



Board of Trustees

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

Large Conference Room
Shasta Union High School District
2200 Eureka Way Suite B, Redding, CA 96001
June 20, 2023
12:00 p.m. – Call to Order
12:00 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. OPENING BUSINESS

- 3.1 Pledge of Allegiance
- 3.2 Mission and Vision Statements

4. 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.

5. APPROVAL OF AGENDA

6. BUSINESS

6.1 Instructional Services

- A. Approve the 2023-24 Local Control and Accountability Plan (*Action*)

6.2 Business Services

- A. Adopt the budget for the 2023-2024 school year (*Action*)
- B. Approve the personal services agreement with the County of Shasta, through its Probation Department, for Juvenile Prevention Officer services at Foothill High School (*Action*)

7. CLOSED SESSION

- 7.1 Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957)
- 7.2 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.

8. ADJOURNMENT

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: 2023-2024 Local Control Accountability Plan (LCAP)

PREPARER: Leo Perez
Associate Superintendent of Instructional Services

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

With the change to the Local Control Funding Formula (LCFF) in 2013-14, all school districts in California are now required to develop a Local Control Accountability Plan (LCAP). This is the final installment of a three-year plan with specific goals and actions/services designed to address the eight priorities established by the California Department of Education. In addition to other forms of engagement with various stakeholders (students, parents, staff, administration, the Board), the approval process for the SUHSD LCAP requires a public hearing which was held at the June 13, 2023 Board meeting. Administration recommends approval of the 2023-2024 LCAP.

REFERENCES:

The 2023-24 LCAP will be posted at least 72 hours prior to the meeting to the District [website](#).

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: 2023-24 Proposed Budget

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

Governor Newsom released his revised proposal for the 2023-24 State Budget on May 12, 2023. Given the state revenue shortfall since January, the Governor has proposed deeper one-time cuts than proposed at the time.

The proposed 2023-24 Proposition 98 funding is \$106.8 billion, which is \$2 billion lower when compared to the level estimated in January. The May Revision includes payments into the Public School System Stabilization Account, for a balance of \$10.7 billion in 2023-24 and \$9.9 billion in 2022-23. Under current law, there is a cap of 10% on K-12 school district reserves in fiscal years immediately succeeding those in which the balance in the account is equal to or greater than 3% of the total K-12 share of the guarantee. This balance maintains the local district reserve cap in 2023-24.

Governor Newsom fully funds the 8.22% cost-of-living adjustment for the Local Control Funding Formula (LCFF) in 2023-24 at a cost of \$3.4 billion, when combined with declining enrollment. The May Revision utilizes \$2.7 billion in one-time resources to support the ongoing cost of the LCFF, a significant increase since January. The May Revision maintains a \$300 million ongoing proposal to establish an “equity multiplier” as an add-on to the LCFF. While further details will be provided later, the May Revision will reflect several clarifying statutory changes to strengthen the package of statutory accountability changes, including additional assurances that all local educational agencies (LEAs) with low student performance address disparities in the preparation of their educators.

The Arts, Music, and Instructional Materials Discretionary Block Grant is proposed for additional reductions at the May Revision, taking support for the block grant from \$3.6 billion in the 2022-23 Enacted Budget to approximately \$1.8 billion at the May Revision.

The May Revision also proposes to reduce the 2022-23 Learning Recovery Emergency Block Grant from approximately \$7.9 billion to approximately \$5.4 billion.

The May Revision proposed to provide LEAs with additional time to expend the Expanded Learning Opportunities Program (ELOP) funding allocation by extending the expenditure deadline for ELOP funds received in 2021-22 and 2022-23 from June 30, 2023, to June 30, 2024.

Due to greater demand for meals projected for the 2022-23 and 2023-2024 fiscal years at the Governor's Budget, the May Revision includes an additional \$110 million one-time and approximately \$191 million ongoing to fully fund the Universal School Meals Program in the 2022-23 and 2023-24 fiscal years.

Governor Newsom's spending plan in May attempts to reach a balance of protecting existing investments while anticipating continued economic uncertainties. Revenues have continued to underperform since the release of the Governor's proposals in January, forcing the Administration to now recognize a \$31.5 billion budget shortfall, an increase of 9.3 billion since January 2023.

For Newsom, education falls into the category of an investment to protect, as demonstrated by fully funding the historically large cost-of-living adjustment (COLA) for K-14 education; however, doing so comes at the expense of one-time funds reduced in the current year, some of which have already been deposited into LEA coffers. The state budgeting tool box still contains deferrals, reserve account withdrawals, and COLA deficits if revenues continue to slide.

Risks facing the 2023-24 budget are increased borrowing costs due to interest rate hikes by the Federal Reserve, and the delay of personal income and corporation tax revenues until mid-October. The Governor anticipates an estimated \$42 billion in revenue are due to come in the fall - \$24.4 billion from personal income tax and \$13.3 billion in corporation taxes. The Governor does not assume a recession, he projects the U.S. economy will continue to grow, averaging 0.5% growth in the last half of 2023. However; in the event of a mild or moderate recession could change the budget significantly. A mild recession beginning in late 2023 could create an additional \$20 billion shortfall while a moderate recession lasting through 2024 could balloon a deficit by another \$40 billion.

As LEAs, we continue to face near and long-term challenges, including risks to the state revenue forecast, reduced ADA because of COVID-19-related student absences, inflationary pressures (pension rate increases), expiring one-time COVID-19 relief funds and declining enrollment.

GENERAL FUND

The 2023-24 Proposed Budget includes the following major components:

- COLA % for 2023-24 is 8.22%, 2024-25 is 3.54%, 2025-26 is 3.31%
- Salary step and column movement is included
- STRS and PERS rates based on the May Revise
- Salary and benefits negotiations agreement with SSEA, ESP, CSEA, and Management
- Revenue and expense for the CTE grants
- Elimination of COVID revenue and expenditures as those dollars are utilized according to specific years
- Declining enrollment and correspondingly, ADA

- The 3.5% Reserve for Economic Uncertainties is maintained

The ADA projection for 2023-24 are projected to be 3,713, a decrease of 158 from the prior year. In 2024-25, and 2025-26 are held flat at 3,650. We will continue to monitor our enrollment and ADA projections and make any necessary changes at First Interim.

The Multi-Year Projection (MYP) utilizes the factors listed in the planning factors table above. The projected Unrestricted ending balance for 2022-23 is \$10,040,043, in 2023-24 it is \$12,000,867, and in 2024-25 it is \$12,281,665, and in 2025-26 it is \$11,279,500. On average over the next three years, we are maintaining 16% of total expenditures in our Unrestricted Ending Balance. This is 6% above the 10% minimum reserve we can carryover due to Proposition 2. We are utilizing "Committed" categories, as is allowed by Proposition 2 to carryover above the 10% reserve. The committed expenditures are outlined on a separate resolution that is being proposed along with the Adopted Budget for 2023-24.

General Fund Components of the 2023-24 ending balance are as follows:

Revolving Cash	\$ 17,400
Restricted Programs	9,729,875
Committed Assignments	
Instructional Materials	3,043,006
Declining Enrollment Mitigation	3,164,301
Farm & Foundation Funds	662,191
Information Technology Equipment	1,500,000
Transportation Equipment	1,000,000
Economic Uncertainty 3.5%	2,613,969
Total Projected Ending Balance	21,730,742

OTHER FUNDS

A summary of the budgets for all other funds of the District follows:

Shasta Charter Academy Fund 37

The Shasta Charter Academy is projected to have positive fund balances at June 30, 2024, 2025 and 2026. Their ending balance for 2023-24 is budgeted at \$2.4 million which includes a 25% reserve. Their ADA is projected to remain flat for the next three years at 270. For each of the next three years they are projecting a positive change to fund balance in the amount of about \$499k for each year.

University Preparatory School (U-Prep)

The U-Prep charter is projected to have positive fund balance changes in 2024, 2025 and 2026. The positive fund balance change for 2024 is \$799k, for 2025 it is \$965k, and for 2026 it is \$1m. The U-Prep ending balance is budgeted at \$7.5 million which includes an 8% reserve for economic uncertainty. They project to have an ending balance in 2024-25 of \$8.4 million, and 9.5 million in 2025-26.

Farm Fund 02

This fund is used to account for the activities at the district farm. This fund accounts for livestock and other sales. For state reporting purposes, this fund is combined with the General Fund. The projected ending balance is \$51,089.

Adult Education Fund 11

This fund accounts for the Adult Ed program operated by the District. The projected ending balance is \$0. There is no projected contribution from the General fund to the Adult Education Fund. Adult Education is funded through a grant in partnership with Shasta College and other local high school districts. The fund is projected to have \$241k in revenue and an equal amount in expenses.

Cafeteria Fund 13

The Cafeteria Fund is projected to not encroach on the General Fund for 2023-24, or any of the future two years. The projected ending balance for 2023-24 is \$1.8m. The ending balance is designated for stores, revolving cash and reserves. These funds are not available for the general operating expenses of the district. Food Service has increased their meal count substantially under the Everyone Eats Free program. The increased meal counts has allowed the Food Service program to become a self-sustaining program.

Deferred Maintenance Fund 14

This money is used for major maintenance projects (painting, roofing, paving, etc.) as determined by the district. The estimated ending balance for 2023-24 is \$426,258. There is a planned \$100,000 transfer in the MYP for each year.

Pupil Transportation Equipment Fund 15

This fund is used to account for transportation equipment replacements. The projected ending balance for 2023-24 is \$0. We have a beginning balance of \$137,837 which we will use as a down payment for the purchase of 7 new buses.

Foundation Trust Fund 16

This fund accounts for the scholarship funds of the District managed by the schools. The ending balance is projected at \$556,348. For state reporting purposes, this fund is combined with the General Fund.

Special Reserve Fund 17

This fund is used to offset the deficit spending in the General Fund. In 2014-15 \$500,000 was transferred to the General Fund. An additional \$500,000 was transferred in 2018-19. We currently do not anticipate having to make a transfer from this fund for the next three years. This fund is part of our minimum 10% reserve requirement under Proposition 2. These dollars will be committed for future needs under the stabilization category. The projected ending balance for 2023-24 is \$1.4m.

Retiree Benefit Fund 20

This fund accounts for the District's annual contributions to retiree health benefits and the related purchase of such benefits for retirees. In 2019-20 we joined the PERS OPEB Trust Fund. We transferred \$1.6 million to the Trust Fund. The remaining funds were left in fund 20 for operational purposes. It is planned that the remaining funds combined with the annual General Fund contribution will be enough to cover the retiree portion of health benefits annually. In the event it is not, a withdrawal will be made from the Trust to cover the shortfall. The projected ending balance in fund 20 is \$1.3m.

Capital Building Bond Fund 21

This fund is for recording the proceeds and expenditures associated with the bond sale of Measure I. The District projects to fully expend fund 21 at the end of summer in 2023-24. The proceeds from the BAN in the amount of \$7,000,000 will be transferred into fund 21 to finish out remaining bond projects. We anticipate a remaining balance of \$759k at the end of 2023-24. These funds will be utilized in smaller bond projects to completely spend down the fund.

Capital Facilities Fund (Developer Fees) 25

This fund is the accounting entity for school impact fees on new development. We are projecting fees of \$283,000, expenditures of \$100,000, and a transfer of \$300,000 to Fund 56 to cover the principal and interest payment for the Certificates of Participation (COP's). The COP's were used to complete the Foothill High School campus. The projected 2023-24 ending balance is \$840,920.

Special Reserve for Capital Projects Fund 40

This fund was used to deposit the funds from the Bond Anticipation Note (BAN) we did in

2019. We project to transfer the remaining balance of \$1.2m to fund 21 to cover bond project expenditures, leaving an ending balance of \$0 as of June 30, 2023.

Bond Interest and Redemption Fund 51

This fund accounts for the receipt of property taxes to repay the principal and interest on the Measure B bond sales. This fund is managed by the county auditor/treasurer. This fund is restricted in use and cannot be used to pay General Fund expenses. Measure I will be tracked out of fund 21.

Debt Service Fund 56

This fund is used to repay the Certificates of Participation (COP), Series N refinanced to build Foothill High School and to pay for the Shasta High Multi-Purpose building and the artificial turf fields at Shasta High and the Shasta Learning Center. The source of revenue for the repayment for the Series N COP is developer fees (Fund 25). The combined principal and interest payment for 2024 is \$140,353. This loan will mature at the end of 2024.

REFERENCES: AB1200

Shasta Union High School District
2023/24 Adopted Budget
General Fund
June 13, 2023

Item	General Fund 2023/24 Adopted Budget			General Fund 2024/25 Projected Budget			General Fund 2025/26 Projected Budget		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
COLA %	8.22%			3.54%			3.31%		
Projected Enrollment	4,016			3,941			3,941		
District ADA	3,713			3,650			3,650		
County ADA	50			50			50		
District + County ADA	3,763			3,700			3,700		
REVENUE									
LCFF	\$ 54,940,400		54,940,400	56,009,340		56,009,340	56,734,442	0	56,734,442
Federal	0	6,778,448	6,778,448	0	2,240,746	2,240,746	0	2,240,746	2,240,746
State	1,435,821	4,291,737	5,727,558	1,435,821	4,291,737	5,727,558	1,435,821	4,291,737	5,727,558
Other Local	2,224,016	4,412,585	6,636,601	2,224,016	4,412,585	6,636,601	2,224,016	4,412,585	6,636,601
Total Revenue	\$ 58,600,237	15,482,770	74,083,007	59,669,177	10,945,068	70,614,245	60,394,279	10,945,068	71,339,347
EXPENDITURES									
Certificated Salaries	\$ 20,917,687	4,725,769	25,643,456	21,855,058	4,646,895	26,501,954	22,549,948	4,792,798	27,342,746
Classified Salaries	7,788,859	3,491,262	11,280,121	8,188,008	3,533,564	11,721,572	8,484,887	3,665,467	12,150,354
Employee Benefits	12,877,017	7,148,845	20,025,862	13,695,747	7,219,637	20,915,384	14,422,172	7,420,091	21,842,263
Total Salary & Benefits	41,583,563	15,365,876	56,949,439	43,738,814	15,400,096	59,138,910	45,457,007	15,878,356	61,335,363
Books & Supplies	2,348,098	4,605,146	6,953,244	2,348,098	835,203	3,183,301	2,348,098	835,203	3,183,301
Services & Other Expenses	4,475,776	1,479,608	5,955,384	4,475,776	1,385,908	5,861,684	4,475,776	1,385,908	5,861,684
Capital Outlay	475,000	2,336,213	2,811,213	475,000	10,000	485,000	475,000	10,000	485,000
*Other Outgo (excluding Transfers of Indirect Costs)	1,300,481	252,970	1,553,451	1,774,162	252,970	2,027,132	1,774,162	252,970	2,027,132
**Other Outgo - Transfers of Indirect Costs	(382,705)	243,799	(138,906)	(382,705)	243,799	(138,906)	(382,705)	243,799	(138,906)
Total Expenditures	49,800,213	24,283,612	74,083,825	52,429,145	18,127,976	70,557,121	54,147,338	18,606,236	72,753,574
DIFFERENCE:	\$ 8,800,024	(8,800,842)	(818)	7,240,032	(7,182,908)	57,124	6,246,941	(7,661,168)	(1,414,227)
OTHER USES - Transfer to Cafeteria	0	0	0	0	0	0	0	0	0
OTHER USES - Transfer to Retiree Benefits	(620,000)	0	(620,000)	(620,000)	0	(620,000)	(620,000)	0	(620,000)
OTHER USES - Transfer to Transportation Equipment	(11,000)	0	(11,000)	(11,000)	0	(11,000)	(11,000)	0	(11,000)
OTHER SOURCES - Transfers from Retiree Fund	662,000	0	662,000	662,000	0	662,000	662,000	0	662,000
Contributions	(6,900,200)	6,900,200	0	(7,020,234)	7,020,234	0	(7,310,106)	7,310,106	0
Total, Other Financing Sources/Uses	(6,869,200)	6,900,200	31,000	(6,989,234)	7,020,234	31,000	(7,279,106)	7,310,106	31,000
CHANGE TO FUND BALANCE	\$ 1,930,824	(1,900,642)	30,182	250,798	(162,674)	88,124	(1,032,165)	(351,062)	(1,383,227)
AUDIT ADJUSTMENT	0	0	0	0	0	0	0	0	0
BEGINNING BALANCE	10,040,043	11,630,517	21,670,560	11,970,867	9,729,875	21,700,742	12,221,665	9,567,201	21,788,866
ENDING BALANCE	\$ 11,970,867	9,729,875	21,700,742	12,221,665	9,567,201	21,788,866	11,189,500	9,216,139	20,405,639
COMPONENTS OF THE ENDING BALANCE									
NONSPENDABLE FUND BALANCE									
Revolving Cash	\$ 17,400		17,400	17,400		17,400	17,400		17,400
Prepaid Expenditures	0		0						
RESTRICTED PROGRAMS		9,729,875	9,729,875		9,567,201	9,567,201		9,216,139	9,216,139
R2600 Expanded Learning Opportunities Program		18,000	18,000		18,000	18,000		18,000	18,000
R6266 Educator Effectiveness, FY 2021-22		250,472	250,472		250,472	250,472		250,472	250,472
R6300 Lottery: Instructional Materials		1,817,645	1,817,645		1,499,582	1,499,582		1,181,519	1,181,519
R7311 Classified Schl Empl. Prof Devlp BG		32,999	32,999		32,999	32,999		0	0
R7412 A-G Access/Success Grant		0	0		0	0		0	0
R7413 A-G Learning Loss Mitigation Grant		0	0		0	0		0	0
R7425 Expanded Learning Opportunities (ELO) Grant		0	0		0	0		0	0
R7426 ELO Grant, ParaProf. Staff		0	0		0	0		0	0
R7435 Learning Recovery BG		4,003,375	4,003,375		4,003,375	4,003,375		4,003,375	4,003,375
R9010 Other Restricted Local		3,607,384	3,607,384		3,762,773	3,762,773		3,762,773	3,762,773
COMMITTED	9,338,448		9,338,448	9,712,681		9,712,681	8,603,639		8,603,639
Instructional Materials (Unrestricted Lottery)	3,043,006		3,043,006	3,043,006		3,043,006	3,043,006		3,043,006
Declining enrollment mitigation	3,133,251		3,133,251	3,976,365		3,976,365	3,341,004		3,341,004
Farm and Foundation Funds	662,191		662,191	666,991		666,991	666,991		666,991
Information Technology Equipment	1,500,000		1,500,000	1,500,000		1,500,000	1,500,000		1,500,000
Transportation equipment	1,000,000		1,000,000	526,319		526,319	52,638		52,638
ASSIGNED	0		0	0		0	0		0
UNASSIGNED/UNAPPROPRIATED									
Reserve for Economic Uncertainties - 3.5%	2,615,019		2,615,019	2,491,584		2,491,584	2,568,460		2,568,460

Shasta Charter Academy
2023-24 Original Budget
Multi-Year Projection
May 30, 2023

	2023-24 Projected Budget	2024-25 Projected Budget	2025-26 Projected Budget
ENROLLMENT	275	275	275
ADA	270	270	270
REVENUES			
State Aid Undistributed	1,154,723	1,203,259	1,260,526
State Aid Supp/ Conc Grant	308,133	351,832	363,821
EPA Funds	996,967	1,036,247	1,070,340
State Aid Prior Year	-	-	-
In Lieu Property Taxes	1,176,600	1,220,004	1,242,314
Federal Special Education	35,620	35,620	35,620
Other Federal Income	-	-	-
Mandated Costs	14,896	14,896	14,896
State Lottery	45,900	45,900	45,900
State Lottery Restricted	18,090	18,090	18,090
STRS On Behalf	139,847	139,847	139,847
Other State Income	16,200	-	-
Interest	8,500	8,500	8,500
FMV	-	-	-
Local Income	11,000	11,000	11,000
State Special Education	239,651	239,651	239,651
TOTAL REVENUES	4,166,127	4,324,846	4,450,505
EXPENDITURES			
Certificated Salaries	1,843,034	1,916,756	1,993,426
Classified Salaries	421,360	438,215	455,743
Employee Benefits	612,532	640,096	666,020
Books and Supplies	82,100	125,000	125,000
Services & Other Exp	588,015	588,015	588,015
Capital Outlay	-	-	-
Other Outgo / Financing Uses	120,000	120,000	190,000
TOTAL EXPENDITURES	3,667,042	3,828,082	4,018,204
DIFFERENCE	499,085	496,765	432,301
BEGINNING BALANCE	1,918,573	2,417,658	2,914,423
Restatement/Adjustment	-	-	-
ENDING BALANCE	2,417,658	2,914,423	3,346,724
COMPONENTS OF THE ENDING BALANCE			
Reserve: Revolving Cash	25,000	25,000	25,000
Reserve: Prepaid Expenditures	-	-	-
Reserve: Educator Effectiveness	20,609	20,609	20,609
Reserve: Restricted Lottery	35,100	35,100	35,100
Reserve: State Special Ed	17,380	17,380	17,380
Reserve: Sp Ed Dispute Prevention	-	-	-
Reserve: Mental Health-RItd Svcs	4,020	4,020	4,020
Reserve: Arts Music & IM Disc BG	40,825	40,825	40,825
Reserve: Class Emp Prof Dev BG	-	-	-
Reserve: A-G Access Grant	0	0	0
Reserve: A-G Learning Loss Mit G	0	0	0
Reserve: Exp Lrng Opportunities	-	-	-
Reserve: ELO Para	-	-	-
Reserve: Learning Recovery EBG	156,830	156,830	156,830
Reserve: Low Perf Stu BG	-	-	-
Board Des: Charter Goals	1,058,299	1,514,803	1,899,573
Board Des: MAA	5,673	5,673	5,673
Board Des: Testing	-	-	-
Board Des: Clubs	3,460	3,460	3,460
Board Des: Lottery	133,703	133,703	133,703
Reserve for Economic Uncertainty	916,760	957,020	1,004,551
Total	2,417,658	2,914,423	3,346,724

University Preparatory Charter School
2023-2024 Proposed Budget
Multi-Year Projection
June 14, 2023

Item	2023-2024 Proposed Budget	2024-2025 Projected Budget	2025-2026 Projected Budget	Comments
ENROLLMENT	1,015	1,015	1,015	
ADA	985	985	985	97% ADA
REVENUES				
State Aid	\$ 4,311,895	\$ 4,528,984	\$ 4,792,226	
Property Taxes	4,269,674	4,269,674	4,269,674	Based on ADA
EPA	3,277,839	3,547,395	3,664,105	
Mandated Block Grant	38,060	39,557	40,860	Based on ADA
Lottery - Restricted	65,995	64,025	64,025	Based on ADA
Lottery - Unrestricted	167,450	160,555	160,555	Based on ADA
Interest	20,000	20,000	20,000	Budgeted as received
Other Local	0	0	0	Budgeted as received
Title II	17,700	17,700	17,700	
STRS on Behalf	1,141,252	1,141,252	1,141,252	STRS on BEHALF
TOTAL REVENUES	\$ 13,309,865	\$ 13,789,142	\$ 14,170,398	
EXPENDITURES				
Certificated Salaries	\$ 5,649,549	\$ 5,812,087	\$ 5,974,013	
Classified Salaries	574,570	590,083	606,016	
				STRS 23-24 19.10%, 24-25 19.10%, 25-26 19.10% PERS 23-24 26.68%, 24-25 27.70%, 25-26 28.30%
Employee Benefits	2,386,470	2,434,435	2,480,308	
STRS on Behalf	1,141,252	1,141,252	1,141,252	STRS on Behalf - Revenue Off-set
Books and Supplies	541,950	541,950	541,950	Expenditures Remain Flat
401(a) Contribution	130,000	145,000	155,000	Reserve For Charter Goals Available
Services & Other Exp	398,443	398,443	398,443	Expenditures Remain Flat
3% Oversight to SUHSD	227,692	242,291	253,690	
12% Services to SUHSD	1,460,234	1,517,747	1,563,497	Based on Revenues
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
TOTAL EXPENDITURES	\$ 12,510,160	\$ 12,823,289	\$ 13,114,169	
DIFFERENCE	799,704	965,853	1,056,228	
OTHER USES	0	0	0	
CHANGE TO FUND BAL.	\$ 799,704	\$ 965,853	\$ 1,056,228	
BEGINNING BALANCE	6,733,354	7,533,058	8,498,911	
ENDING BALANCE	\$ 7,533,058	\$ 8,498,911	\$ 9,555,140	
COMPONENTS OF THE ENDING BALANCE				
Revolving Cash	\$ 1,000	\$ 1,000	\$ 1,000	
Reserve for Economic Uncertainties	1,000,813	1,025,863	1,049,134	Maintain 8% Reserve
MAA	302,736	302,736	302,736	
Hourly Programs	65,358	65,358	65,358	
Unrestricted Lottery	905,348	905,348	905,348	
Restricted Lottery	453,341	453,341	453,341	
Confucius Classroom	56,258	56,258	56,258	
Ethnic Studies	13,116	13,116	13,116	
Testing	2,993	0	0	
A-G Success Grant	8,393	0	0	
A-G Learning Loss Mitigation Grant	9,020	0	0	
Title II	0	0	0	
Learning Recovery Block Grant	169,094	0	0	May Revision Proposal to reduce funding
Art, Music, Instructional, Discretionary BG	319,535	0	0	May Revision Proposal to eliminate remaining funding
Reserve for Charter Goals	3,226,053	4,675,891	5,708,849	
Unfunded Liability	1,000,000	1,000,000	1,000,000	

**Shasta Union High School District
2023-24 Adopted Budget
Farm Fund
June 13, 2023**

Item	2023-24 Adopted Budget
REVENUES	
Livestock Sales	\$ 0.00
Farmhouse Rent	1,200.00
Interest	200.00
Cont. To Program	0.00
TOTAL REVENUES	\$ 1,400.00
EXPENDITURES	
Scholarships	\$ 1,000.00
Cattle Purchase	
Repairs	
TOTAL EXPENDITURES	\$ 1,000.00
DIFFERENCE	\$ 400.00
OTHER SOURCES	
OTHER USES - Trnsfr to Gen Fund	0.00
CHANGE TO FUND BAL.	\$ 400.00
BEGINNING BALANCE	50,689.00
ENDING BALANCE	\$ 51,089.00

SUHSD
Adult Ed Fund
2023-24 Adopted Budget
June 13, 2023

			7690	
	0000	6391	STRS	
Item	Undist	Adlt EdBkck	On-Behalf	Totals
REVENUE				
State Aid	0	220,927	20,458	241,385
Interest		0	0	0
Fair Market Value				
Adult Ed Fees	0	0	0	0
Local Income				
Contribution	0	0	0	0
Total Revenue	0	220,927	20,458	241,385
EXPENDITURES				
Certificated Salaries	0	105,943		105,943
Classified Salaries	0	22,777		22,777
Employee Benefits	0	54,049	20,458	74,507
Books & Supplies	0	18,000		18,000
Services & Other Operating Exp	0	9,638		9,638
Capital Outlay	0	0		0
Other Outgo (Ind Cost Rate 5.0%)	0	10,520		10,520
Total Expenditures	0	220,927	20,458	241,385
DIFFERENCE	0	0	0	0
OTHER SOURCES -	0	0		0
OTHER USES	0			0
CHANGE TO FUND BALANCE	0	0	0	0
BEGINNING BALANCE	0	0	0	0
ENDING BALANCE	0	0	0	0

**Shasta Union High School District
2023-24 Adopted Budget
Cafeteria Fund
June 13, 2023**

ITEM	2023/24 Adopted Budget
REVENUE	
Federal Revenue	\$ 2,581,217
State Revenue	476,275
Local Revenue	299,681
Total Revenue	\$ 3,357,173
EXPENDITURES	
Classified Salaries	\$ 963,388
Employee Benefits	468,954
Food & Supplies	1,093,307
Services & Operating Expense	95,894
Capital Outlay	0
Other Outgo	0
Transfers of Indirect/Direct Support Costs	128,387
Total Expenditure	\$ 2,749,930
DIFFERENCE	607,243
OTHER SOURCE - Contrib From Gen Fund	\$ 0
OTHER USES - Debt Repayment	0
CHANGE TO FUND BALANCE	\$ 607,243
BEGINNING BALANCE	\$ 1,249,753
ENDING BALANCE	\$ 1,856,997
COMPONENTS OF THE ENDING BALANCE	
1. Stores	\$ 9,000
2. Revolving Cash	1,175
3. Reserve	1,846,822

**Shasta Union High School District
2023-24 Adopted Budget
Deferred Maintenance Fund
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
FMV of Cash	\$ 0
Transfer from Gen Fnd (obj 8091)	100,000
Transfer from fund 40 (obj 8915)	
Interest	1,000
Total Revenue	\$ 101,000
EXPENDITURES	
Plumbing	30,000
Electrical	25,000
Heating and Cooling	25,000
Floor Systems	8,000
Walls	0
Grounds & Fields	0
Painting	0
Paving	0
Pool	0
Replacement Equip.	
Total Expenditures	\$ 88,000
DIFFERENCE	13,000
CHANGE TO FUND BALANCE	\$ 13,000
BEGINNING BALANCE	413,258
ENDING BALANCE	426,258

**Shasta Union High School District
2023-24 Adopted Budget
Transportation Equipment Fund
June 13, 2023**

Item	2023-24 Adopted Budget
REVENUES	
State Revenue	\$ 0
FMV	0
Interest	500
TOTAL REVENUES	\$ 500
EXPENDITURES	
Maintenance & Repairs	\$ 0
Equipment Replacement	149,337
TOTAL EXPENDITURES	\$ 149,337
DIFFERENCE	\$ (148,837)
OTHER SOURCES - Trfr From Gen Fund	11,000
OTHER USES - Trfr to Gen Fund	0
CHANGE TO FUND BAL.	\$ (137,837)
BEGINNING BALANCE	137,837
ENDING BALANCE	\$ 0

**Shasta Union High School District
2023-24 Adopted Budget
Foundation Trust Fund
6/13/2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Contributions/Donations	\$ 150,000.00
Interest	200
Fair Market Value of Cash	(2,000)
Total Revenue	\$ 148,200
EXPENDITURES	
Supplies	0
Scholarships Awarded	\$
District Office	2,000
FHS	132,331
PHS	2,000
SHS	45,023
EHS	22,000
Total Scholarships Awarded	203,354
Total Expenditures	\$ 203,354
OTHER SOURCES - Transfers In	0
CHANGE TO FUND BALANCE	\$ (55,154)
BEGINNING BALANCE	611,502
ENDING BALANCE	\$ 556,348

**Shasta Union High School District
2023-24 Adopted Budget
Special Reserve - Non Capital
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Interest	\$ 6,000.00
Adjust Market Value of Cash	(60,000.00)
Total Revenue	\$ (54,000.00)
EXPENDITURES	
Total Expenditure	\$ 0.00
DIFFERENCE	\$ (54,000.00)
OTHER SOURCES - Trfr from Gen. Fund	0.00
OTHER USES - Trfr to General Fund	0.00
CHANGE TO FUND BALANCE	\$ (54,000.00)
BEGINNING BALANCE	1,458,059.00
ENDING BALANCE	\$ 1,404,059.00

**Shasta Union High School District
2023-24 Adopted Budget
Retiree Benefits Fund
June 13, 2023**

	CTA	ESP	CSEA	Mgmt/ Conf/ Supv	Total
Beginning Balance, July 1, 2022	\$ 1,209,705	\$ (89,296)	\$ 102,423	\$ 141,893	\$ 1,364,725
District Contribution	398,385	84,657	60,306	76,652	620,000
Interest Earnings	3,603	(124)	315	431	4,225
Premiums Paid*	(350,000)	(200,000)	(50,000)	(62,000)	(662,000)
Transferred from CalPers Trust	0	0	0	0	0
2022/23 Contribution of \$500k from Fund 01, Arts, Music, Discr. Blk Grnt	0	0	0	0	0
2022/23 Contribution from A23:R43	\$ 1,261,693	\$ (204,763)	\$ 113,044	\$ 156,976	\$ 1,326,950
Fair Market Value of Cash					38,563
Adjusted Ending Balance					\$ 1,365,513

**Shasta Union High School District
2023-24 Adopted Budget
Building Fund (21)
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Interest	\$ 80,000.00
Fair Market Value of Cash	0.00
Proceeds from Sale of Bonds	0.00
All Other Financing Sources	0.00
Total Revenue	\$ 80,000.00
Expenditures	
Salaries & Benefits	0.00
Audit	7,000.00
EHS Painting	0.00
EHS Field & Track Project	0.00
FHS 2Story HVAC	0.00
SHS Buildings	0.00
SHS 400 Building	0.00
SHS Tennis Courts	0.00
SHS Painting	0.00
SLC Track Resurfacing	517,566.00
Comp Site Scoreboards	0.00
Total Expense	524,566.00
Other Uses	
Other Sources	0.00
Interest and Expense Adjustment	0.00
Beginning Balance	1,204,253.00
Ending Balance	759,687.00

**Shasta Union High School District
2023-24 Adopted Budget
Capital Facilities Fund
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Interest	\$ 5,000
Fair Market Value of Cash	5,000
School Impact Refund	(17,000)
Developer Fees	290,000
Total Revenue	\$ 283,000
EXPENDITURES	
General Supplies	\$ 10,650
Rentals	
Repairs/Upgrades	0
Collection Fees from SCOE	
Admin Charges From General Fund	0
Capital Equipment	100,000
Total Expenditures	\$ 110,650
DIFFERENCE	172,350
OTHER USES - Trfr to Debt Fund	(300,000)
Net Total Transfers In and Out	(300,000)
CHANGE TO FUND BALANCE	\$ (127,650)
Audit Adjustment	0
BEGINNING BALANCE	\$ 968,570
ENDING BALANCE	\$ 840,920

**Shasta Union High School District
2023-24 Adopted Budget
Bond Interest and Redemption Fund
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Local Property Taxes	\$ 8,181,418
Interest	40,000
Increase/(Decrease) FMV of Cash	0
Total Revenue	\$ 8,221,418
EXPENDITURES	
Bond Principal Repayment	\$ 2,500,000
Bond Interest Payment	4,000,000
Total Expenditures	\$ 6,500,000
CHANGE TO FUND BALANCE	\$ 1,721,418
BEGINNING BALANCE	8,748,477
ENDING BALANCE	\$ 10,469,895

**Shasta Union High School District
2023-24 Adopted Budget
Debt Service Fund Fund
June 13, 2023**

ITEM	2023-24 Adopted Budget
REVENUE	
Interest	\$ (6,000)
Inc/(Dec) in FMV of Cash	0
Total Revenue	\$ (6,000)
EXPENDITURES	
Interest	\$ 45,000
Principal	280,000
Offset for Audit Adjustment	0
Total Expenditures	\$ 325,000
INTERFUND TRANSFERS IN	
From Fund 01, object 7619	\$ 0
From Fund 25, object 7619	\$ 300,000
Adjust for Audit Adjustment	0
OTHER SOURCES - Proceeds from COPS	0
Total Interfund Transfers and Other Sources	\$ 300,000
CHANGE TO FUND BALANCE	\$ (31,000)
BEGINNING BALANCE	299,162
Beginning Balance Audit Adjustment	0
ENDING BALANCE	\$ 268,162

SHASTA UNION HIGH SCHOOL DISTRICT

SUBJECT: Juvenile Prevention Officer Services Contract

PREPARER: David Flores, Chief Business Official

RECOMMENDATION: ☒ Action
☐ Discussion
☐ Information

BACKGROUND:

The District has contracted with the County of Shasta, through its Probation Department, to have a Probation Officer on Foothill High School's campus to serve as a Site Resource Officer since the 2020-21 school year. The County has requested the Board approve an updated contract in order to continue services. Administration recommends approval.

PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF SHASTA AND SHASTA UNION HIGH SCHOOL DISTRICT

This agreement is entered into between the County of Shasta, through its Probation Department, a political subdivision of the State of California (“County”) and Shasta Union High School District (“District”) (collectively, the “Parties” and individually a “Party”) for the purpose of providing a Juvenile Prevention Officer.

Section 1. RESPONSIBILITIES OF DISTRICT

Pursuant to the terms and conditions of this agreement, District shall:

- A. Provide appropriate non-exclusive professional office space for the Juvenile Prevention Officer (JPO) to work.
- B. Schedule work week for JPO. JPO will work Monday, Wednesday, and Friday at Foothill High School and Tuesday and Thursday at Freedom High School and Pioneer High School as needed. Changes to the schedule can be modified at the request of the District with approval of the Chief Probation Officer.
- C. Schedule home visits and after school activities with JPO as approved by County.
- D. Compensate County as prescribed in Section 3 of this agreement.

Section 2. RESPONSIBILITIES OF COUNTY

Pursuant to the terms and conditions of this agreement, County shall provide one Deputy Probation Officer III to serve as a JPO to District during the times and at the locations as specified in this agreement. The JPO shall:

- A. Work on regular school days, including District Work Days, and Staff Development days, from 7:30 a.m. to 4:30 p.m., excluding District holidays as listed on District’s 2023-24 School Calendar, attached and incorporated herein as Attachment A, and excluding County holidays as listed on County’s 2023 Holiday Schedule, attached and incorporated herein as Attachment B. County will provide County’s 2024 Holiday Schedule to District once it becomes available.
 - 1. Monday through Thursday, the JPO shall be in probation polo and uniform trousers.
 - 2. Fridays, the JPO shall have the option to wear Foothill High School gear, provided by District, to be returned at the end of assignment. If JPO does not elect to wear Foothill High School gear, the JPO shall be in probation polo and uniform trousers.

3. Should the assigned JPO be absent due to sick leave, vacation, or training for more than 24 consecutive working hours, the County shall provide another officer to cover the assigned duties of the JPO.
- B. Attend community events, school activities, outreach programs, and home visits outside of normal working hours as scheduled by District and approved by County.
 - C. Provide class instruction as identified by District and approved by County.
 - D. Participate on the Safety Committee.
 - E. Provide general supervision during passing periods, breaks, and lunch.
 - F. Assist school administration with parents/guardians.
 - G. Provide home visits for youth who are struggling with truancy issues.
 - H. Build relationships with staff, students, and parents.
 - I. Be a liaison between students and parents and social services agencies and connect families with services as needed.
 - J. Have a working relationship with local law enforcement agencies.

Section 3. COMPENSATION

- A. District shall pay to County a maximum of \$151,000 for all reasonable and necessary costs in accordance with applicable Circulars of the Office of Management and Budget (“OMB”) of the Executive Office of the President of the United States, for satisfactorily providing services pursuant to this agreement. In no event shall the maximum amount payable under this agreement exceed \$151,000.
- B. District shall pay County an administrative fee of \$10,000 for Fiscal Year 2023-24.
- C. County’s violation or breach of agreement terms may result in fiscal penalties, withholding of compensation, or termination of agreement.

Section 4. TERM OF AGREEMENT

This agreement shall commence July 1, 2023 and shall end June 30, 2024.

Section 5. TERMINATION OF AGREEMENT

- A. Either Party may terminate this agreement without cause on 30 days written notice to the other Party.

- B. Either Party may terminate this agreement immediately upon oral notice should funding cease or be materially decreased during the term of this agreement.
- C. County's right to terminate this agreement may be exercised by the County Executive Officer or the Chief Probation Officer. District's right to terminate this agreement may be exercised by District's Superintendent.
- D. Should this agreement be terminated, District shall compensate County for services satisfactorily completed and provided prior to the effective date of termination.

Section 6. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS; EXHIBITS/APPENDICES

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. District shall be entitled to no other benefits other than those specified herein. District specifically acknowledges that in entering into and executing this agreement, District relies solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments, or alterations to this agreement shall be effective unless in writing and signed by both Parties. However, minor amendments, including retroactive, that do not result in a substantial or functional change to the original intent of this agreement and do not cause an increase to the maximum amount payable under this agreement may be agreed to in writing between District and the Chief Probation Officer, provided that the amendment is in substantially the same format as the County's standard format amendment contained in the Shasta County Contracts Manual (*Administrative Policy 6-101*).
- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

Section 7. NONASSIGNMENT OF AGREEMENT; NON-WAIVER

Inasmuch as this agreement is intended to secure the specialized services of District, District may not assign, transfer, delegate, or sublet any interest herein without the prior written consent of County. The waiver by County of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

Section 8. EMPLOYMENT STATUS OF COUNTY

It is expressly understood and agreed that nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow District to exercise discretion or control over the professional manner in which

County performs the work or services that are the subject matter of this agreement; provided, however, that the work or services to be provided by County shall be provided in a manner consistent with the professional standards applicable to such work or services.

Section 9. INDEMNIFICATION

- A. Each party shall defend, indemnify, and hold the other party, its officials, officers, employees, agents, and volunteers, harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damage arising out of the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damage are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officials, officers, employees, agents, or volunteers.
- B. On termination or expiration of this agreement, the Parties shall continue to indemnify, defend, and hold harmless each other, as prescribed in this agreement, for all acts or omissions occurring prior to the effective date of the termination or expiration of this agreement.

Section 10. INSURANCE COVERAGE

County and District shall each secure and maintain, in full force and effect during the full term of this Agreement, liability insurance or participation in a self-insurance program in amounts of not less than three million dollars (\$3,000,000) in the aggregate. Insurance policies shall be written by carriers reasonably satisfactory to each party. On request, a certificate evidencing the insurance requirements of this section shall be provided.

Section 11. NOTICE OF CLAIM; APPLICABLE LAW; VENUE

- A. If any claim for damages is filed with either Party or if any lawsuit is instituted concerning either Party's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect the other Party, each Party shall give prompt and timely notice thereof to the other Party. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Any dispute between the Parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall be venued in Shasta County.

Section 12. COMPLIANCE WITH LAWS; NON-DISCRIMINATION

- A. Each Party shall observe and comply with all applicable present and future federal laws, state laws, and local laws, codes, rules regulations, and/or orders that relate to the work or services to be provided pursuant to this agreement.
- B. Neither Party shall not discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV, and AIDS) physical or mental disability, use of family care leave under either the Family & Medical Leave Act or the California Family Rights Act, or on the basis of any other status or conduct protected by law.
- C. Each Party represents that they are in compliance with and agrees that they shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. sections 12101, *et seq.*), the Fair Employment and Housing Act (Government Code sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto.
- D. No funds or compensation received by County under this agreement shall be used by County for sectarian worship, instruction, or proselytization in a manner prohibited by law. No funds or compensation received by County under this agreement shall be used to provide direct, immediate, or substantial support to any religious activity.
- E. In addition to any other provisions of this agreement, each Party shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of their Party's noncompliance with the provisions of this Section.

Section 13. ACCESS TO RECORDS; RECORDS RETENTION

- A. County, federal, and state officials shall have access to any books, documents, papers, and records of District that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of District or County. Except where longer retention is required by federal or state law, District shall maintain all records for five years after County receives final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. District shall maintain appropriate records to insure a proper accounting of all funds and expenditures pertaining to the work performed or the services provided pursuant to this agreement. District shall maintain records providing information that account for all funds and expenses related to the provision of services provided pursuant to this agreement. Access to these records shall be provided to County during working days, 8:00 a.m. to 5:00 p.m. and at other times upon reasonable notice by County, and upon request of state and federal agencies charged with the administration of programs related to the work or services to be provided pursuant to this agreement.

Section 14. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS

District's failure to comply with state and federal child, family, and spousal support reporting requirements regarding District's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family, and spousal support obligations shall constitute a default under this agreement. District's failure to cure such default within 90 days of notice by County shall be grounds for termination of this agreement.

Section 15. LICENSES AND PERMITS

District, and District's officers, employees, and agents performing the work or services required by this agreement, shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, the County of Shasta, and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement by County.

Section 16. PERFORMANCE STANDARDS

County shall perform the work or services required by this agreement in accordance with the industry and/or professional standards applicable to County's work or services.

Section 17. CONFLICTS OF INTEREST

Each Party and Party's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of the work or services required under this agreement.

Section 18. NOTICES

- A. Except as provided in Section 5.B. of this agreement (oral notice of termination due to insufficient funding), any notices required or permitted pursuant to the terms and provisions of this agreement shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing. Such notice shall be deemed given: (1) upon personal delivery; or (2) if sent by first class mail, postage prepaid, two days after the date of mailing.

If to County:	Chief Probation Officer Shasta County Probation Department 2684 Radio Lane Redding, CA 96001 Phone: 530-245-6200 Fax: 530-245-6001
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If to District: Superintendent
Shasta Union High School District
2200 Eureka Way, Suite B
Redding, CA 96001
Phone: 530-241-3261
Fax: 530-225-8499

- B. Any oral notice authorized by this agreement shall be given to the persons specified in Section 18.A. and shall be deemed to be effective immediately.
- C. Unless otherwise stated in this agreement, any written or oral notices on behalf of the County as provided for in this agreement may be executed and/or exercised by the County Executive Officer or their designee.

Section 19. AGREEMENT PREPARATION

It is agreed and understood by the Parties that this agreement has been arrived at through negotiation and that neither Party is to be deemed the Party which created any uncertainty in this agreement within the meaning of section 1654 of the Civil Code.

Section 20. COMPLIANCE WITH POLITICAL REFORM ACT

District shall comply with the California Political Reform Act (Government Code, sections 81000, *et seq.*), with all regulations adopted by the Fair Political Practices Commission pursuant thereto, and with the County's Conflict of Interest Code, with regard to any obligation on the part of District to disclose financial interests and to recuse from influencing any County decision which may affect District's financial interests. If required by the County's Conflict of Interest Code, District shall comply with the ethics training requirements of Government Code sections 53234, *et seq.*

Section 21. PROPERTY TAXES

District represents and warrants that District, on the date of execution of this agreement, (1) has paid all property taxes for which District is obligated to pay, or (2) is current in payments due under any approved property tax payment arrangement. District shall make timely payment of all property taxes at all times during the term of this agreement.

Section 22. SEVERABILITY

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or County ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

Section 23. CONFIDENTIALITY

During the term of this agreement, both Parties may have access to information that is confidential or proprietary in nature. Both Parties agree to preserve the confidentiality of and to not disclose any such information to any third party without the express written consent of the other Party or as required by law. This provision shall survive the termination, expiration, or cancellation of this agreement.

Section 24. COUNTERPARTS/ELECTRONIC, FACSIMILE, AND PDF SIGNATURES

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, County and District have executed this agreement on the dates set forth below. By their signatures below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

COUNTY OF SHASTA

Date: _____

DAVID J. RICKERT
County Executive Officer

Approved as to form:
JAMES R. ROSS
County Counsel

RISK MANAGEMENT APPROVAL

By: Trisha C. Weber Date
Senior Deputy County Counsel

By: James Johnson Date
Risk Management Analyst III

DISTRICT

Date: _____

Jim Cloney, Superintendent
Shasta Union High School District

Shasta Union High School District 2023-24 School Calendar

July 2023							1st Quarter Ends: October 13 42			August 2023																	
Su	M	Tu	W	Th	F	Sa	1st Semester Ends: December 21 43			Su	M	Tu	W	Th	F	Sa											
						1	3rd Quarter Ends: March 22 48					1	2	3	4	5											
2	3	4	5	6	7	8	2nd Semester Ends: June 6 47			6	7	8	9	10	11	12											
9	10	11	12	13	14	15				13	14	15	16	17	18	19											
16	17	18	19	20	21	22				20	21	22	23	24	25	26											
23	24	25	26	27	28	29				27	28	29	30	31													
30	31																										
							Student Attendance Days (180)																				
							Minimum Days																				
							Finals																				
							22			16																	
September 2023							October 2023							November 2023							December 2023						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1 2	1	2	3	4	5	6	7														1 2
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10		3	4	5	6	7	8	9
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
																					31						
														20							17						
January 2024							February 2024							March 2024							April 2024						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
												1 2 3							1 2								1 2 3 4 5 6
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30				
														22							4						
May 2024							June 2024																				
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
5	6	7	8	9	10	11								2	3	4	5	6	7	8							
12	13	14	15	16	17	18								9	10	11	12	13	14	15							
19	20	21	22	23	24	25								16	17	18	19	20	21	22							
26	27	28	29	30	31									23	24	25	26	27	28	29							
														30													

HOLIDAYS/RECESSES

Labor Day	Sep 4
Veteran's Day Holiday	Nov 10
<i>(by law must be Nov 11 if a weekday)</i>	
Thanksgiving Break	Nov 20-24
Winter Break	Dec 22-Jan 8
Martin Luther King Day	Jan 15
Washington Day observed	Feb 19
Lincoln Day observed	Feb 20
President's Week	Feb 19-23
Spring Break	March 29-April 5
Memorial Day	May 27
Thanksgiving - November 23	
Easter - March 31	

CERTIFICATED DATES

School Starts: August 16	
School Ends: June 6	
District Work Days	○ Aug 15 June 7
Staff Development Days	△ Aug 14 Jan 8
Snow Day Makeup: June 7	
<i>(If snow day makeup is used, then June 7 work day will be moved to June 10)</i>	

Board Approved 5/11/21, RES. 21-071



**MEMORANDUM
DEPARTMENT OF SUPPORT SERVICES**

Shelley Forbes, Director of Support Services
(530) 225-5515 Voice
(530) 225-5345 Fax

PO-041

To: All Shasta County Employees
From: Shelley Forbes, Director of Support Services
Date: August 1, 2022
Subject: 2023 Holiday Schedule

Pursuant to Section 11.1 of the Shasta County Personnel Rules, the following is a list of the 2023 holidays for County employees. Please note, if an authorized holiday falls on a Saturday, the immediately preceding Friday will be observed as the paid holiday. If an authorized holiday falls on a Sunday, the following Monday will be observed as the paid holiday.

<u>Holiday</u>	<u>Date of Observance</u>
January 1 (New Year's Day)	Monday, January 02, 2023
The 3rd Monday in January (Martin Luther King, Jr. Day)	Monday, January 16, 2023
February 12th (Lincoln's Birthday)	Monday, February 13, 2023
The 3rd Monday in February (Presidents' Day)	Monday, February 20, 2023
The last Monday in May (Memorial Day)	Monday, May 29, 2023
July 4th (Independence Day)	Tuesday, July 4, 2023
The 1st Monday in September (Labor Day)	Monday, September 4, 2023
November 11th (Veterans' Day)	Friday, November 10, 2023
The 4th Thursday in November (Thanksgiving Day)	Thursday, November 23, 2023
Day Following Thanksgiving	Friday, November 24, 2023
December 24th (Christmas Eve)	Monday, December 25, 2023
December 25th (Christmas Day)	Tuesday, December 26, 2023
January 01, 2024 (New Year's Day)	Monday, January 01, 2024

SF: ac