and Regular Board Meeting July 12, 2022

Suggested Future Agenda Items: Trustee Pepple requested the Board discuss school safety.

ADJOURNMENT:

The meeting adjourned at 8:17 p.m.

Jamie Vericker, Clerk
Board of Trustees

Bd. Min. 6-14-22 //

Jim Cloney, Executive Secretary
Board of Trustees

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Commercial Warrants and Payroll Distributions

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Provided under separate cover are the monthly warrant registers for both commercial warrants and payroll distributions.

REFERENCES:
Education Code Section 42632 and 42633

SHASTA UNION HIGH SCHOOL DISTRICT
Governing Board Commercial Warrant Approval
for the period 6/01/22 - 6/30/22

Subfund Totals - Accounts Payable

01	General Fund	2,958,228.41
02	Farm Fund	0.00
07	Shasta Charter Academy	142,956.48
08	University Preparatory	73,992.96
11	Adult Education Fund	313.91
12	Child Development Fund	0.00
13	Cafeteria/Food Service Fund	108,343.25
14	Deferred Maintenance Fund	0.00
15	Pupil Transportation Eqmt Fund	0.00
16	Foundation Private Purpose Fund	0.00
21	Capital Building Bond Fund	503,207.09
25	Capital Facilities Fund	1,470.00
35	County School Facilities	0.00
56	Debt Service Fund	0.00
76	Warrant Passthrough	0.00
95	Student Body Fund	1,952.08

Total **\$3,790,464.18**

Total Accounts Payable 3,790,464.18

Total Payroll 4,650,635.91

GRAND TOTAL **\$8,441,100.09**

Payroll Warrants

Salary		4,395,468.77
Supplemental		218,148.62
Manual Payroll		37,018.52
Voids		<u>0.00</u>

Total **\$4,650,635.91**

Approved for Payment - SHASTA UNION HIGH SCHOOL DISTRICT

Date _____

Signed: _____

Date _____

Signed: _____

July 12, 2022

Shasta Union
High School District

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: 2022-23 Temporary Interfund Transfer of Funds

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

Education Code 42603 allows governing boards to direct moneys held in a fund or account to be temporarily transferred to another fund or account of the district. There are a few limitations:

- The funds shall be repaid in the same year, or the following year if the borrowing takes place within 120 days of the fiscal year end
- No more than 75% of money held in any fund during the current fiscal year may be transferred
 - Borrowing fund must earn enough income during the current fiscal year to repay the amount transferred

Many districts routinely adopt this kind of resolution in order to ensure that temporary cash borrowing is available throughout the fiscal year.

Any temporary borrowing will be reported to the Board along with an estimated payback timeline.

REFERENCES:

Education Code Section 42603

Shasta Union High School District

RESOLUTION # _____

**RESOLUTION TO ESTABLISH TEMPORARY INTERFUND TRANSFERS OF
SPECIAL OR RESTRICTED FUND MONEYS**

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code 42603; and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Shasta Union High School District, in accordance with the provisions of Education Code section 42603 adopts the following authorization for fiscal year 2022-2023 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or his designee:

PASSED AND ADOPTED by the Governing Board on July 12, 2022, by the following:

AYES:

NOES:

ABSENT:

ABSTAINED:

Superintendent and Secretary
To the Board

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: 2022-23 Interfund Transfer of Funds

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The financial relationship between the District and the District-sponsored charter schools requires the monthly transfer of funds among the entities. Examples include the pass-through of In-Lieu property taxes and the special education funds from the local SELPA received in the General Fund on behalf of the charter schools. Additionally, inter-fund transfers are required among the District's funds as a result of internal audits or recording end-of-the-year transactions. Other non-routine inter-fund transfers will continue to be brought to the Board for approval.

Any temporary borrowing will be reported to the Board along with an estimated payback timeline.

REFERENCES:

Education Code Section 42600

SHASTA UNION HIGH SCHOOL DISTRICT

RESOLUTION # _____

AUTHORIZATION FOR 2022/2023 INTERFUND TRANSFERS

WHEREAS, the Shasta Union High School District will need to transfer money between Funds;

WHEREAS, the Shasta Union High School District has the need to transfer revenues and expenditures between funds;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Shasta Union High School District authorizes the Chief Business Official or Superintendent to make such transfers as may be needed to facilitate accounting activities as allowed in Education Code 42600.

PASSED AND ADOPTED THIS by the Board of Trustees of the Shasta Union High School District, Shasta County, State of California, this 12th day of July 2022 following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Superintendent and
Secretary to the Board

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: 2022-23 Budget Transfers Between Object Codes

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Education Code 42600 requires budget transfers between major object codes categories be approved by the Board.

The District's Escape financial system does not allow an account to be spent beyond the established budget. The financial system allows program managers to transfer their budgets to meet revised spending plans. Also, new grants and other revenue and expenditure information are received that requires establishing or revising budgets on a timely basis.

To wait for a board meeting to approve budget transfers to pay vendors or otherwise conduct business is cumbersome and results in late payments to vendors and hinders program budget management.

The attached Resolution allows the Chief Business Official to process budget revisions in a timely manner and to report those revisions to the Board for ratification throughout the fiscal year.

REFERENCES:
Education Code Section 42600

SHASTA UNION HIGH SCHOOL DISTRICT

Resolution No. _____

**Authorization to Transfer Budgeted Funds between Object Codes
by the Chief Business Official**

WHEREAS, the Shasta Union High School District has adopted its 2022-23 final budget, and,

WHEREAS, more accurate information becomes known throughout the school year, and,

WHEREAS, revisions are necessary in the district budget to more accurately present budgetary plans, and,

WHEREAS, Education Code 42600 requires budget transfers between major object categories be approved by the Board of Trustees, and,

WHEREAS, the Board of Trustees recognize the importance of accurate and timely budget reporting.

NOW, THEREFORE, BE IT RESOLVED that the Shasta Union High School District Board of Trustees authorizes the Chief Business Official to prepare all budget revisions for all revenues, expenditures, and reserves as deemed necessary in the course of responsible fiscal management.

BE IT FURTHER RESOLVED that all such revisions will be ratified by the Board of Trustees.

PASSED AND ADOPTED this 12th day of July 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Superintendent and
Secretary to the Board

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Surplus Equipment

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The District Farm program has old, outdated equipment that is no longer used. This equipment is deteriorating at the farm and no longer has any value. In an effort to clean up the facility we would like to surplus the unwanted, fully depreciated farming equipment.

The Transportation Department is disposing of two buses. Both buses are beyond their depreciable life, are no longer operational, and cost prohibitive to repair.

Everything being disposed of will be put up for auction.



Request to Declare Property as Surplus

Location of Property:

Site: Farm
 Department: Farm
 Room No.

Date: 6/29/2022Requestor: Tim Arnett

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
	1	Scrap Utility Trailer Military Style					
	1	International Tractor					
	1	Land Plane (Home Made)					
	1	Pump Sprayer					
	1	Rotary Hay Rack					
	1	Old Lathe (Scrap)					
	1	Scrap Metal					
	1	Old Forge Table					

*Condition Key: **Excellent** – in working order
Good – needs minor repairs
Fair – needs repairs; repairs are estimated not to exceed 30% of replacement cost.
Poor – no longer serviceable; repairs would exceed 50% of replacement cost.
Unusable – to be discarded as junk

Reason(s) for declaring surplus: All items are no longer used and need to be removed.

*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.
 Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.
 Please contact 16514 or 16540 for further information or questions.*

Site Administrative Approval Signature**Disposition**

☐ Make available for reassignment Assign to: _____
☐ Surplus
☐ Junk

 Chief Business Official

 Date

Distribution: Original - Business Office
 Copies: M&O, Originating Site



Request to Declare Property as Surplus

Location of Property:

Site: Farm
 Department: Farm
 Room No.

Date: 6/29/2022Requestor: Tim Arnett

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
	1	Old Air Compressor					
	1	Diesel Pressure Washer					
	1	Calf Shoot					
	1	Portable scale					
	1	Scale					
	3	Arc Wlders					
	1	Plasma Table					
	1	Electric Cutting Table					

*Condition Key: **Excellent** – in working order
Good – needs minor repairs
Fair – needs repairs; repairs are estimated not to exceed 30% of replacement cost.
Poor – no longer serviceable; repairs would exceed 50% of replacement cost.
Unusable – to be discarded as junk

Reason(s) for declaring surplus: All items are no longer used and need to be removed.

*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.
 Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.
 Please contact 16514 or 16540 for further information or questions.*

Site Administrative Approval Signature**Disposition**

☐ Make available for reassignment Assign to: _____
☐ Surplus
☐ Junk

 Chief Business Official

 Date

Distribution: Original - Business Office
 Copies: M&O, Originating Site



Request to Declare Property as Surplus

Location of Property:

Site: Farm
 Department: Farm
 Room No.

Date: 6/29/2022Requestor: Tim Arnett

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
	1	Tomb Stone Arc Welder					
	1	Band Saw					
	1	Belt and Disc					
	1	Drill Press					
	1	Cut off Saw					
	1	Rip Saw					

*Condition Key: **Excellent** – in working order
Good – needs minor repairs
Fair – needs repairs; repairs are estimated not to exceed 30% of replacement cost.
Poor – no longer serviceable; repairs would exceed 50% of replacement cost.
Unusable – to be discarded as junk

Reason(s) for declaring surplus: All items are no longer used and need to be removed.

*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.
 Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.
 Please contact 16514 or 16540 for further information or questions.*

Site Administrative Approval Signature**Disposition**

☐ Make available for reassignment Assign to: _____
☐ Surplus
☐ Junk

 Chief Business Official

 Date

Distribution: Original - Business Office
 Copies: M&O, Originating Site



Request to Declare Property as Surplus

Location of Property:Site: TransportationDate: 6/28/2022

Department: _____

Room No. _____

Requestor: Trystan Thomas

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
54	1	2006 Blue Bird School Bus	Vision		2005	N/A	Unusable
70	1	1998 Thomas School Bus	Saf-T-Liner		1997	N/A	Unusable

Condition Key:*Excellent** – in working order**Good** – needs minor repairs**Fair** – needs repairs; repairs are estimated not to exceed 30% of replacement cost.**Poor** – no longer serviceable; repairs would exceed 50% of replacement cost.**Unusable** – to be discarded as junk

Reason(s) for declaring surplus: Recommend both buses be junked Bus70 is over 25 years old and has been out of service for years due to not being able to stay in compliance with the legal requirements its depreciable life is 20 years. Bus54 is 16 years old and needs a new engine, due to californias strick tail pipe emissions standards its not feasible to re -power and replace the engine as it would cost more than what this piece equipment is worth

and its depreciable life is 15 years

Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.

Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.

Please contact 16514 or 16540 for further information or questions.

Site Administrative Approval Signature

Disposition
☐ Make available for reassignment

Assign to: _____

☐ Surplus

☐ Junk

Chief Business Official

	Date
--	------

Distribution: Original - Business Office
Copies: M&O, Originating Site

D322 Rev:1/03



Request to Declare Property as Surplus

Location of Property:Site: TransportationDate: 6/28/2022

Department: _____

Room No. _____

Requestor: Trystan Thomas

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
61	1	2006 Blue Bird CNG School Bus	ARE		2005	NA	Unusable
62	1	2005 Blue Bird CNG School BUS	ARE		2004	NA	Unusable

Condition Key:*Excellent** – in working order**Good** – needs minor repairs**Fair** – needs repairs; repairs are estimated not to exceed 30% of replacement cost.**Poor** – no longer serviceable; repairs would exceed 50% of replacement cost.**Unusable** – to be discarded as junk

Reason(s) for declaring surplus:

Recommend both buses to be junked as they are over 16 years old both need new tanks and engines the depreciable life is 15 years cost estimates to repair is at 50k per bus to get back on the road the John Deere CNG engine manufacture no longer makes these engines and the nearest dealer is in the Sacramento area and the software to work on these buses is becoming obsolete.

*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.**Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.*

Please contact 16514 or 16540 for further information or questions.

Site Administrative Approval Signature**Disposition**☐ Make available for reassignment

Assign to: _____

☐ Surplus☐ Junk_____
Chief Business Official

	Date
--	------

Distribution: Original - Business Office
Copies: M&O, Originating Site

D322 Rev:1/03



Request to Declare Property as Surplus

Location of Property:Site: TransportationDate: 6/28/2022

Department: _____

Room No. _____

Requestor: Trystan Thomas

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
65	1	2008 Thomas CNG School Bus	Safe-T-Liner		7/2008	10 K	Good

Condition Key:*Excellent** – in working order**Good** – needs minor repairs**Fair** – needs repairs; repairs are estimated not to exceed 30% of replacement cost.**Poor** – no longer serviceable; repairs would exceed 50% of replacement cost.**Unusable** – to be discarded as junkReason(s) for declaring surplus: Recommend that this bus be surplus as it no longer meets the needs of the department.

*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.
Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.*

Please contact 16514 or 16540 for further information or questions.

Site Administrative Approval Signature**Disposition**☐ Make available for reassignment Assign to: _____☐ Surplus☐ Junk_____
Chief Business Official_____
Date

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Northern California Schools Insurance Group (NCSIG)
bylaws change

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The NCSIG Board made changes to their bylaws that was passed at the May 26, 2022 board meeting. Any changes to the Bylaws require approval by two-thirds of our NCSIG's membership. The change is revising the program withdrawal date to December 31, which is standard among other CA JPA's.

BOARD RESOLUTION
AMEND BYLAWS
OF
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)

WHEREAS, the Shasta Union High School District is a Member of Northern California Schools Insurance Group and the NCSIG Board of Directors reviewed and approved the proposed amendment to the Bylaws of NCSIG on May 26, 2022

NOW THEREFORE BE IT RESOLVED THAT:

The Board of Trustees of the Shasta Union High School District hereby approves the Amendments to the NCSIG Bylaws Amended and Restated dated May 26, 2022.

PASSED AND ADOPTED by the Board of Directors of the

_____ this _____(date), by the
following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA

COUNTY OF _____

I, _____, Secretary of the _____
Board of Trustees, do hereby certify that the foregoing is a full, true, and correct
copy of the resolution adopted by the Board of Trustees at a regularly called and
conducted meeting held on said date.

Secretary of Board of Trustees

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Courses for Shasta Adult School for 2022-23

PREPARER: Leo Perez
Associate Superintendent of Instructional Services

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Each year the Adult Education program must request approval for the courses it will be offering. This list has been submitted to the California Department of Education Adult Education Office. As a condition of compliance, the Board of Trustees must take action to approve the list of courses for 2022-23.

California Adult Education Online Application and Reporting

selected

Courses for Fiscal Year 2022–23

Adult Basic Education			
Course Name	Course Number	Year Course Outline Developed	Edit
Basic English	2102	2014	Edit
Basic Mathematics	2402	2014	Edit
Adult Secondary Education / High School			
Course Name	Course Number	Year Course Outline Developed	Edit
Algebra 1	2403	2014	Edit
Algebra II	2404	2014	Edit
Art History	2803	2014	Edit
Biology	2603	2014	Edit
Computer Literacy	2450	2014	Edit
Earth Science	2618	2014	Edit
Economics	2701	2014	Edit

Adult Basic Education			
Course Name	Course Number	Year Course Outline Developed	Edit
English 10	2131	2014	Edit
English 11	2132	2014	Edit
English 12	2133	2014	Edit
English 9	2130	2014	Edit
General Mathematics	2400	2014	Edit
Geometry	2413	2014	Edit
Government	9972	2014	Edit
Health	2535	2014	Edit
Mathematics Elective	2498	2014	Edit
Music Appreciation	2307	2014	Edit
Physical Education	2500	2021	Edit
Physical Science	2610	2014	Edit
Pre-Algebra	2424	2014	Edit
Test Preparation	9969	2014	Edit
United States History	2709	2014	Edit
World History: Survey	2711	2014	Edit

Civic Engagement And ASE Electives			
Course Name	Course Number	Year Course Outline Developed	Edit
Current Events	2707	2014	Edit
Food And Nutrition	4361	2014	Edit
Work Readiness	9977	2014	Edit

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Human Resource Action Report

PREPARER: Jason Rubin
Associate Superintendent of Human Resources

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Approve personnel changes to meet the needs of our District as outlined on the following report.

**Shasta Union High School District
HUMAN RESOURCES ACTION REPORT**

NAME	POSITION	EFFECTIVE
<u>Classified</u>		
<u>Hours-Decrease/Increase</u>		
Julie Balding	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
Veronica Barnes	Instructional Para-SDCI, FHS 6.5 hours/10 months	August 15, 2022
Frank Bologna	Food Nutrition Specialist, EHS 4.5 hours/10 months	August 15, 2022
Christine Carter	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
Barbara Church	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
Tina Corona	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
James Donnelley	SH/Behavior Para, EHS 6.5 hours/10 months	August 15, 2022
Christina Giumarra	Instructional Para-Sp Ed, FHS 6.5 hours/10 months	August 15, 2022
Laura Gray	Instructional Para-SDCI, SHS 6.5 hours/10 months	August 15, 2022
Leslie Hall	Health Clerk, EHS 7 hours/201 days	August 8, 2022
Collette Huff	Instructional Para-SDCI, EHS 6.5 hours/10 months	August 15, 2022
Pamela King	Instructional Para-Sp Ed, SHS 6.5 hours/10 months	August 15, 2022

NAME	POSITION	EFFECTIVE
Pablo Lana	Instructional Para-SDCI, FHS 6.5 hours/10 months	August 15, 2022
Victoria Larson	Instructional Para-SDCI, FHS 6.5 hours/10 months	August 15, 2022
Heather Lenk	Health Clerk, SHS 7 hours/201 days	August 8, 2022
Helen MacArthur	Instructional Para-Sp Ed, SHS 6.5 hours/10 months	August 15, 2022
Angalique Martin	Instructional Para-SDCI, EHS 6.5 hours/10 months	August 15, 2022
Jacqueline Martin	SOA II, EHS 7 hours/10 months	August 15, 2022
Della Nash	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
Kristine Perales	Health Clerk, FHS 7 hours/201 days	August 8, 2022
Casey Peterson	SH/Behavior Para, EHS 6.5 hours/10 months	August 15, 2022
Joan Phillips	SH/Behavior Para, EHS 6.5 hours/10 months	August 15, 2022
Laurie Phillips	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
Heidi Price	Instructional Para-Sp Ed, SHS 6.5 hours/10 months	August 15, 2022
Olivia Robertson	Instructional Para-SDCI, SHS 6.5 hours/10 months	August 15, 2022
Lio "Shyla" Saelee	Health Clerk, SLC 7 hours/201 days	August 8, 2022

NAME	POSITION	EFFECTIVE
Katlyn Thomas	SH/Behavior Para, EHS 6.5 hours/10 months	August 15, 2022
Donna Wallace	Instructional Para-Sp Ed, EHS 6.5 hours/10 months	August 15, 2022
<u>Resigned/Retired</u> Janine Bonanno	Workability Project Assistant, PHS 7 hours/10 months	June 8, 2022
<u>Certificated</u> <u>New Hires</u>		
Ernesto Aguirre	5/5 Music FHS	August 15, 2022
Katelyn Ault	5/5 Math EHS	August 15, 2022
Amanda Bowman	5/5 English SHS	August 15, 2022
Foster Brovan	5/5 Social Science FHS	August 15, 2022
Joey Brown	Assistant Principal EHS	July 1, 2022
Danielle Cottone	5/5 SPED EHS	August 15, 2022
Bianka De La Rosa	5/5 Art SHS	August 15, 2022
Jennifer Goodman	5/5 School Psychologist Intern	August 15, 2022
Riley Hamilton	5/5 English FHS	August 15, 2022
Jill Hardy	Assistant Principal EHS	July 1, 2022
William Hyers	5/5 Alt Ed PHS	August 15, 2022
Erik Johnson	Admin Intern EHS	August 15, 2022
Erin Johnson	Dental .40 FTE SHS	August 15, 2022
Dreux Karpinski	5/5 English SHS	August 15, 2022
Courtney Kreps	5/5 English EHS	August 15, 2022

NAME	POSITION	EFFECTIVE
Josh Millhollan	5/5 Physics EHS	August 15, 2022
Teri O'Hara	5/5 Mental Health Clinician	August 15, 2022
Katherine Rauch	5/5 Mental Health Clinician	August 15, 2022
Megan Sheffield	5/5 Math FHS	August 15, 2022
Tiffany Strickland	5/5 SPED EHS	August 15, 2022
Kevin Strohmayer	Assistant Principal FHS	July 1, 2022
Kodie Zimmerman	5/5 Social Science EHS	August 15, 2022
<u>Returning Temps 2022-23</u>		
Chase Dillon	5/5 Social Science EHS	August 15, 2022
Adam Doelker	5/5 Social Science FHS	August 15, 2022
Kory Kammergard	5/5 SPED FHS	August 15, 2022
Kurt Kuehl	5/5 Alt Ed PHS	August 15, 2022
Orben Frederick	5/5 Social Science SHS	August 15, 2022
Eddie Raschein	3/5 EMT CTE FHS	August 15, 2022
Jacob Sabanovich	5/5 PHS	August 15, 2022
Ronnie Stevens	5/5 SPED SHS	August 15, 2022
Regina Turner	5/5 SPED SHS	August 15, 2022
Kayla Vega	5/5 SPED SHS	August 15, 2022
Anthony Williams	5/5 SPED EHS	August 15, 2022
<u>Site Move</u>		
Conor Russell	5/5 Social Science Teacher FHS	August 15, 2022

NAME	POSITION	EFFECTIVE
<u>CalSTRS Reduced Workload</u>		
Katie Shoff	Science Teacher .60 FTE EHS	August 15, 2022
<u>Resignations</u>		
Richard Belzer	Math Teacher/Admin Intern SHS	June 30, 2022
Kris Carpenter	5/5 Art Teacher FHS	June 30, 2022
Jim Henderson	English/Athletic Director/TOA EHS	June 30, 2022
Lauren Stroud	Assistant Principal FHS	June 30, 2022

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Quarterly Report - Williams Uniform Complaints

PREPARER: Jason Rubin
Associate Superintendent of Human Resources

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
No Williams Uniform Complaints have been filed between April 1, 2022 and June 30, 2022.

Academic School Year 2021-2022
Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

District: _____

Form Completed By: _____ Title: _____

Quarterly Report Submission Date:
(Please check one)

October 2021

April 2022

January 2022

July 2022

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

No complaints were filed with any school in the district during the quarter indicated above.

Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignments			
Facilities Conditions			
TOTALS			

Print Name of District Superintendent

Signature of District Superintendent

Date

Submit by the 15th of the month to: Barbara Erlei at berlei@shastacoe.org

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Uniform Complaint Policies and Non-Discrimination Policies

PREPARER: Jason Rubin
Associate Superintendent of Human Resources

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
This is an annual review ensuring compliance on all aspects and procedures related to the Uniform Complaint Procedure and Non-Discrimination Policy. The District is in compliance with both the Uniform Complaint Policy and Non-Discrimination Policy.

REFERENCES:
The policies were provided to the Board under separate cover. Copies may be obtained by contacting the District Office at (530) 241-3261

BP/AR/E 1312.3, BP/AR 4030, BP/AR 5145.3

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Board Self-Evaluation for 2021-22

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION:

- ☐ Action
- ☒ Discussion
- ☐ Information

BACKGROUND:

The Board reviewed the evaluation tool at the April 25, 2022 special Board Meeting. The Board has individually taken the evaluation online and will discuss the overall results.

REFERENCES:

The evaluation has been sent to the Board under separate cover. Copies can be made available to the public by contacting the District Office at 241-3261.

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: First Reading – Draft Administrative Board Policies, Regulations & Exhibits

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION:

- ☒ Action
- ☒ Discussion
- ☐ Information

BACKGROUND:

The District subscribes to the California School Boards Association (CSBA) Policy Manual Maintenance Program. Through this Program, CSBA provides sample policies and administrative regulations for adoption.

REFERENCES:

Draft policies were provided to the Board under separate cover. Copies may be obtained by contacting the District Office at (530) 241-3261.

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Update on Student Expulsions for 2021-2022

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION:

- ☐ Action
- ☐ Discussion
- ☒ Information

BACKGROUND:

Per the Board's request, the Superintendent annually provides data on the academic status and educational placement of SUHSD students expelled in the 2021-22 school year.

REFERENCES:

BP 5144.1

Update on Student Expulsions for 2021-22

	Grade	Sp.Ed.	Exit School	Placement	Reason for Expulsion	Hearing Date	Expulsion Date	Eligible for Re-Entry	Status Update
1	10	NO	FHS	Shasta Collegiate Acadmey	Education Code 48915 (c)(3): Unlawfully selling a controlled substance	10/5/2021	10/13/2021	Readmission denied, extended to Aug. 2023.	Attended PHS per expulsion terms and will continue to stay at PHS for 22/23. Student did not meet terms of rehabilitation plan.
2	10	NO	FHS	PHS	Education Code 48915 (c)(3): Unlawfully selling a controlled substance	2/3/2022	2/8/2022	2/8/2023	Attending PHS per expulsion terms.

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Minutes from June 21, 2022 special Board Meeting

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Staff has reviewed the minutes and recommends approval as presented.



**SHASTA UNION HIGH SCHOOL DISTRICT
SPECIAL MEETING OF THE GOVERNING BOARD
Large Conference Room
2200 Eureka Way
Redding, CA 96001**

**June 21, 2022
UNADOPTED MINUTES**

A special meeting of the Governing Board of the Shasta Union High School District was called to order at 1:01 p.m. by Trustee Zufall in the Shasta Union High School District Large Conference Room.

ROLL CALL: Trustees Ron Zufall, Jamie Vericker, Joe Ayer and Constance Pepple were present. Also present: Superintendent Jim Cloney, Associate Superintendent of Human Resources Jason Rubin, Associate Superintendent of Instructional Services Leo Perez, and Chief Business Official David Flores.

RES. 22-135 That the Board approve the agenda, as presented. (Motion Vericker, second Ayer, carried 4-0)

RES. 22-136 That the Board approve the 2020-21 Annual Update, 2022-23 Local Control and Accountability Plan (LCAP), and Parent Budget Overview. (Motion Ayer, second Vericker, carried 4-0)

RES. 22-137 That the Board adopt the Budget for the 2022-2023 school year. (Motion Pepple, second Vericker, carried 4-0)

RES. 22-138 That the meeting adjourn. (Motion Pepple, second Ayer, carried 4-0)

PUBLIC COMMENT:

There were not comments.

DISCUSSION:

LCAP: Jim Cloney stated that the Board held a public hearing on the 2020-21 Annual Update, 2022-23 LCAP, and Parent Budget Overview at the June 14 Board meeting. He reported that he has not received any feedback from the Parent Advisory Committee or the public. Leo Perez reported that the Shasta County Office of Education (SCOE) has provided some feedback for minor changes. The report reflects these changes. The District will submit the LCAP to SCOE and will keep the Board updated on if there are any additional changes.

2022-2023 Budget: David Flores stated that the Board held a public hearing on the proposed budget at the June 14 Board meeting. He reported that he has submitted the budget to SCOE which includes the assumptions from the May revise. Mr. Flores stated that he anticipates trailer bills on the Governor's budget that will be signed by June 30. He reported that the District will ask the Board to approve the new salary schedules at the July or August meeting, and the District will continue to update the Board on the budget as information becomes available from the state.

CLOSED SESSION:

The Board adjourned to closed session at 1:10 p.m. to discuss the following: 1) Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957); and 2) Conference with Labor Negotiator (G.C. 54957.6) Agency designated representatives: Jim Cloney – Superintendent, David Flores – Chief Business Official, Jason Rubin – Associate Superintendent/H.R. and Leo Perez - Associate Superintendent/Instructional Services. Employee Organizations: Shasta Secondary Education Association (SSEA), Educational Support Professionals Association (ESP), California School Employees Association (CSEA) and Management/Supervisory/Confidential.

ADJOURNMENT:

The Board returned to open session at 1:14 p.m. There was no action to report out and the meeting adjourned at 1:14 p.m.

Jamie Vericker, Clerk
Board of Trustees

Bd. Min. 6-21-22 //l

Jim Cloney, Executive Secretary
Board of Trustees

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Trustee Absence at the June 21, 2022 special Board meeting

PREPARER: Jim Cloney, Superintendent

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:
Board Bylaws and Ed. Code allow the Board to approve Trustee absences at Board meetings for reasons that are deemed acceptable.

REFERENCES:
Board Bylaw 9250/Ed. Code 35120c

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: State Budget Update

PREPARER: David Flores, Chief Business Official

RECOMMENDATION:

- ☐ Action
- ☐ Discussion
- ☒ Information

BACKGROUND:
State budget information that is available will be presented.

REFERENCES:
Education Code Section 42632 and 42633

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: KYA Services LLC (KYA Group) California Multiple Award Schedule ("CMAS") contract 4-20-78-0089C

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

District staff is recommending the contracting of services with the KYA Group for the purchase and installation of three scoreboards utilizing the CMAS contract. The KYA Group has provided the district with a proposal utilizing the State CMAS contract pricing, materials, and services. The CMAS contract is a state wide, competitively bid contract for multiple materials, and services for a variety of products. The proposal for your consideration is as follows;

Proposal Number 1-2-23292 scoreboard purchase and installation at the Enterprise, Foothill, and Shasta High School football fields in the amount of \$357,602.30

**BEFORE THE BOARD OF TRUSTEES OF THE
SHASTA UNION HIGH SCHOOL DISTRICT
RESOLUTION NO. _____**

**RESOLUTION AUTHORIZING CONTRACTS TO PURCHASE FROM CMAS 4-20-78-
0089C AGREEMENT**

WHEREAS, the Shasta Union High School District (“District”) needs General Construction Services (“General Construction”);

WHEREAS, the District wishes to procure the Services by entering into a separate agreement:

Proposal 1-2-23292 CMAS# KYA 4-20-78-0089C (“CMAS”) contract with KYA Services LLC. (“KYA Group”) which includes construction services.

WHEREAS, Education Code section 17595 authorizes the governing board of a school district to purchase materials, equipment or supplies through the Department of General Services;

WHEREAS, Public Contract Code section 10298, subdivision (a), allows the Director of General Services to establish multiple award schedules with vendors of goods, information technology or services and in turn, allows school districts to contract with the vendors awarded those multiple award schedules without competitive bidding;

WHEREAS, the Director of General Services has established a multiple award schedule with KYA Services LLC. (“KYA Group”), CMAS # 4-20-78-0089C (“CMAS”) which includes the Equipment and General Construction Services;

WHEREAS, the Board finds and declares that it would be in the District’s best interests to purchase the General Construction Services which includes scoreboards from the KYA Group’s CMAS; and

WHEREAS, the Board finds and declares that the Superintendent or his designee should make the listed contracts in writing on behalf of the District to purchase the General Construction Services from the KYA Group under KYA Group’s CMAS.

NOW, THEREFORE, the Board of Trustees of the Shasta Union High School District of Shasta County, State of California, hereby finds, determines and orders as follows:

1. The recitals above are true and correct.

2. The District's Superintendent, or his designee, is authorized and directed to make the listed contracts in writing on behalf of the District for the construction and installation of scoreboards without advertising for or inviting bids, pursuant to the authority of this Resolution and California Education Code section 17595 and Public Contract Code section 10298.

PASSED AND ADOPTED by the Board of Trustees of the Shasta Union High School District at its regular meeting held on _____, 2022.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: _____, 2022

President, Board of Trustees
Shasta Union High School District

CERTIFIED TO BE A TRUE
AND CORRECT COPY:

Clerk, Board of Trustees
Shasta Union High School District



PREPARED FOR

David Flores

Shasta UHSD

530-227-8747

dflores@suhsd.net

06/03/2022

SUHSD-3 Sites-Scoreboards option
1

Proposal Number 1-2-23292

CMAS: 4-20-78-0089C

Contact

Megan Leyds
1800 E. McFadden Ave.
Santa Ana, CA
(949)245-8557

Megan.Leyds@theKYAgroup.com

Pages 6

CA LICENSE #984827 B + C15
DIR #1000003379



Proposal: 1-2-23292
To: Shasta UHSD
2200 Eureka Way Ste B
Redding
California
96001

Date: June 3, 2022
Terms: Net 30
CMAS: 4-20-78-0089C
Base Contract: February 10, 2025
Contract Terms: Feb 26, 2020 - Feb 10, 2025

c/o: Shasta UHSD
RA: Megan Leyds
RA Phone: (949)245-8557
RA Email: Megan.Leyds@theKYAgroup.com
Site: Shasta UHSD
Address: SHS-2500 Eureka Way
96001

Site Qualifications and General Scope of Work

DIR # 1000003379

Priced per CMAS- KYA GSA-(4-20-78-0089C)

Supply and apply 3 24 x 8 Scoreboard
Supply and apply 3 24' x 4' Arched Truss with 12 Letters
Supply and apply 3 24-2 Sponsor Sign
Supply and Apply 4'x16' message center

Pricing valid for electrical to match existing scoreboards

Excludes:

Temp Fencing

DSA

Permits

Utility surveying

Any scope not specifically included is excluded.

Notes: Sales tax rate will be based upon the shipping address. Price is good for 30 days from date of quote.

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number 1-2-23292



SCOPE OF WORK - PRICING

SUHSD-3 Sites-Scoreboards option 1	Quantity	U/M	Price	Value
<u>FB-2024-PV-F (DIGIT COLOR R OR A)</u>	6.00	EA	\$16,720.00	\$100,320.00
<u>Ad Panel, Above or Below Display, Outdoor Non-Backlit 3' 0" X 25' 0" Horizontal.</u>	6.00	EA	\$3,287.91	\$19,727.46
<u>BA-2019-PV-F (DIGIT COLOR R, A, W)</u>	6.00	EA	\$13,858.04	\$83,148.24
<u>SCOREBOARD RADIO COMMUNICATION CONTROL C</u>	6.00	EA	\$473.80	\$2,842.80
<u>SCOREBOARD RADIO COMMUNICATION (RECEIVER</u>	6.00	EA	\$473.80	\$2,842.80
<u>CONTROLLER WIRE - WHITE</u>	15.00	EA	\$608.12	\$9,121.80
<u>Swing Pipe Assembly - 6"</u>	1,200.00	EA	\$3.90	\$4,680.00
<u>Specialty Equipment Service</u>	3.00	EA	\$1,973.13	\$5,919.39
<u>Dumpster Service</u>	10.00	EA	\$788.17	\$7,881.70
<u>Construction Project Supervisor</u>	380.00	HRS	\$157.85	\$59,983.00
<u>General Laborer Journeyman</u>	439.00	HRS	\$128.25	\$56,301.75
<u>Bonding Fee</u>	1.00	EA	\$4,833.36	\$4,833.36
Total Price				\$357,602.30

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number 1-2-23292



CONDITIONS AND WARRANTY

1) Proposal:

The above proposal is valid for 30 days from the date first set forth above. After 30 days, we reserve the right to increase prices due to the rise in cost of raw materials, fuel or other cost increases. When applicable, KYA Services LLC reserves the right to implement a surcharge for significant increases in raw materials, including, but not limited to; fuel, and materials. Due to the duration of time between proposals, contracts and final furnishing, KYA Services LLC reserves the right to implement this surcharge when applicable.

Any job that is accepted prior to December 31st of the current year and scheduled to install after December 31st of the current year is subject to price increase

2) Purchase:

By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement specifically by reference) which is accepted by KYA Services LLC. (the "Company"), the purchaser identified above ("you" or the "Purchaser") agrees to purchase the materials and the services to be provided by the "Company", as detailed in the Pricing and "General Scope of Work" sections in this agreement, above.

3) Standard Exclusions:

Unless specifically included, this agreement does not include, and Company will not provide services, labor or materials for any of the following work: (a) removal or disposal of any material containing asbestos or any hazardous materials as defined by the EPA; neither we nor our installers are responsible for the handling, removal or abatement of asbestos contained floor material or adhesive. Further, our policy is to request an Asbestos Hazard Emergency Response Act (AHERA) report prior to proceeding with any floor material or floor adhesive removal. We and our installers consider it the owners responsibility to produce this report prior to executing this contract. (b) moving Owner's property around the installation site. (c) repair or replacement of any Purchaser or Owner- supplied materials. (d) repair of concealed underground utilities not located on prints, supplied to Company by Owner during the bidding process, or physically staked out of by the Owner, and which are damaged during construction; or (e) repair of damage to existing surfaces that could occur when construction equipment and vehicles are being used in the normal course of construction.

4) Insurance Requirements:

Company is not required to provide any insurance coverage in excess of Company's standard insurance. A copy of the Company's standard insurance is available for your review prior to acceptance of the Company's proposal.

5) Payment:

Terms of payment are defined in the "Pricing" details section and are specific to this contract. For purposes of this agreement, "Completion" is defined as being the point at which the materials have been furnished. In any event where Completion cannot be effected due to delays or postponements caused by the Purchaser or Owner, final payment (less 10% retainage) is due within 30 days of the date when the Completion was scheduled, had the delay not occurred. All payments must be made to KYA Services LLC 1800 E McFadden Ave, Santa Ana, CA 92705. If the Purchaser or Owner fails or delays in making any scheduled milestone payments, the Company may suspend the fulfillment of its obligations hereunder until such payments are made, or Company may be relieved of its obligations hereunder if payment is more than 60 days past due. Company may use all remedies available to it under current laws, including but not limited to filing of liens against the property and using a collection agency or the courts to secure the collection of the outstanding debt.

6) Lien Releases:

Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner, Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.

7) Site Plan Approval, Permit/s, Permit Fees, Plans, Engineering Drawings and Surveying:

Site plan approval, permits, permit fees, plans, engineering drawings and surveying are specifically excluded from this agreement and the Services unless specified under the "General Scope of Work". The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the "General Scope of Work" will result in additional cost to Purchaser.

8) Manufacturing and Delivery:

Manufacturing lead-time and delivery varies depending on the product purchased.

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number 1-2-23292



9) Returned Product, Deposits and/ or Cancelled Order:

From date of shipment from our facility, all returned product(s) and cancelled orders are subject to a 50% restocking fee. No returns are available following this date. All deposits are non-refundable.

10) Concealed Conditions:

"Concealed conditions" include, without limitation to, water, gas, sprinkler, electrical and sewage lines, post tension cables, and steel rebar. Observations that were able to be made either by visual inspection or by drawings and/or plans submitted by Owner at the time this agreement was approved. If additional Concealed Conditions are discovered once work has commenced which were not visible at the time this proposal was approved, Company will stop work and indicate these unforeseen Concealed Conditions to Purchaser or Owner so that Purchaser and Company can execute a change order for any additional work. In any event, any damage caused by or to unforeseen Concealed Conditions is the sole responsibility of the Purchaser and Company shall not be held liable for any such damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliche, etc.), rocks bigger than 4inches in diameter or any other condition that will require additional labor, equipment and/or materials not specified by the purchaser or Owner in the bidding process.

Any condition requiring additional labor, equipment, and/or materials to complete the drilling or concrete operations will require a change order before Company will complete the process. Any variation will incur additional charges.

11) Changes in the Work:

During the course of this project, Purchaser may order changes in the work (both additions and deletions). The cost of these changes will be determined by the Company, and a change order must be completed and signed by both the Purchaser and the Company, which will detail the "General Scope of the Change Order". Should any change be essential to the completion of the project, and the Purchaser refuses to authorize such change order, then Company will be deemed to have performed its part of the project, and the project and Services will be terminated. Upon such termination, Company will submit a final billing to Purchaser for payment, less labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied, which will remain the property of the Purchaser.

12) Warranty; Limitations of Liability:

Company warrants that all Company-supplied labor and Services will be performed in a good and workmanlike manner. Purchaser shall notify the Company in writing detailing any defects in Service for which a warranty claim is being made.

COMPANY SHALL NOT IN ANY EVENT BE LIABLE FOR INDIRECT, SPECIAL, CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR LIQUIDATED DAMAGES IN ANY ACTION ARISING FROM OR RELATED TO THIS AGREEMENT, WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), INTENDED CONDUCT OR OTHERWISE, INCLUDING WITHOUT LIMITATION, DAMAGES RELATING TO LOSS OF PROFITS, INCOME OR GOODWILL, REGARDLESS OF WHETHER COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

IN NO EVENT WILL COMPANY'S LIABILITY FOR MONETARY DAMAGES UNDER THIS AGREEMENT EXCEED THE FEES PAID OR DUE AND PAYABLE FOR THE SERVICE UNDER THIS AGREEMENT (OR RELEVANT PURCHASE ORDER).

The warranties or the materials are contained in a separate document between Company and the ultimate Owner of the materials, which will be provided to Owner at the time of completion of work.

13) Indemnification:

To the fullest extent permitted by law. Purchaser shall indemnify, defend and hold harmless the Company and its consultants, agents and employees or any of them from and against claims, damages, losses and expenses, including but not limited to attorney's fees, relating to furnishing of the materials or performance of the Services, provided that such claim, damage, loss or expense is attributable to bodily injury to, sickness, disease or death of a person, or injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in Section 13.

14) Delegation: Subcontractors:

The Services and furnishing of materials may be performed by subcontractors under appropriate agreements with the Company

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number 1-2-23292



15) Force Majeure: Impracticability:

The Company shall not be charged with any loss or damage for failure or delay in delivering or furnishing of materials when such failure or delay is due to any cause beyond the control of the Company, due to compliance with governmental regulations, or orders, or due to any acts of God, lockouts, slowdowns, wars or shortages in transportation, materials or labor.

16) Dispute Resolution:

Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered in Santa Ana, CA by a single arbitrator selected by the parties or by the American Arbitration Association, and conducted in accordance with the construction industry arbitration rules. Judgement upon the award may be entered in any court having jurisdiction thereof.

17) Entire Agreement; No Reliance:

This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that it has not received or relied upon any statements or representations by Company or its agents which are not expressly stipulated herein, including without limitation any statements as to the materials, warranties or services provided hereunder.

18) No Third-Party Beneficiaries:

This agreements creates no third party rights or obligations between Company and any other person, including any Owner who is not also a Purchaser. It is understood and agreed that the parties do not intend that any third party should be a beneficiary of this agreement.

19) Governing Law:

This agreement will be constructed and enforced in accordance with the laws of the State of California.

20) Assignment:

Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of the Company. The agreements shall be binding upon and ensure to the benefit of the Company and the Purchaser, and their successors and permitted assigns.

Executed to be effective as of the
date executed by the Company:

KYA Services LLC

Accepted by:

Signature:

Signature:

Megan Leyds

By: (Print)

By: (Print)

Megan Leyds

Title:

Title:

Regional Advisor

Date:

Date:

June 03, 2022

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number 1-2-23292

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Nichols, Melburg & Rossetto, Architect Services Contract Amendment

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

Nichols, Melburg & Rossetto (NMR) has submitted a proposal for the Shasta High School choir room acoustics project. The choir room project was completed at the end of last summer, and after a year of being in the classroom the instructor has requested an acoustic evaluation/redesign of the room. NMR is proposing a fixed fee of \$2,250 to redesign the acoustics in the room.

District staff recommends approval of the proposal that would amend the original agreement approved in October of 2017.

AGREEMENT FOR ARCHITECTURAL SERVICES

PROJECT NAME: Shasta High School Choir Room Acoustical Upgrades

PROJECT NO.: 22-2007

DATE: 6.05.2022

AGREEMENT is hereby made between Nichols, Melburg & Rossetto, Architects, 300 Knollcrest Drive, Redding, CA 96002, hereinafter referred to as ARCHITECT and the following firm or individual, hereinafter referred to as CLIENT. This Agreement is subject to the provisions listed on page 2-3 and any attachments.

CLIENT INFORMATION: Shasta Union High School District _____
2200 Eureka Way, Redding CA 96001 _____

SERVICES PROVIDED: The ARCHITECT will provide only the following services marked:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Schematic design | <input type="checkbox"/> Mechanical engineering services |
| <input checked="" type="checkbox"/> Design development | <input type="checkbox"/> Electrical engineering services |
| <input checked="" type="checkbox"/> Construction documents | <input type="checkbox"/> Structural engineering services |
| <input checked="" type="checkbox"/> Bidding or negotiation phase | <input type="checkbox"/> Survey/topographic mapping |
| <input checked="" type="checkbox"/> Construction observation | <input type="checkbox"/> Civil engineering Services |
| <input type="checkbox"/> Energy calculations | <input type="checkbox"/> Landscape design services |

SERVICES EXCLUDED: The following services are specifically excluded from the scope of services and are available for an additional cost, which shall be negotiated separately.

- | | |
|--|---|
| <input type="checkbox"/> Schematic design | <input checked="" type="checkbox"/> Mechanical engineering services |
| <input type="checkbox"/> Design development | <input checked="" type="checkbox"/> Electrical engineering services |
| <input type="checkbox"/> Construction documents | <input checked="" type="checkbox"/> Structural engineering services |
| <input type="checkbox"/> Bidding or negotiation phase | <input checked="" type="checkbox"/> Survey/topographic mapping |
| <input type="checkbox"/> Construction observation | <input checked="" type="checkbox"/> Civil engineering Services |
| <input checked="" type="checkbox"/> Energy calculations | <input checked="" type="checkbox"/> Landscape design services |
| <input checked="" type="checkbox"/> Soils investigations and other geotechnical services | |

BASIS OF COMPENSATION:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Fixed Fee of \$ <u>2,250.00</u> | <input type="checkbox"/> Hourly Rates and Charges per attached schedule with a not to exceed amount of \$ _____, plus reimbursable expenses per attached schedule |
| <input type="checkbox"/> Reimbursable allowance \$ _____ | |
| <input type="checkbox"/> _____% of Construction Cost | |
| <input checked="" type="checkbox"/> Billed monthly based on accumulated charges | |
| <input type="checkbox"/> Billed at completion of services rendered | |
| <input type="checkbox"/> Billed monthly according to total percentage complete | |
| <input type="checkbox"/> Billed monthly according to percentage complete in each phase | |

For additional services provided outside of the scope of this Agreement, services shall be billed on an hourly basis in accordance with the attached schedule or by separate written Agreement.

The CLIENT agrees to pay ARCHITECT within thirty days after the date of billing. Payments due the ARCHITECT and unpaid under this Agreement shall bear interest on the unpaid balance at a rate of 1.5% per month which is an annual percentage rate of 18%. ARCHITECT may, at his discretion, stop work until payment is received.

This Agreement may be terminated by either party upon fifteen days written notice. Should this occur, ARCHITECT shall be compensated for all services performed to termination date, together with reimbursable expenses due.

Signed: Wesley G. King
Wesley G. King, Architect
License No. C-29216

Accepted: _____ Date: _____

SERVICES DEFINED:

1. **SCHEMATIC DESIGN AND DESIGN DEVELOPMENT:** The ARCHITECT shall review with the CLIENT alternative approaches to design and construction of the Project. Based on the mutually accepted design program and project budget requirements, the ARCHITECT shall prepare, for approval by the CLIENT, Design Documents consisting of drawings and other documents appropriate for the Project.
2. **CONSTRUCTION DOCUMENTS:** Based on the approved Design Documents, the ARCHITECT shall prepare Construction Documents consisting of Drawings and Specifications setting forth, in detail, the requirements for the construction of the Project. The ARCHITECT shall assist the CLIENT in connection with the CLIENT's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.
3. **BIDDING OR NEGOTIATION PHASE:** The ARCHITECT shall assist the CLIENT in obtaining bids or negotiated proposals in awarding contracts for construction.
4. **CONSTRUCTION PHASE:** The ARCHITECT shall be a representative of the CLIENT during the Construction Phase. Instructions to the Contractor shall be forwarded through the ARCHITECT. The ARCHITECT shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the Work and to determine in general if the Work is proceeding in accordance with the Contract Documents. However, the ARCHITECT shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of such on-site observations, the ARCHITECT shall keep the CLIENT informed of the progress and quality of the Work, and shall endeavor to guard the CLIENT against defects and deficiencies in the Work of the Contractor. The ARCHITECT shall not have control of or be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the Contractor, Subcontractors or any other persons performing any of the Work, or for the failure of any of them to carry out the Work in accordance with the Contract Documents. The ARCHITECT shall review the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for general conformance with the design concept of the Work and with the information given in the Contract Documents. Such action shall be taken with reasonable promptness so as to cause no delay.

CONSTRUCTION COST: It is recognized that neither the ARCHITECT nor the CLIENT has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the ARCHITECT cannot and does not represent that bids or negotiated prices will not vary from any opinions of cost or evaluation prepared by the ARCHITECT.

OWNERSHIP AND USE OF DOCUMENTS: Drawings and Specifications, as instruments of service, are and shall remain the property of the ARCHITECT whether the Project for which they are made is executed or not. The Drawings and Specifications shall not be used by the CLIENT on other projects, for additions to the Project, or for completion of this Project by others except by written agreement and with appropriate compensation to the ARCHITECT.

MISCELLANEOUS PROVISIONS: Notwithstanding any other provisions in this Agreement to the contrary, nothing herein contained shall be construed as:

1. Constituting a guarantee, warranty or assurance, either express or implied, that the Architectural Services will yield or accomplish a perfect outcome for the Project; or
2. Obliging the Consulting Architect to exercise professional skill or judgment greater than that which can reasonably be expected from other architect under like circumstances; or
3. An assumption by the Consulting Architect of the liability of any other party.
4. The Americans with Disabilities Act (ADA) provides that it is a violation of the ADA to design and construct a facility that does not meet the accessibility and usability requirements of the ADA. The Client understands that the requirements of the ADA will be subject to various and possibly contradictory interpretations. The Architect therefore, will use its reasonable professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the Project. The Architect, however, cannot and does not warrant or guarantee that the Client's Project will comply with all interpretations of ADA requirements and/or requirements of other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the Project.

5. In the event of any litigation or other dispute resolution arising from or related to this agreement or the services provided under this agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorneys' fees, and all other related expenses in such litigation.
6. If any one or more of the terms, provisions, or conditions of this Agreement are declared invalid, unenforceable, or void by a court of competent jurisdiction, none of the remaining terms, provisions, or conditions shall be affected and shall be valid and enforceable."
7. This Agreement shall be governed by the laws of the State of California, except it will be conclusively presumed that both parties had an equal part in the drafting of this Agreement.

LIMITATION OF LIABILITY: The CLIENT agrees to limit the ARCHITECT's liability to the CLIENT and to all construction contractor and subcontractors on the Project, due to the ARCHITECT's breach of contract, negligent acts, errors, or omissions, such that the total aggregate liability of the ARCHITECT to all those named shall not exceed \$100,000, or the amount of the ARCHITECT's fee, whichever is greater. The CLIENT further agrees to require of the Contractor a similar limitation of liability of the ARCHITECT and of the CLIENT to the Contractor and Subcontractors due to the ARCHITECT's negligent acts, errors or omissions. It is understood and agreed that the ARCHITECT has no constructive use of CLIENT's site; has no control or authority over the means, methods, and sequences of construction; and therefore has no ongoing responsibility whatsoever for construction site safety, a responsibility that has been wholly vested in the general contractor. Notwithstanding the above, ARCHITECT has a duty to preserve and protect public health, safety, and welfare. Accordingly, it is ARCHITECT's professional responsibility to take what ARCHITECT believes are prudent measures should ARCHITECT encounter situations that ARCHITECT believes create a danger to public health, safety, or welfare. OWNER understands this situation and agrees to defend ARCHITECT and hold ARCHITECT harmless from claims arising from ARCHITECT's exercise of professional responsibility in this regard.



HOURLY RATE & REIMBURSABLE RATE SCHEDULE (EFFECTIVE JANUARY 1, 2022)

ARCHITECTURAL SERVICES

HOURLY RATES

Principal Architect	\$265/hour
Associate Principal Architect	\$215/hour
Senior Associate Architect	\$200/hour
Associate Architect	\$195/hour
Senior Project Architect	\$180/hour
Architect, CASp	\$175/hour
Project Architect / Manager	\$165/hour
Architect	\$160/hour
Project Technician III	\$140/hour
Project Technician II	\$130/hour
Project Technician I	\$120/hour
Medical Equipment Planner	\$130/hour
Architectural Intern	\$100/hour
Technical Assistant	\$90/hour
Administrative	\$65/hour

INTERIOR DESIGN SERVICES

Interior Design Director	\$185/hour
Senior Interior Designer	\$160/hour
Interior Designer	\$140/hour
Junior Interior Designer	\$120/hour
Interior Design Intern	\$100/hour

STRUCTURAL ENGINEERING SERVICES

Principal Structural Engineer	\$265/hour
Associate Principal Structural Engineer	\$240/hour
Senior Associate Structural Engineer	\$210/hour
Associate Structural Engineer	\$190/hour
Structural Engineer	\$180/hour
Senior Project Engineer	\$175/hour
Project Engineer	\$160/hour
Structural Technician	\$145/hour
Structural Intern	\$100/hour

Consultants	Direct Cost + 10%
Reimbursable Expenses	Direct Cost + 10%
<i>Prints, Copies, Shipping, Plotting, Renderings, Travel Expenses, Project Website, Agency Fees, etc.</i>	
Mileage	per IRS Standard Rate

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: District Department Chair End-of-Year Reports

PREPARER: Leo Perez
Associate Superintendent of Instructional Services

RECOMMENDATION: ☐ Action
☐ Discussion
☒ Information

BACKGROUND:

The District has provided copies of the District Department Chair end-of-year reports. These reports summarize each department's activities and accomplishment of District goals during the 2021-22 school year.

REFERENCES:

Copies of the District Department Chair End-of-Year Reports will be sent to Board Members under separate cover. Copies can be made available to the public by contacting the District Office at (530) 241-3261.

SHASTA UNION HIGH SCHOOL DISTRICT

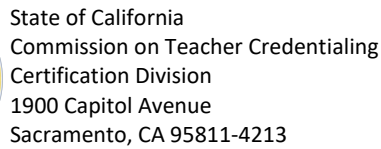
SUBJECT: Declaration of Need for Fully Qualified Educators

PREPARER: Jason Rubin
Associate Superintendent of Human Resources

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The Declaration of Need is an annual form submitted to the Commission on Teacher Credentialing (CTC) by public school districts. This form must be on file with the Commission if the District is anticipating the employment or re-employment of a teacher in need of an Emergency CLAD (Cross-cultural, Language and Academic Development) Permit or a Limited Assignment Permit for the 2022-23 school year. This is a precautionary step taken by the District each year. At this time, we do not anticipate the need to hire any teachers in need of an Emergency CLAD (Cross-cultural, Language and Academic Development) Permit or a Limited Assignment Permit for the 2022-23 school year. However, should the need arise, this declaration needs to be approved and on file with the CTC. Administration recommends Board approval.



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Revised Declaration of Need for year: _____

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

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

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

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

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

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

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

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	
Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

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

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

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

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

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

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

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?	Yes	No
--	-----	----

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?	Yes	No
---	-----	----

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

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

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