



**Board of Trustees**

Jamie Vericker  
Constance Pepple  
Ron Zufall  
Mike Doran  
Andrea Hoheisel

**Student Board Member**

Jackson Richards

**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  
May 9, 2023  
5:30 p.m. – Call to Order  
5:30 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 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.
5. RECONVENE IN OPEN SESSION – OPENING BUSINESS
  - 5.1 Pledge of Allegiance
  - 5.2 Mission and Vision Statements

6. RECOGNITION OF STAFF AND/OR STUDENTS

7. PRESENTATION

7.1 Classified Employees of the Year – District Administration

8. 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.

9. APPROVAL OF AGENDA

10. 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.

10.1 Administration

- A. Approve minutes for the April 19, 2023 special Board meeting
- B. Approve students who have been accepted into the College Connection Program for fall 2023
- C. Approve College Connection calendar for the 2023-24 school year

10.2 Business Services

- A. Ratify Commercial Warrants and Payroll Distributions for April 2023
- B. Accept P-2 Rate of Attendance Report
- C. Accept Quarterly Report of Investment
- D. Approve requests to declare property as surplus (SLC - 98 GMC Truck and EHS - auto letter folder)

10.3 Instructional Services

- A. Approve 2023-24 Designation of CIF Representatives to League for District, EHS, FHS and SHS

10.4 Human Resources

- A. Approve Human Resources Action Report

11. REPORTS

11.1 Employee Associations

- A. Shasta Secondary Education Association – Layne McLean, President
- B. Educational Support Professionals Association – Rhonda Minch, President
- C. California School Employees Association – David Martin, President

11.2 Principals

- A. Alternative Education – Tim Calkins
- B. Enterprise High School – Ryan Johnson
- C. Shasta High School – Shane Kikut
- D. Foothill High School – Kevin Greene

11.3 Superintendent

11.4 Board Members

## 12. BUSINESS

### 12.1 Administration

- A. The Superintendent will report on enrollment projections for 2023-2024 (*Information*)
- B. The Board will determine a date for a special Board meeting in June to approve the 2023-2024 LCAP and Budget (*Discussion*)
- C. Approve recommendation for the three Measure I Citizens' Bond Oversight Committee vacancies (*Action*)
- D. Approve Measure I Citizens' Bond Oversight Committee Membership Organization Chart (*Action*)
- E. The Board will conduct the first reading of draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA (*Discussion/Action*)
- F. Approval/ratification of employment agreement with Chief Business Official (*Action*)
- G. Approval/ratification of employment agreement with Associate Superintendent of Human Resources (*Action*)
- H. Approval/ratification of employment agreement with Associate Superintendent of Instructional Services (*Action*)
- I. Approval/ratification of employment agreement with Superintendent (*Action*)
- J. Approve minutes for the April 4, 2023 regular Board meeting (*Action*)
- K. Excuse Trustee Doran's absence from the April 4, 2023 regular Board meeting (*Action*)

### 12.2 Business Services

- A. Monthly Financial Report (*Information*)
- B. Approve revised Business Services Contract with Pacheco Union School District (*Action*)
- C. Approve resolution to create Fund 08 (*Action*)

### 12.3 Instructional Services

- A. Approve Adult Education graduation requirements (*Action*)
- B. Report on Dual Enrollment and Articulation (*Information*)

### 12.4 Human Resources

- A. Approve classified Custodial Operations Supervisor job description (*Action*)
- B. Approve Supervisory Salary Schedule (*Action*)

## 13. ADVANCE PLANNING

13.1 Next Meeting Date: June 13, 2023

13.2 Suggested Future Agenda Items

## 14. ADJOURNMENT

14.1 The Board may reopen Public Comment.

14.2 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:** April 19, 2023 Special Board Meeting Minutes

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

**April 19, 2023  
UNADOPTED MINUTES**

A special meeting of the Governing Board of the Shasta Union High School District was called to order at 5:11 p.m. by Trustee Vericker in the Shasta Union High School District Board Room. Trustee Vericker led the pledge of allegiance and Trustee Hoheisel recited the mission and vision statements.

**ROLL CALL:** Trustees Jamie Vericker, Ron Zufall, Constance Pepple, Mike Doran, and Andrea Hoheisel 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. 23-058** That the Board approve the agenda, as presented. (Motion Hoheisel, second Pepple, carried 5-0)

**RES. 23-059** That the Board approve Change Order #1.2 for FHS fire building from KYA in the amount of \$82,445.33. (Motion Pepple, second Zufall, carried 5-0. Student Board Member Richards: Aye)

**RES. 23-060** That the meeting adjourn. (Motion, second, carried 5-0. Student Board Member Richards: Aye)

**PUBLIC COMMENT:**

Shaun Vega Sanchez encouraged the Board to look and find creative ways to add resources to wrestling as a whole. He stated that he is excited to start girls wrestling and requested the Board provide more funding for coaches and teams since fundraisers are not enough. He inquired about the hiring process for coaches, specifically what rights teachers have. Mr. Sanchez stated that the Board should not have comment cards and should listen to all public speakers without a time limit similar to the City of Shasta Lake.

**DISCUSSION:**

Philosophical Statement: Jim Cloney stated that Trustee Zufall requested the Board discuss a philosophical statement. He reported that Trustee Hoheisel had also requested the Board review if there was a way to incorporate language from Assembly Bill 1314 into the statement. The bill highlights parents' rights specifically stating that if a staff member becomes aware a student is not aligned by the gender of sex on their birth certificate, then staff has three days to notify the parents. Mr. Cloney stated that the bill has stalled and will not move forward as part of legislation.

Trustee Zufall stated that he drafted the philosophical statement after hearing upset community members at Board meetings speak about COVID-19, critical race theory, and supplemental instructional materials. Trustee Zufall emphasized the importance of parents being the ultimate authority in their child's life and that there should not be secrets withheld from parents when it pertains to their child. Mr. Cloney provided some background on critical race theory and stated that it is not taught in our curriculum or public K-12 schools. Trustee Zufall stated that though he may not agree with all of the state laws, the Board is required to follow them.

Trustee Jackson Richards arrived at 5:14 p.m.

Mr. Cloney stated that since there are many lawsuits pertaining to AB 1314, he recommends the Board wait and see what comes from the state on the matter since it will be litigated and/or legislated. He emphasized that the District's message to Administration and counselors is to work with the students through the process and to aid them in involving their parents.

**DISCUSSION:**

Philosophical Statement (continued): Trustee Doran raised concerns regarding transgender students competing in sports. Mr. Cloney stated that since the District is part of the California Interscholastic Federation (CIF), we must comply with CIF's rules.

The Board had a general discussion on if they should implement the philosophical statement and discussed the possibility of creating a subcommittee consisting of two Board members to modify it. Trustees Zufall, Hoheisel and Pepple were in favor of implementing a statement. Trustee Pepple emphasized the importance of focusing on reading, writing, and computing. Trustee Hoheisel stated that other school boards are implementing parental rights proposals and philosophies. Trustee Doran expressed concerns stating that generalizations could get the Board into trouble because of inconsistencies. He stated that he could not prejudge a topic without context. Trustee Richards inquired if publishing the statement would prevent the public from having strong feelings on controversial topics and inquired if the statement would give the public more avenues on what they think the Board is doing wrong. Trustee Vericker stated that he does not lean one way or the other and enjoys hearing the different perspectives on the statement. Trustee Zufall stated that he would recollect his thoughts on the statement, and the Board agreed it could be brought back for further discussion at a future meeting.

**RECESS:** 6:13p.m. - 6:31p.m.

Bylaws and Protocols: Jim Cloney stated that Trustee Pepple had inquired what the Board's practice was regarding abstentions after Trustee Hoheisel had abstained from a vote at a recent regular Board meeting. He stated that this brought up a good opportunity for the Board to discuss protocols especially with Trustees Doran and Hoheisel being new. Board Bylaw 9323 states the following: "The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them." The Board discussed what would constitute a conflict of interest and came to a general agreement on when it would be appropriate to abstain. Mr. Cloney noted that an abstention does not count towards a vote and when there is a quorum of three Board members, the vote will only pass if it is affirmatively unanimous.

Mr. Cloney stated that Board Bylaw 9323 requires Board meetings to adjourn by 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The Board may only extend the meeting once. Board Bylaw 9006 highlights functioning as a team, confidentiality and good decision-making. Mr. Cloney stated that within the bylaw it highlights that Board members should refrain from bringing any matters to a public meeting that may be a surprise to other Board Members and the Superintendent. He encouraged the Board to email himself with questions and covered the proper procedures to follow when asking a question regarding a posted agenda prior to a meeting. The Board reviewed proper protocols when members of the public are grandstanding or disrupting meetings.

Trustee Pepple inquired what the Board's role is regarding negotiations. Mr. Cloney recommended the Board not engage in any dialogue regarding negotiations to ensure the process remains confidential. Mr. Cloney stated that the proposals could be more specific to ensure the Board and public is well informed.

Trustee Vericker emphasized the importance of following the Brown Act specifically regarding public comment. He stated that the Board can ask clarifying questions but should not engage in a discussion during public comment with the public.

Mr. Cloney inquired if the Board would like to fully implement Roberts's rules of orders at Board meetings, specifically calling for a motion and a second prior to the Board's discussion on the topic. General consensus was to follow current practice and not call for a motion until after the Board has had a discussion. Mr. Cloney emphasized the importance of having consistency at Board meetings and to follow the Board Bylaws and protocols.

Board Self-Evaluation: Jim Cloney stated that the Board is required to review the self-evaluation method and process annually. He stated that the evaluation will be sent electronically for individual Board members to conduct an individual assessment. A summary of the results will be reviewed at the regular July Board meeting.

**RECESS:** 7:24 p.m. - 7:32 p.m.

**DISCUSSION:**

Board Self-Evaluation (continued): Trustee Pepple inquired if there should be more emphasis on student achievement. Mr. Cloney stated that Trustee Pepple could elaborate on this when she completes the online self-evaluation. Trustee Vericker stated that the evaluation provides good insight into what his role is as a Board member.

Change Order: David Flores stated that the District has requested the changes reflected in the change order for the Career Technical Education (CTE) storage building at Foothill High School (FHS). Items in the change order include but are not limited to upgraded electrical, automatic garage door openers and a flagpole. Trustee Hoheisel inquired if the CTE programs are showcased at elementary schools. Leo Perez stated that our CTE instructors are encouraged to go to the curriculum fair at all schools to showcase the CTE programs. He stated that he would like to host tours for elementary grade levels for other than just eighth grade in order to attract students to our programs. The Board requested a breakdown of the CTE programs. Mr. Cloney stated that he will email them the list of CTE programs.

Local Control and Accountability Plan (LCAP): Jim Cloney stated that all school districts in California are required to develop an LCAP. He reported that the 2023-2024 LCAP will be the third installment of a three-year plan that addresses 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 community partners, the approval process for the SUHSD LCAP requires a public hearing be held so the Board can hear comments on the LCAP at the regular June meeting. A special meeting will be held to approve the LCAP following the regular June meeting. Mr. Cloney stated that he will gather input from the Superintendent Student Advisory Committee next week. Leo Perez stated that special education parents are now required to be a community partner and that he also plans to conduct surveys to gather additional feedback from other community partners. He provided a brief overview of the LCAP Infographic and inquired if the Board had any feedback on the goals or action items.

Trustee Pepple raised concerns with goal number one stating that many students will not complete the required courses to allow access to all postsecondary options, specifically a four-year university. Mr. Cloney stated that he believes the definition of the ideal graduate would be a student who is able to pursue all options after high school. Trustee Pepple emphasized the importance of reading, writing and computing. Discussion continued on the importance of CTE for graduates, the CSU UC two-year foreign language requirement, student testing, and the new teaching strategies implemented by instructional coaches.

Use of Facilities: Leo Perez presented the current Facility Use Charges spreadsheet and stated that it has not been updated since 2014. He inquired if the Board would be in favor of increasing prices and stated that the District can only charge for direct costs. Mr. Perez noted that our fees are much lower in comparison to our competitors and that we have traditionally offered lower fees in order to maintain strong working relationships with the community. David Flores stated that the District reviews insurance with outside groups who rent our facilities and charges separately for custodial services. Mr. Flores recommended the District raise our fees to be more in line with our associated costs. The Board was in favor of raising the rates. Trustee Pepple inquired if the FHS pool could be open to the public in the summer. Mr. Cloney stated that many swim programs reserve the pool in the summer.

**ADJOURNMENT:**

The Board adjourned to closed session at 8:34 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.

The Board reconvened into open session at 9:07 p.m. The Board had no action to report out from closed session. The meeting adjourned at 9:07 p.m.

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Ron Zufall, Clerk  
Board of Trustees

*Bd. Min. 4-19-23 //l*

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Jim Cloney, Executive Secretary  
Board of Trustees

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** College Connection Students – Fall 2023

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Each semester, the Board approves the list of students from our District that will attend the College Connection Program. Staff recommends approval of the list for fall 2023.

College Connection – Shasta College  
11555 Old Oregon Trail  
P.O. Box 496006  
Redding, CA 96049-6006  
Fax – 530-245-7354

28 April 2023

Dear Mr. Cloney:

The College Connection Program has been directed by the CDE to have the school boards of each district in the consortium approve the students who have been accepted into our program for the 2023-2024 school year. Included in this letter is a list of your fall College Connection students along with a copy of our 2023-2024 calendar. Please include this information for approval in the agenda of a board meeting. I will need a copy of the approved minutes for our records. Please let me know if I can assist you with anything. Thank you for your continued support of our program.

<b>Enterprise High School</b>	<b>Foothill High School</b>	<b>Shasta High School</b>
Bernardo, Luis Philip	Barlow, Josie	Benham, Tahler
Brummer, Rowan	Campbell, Sophie	Benson-Gorge, Madyson
Mendoza, Eduardo	Cole, Isaiah	Busjahn, Grace
Mendoza, Leonardo	Cox, Victoria	Chappel, Sebastian
	Goodson, Olivia	Davis, Elijah
	Granby, Macynna	Day, Aiden
	Guerrero, Lillian	Dorney, Margaret
	Kahlon, Edward	Hamilton, Jack
	Kelley, Amber	Howard, Brooke
	Kieffaber, Nicholas	Johnson, Zsahari
	Paloutzian, Lindee	Lunsford, Jenna
	Ruiz, Ian	Mangrum, Zoey
	Song, Isabelle	McKay, Conner
	Wharton, Kyra	Meissner, Brooklyn
	Williford, Nikyla	Schaden, Emma
		Stevens, Davis
		Stidham, Donovan
		Woodruff-Darrah, Dezarea

Sincerely,

Daniel Vanek  
College Connection/Shasta College

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** College Connection Calendar for 2023-2024

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Each year at this time, the Board approves the College Connection Program yearly calendar. Staff has reviewed the calendar and recommends approval.

Aug 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						17 days

Sep 2023						
S	M	T	W	T	F	S
					1	2
3	H	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	30	
						20 days

Oct 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						22 days

Nov 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	H	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						16 days

Dec 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	H	23
24	H	H	27	28	H	30
31						
						15 days

Jan 2024						
S	M	T	W	T	F	S
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						16 days

Feb 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	H	17
18	H	20	21	22	23	24
25	26	27	28	29		
						18 days

Mar 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
						21 days

Apr 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						17 days

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	H	28	29	30	31	
						18 days

Fall 2023						
College Connection starts – Aug 8						
Shasta College starts – Aug 14						
Labor Day – Sep 4						
Veterans Day – Nov 10						
Thanksgiving Break – Nov 20 to 24						
Shasta College ends – Dec 15						
College Connection ends – Dec 21						
Winter Break – Dec 22 to Jan 8						
Non-school days Holidays						

Spring 2024						
College Connection starts – Jan 9						
Martin Luther King Day – Jan 15						
Shasta College Starts – Jan 16						
Presidents' Week – Feb. 16 to 20						
Spring Break – April 1 to 5						
Shasta College ends – May 17						
College Connection ends – May 24						
Non-school days Holidays						

**College Connection Office - Room 2115**

11555 Old Oregon Trail

Redding, CA 96049

Phone 530-242-2332 | Fax 530-245-7354

[http://www.shastacollege.edu/college\\_connection](http://www.shastacollege.edu/college_connection)

180 school days

5 staff work days  
May 9, 2023

Tentative 4/2023

**Staff**

Daniel Vanek – English Instructor

530-242-2333 | [dvanek@shastacollege.edu](mailto:dvanek@shastacollege.edu)

Ron Zimmerman – Social Science Instructor

530-242-2332 | [rzimmerman@shastacollege.edu](mailto:rzimmerman@shastacollege.edu)



# 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 4/01/23 - 4/30/23**

**Subfund Totals - Accounts Payable**

01	General Fund	2,325,611.85
02	Farm Fund	0.00
07	Shasta Charter Academy	36,902.60
08	University Preparatory	35,392.61
11	Adult Education Fund	3,444.88
12	Child Development Fund	0.00
13	Cafeteria/Food Service Fund	110,325.24
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	17,880.11
25	Capital Facilities Fund	0.00
35	County School Facilities	0.00
56	Debt Service Fund	0.00
76	Warrant Passthrough	0.00
95	Student Body Fund	0.00

**Total**                      **\$2,529,557.29**

**Total Accounts Payable**                      2,529,557.29

**Total Payroll**                                      3,831,320.95

**GRAND TOTAL**                                      **\$6,360,878.24**

**SHASTA UNION HIGH SCHOOL DISTRICT**

**Date** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signed:** \_\_\_\_\_

May 9, 2023

Shasta Union  
High School District

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Rate of Attendance for the Second Period Attendance (P-2) for 2022-23

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

## **BACKGROUND:**

The P-2 rate of attendance is primarily flat when compared to the 21/22 rate of attendance. The three comprehensive high schools, and Pioneer High School have dropped but Shasta Collegiate Academy improved. Overall, our total rate of attendance decreased by .18%. Below is a recap of the rate of attendance for P-2.

Rate of Attendance				
P-2				
Site	19/20 P-2	20/21 P-2	21/22 P-2	22/23 P-2
EHS	94.97%	95.25%	92.40%	93.26%
FHS	96.19%	97.87%	94.32%	93.66%
SHS	95.60%	97.20%	94.64%	94.23%
PHS	86.09%	82.37%	84.91%	73.78%
NSIHS/SCA	72.11%	68.60%	70.41%	91.87%
District Total	93.60%	89.23%	90.73%	90.55%

The rate of attendance is an important measuring tool. For example, if a school with an enrollment of 100 student's averages 95 students actually attending on any given day, their rate of attendance is 95% (95/100). Put another way, the school site would generate 95 Average Daily Attendance (ADA). As the rate of attendance fluctuates, so does the revenue the district receives.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Quarterly Investment Report

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:**

- ☐ Action
- ☐ Discussion
- ☒ Information

**BACKGROUND:**

Although school districts are no longer required to prepare a quarterly investment report and present it to the governing board, current district policy calls for the report as it is a good business practice. The attached report comes from the Shasta County Pooled Investments for the period ending March 31, 2023.

**REFERENCES:**

Government Code Section 53646

SHASTA COUNTY POOLED INVESTMENT  
March 31, 2023

03/31/23

PURCHASE DATE	SECURITY TYPE	PAR AMOUNT	COST AMOUNT	% OF TOTAL	DISC	PREM	ACCRUED INTEREST	MATURITY	CUSIP	MOODY'S RATING	INT/DISC RATE	YIELD	BROKER	DAYS TO MAT	DAYS* COST	MARKET VALUE	UNREALIZED GAIN/LOSS	
	Local Agency Investment Fund (max 75,000)	0.00	0.00	0.00%						not rated	2.07	2.07	LAIF		0.00		N/A	
	Repo Agreement (20% limit)			0.00%											0.00		N/A	
	LIR Treasury Fund - Mutual Fund (5.00%(max)	34,000,000.00	34,000,000.00	4.07%				4/3/2023			4.75	4.75	UBS	3	102,000,000.00	34,000,000.00	N/A	
****	Total Inactive Public Deposits (7.5% limit)	0.00	0.00	0.00%													0.00	
10/31/19	US Treasury Note	5,000,000.00	4,958,203.13		(41,796.87)		0.00	4,958,203.13	06/30/23	912828S35	NA/Aaa	1.38	1.61	Wedbush	91	451,196,484.83	4,960,300.00	2,096.87
12/27/19	US Treasury Note	5,000,000.00	4,959,960.94		(40,039.06)		0.00	4,959,960.94	06/30/23	912828S35	NA/NA	1.38	1.61	Union Banc	91	451,356,445.54	4,960,300.00	339.06
10/21/21	US Treasury Note	10,000,000.00	9,956,250.00		(43,750.00)		0.00	9,956,250.00	07/31/23	91282CCN9	NA/NA	0.13	0.37	UBS	122	1,214,662,500.00	9,848,800.00	(107,450.00)
07/08/22	US Treasury Note	10,000,000.00	9,976,562.50		(23,437.50)		0.00	9,976,562.50	07/31/23	912828Y61	NA/Aaa	2.75	2.97	UBS	122	1,217,140,625.00	9,934,000.00	(42,562.50)
02/01/22	US Treasury Note	5,000,000.00	4,930,273.44		(69,726.56)		0.00	4,930,273.44	08/31/23	91282CCU3	NA/NA	0.13	1.02	UBS	153	754,331,836.32	4,906,650.00	(23,623.44)
03/31/22	US Treasury Note	10,000,000.00	9,695,703.13		(304,296.87)		0.00	9,695,703.13	10/15/23	91282CAP6	NA/Aaa	0.13	2.14	Wedbush	198	1,919,749,219.74	9,756,600.00	60,896.87
12/03/20	US Treasury Note	5,000,000.00	5,083,179.39			83,179.39	0.00	5,083,179.39	02/29/24	9128286GO	NA/Aaa	2.38	0.21	Wedbush	335	1,702,865,095.65	4,895,500.00	(187,679.39)
12/28/21	US Treasury Note	10,000,000.00	10,071,041.95			71,041.95	0.00	10,071,041.95	02/29/24	9128286GO	NA/Aaa	2.38	0.75	Wedbush	335	3,373,799,053.25	9,791,000.00	(280,041.95)
01/06/22	US Treasury Note	5,000,000.00	4,964,843.75		(35,156.25)		0.00	4,964,843.75	11/15/24	91282CDH1	NA/Aaa	0.75	1.00	UBS	595	2,954,082,031.25	4,726,750.00	(238,093.75)
04/08/22	US Treasury Note	10,000,000.00	9,951,171.88		(48,828.12)		0.00	9,951,171.88	01/31/25	9128283V0	NA/Aaa	2.50	2.65	Wedbush	672	6,687,187,503.36	9,710,200.00	(240,971.88)
08/25/21	US Treasury Note	10,000,000.00	10,038,400.14			38,400.14	0.00	10,038,400.14	02/28/25	912828ZC7	NA/Aaa	1.13	0.52	Wedbush	700	7,026,880,098.00	9,455,500.00	(582,900.14)
07/07/21	US Treasury Note	10,000,000.00	9,862,500.00		(137,500.00)		0.00	9,862,500.00	06/30/25	912828ZW3	NA/Aaa	0.25	0.60	Wedbush	822	8,106,975,000.00	9,216,800.00	(645,700.00)
06/22/21	US Treasury Note	5,000,000.00	4,914,843.75		(85,156.25)		0.00	4,914,843.75	07/31/25	91282CAB7	NA/Aaa	0.25	0.67	Wedbush	853	4,192,361,718.75	4,591,600.00	(323,243.75)
08/20/21	US Treasury Note	5,000,000.00	4,930,468.75		(69,531.25)		0.00	4,930,468.75	08/31/25	91282CAJO	NA/Aaa	0.25	0.60	Wedbush	884	4,358,534,375.00	4,580,300.00	(350,168.75)
08/26/21	US Treasury Note	10,000,000.00	9,845,312.50		(154,687.50)		0.00	9,845,312.50	01/31/26	91282CBH3	NA/Aaa	0.38	0.73	UBS	1037	10,209,589,062.50	9,077,700.00	(767,612.50)
08/27/21	US Treasury Note	10,000,000.00	9,908,984.38		(91,015.62)		0.00	9,908,984.38	02/28/26	91282CBQ3	NA/Aaa	0.50	0.71	Wedbush	1065	10,553,068,364.70	9,088,700.00	(820,284.38)
06/30/22	US Treasury Note	10,000,000.00	9,185,937.50		(814,062.50)		0.00	9,185,937.50	06/30/26	91282CCJ8	NA/Aaa	0.88	3.05	Wedbush	1187	10,903,707,812.50	9,118,400.00	(67,537.50)
11/18/22	US Treasury Note	5,500,000.00	4,852,031.25		(647,968.75)		0.00	4,852,031.25	07/31/26	91282CCP4	NA/Aaa	0.63	4.09	UBS	1218	5,909,774,062.50	4,961,165.00	109,133.75
12/28/22	US Treasury Note	10,000,000.00	9,139,062.50		(860,937.50)		0.00	9,139,062.50	08/15/26	9128282A7	NA/Aaa	1.50	4.07	Webush	1233	11,268,464,062.50	9,281,600.00	142,537.50
03/29/23	US Treasury Note	10,000,000.00	9,488,604.97		(537,500.00)		26,104.97	9,488,604.97	02/15/27	912828V98	NA/Aaa	2.25	3.75	UBS	1417	13,445,353,242.49	9,473,800.00	(14,804.97)
12/09/22	US Treasury Note	10,000,000.00	9,778,125.00		(221,875.00)		0.00	9,778,125.00	06/30/27	91282CEW7	NA/Aaa	3.25	3.78	Wedbush	1552	15,175,650,000.00	9,827,300.00	49,175.00
01/03/23	US Treasury Note	10,000,000.00	10,000,000.00			0.00	0.00	10,000,000.00	09/30/27	91282CFM8	NA/Aaa	4.13	3.96	Wedbush	1644	16,440,000,000.00	10,188,300.00	188,300.00
****	Total Treasury Bill (50% limit)	180,500,000.00	176,491,460.85	21.15%								1.86				172,351,265.00	(4,140,195.85)	
****	Total Negotiable Cert of Deposit (20% limit)			0.00%														
08/29/22	Barclay's Bank PLC Med Term Note	10,000,000.00	10,000,000.00				10,000,000.00	08/29/25	06748XLN9	A/A1	4.15	4.15	Alamo	882	8,820,000,000.00	9,732,600.00	(267,400.00)	
****	Total Medium Term Notes (20% limit/ 3% ea)	10,000,000.00	10,000,000.00	1.20%								4.15				9,732,600.00	(267,400.00)	
09/28/22	MUFG Bank CP	10,000,000.00	9,670,955.56		(329,044.44)		9,670,955.56	06/23/23	62479MTP8	A-1/P-1	4.42	4.57	UBS	84	812,360,267.04	9,883,900.00	212,944.44	
10/03/22	Credit Agricole CP	10,000,000.00	9,677,500.00		(322,500.00)		9,677,500.00	06/30/23	22533UTW3	A-1/P-1	4.30	4.44	UBS	273	2,641,957,500.00	9,873,900.00	196,400.00	
11/04/22	Credit Agricole CP	10,000,000.00	9,616,000.00		(384,000.00)		9,616,000.00	08/01/23	22533UV18	A-1/P-1	5.12	5.32	UBS	305	2,932,880,000.00	9,826,300.00	210,300.00	
12/07/22	Natixis NY CP	10,000,000.00	9,610,655.56		(389,344.44)		9,610,655.56	09/01/23	63873KW11	A-1/P-1	5.23	5.44	UBS	336	3,229,180,268.16	9,780,200.00	169,544.44	
12/28/22	Credit Agricole CP	10,000,000.00	9,635,966.67		(364,033.33)		9,635,966.67	09/22/23	22533UWN9	A-1/P-1	4.89	5.08	UBS	357	3,440,040,101.19	9,749,600.00	113,633.33	
12/27/22	Natixis NY CP	10,000,000.00	9,613,686.11		(386,313.89)		9,613,686.11	09/22/23	63873KWN3	A-1/P-1	5.17	5.38	UBS	357	3,432,085,941.27	9,749,600.00	135,913.89	
01/12/23	MUFG Bank CP	5,000,000.00	4,816,066.67		(183,933.33)		4,816,066.67	10/06/23	62479MX65	A-1/P-1	4.96	5.15	UBS	371	1,786,760,734.57	4,864,650.00	48,583.33	
02/03/23	MUFG Bank CP	10,000,000.00	9,636,850.00		(363,150.00)		9,636,850.00	10/30/23	62479MXV8	A-1/P-1	4.86	5.04	UBS	395	3,806,555,750.00	9,694,300.00	57,450.00	
****	Total Comm Paper (20% limit)	75,000,000.00	72,277,680.57	8.66%								5.05				73,422,450.00	1,144,769.43	
04/13/20	Federal Farm Credit	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	06/05/23	3133EET67	AA+/Aaa	2.30	0.49	Wedbush	66	330,000,000.00	4,979,350.00	(20,650.00)
12/15/20	Federal Farm Credit (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	06/15/23	3133EMKG6	AA+/Aaa	0.20	0.20	Wedbush	76	760,000,000.00	9,900,500.00	(99,500.00)	
08/10/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/10/23	3133EL3E2	AA+/Aaa	0.32	0.32	UBS	132	660,000,000.00	4,921,600.00	(78,400.00)	
09/15/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	09/14/23	3133EL6U3	AA+/Aaa	0.28	0.28	UBS	167	835,000,000.00	4,891,650.00	(108,350.00)	
10/19/20	Federal Farm Credit (Callable)	5,000,000.00	4,997,733.33		(2,500.00)		233.33	4,997,733.33	10/13/23	3133EMCQ3	AA+/Aaa	0.28	0.30	UBS	196	979,555,732.68	4,874,100.00	(123,633.33)
01/03/20	Federal Farm Credit Bank	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	01/02/24	3133ELFV9	AA+/Aaa	1.71	1.58	Wedbush	277	1,385,000,000.00	4,885,400.00	(114,600.00)
01/11/21	Federal Farm Credit (Callable)	5,000,000.00	4,993,000.00		(7,000.00)		4,993,000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.24	UBS	286	1,427,998,000.00	4,819,850.00	(173,150.00)	
01/15/21	Federal Farm Credit (Callable)	5,000,000.00	4,997,000.00		(3,000.00)		4,997,000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.21	UBS	286	1,429,142,000.00	4,819,850.00	(177,150.00)	
04/06/21	Federal Farm Credit (Callable)	5,000,000.00	4,996,250.00		(3,750.00)		4,996,250.00	04/05/24	3133EMVD1	AA+/Aaa	0.33	0.35	UBS	371	1,853,608,750.00	4,781,050.00	(215,200.00)	
11/30/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	05/16/24	3133EMGF3	AA+/Aaa	0.35	0.35	UBS	412	2,060,000,000.00	4,761,900.00	(238,100.00)	
06/04/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/03/24	3133EME40	AA+/Aaa	0.33	0.33	UBS	430	2,150,000,000.00	4,750,900.00	(249,100.00)	
09/29/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/17/24	3133EMAB8	Aaa/AA+	0.39	0.39	UBS	444	2,220,000,000.00	4,747,450.00	(252,550.00)	
08/21/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	08/19/24	3133EL4J0	AA+/Aaa	0.47	0.46	UBS	507	2,535,000,000.00	4,727,250.00	(272,750.00)
10/15/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	10/15/24	3133EMCY6	AA+/Aaa	0.43	0.43	Wedbush	564	2,820,000,000.00	4,702,650.00	(297,350.00)	
01/11/22	Federal Farm Credit	10,000,000.00	9,990,000.00		(10,000.00)		9,990,000.00	01/06/25	3133ENKS8	NA/NA	1.13	1.16	UBS	647	6,463,530,000.00	9,437,000.00	(553,000.00)	
06/16/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/16/25	3133EMH47	AA+/Aaa	0.60	0.60	Wedbush	808	4,040,000,000.00	4,630,100.00	(369,900.00)	
07/07/21	Federal Farm Credit (Callable)	5,000,000.00	4,992,500.00		(7,500.00)		4,992,500.00	06/16/25	3133EMH47	AA+/Aaa	0.60	0.64	UBS	808	4,033,940,000.00	4,630,100.00	(362,400.00)	
06/30/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/30/25	3133EMN99	NA/NA	0.74	0.74	Union Banc	822	4,110,000,000.00	4,640,000.00	(360,000.00)	
08/04/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/04/25	3133EL2S2	AA+/Aaa	0.67	0.						

06/28/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/28/24	3130ASE62	AA+/Aaa	3.00	3.00	Alamo	455	2,275,000,000.00	4,897,600.00	(102,400.00)
01/05/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	07/05/24	3130AQF11	AA+/Aaa	0.95	0.95	Union Banc	462	2,310,000,000.00	4,774,750.00	(225,250.00)
02/23/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/23/24	3130AQS27	AA+/Aaa	1.50	1.50	UBS	511	2,555,000,000.00	4,794,100.00	(205,900.00)
04/21/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,565,000.00	(435,000.00)		0.00	9,565,000.00	01/27/25	3130AQMR1	AA+/Aaa	1.25	2.90	UBS	668	6,389,420,000.00	9,454,400.00	(110,600.00)
08/26/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	02/26/25	3130ANHY9	AA+/Aaa	0.52	0.52	UBS	698	3,490,000,000.00	4,642,250.00	(357,750.00)
12/10/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/10/25	3130AQB85	AA+/N/A	1.20	1.20	UBS	802	4,010,000,000.00	4,693,800.00	(306,200.00)
06/29/22	Federal Home Loan Bank	5,000,000.00	4,985,260.00	(14,740.00)		0.00	4,985,260.00	06/13/25	3130AEBV1	AA+/Aaa	3.13	3.23	Wedbush	805	4,013,134,300.00	4,888,800.00	(96,460.00)
07/29/22	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	07/24/25	3130ASM97	AA+/Aaa	4.00	4.00	UBS	846	8,460,000,000.00	9,860,300.00	(139,700.00)
08/30/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	08/27/25	3130ANW48	NA/NA	0.73	0.73	UBS	880	8,800,000,000.00	9,238,600.00	(761,400.00)
10/01/21	Federal Home Loan Bank (Callable)	10,000,000.00	9,988,000.00	(12,000.00)		0.00	9,988,000.00	08/29/25	3130AP3F0	AA+/Aaa	0.70	0.73	UBS	882	8,809,416,000.00	9,230,500.00	(757,500.00)
10/14/20	Federal Home Loan Bank	5,000,000.00	4,986,890.00	(13,110.00)		0.00	4,986,890.00	09/12/25	3130AJXA2	AA+/Aaa	0.38	0.43	Wells Fargo	896	4,468,253,440.00	4,579,600.00	(407,290.00)
11/25/20	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	11/25/25	3130AKGD2	AA+/Aaa	0.57	0.57	UBS	970	4,850,000,000.00	4,572,350.00	(427,650.00)
04/20/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,235,000.00	(765,000.00)		0.00	9,235,000.00	02/25/26	3130ALEM2	AA+/Aaa	0.79	2.91	UBS	1062	9,807,570,000.00	9,101,300.00	(133,700.00)
04/07/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			0.00	10,000,000.00	03/30/26	3130ALT85	AA+/Aaa	1.01	1.01	UBS	1095	10,950,000,000.00	9,137,400.00	(862,600.00)
06/30/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/30/26	3130AMSS2	NA/NA	1.05	1.05	UBS	1187	5,935,000,000.00	4,538,300.00	(461,700.00)
04/27/22	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	04/27/26	3130ARSX0	NA/NA	2.97	2.97	UBS	1123	11,230,000,000.00	9,659,600.00	(340,400.00)
08/30/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	08/26/26	3130ANVS6	NA/NA	1.00	1.00	UBS	1244	12,440,000,000.00	9,038,600.00	(961,400.00)
01/06/23	Federal Home Loan Bank	10,000,000.00	10,000,000.00				10,000,000.00	06/07/27	3130AUH64	NA/NA	3.98	3.98	UBS	1529	15,290,000,000.00	10,084,400.00	84,400.00
03/23/28	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	03/23/28	3130AVAM4	NA/NA	6.05	6.05	UBS	1819	18,190,000,000.00	10,033,000.00	33,000.00
*****	Total Federal Home Loans (20% limit)	165,000,000.00	163,760,150.00	19.62%								1.77			156,428,900.00		(7,331,250.00)
10/22/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	05/22/23	3135GO4Q3	AA+/Aaa	0.25	0.23	Wells Fargo	52	260,000,000.00	4,970,250.00	(29,750.00)
11/19/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	07/10/23	3135G05G4	AA+/Aaa	0.25	0.21	UBS	101	505,000,000.00	4,942,300.00	(57,700.00)
12/04/19	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	09/12/23	3135G0U43	AA+/Aaa	2.88	1.62	Wells Fargo	165	825,000,000.00	4,954,850.00	(45,150.00)
10/23/19	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	07/02/24	3135GOV75	AA+/Aaa	1.75	1.66	Wells Fargo	459	2,295,000,000.00	4,824,000.00	(176,000.00)
08/12/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	500	2,500,000,000.00	4,726,250.00	(273,750.00)
08/13/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	500	2,500,000,000.00	4,726,250.00	(273,750.00)
08/27/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	08/19/24	3136G4P31	AA+/Aaa	0.45	0.45	Wedbush	507	2,535,000,000.00	4,725,950.00	(274,050.00)
02/19/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	01/07/25	3135G0X24	AA+/N/A	1.63	1.46	Wedbush	648	3,240,000,000.00	4,779,650.00	(220,350.00)
10/14/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	06/17/25	3135G04Z3	AA+/Aaa	0.50	0.40	UBS	809	4,045,000,000.00	4,620,550.00	(379,450.00)
08/25/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	02/25/25	3136G4T52	AA+/Aaa	0.52	0.52	Wells Fargo	697	3,485,000,000.00	4,653,450.00	(346,550.00)
07/31/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	07/29/25	3136G4D75	NA/NA	0.60	0.60	UBS	851	4,255,000,000.00	4,615,000.00	(385,000.00)
08/18/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/18/25	3136G4G72	AA+/Aaa	0.60	0.60	Wedbush	871	4,355,000,000.00	4,608,000.00	(392,000.00)
08/19/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/19/25	3136G4H63	AA+/Aaa	0.55	0.55	UBS	872	4,360,000,000.00	4,602,150.00	(397,850.00)
12/09/20	Federal National Mtge Note	5,000,000.00	4,974,875.00	(25,125.00)		0.00	4,974,875.00	08/25/25	3135G05X7	AA+/Aaa	0.38	0.48	Wells Fargo	878	4,367,940,250.00	4,577,700.00	(397,175.00)
10/03/22	Federal National Mtge Note (Callable)	10,000,000.00	9,892,000.00	(108,000.00)		0.00	9,892,000.00	08/28/25	3135G06V0	AA+/NA	4.13	4.53	UBS	881	8,714,852,000.00	9,890,300.00	(1,700.00)
10/28/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	10/28/25	3136G46S7	NA/NA	0.56	0.56	UBS	942	4,710,000,000.00	4,577,400.00	(422,600.00)
11/01/22	Federal National Mrge Note	10,000,000.00	9,117,970.00	(882,030.00)		0.00	9,117,970.00	09/24/26	3135G0Q22	AA+/Aaa	1.88	4.36	Wedbush	1273	11,607,175,810.00	9,356,900.00	238,930.00
*****	Total Federal National Mtge. (20% limit)	95,000,000.00	93,984,845.00	11.26%								1.12			90,150,950.00		(3,331,895.00)
06/29/21	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	05/05/23	3137EAE86	AA+/Aaa	0.38	0.21	UBS	35	175,000,000.00	4,981,850.00	(18,150.00)
12/12/19	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	06/19/23	3137EAE85	AA+/Aaa	2.75	1.65	Wedbush	80	400,000,000.00	4,977,800.00	(22,200.00)
08/21/20	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	06/26/23	3137EAE84	AA+/Aaa	0.25	0.23	Wedbush	87	435,000,000.00	4,949,750.00	(50,250.00)
12/09/20	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	08/24/23	3137EAEV7	AA+/Aaa	0.25	0.22	UBS	146	730,000,000.00	4,911,150.00	(88,850.00)
01/25/21	Federal Home Loan Mtge.	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	09/08/23	3137EAEV5	AA+/Aaa	0.25	0.16	Wedbush	161	805,000,000.00	4,900,900.00	(99,100.00)
09/30/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	03/29/24	3134GWXC5	NA/NA	0.35	0.35	Wedbush	364	1,820,000,000.00	4,785,050.00	(214,950.00)
09/30/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	06/28/24	3134GWTL0	NA/Aaa	0.38	0.38	Wells Fargo	455	2,275,000,000.00	4,741,450.00	(258,550.00)
09/10/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	09/10/24	3134GWL79	NA/Aaa	0.40	0.40	Wedbush	529	2,645,000,000.00	4,713,650.00	(286,350.00)
09/30/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,945,000.00	(55,000.00)		0.00	9,945,000.00	09/20/24	3134GX2E3	AA+/Aaa	4.05	4.34	UBS	539	5,360,355,000.00	9,890,400.00	(54,600.00)
04/08/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,980,000.00	(20,000.00)			9,980,000.00	10/08/24	3134GXQE7	AA+/Aaa	2.50	2.58	UBS	557	5,558,860,000.00	9,706,500.00	(273,500.00)
12/01/21	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	02/12/25	3137EAE80	AA+/Aaa	1.50	0.93	Wedbush	684	3,420,000,000.00	4,759,500.00	(240,500.00)
10/20/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	03/28/25	3134GWX35	NA/Aaa	0.45	0.45	Wedbush	728	3,640,000,000.00	4,640,250.00	(359,750.00)
10/20/22	Federal Home Loan Mtge	5,000,000.00	4,467,850.00	(532,150.00)		0.00	4,467,850.00	07/21/25	3137EAEU9	AA+/Aaa	0.38	4.53	Alamo	843	3,766,397,550.00	4,600,150.00	132,300.00
10/28/22	Federal Home Loan Mtge (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	07/28/25	3134GX5G5	NA/NA	5.00	5.00	UBS	850	8,500,000,000.00	9,985,700.00	(14,300.00)
12/22/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,824,900.00	(175,100.00)		0.00	9,824,900.00	08/25/25	3134GXS21	Aaa/AA+	3.80	4.50	Alamo	878	8,626,262,200.00	9,831,100.00	6,200.00
07/02/21	Federal Home Loan Mtge	5,000,000.00	4,921,340.00	(78,660.00)		0.00	4,921,340.00	09/23/25	3137EAE83	Aaa/AA+	0.38	0.75	Wells Fargo	907	4,463,655,380.00	4,568,050.00	(353,290.00)
12/05/22	Federal Home Loan Mtge (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	06/05/26	3134GY6Y3	NA/NA	5.20	5.20	UBS	1162	11,620,000,000.00	9,966,800.00	(33,200.00)
12/22/22	Federal Home Loan Mtge (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	07/21/26	3134GYBY7	NA/NA	5.13	5.12	UBS	1208	12,080,000,000.00	9,962,600.00	(37,400.00)
*****	Total Fed HM LN Mtge. Corp Disc Note (20%)	120,000,000.00	119,139,090.00	14.27%								2.06			116,872,650.00		(2,266,440.00)

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Surplus Equipment

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The Food Service Department had a 1998 GMC truck stolen from the parking lot at the Shasta Learning Center. The truck was recovered by the Sheriff's office with substantial damage. The Transportation Department has been inspecting the damaged truck and is recommending it be disposed of. The truck received extensive damage and vandalism, in its current condition it is unusable and would cost more than it is worth to repair.

Based on the recommendation of the Transportation Director, the district would like to surplus the truck and put in a public auction.

Enterprise High School has an auto letter folder from 2014 that is in fair condition. The counseling office at Enterprise High School would like to dispose of the item. This would also be placed in a public auction.



## Request to Declare Property as Surplus

**Location of Property:**

Site: SLC  
 Department: Food Service  
 Room No.

Date: 4/19/2023

Requestor: Trystan Thomas

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
13085	1	GMC Truck# 3		1GTGK24 RWZ5146 14	1998	0	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: Truck was stolen from SLC and recovered by the Sheriff Department. Vehicle isn't working, lots of damage occurred from vandalism.

*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



**Request to Declare Property as Surplus****Location of Property:**

Site: EHS  
 Department: Counseling  
 Room No. Registrar's Office

Date: 2/27/23Requestor: Deb Del Carlo

It is requested that the following equipment be declared surplus:

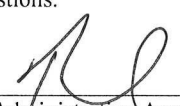
Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
107094	1	Auto Letter Folder	1501X	3955.	2014	?	Fair ?
				01510.			
				L48			

**\*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:

Machine jams everytime it is used. Quicker to just fold by hand.*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&amp;O, Originating Site

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** 2023-24 Designation of CIF Representatives to League

**PREPARER:** Leo Perez  
Associate Superintendent of Instructional Services

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The California Interscholastic Federation requires participating school district boards to designate voting representatives to the league each year. This action authorizes the designated individual representatives as the only people who will be voting on issues at the league and section level that impact athletics.

Northern Section, CIF  
**2023-2024 Designation of CIF Representatives to League**

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2023.** 2241 St. George Ln. #2, Chico, CA 95926

Shasta Union High School District/Governing Board at its May 9, 2023 meeting,  
(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2023-2024 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Enterprise High School  
NAME OF REPRESENTATIVE Ryan Johnson POSITION Principal  
ADDRESS 3411 Churn Creek Rd CITY Redding ZIP 96002  
PHONE 530-222-6601 FAX \_\_\_\_\_ E-MAIL ryjohnson@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL Enterprise High School  
NAME OF REPRESENTATIVE Joey Brown POSITION Assistant Principal  
ADDRESS 3411 Churn Creek Rd CITY Redding ZIP 96002  
PHONE 530-222-6601 FAX \_\_\_\_\_ E-MAIL jbrown@suhsd.net


\*\*\*\*\*

NAME OF SCHOOL Enterprise High School  
NAME OF REPRESENTATIVE George Robinson POSITION Athletic Director  
ADDRESS 3411 Churn Creek Rd CITY Redding ZIP 96002  
PHONE 530-222-6601 FAX \_\_\_\_\_ E-MAIL grobison@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Jim Cloney Signature   
Address 2200 Eureka Wy., Ste B City Redding Zip 96001  
Phone 530-241-3261 FAX \_\_\_\_\_

**PLEASE RETURN THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.**  
**SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.**

Northern Section, CIF  
**2023-2024 Designation of CIF Representatives to League**

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Shasta Union High School District/Governing Board at its May 9, 2023 meeting,  
(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2023-2024 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Foothill High School  
NAME OF REPRESENTATIVE Kevin Greene POSITION Principal  
ADDRESS 9733 Deschutes Rd CITY Palo Cedro ZIP 96073  
PHONE 530-547-1700 FAX \_\_\_\_\_ E-MAIL kgreenes@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL Foothill High School  
NAME OF REPRESENTATIVE Shawn Anstine POSITION Assistant Principal  
ADDRESS 9733 Deschutes Rd CITY Palo Cedro ZIP 96073  
PHONE 530-547-1700 FAX \_\_\_\_\_ E-MAIL sanstine@suhsd.net


\*\*\*\*\*

NAME OF SCHOOL Foothill High School  
NAME OF REPRESENTATIVE Stephanie Ahluwalia POSITION Athletic Director  
ADDRESS 9733 Deschutes Rd CITY Palo Cedro ZIP 96073  
PHONE 530-547-1700 FAX \_\_\_\_\_ E-MAIL sahluwalia@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Jim Cloney Signature   
Address 2200 Eureka Wy., Ste B City Redding Zip 96001  
Phone 530-241-3261 FAX \_\_\_\_\_

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Northern Section, CIF  
**2023-2024 Designation of CIF Representatives to League**

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(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2023-2024 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Shasta High School  
NAME OF REPRESENTATIVE Shane Kikut POSITION Principal  
ADDRESS 3500 Eureka Wy CITY Redding ZIP 96001  
PHONE 530-241-4161 FAX \_\_\_\_\_ E-MAIL skikut@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL Shasta High School  
NAME OF REPRESENTATIVE Heath Bunton POSITION Assistant Principal  
ADDRESS 3500 Eureka Wy CITY Redding ZIP 96001  
PHONE 530-241-4161 FAX \_\_\_\_\_ E-MAIL hbunton@suhsd.net


\*\*\*\*\*

NAME OF SCHOOL Shasta High School  
NAME OF REPRESENTATIVE Brian McIntire POSITION Athletic Director  
ADDRESS 3500 Eureka Wy CITY Redding ZIP 9600  
PHONE 530-241-4161 FAX \_\_\_\_\_ E-MAIL bmcintire@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

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Superintendent's or Principal's Name Jim Cloney Signature   
Address 2200 Eureka Wy., Ste B City Redding Zip 96001  
Phone 530-241-3261 FAX \_\_\_\_\_

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Northern Section, CIF  
**2023-2024 Designation of CIF Representatives to League**

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(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2023-2024 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Shasta Union High School District  
NAME OF REPRESENTATIVE Jim Cloney POSITION Superintendent  
ADDRESS 2200 Eureka Wy., Ste. B CITY Redding ZIP 96001  
PHONE 530-241-3261 FAX \_\_\_\_\_ E-MAIL jcloney@suhsd.net

\*\*\*\*\*

NAME OF SCHOOL Shasta Union High School District  
NAME OF REPRESENTATIVE Leo Perez POSITION Associate Superintendent  
ADDRESS 2200 Eureka Wy., Ste B CITY Redding ZIP 96001  
PHONE 530-241-3261 FAX \_\_\_\_\_ E-MAIL lperez@suhsd.net


\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

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Superintendent's or Principal's Name Jim Cloney Signature   
Address 2200 Eureka Wy., Ste B City Redding Zip 96001  
Phone 530-241-3261 FAX \_\_\_\_\_

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SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.**

# 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**

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
<b><u>Classified</u></b>		
<b><u>New Hires</u></b>		
Alexis Greene	SH/Behavior Paraprofessional, EHS 6.5 hours/ 10 months	April 26, 2023
April Maldonado	Library Media Tech, SHS 8 hours/238 days	April 24, 2023
Cynthia Marroquin Cuin	Bus Driver, Transportations 6.5 hours/ 10 months	March 27, 2023
Jackson Reindel	Instructional Paraprofessional-SDCI, EHS 6.5 hours/ 10 months	April 4, 2023
Krystianna Rushing	Special Ed Paraprofessional, SHS 5.75 hours/ 10 months	April 17, 2023
Jeremy Wright	Custodian, SLC 8 hours/12 months	March 27, 2023
<b><u>Position change/Promotion</u></b>		
Joshua Blanchard	Computer Support Tech II, IT 8 hours/12 months	April 17, 2023
<b><u>Resigned/Retired</u></b>		
Megan McBryde	At Risk Paraprofessional, PHS-MS 5.75 hours/ 10 months	April 5, 2023



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Enrollment Projections for 2023-2024

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**

- ☐ Action
- ☐ Discussion
- ☒ Information

**BACKGROUND:**  
The Superintendent will review enrollment projections for next school year based upon current registration information.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Special June Board Meeting – 2023-2024 LCAP & Budget Adoption

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☐ Action  
☒ Discussion  
☐ Information

**BACKGROUND:**

As of 2014, current Education Code requires that the Board of Trustees approve the District's budget for the following school year in conjunction with the District's Local Control and Accountability Plan (LCAP) for following year. The LCAP must also have a public hearing scheduled at a separate, prior Board meeting. As the LCAP public hearing is scheduled for the Board's regular meeting on June 13, 2023, the Administration is requesting a second Board meeting in June for final approval of the 2023-2024 budget and LCAP. Suggested dates and times will be provided to the Board and the date/time will be decided by consensus of the Board.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Measure I Citizens' Bond Oversight Committee Vacancies

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

## **BACKGROUND:**

The Governing Board of the Shasta Union High School District established a Citizens' Bond Oversight Committee in March 2017 to review expenditures from construction activity associated with Measure I, which was approved by District voters on November 8, 2016. The Committee is responsible for ensuring that bond revenues are used only as voters intended and for informing the public of bond expenditures.

The Bond Oversight Committee must have at least seven members. The Committee may not include any employee or official of the school district or any vendor, contractor, or consultant of the school district. In addition to two members of the community at large, there must be at least one member from each of the following groups:

- One member who is active in a business organization representing the business community located within the school district.
- One member who is active in a senior citizen's organization.
- One member who is the parent or guardian of a child enrolled in the school district.
- One member who is the parent or guardian of a child enrolled in the school district and is active in a parent-teacher organization.
- One member who is active in a bona-fide taxpayer's organization.

The Committee currently has vacancies for the following groups: member of senior citizen's organization, member of a bona-fide taxpayer organization, and a member who is the parent or guardian of a child enrolled in the school district. The vacancies are a result of the previous three Committee members serving the maximum three terms.

The District publicly advertised the vacancy on the District and school websites and notified all SUHSD parents/guardians of the vacancy via email. The Superintendent has reviewed the applications and is recommending the Board appoint the following members to the Citizens' Bond Oversight Committee effective June 1, 2023:

1. Mike O'Leary - member of senior citizen's organization, member of a bona-fide taxpayer organization

2. Kevin O'Rorke - Member who is the parent or guardian of a child enrolled in the school district
3. Elly Pierce - Member of a bona-fide taxpayer organization

**REFERENCES:**

Board Policy & Administrative Regulation 7214

Measure I Citizens' Oversight Committee bylaws as recommended by Jones Hall, a Professional Law Corporation

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Citizens' Bond Oversight Committee Membership  
Organization Chart

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The Shasta Union High School District was successful at the election conducted on November 8, 2016 in obtaining authorization from the District's voters to issue up to \$56.9 million aggregate principal amount of the District's general obligation bonds ("Measure I"). Pursuant to Section 15278 of the Education Code, the District is obligated to establish a Citizens' Bond Oversight Committee in order to satisfy the accountability requirements of Proposition 39. The Committee must be comprised of voters who represent parents, parent-teacher organizations, business organizations representing the business community, senior citizens' organizations, taxpayers associations and the community at-large. Administration recommends approving the member organizations and terms as listed on the Organizational Chart.

**REFERENCES:**

Education Code 15278 and Citizens' Bond Oversight Committee Bylaws

**Measure I  
Citizens' Bond Oversight Committee**

<b>Name</b>	<b>Member Organizations</b>	<b>Term Expires</b>	<b>Effective Date</b>	<b>Current Term</b>	<b>Appointed</b>
Robyn Valentine	Member who is active in a business organization representing the business community located within the school district	June 2024	June 1, 2022	1	May 10, 2022
Benjamin Hanna	Member of the community at large	June 2024	June 1, 2022	1	May 10, 2022
Kellie Weigel	Member who is the parent or guardian of a child enrolled in the school district and is active in a parent-teacher organization.	June 2024	June 1, 2022	1	May 10, 2022
Mike O'Leary	Member of a Senior Citizen's Organization	June 2025	June 1, 2023	1	May 9, 2023
Elly Pierce	Member of a Bona-fide Taxpayer Organization	June 2025	June 1, 2023	1	May 9, 2023
Kevin O'Rorke	Member who is the parent or guardian of a child enrolled in the school district	June 2025	June 1, 2023	1	May 9, 2023
Amparo Buck	Member of the community at large	June 2025	Feb 2019	3	February 12, 2019

Effective June 1, 2023

Pending Board Approval of Committee Member vacancies

# 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:** Approval/ratification of employment agreements for Chief Business Official, Associate Superintendent of Human Resources, Associate Superintendent of Instructional Services and Superintendent.

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
The above-referenced positions are employed on a three-year, ongoing contract. The Superintendent has reviewed the current year evaluation for the Chief Business Official, Associate Superintendent of Human Resources and Associate Superintendent of Instructional Services with the Board. The Superintendent recommends that the Board approve the extension of the employment contracts for an additional year for each of these individuals (through June 30, 2025). The Board is to vote by June 1st of each year regarding the extension of the Superintendent's contract.

**REFERENCE:**  
Government Code 53262. Contracts were provided to the Board under separate cover and can be obtained by contacting the District Office at (530) 241-3261.



# SHASTA UNION HIGH SCHOOL DISTRICT

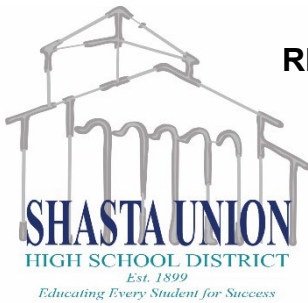
**SUBJECT:** April 4, 2023 Regular Board Meeting Minutes

**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

April 4, 2023  
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 Vericker in the Shasta Union High School District Board Room.

ROLL CALL: Trustees Jamie Vericker, Ron Zufall, Constance Pepple, and Andrea Hoheisel were present. Also present: Superintendent Jim Cloney, Associate Superintendent of Human Resources Jason Rubin, Associate Superintendent of Instructional Services Leo Perez.

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) 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.

The Board reconvened into open session at 6:34 p.m. The Board had no action to report out from closed session. Student Board Member Jackson Richards was present for the open session portion of the meeting. Trustee Vericker led the pledge of allegiance and Trustee Zufall recited the mission and vision statements. This month's student artwork display is from Pioneer Continuation High School.

RES. 23-047 That the Board approve the agenda, as presented. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)

RES. 23-048 That the Board approve the consent agenda, as presented. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)

RES. 23-049 That the Board ratify commercial warrants in the amount of \$3,789,568.40 and payroll distributions in the amount of \$4,048,731.15 for the period of 3/01/2023 – 3/31/2023. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)

RES. 23-050 That the Board approve the Monthly Financial Report. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)

RES. 23-051 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours Change)*: Bonnie Byers, Bus Driver 6 hours/10 months (Transportation), effective March 16, 2023 and Feyorn "Chloe" Saelee, Receptionist 3 hours/10 months (DO), effective March 20, 2023. *(New Hires)*: William Sherwood, Custodian 8 hours/12 months (FHS), effective March 15, 2023. *(Position Change/Promotion)*: Teri O'Hara, Mental Health Coordinator 6 hours/213 days (DO), effective March 1, 2023; Beatriz Rico, At-Risk Para 6.5 hours/10 months (SHS), effective March 13, 2023; and April Williams, Registrar 8 hours/248 days (SHS), effective March 27, 2023. *(Resigned/Retired)*: Justin Bright, Instructional Para-Sp Ed 5.75 hours/10 months (PHS), effective March 24, 2023. Maite De La Torre, Bilingual Paraprofessional 6.5 hours/10 months (FHS), effective March 29, 2023. *Certificated: (Hours Change)*: Edward Raschein, CTE EMT & Medical Careers 0.8 FTE, effective March 1, 2023. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)

- RES. 23-052 That the Board accept the Quarterly Report on the Williams Uniform Complaints for January 1, 2023 – March 31, 2023. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-053 That the Board approve the minutes for the March 14, 2023 regular Board meeting. (Motion Zufall, second Hoheisel, carried 3-0. Student Board Member Richards: Aye)
- RES. 23-054 That the Board excuse Trustee Zufall's absence from the March 14, 2023 regular Board meeting. (Motion Hoheisel, second Vericker, carried 3-0. Student Board Member Richards: Aye)
- RES. 23-055 That the Board approve the salary schedules for Supervisory and Certificated Management. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-056 That the Board approve the resolution for reduction in number of classified employees. (Motion Hoheisel, second Zufall, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-057 That the meeting adjourn. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)

#### **RECOGNITION OF STAFF AND/OR STUDENTS:**

The Board of Trustees and Administration recognized Foothill High School (FHS) teacher Chris Putnam, Enterprise High School (EHS) paraprofessional Deb Engel, Pioneer Continuation High School (PHS) junior Ian Springer, and Shasta High School (SHS) senior Claire Lewis.

#### **PUBLIC COMMENT:**

Foothill FFA students Ella Wilson and Hannah Thomas provided the Board with an update on current and upcoming events. They thanked the Board for their continuous support of the FFA program.

Shaun Vega Sanchez encouraged the Board to engage with the public and ask questions. He stated that the girls' wrestling program has expanded in northern California resulting in the first local girls masters tournament. Mr. Sanchez stated that he spoke with Mr. Cloney about the implementation of a girls' wrestling program in the District and urged the Board to expand the wrestling facilities, specifically by adding a wrestling room behind the main FHS gym. Trustee Hoheisel inquired how many girls are currently interested in wrestling. Mr. Sanchez stated that there are two incoming freshman at FHS.

#### **PRESENTATIONS:**

Gains in Reading Intervention with a Professional Learning Community: Instructional Coaches Kelli Smith and Tanya Randolph conducted a literacy presentation highlighting the science of reading and the different teaching methods for Getting Reading Right (GRR). GRR builds a teacher's knowledge of the science of reading, changes the teacher's practices and allows them to share vetted resources. Teachers hold professional learning community meetings followed up with homework to apply new strategies in the classroom.

Trustee Pepple inquired what feeder schools are using this technique to approach reading. Ms. Smith stated that they conducted the presentation at the recent Shasta County Superintendents' meeting and stated that we are the only secondary school in the area doing this. Jim Cloney stated that the Shasta County Office of Education (SCOE) is becoming more involved with the science of reading mentality and our hope is that the instructional methodology is applied to other schools.

Discussion continued on how students are assessed. Ms. Smith stated that they are in the early phases of the study and are hoping to have more data as the program develops. Ms. Randolph noted that staff is learning as the program progresses by reviewing the different implementation strategies to see what best works for students.

**PRESENTATIONS (continued):**

Nutrition Services Annual Report: Director Fred Schafer provided the Board with an annual report highlighting the impact of the Universal schools meals, conferences, staff training, implementation of the BOSS inventory system, and the school wellness policy. He commended his current staff on their work ethic and adaptability. Mr. Schafer stated that the District stopped providing services for four out of District sites due to staffing issues and is now able to better focus on providing services for our schools.

**REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS:**

SSEA President Layne McLean stated that the Human Resources Department has done a great job hiring new people and that teachers are looking forward to spring break. He stated that teachers are preparing for the California Assessment of Student Performance and Progress (CAASPP) testing and Advanced Placement (AP) testing and seniors are beginning to realize their lives will change following graduation.

SSEA Vice-President Dawn Coppola commended Trustee Richards and former student Board Member Ava Gebhart on orchestrating the Region 1 California Association of Student Councils (CASC) meeting. Ms. Coppola stated that she was approached by Ms. Gebhart to be a volunteer mentor for the student lead organization. Over thirty-six delegates from surrounding schools attended the meeting that included multiple presentations, some of which were done by FHS Principal Kevin Greene, Mr. McLean, Trustee Zufall, and FHS Principal Ryan Johnson. Ms. Coppola commended SHS student Amira Hutcherson for securing the Shasta County Office of Education (SCOE) office for the meeting and thanked Mr. Cloney for providing lunch and scholarship money for students to attend.

ESP President Rhonda Minch was not present.

CSEA President David Martin was not present.

**REPORTS FROM PRINCIPALS:**

Alternative Education: Tim Calkins stated that PHS was chosen by SCOE as a Social Emotional & Academic Learning (SEAL) school, which has qualified them for additional funding towards student wellness. He reported that Harbor Healthcare presented to students on their certified nursing program and that teachers are preparing for CAASPP testing. Mr. Calkins stated that the new security fencing in front of PHS looks nice. He stated that PHS and Shasta Collegiate Academy (SCA) will have over one hundred students graduate this year and commended the hard work of the students and staff.

Enterprise High School: Ryan Johnson commended the music program after competing at various California State Universities where they won five gold medals, one silver medal and one bronze medal. He stated that music teacher Alissa Aune also took the students to Disneyland for a competition. Mr. Johnson was pleased with the feedback he received from Ms. Aune regarding the behavior of the students and the help from the chaperones during their competitions.

Shasta High School: Shane Kikut reported that he met with District Administration to discuss section allocation for the 2023-2024 school year. He stated that SHS received feedback from their WASC review where they obtained a highly effective rating on seventeen of the nineteen categories and two effective ratings on the remaining categories.

Foothill High School: Kevin Greene thanked Dawn Coppola for being a part of the CASC. He reported that staff is preparing for CAASPP and AP testing and recognized Counseling Assistant Angela Rowe and Registrar Roberta Mayberry for their hard work to enroll students for next school year. Mr. Greene reported that seniors are starting their end of year celebrations and today was the Senior Panoramic. He stated that they will bring in coffee and snacks for paraprofessionals in recognition of Paraprofessional Appreciation Day.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney stated that he enjoyed the CASC conference and thanked Dawn Coppolo for volunteering her time as an adult mentor to the students. He stated that he will report on projected enrollment for the 2023-2024 school year at next month's meeting. Mr. Cloney reported that Mr. Perez has been analyzing class sizes and sections, and Mr. Rubin has been hiring in order to prepare for next school year. He stated that there will be thirty-eight days of school left once we are back from spring break and that teachers will begin to administer state testing the first two weeks back from break. Mr. Cloney reported that they worked with the association to create a testing schedule in order to place students in the best possible position to score well. He acknowledged Mr. Sanchez and stated that the District will provide coaching for girls' wrestling when there are enough athletes. Mr. Cloney stated that the Citizens' Bond Oversight Committee currently has three vacancies due to term limits expiring. He encouraged community members to apply and stated that he will make a recommendation to the Board on potential candidates to fill the vacancies.

Trustee Vericker inquired what situation would be best to implement a club versus a sport when expanding student services. Mr. Cloney stated that due to liability, he would like to see girls' wrestling as a sport.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Richards reported that the first Region 1 CASC Leadership Conference was a success with thirty-six delegates in attendance. He stated that this number is promising for the future of the organization. Trustee Richards announced that the CASC Region Cabinet application window is now open and encouraged the Board and community to inform him of potential candidates. He reported that he attended a statewide CASC meeting in Irvine where he partnered with other regional presidents on how to better involve students with CASC.

Trustee Zufall commended the Principals for bringing quality staff and students to the Board meetings to be recognized. He thanked Dawn Coppolo and Trustee Richards for allowing him to speak at the Region 1 CASC meeting. Trustee Zufall thanked SHS counselor Mr. Beasley for inspiring his daughter to obtain her masters in counseling which has allowed her to start her career at an elementary school in Rocklin, CA.

Trustee Hoheisel reported that she is in the process of taking the California School Boards Association Masters in Governance courses and that she is looking forward to touring EHS this Friday.

Trustee Pepple wished everyone a happy Easter and commended Trustee Zufall for implementing the staff and student recognition portion of the Board meetings and for all of his community outreach.

Trustee Vericker stated that the reports from the different service and academic departments allows the Board stay informed with what is going on in the District. He thanked staff for taking the time to prepare and present to the Board throughout the school year.

**DISCUSSION:**

PUBLIC HEARING – Proposed Negotiations SSEA: At 7:49 p.m., Trustee Vericker declared the meeting open to Public Hearing to provide interested parties an opportunity to speak on the initial proposal for negotiation between the District and Shasta Secondary Education Association (SSEA) for 2023-2024. There were no comments, and the public hearing was declared closed.

Trustee Pepple left the room from 7:50 p.m. to 7:53 p.m.

PUBLIC HEARING – Proposed Negotiations ESP: At 7:50 p.m., Trustee Vericker declared the meeting open to Public Hearing to provide interested parties an opportunity to speak on the initial proposal for negotiation between the District and Educational Support Professionals Association (ESP) for 2023-2024. There were no comments, and the public hearing was declared closed.

PUBLIC HEARING – Proposed Negotiations CSEA: At 7:50 p.m., Trustee Vericker declared the meeting open to Public Hearing to provide interested parties an opportunity to speak on the initial proposal for negotiation between District and California School Employees Association (CSEA) Chapter 181 for 2023-2024. There were no comments, and the public hearing was declared closed.

**RECESS:** 7:52 p.m. – 7:53 p.m.

**DISCUSSION (continued):**

Trustee Assignments - 2023 Graduation Ceremonies: Assignments for Trustee participation at the 2022-2023 graduation ceremonies were determined as follows: Shasta Charter Academy – Trustee Doran; Fire Science Program – Trustees Zufall and Vericker; University Preparatory School – Trustee Doran; Gateway to College – No Trustee available; Shasta Collegiate Academy – Trustee Pepple; Pioneer High School – Trustee Pepple; Foothill High School – Trustees Zufall and Hoheisel; Enterprise High School – Trustees Hoheisel and Pepple; Shasta High School – Trustees Vericker and Zufall, and Adult Ed Consortium – Trustees Hoheisel and Pepple.

Salary Schedules: Jason Rubin recommended the Board approve the Supervisory Salary Schedule to ensure the effective date is accurate for reporting purposes. Mr. Rubin recommended the Board approve the Certificated Management Salary Schedule in order to reduce the number of days from 229 to 219 to best meet the needs of the department.

Classified Employee Reduction: Jason Rubin recommended the Board approve the classified employee reduction since the Cal Safe position will remain vacant because duties will be allocated elsewhere in order to best meet the needs of the District and students.

**ADVANCE PLANNING:**

Next Meeting Dates: Spring Study Session April 19, 2023 and Regular Board Meeting May 9, 2023

Suggested Future Agenda Items: Trustee Pepple raised concerns regarding the amount of agenda items on the study session agenda. Jim Cloney stated that he will review the agenda and encouraged the Board to email him and the Board President any further recommendations.

**ADJOURNMENT:**

The meeting adjourned at 8:05 p.m.

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Ron Zufall, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

*Bd. Min. 4-4-23 //*

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Trustee Absence at the April 4, 2023 Regular 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:** Monthly Financial Report

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:**

- ☐ Action
- ☐ Discussion
- ☒ Information

**BACKGROUND:**

The monthly financial report is composed of actual expenditures through April 28, 2023 compared to the March 14, 2023 Second Interim Budget. The amounts are a combination of Unrestricted and Restricted categories. As of April 28th, we are 83% through the fiscal year. We have received 60% of our revenues, and have expended 70% of planned expenditures.

Salary and benefits are where we would expect them to be at the end of April. The Books and Supplies budget was increased at Second Interim to account for increases in categorical funding which is driving the 34% expenditure rate. Services and Other Operating expenditures are showing 97% of the budget being spent, this is higher than where we are at in the year as some of the expenses in this category are paid at the beginning of the year (service contracts). The Capital Outlay budget was increased at Second Interim to account for new, and open projects being completed.



# SHASTA UNION HIGH SCHOOL DISTRICT

2022-2023

General Fund Expenditures as of April 28, 2023

		2022-2023 Second Interim Budget (A)	2022-2023 Actuals 4/28/2023 (B)	2022-2023 Remaining Balance (C) = (A) - (B)	83.33% of FY Complete (D) = (B) / (A)
<b>REVENUES</b>					% Spent or Received
Revenue Limit Sources	8010 - 8099	50,882,581	32,305,679	18,576,902	63%
Federal Revenues	8100 - 8299	8,351,834	5,665,705	2,686,129	68%
Other State Revenues	8300 - 8599	13,226,116	4,772,387	8,453,729	36%
Other Local Revenues	8600 - 8799	8,408,966	6,481,720	1,927,246	77%
Interfund Transfers In/Other Sources	8910 - 8979	577,000	0	577,000	0%
<b>TOTAL REVENUES</b>		<b>81,446,497</b>	<b>49,225,492</b>	<b>32,221,005</b>	<b>60%</b>
<b>EXPENDITURES</b>					
Certificated Salaries	1000 - 1999	24,334,626	20,161,506	4,173,120	83%
Classified Salaries	2000 - 2999	10,112,045	8,512,055	1,599,990	84%
Employee Benefits	3000 - 3999	18,735,273	12,156,275	6,578,998	65%
Books and Supplies	4000 - 4999	9,252,537	3,130,983	6,121,554	34%
Services, Other Operating Expenses	5000 - 5999	8,064,792	7,805,438	259,354	97%
Capital Outlay	6000 - 6599	5,456,030	2,883,827	2,572,203	53%
Other Outgo	7100 - 7299	1,079,770	190,242	889,528	18%
Direct Support / Indirect Costs	7300 - 7399	(130,646)	0	(130,646)	0%
Debt Service	7438 - 7439	0	0	0	0%
Interfund Transfers Out/Other Uses	7610 - 7699	1,179,323	48,323	1,131,000	4%
<b>TOTAL EXPENDITURES</b>		<b>78,083,750</b>	<b>54,888,650</b>	<b>23,195,100</b>	<b>70%</b>
NET INCREASE/DECREASE IN FUND BALANCE		3,362,747	(5,663,158)		
<b>BEGINNING BALANCE</b>		<b>18,417,583</b>	<b>18,417,583</b>		
<b>ENDING BALANCE</b>		<b>21,780,330</b>	<b>12,754,425</b>		

## Components of Ending Fund Balance

Reserved Rev Cash/Prepays/Stores  
Economic Uncertainty (3.5%)  
Committed  
Assigned  
Restricted  
Total

17,400			
2,732,931			
7,291,781			
-			
11,738,218			
21,780,330			

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Revising the Agreement between the Shasta Union High School District and Pacheco Union School District for Business Services into the 2023-24 School Year

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The District is requesting ratification of a revised contract between the District and Pacheco Union School District. The District CBO will continue to provide Business services oversight through June 30<sup>th</sup> of 2024. Additionally, we will be adding another person from the district business office to assist with Pacheco beginning in April of 2023. This person will be training to become the Pacheco CBO effective in July of 2024.

The contract amount for the current school year is being increased by \$3,000, for a total of \$43,000 ending June 30<sup>th</sup>, 2023. The 2023/24 contract amount will be increased by an additional \$12,000 for a total amount of \$55,000.

**AGREEMENT BETWEEN**  
**SHASTA UNION HIGH SCHOOL DISTRICT AND PACHECO UNION SCHOOL**  
**DISTRICT**  
**FOR BUSINESS SERVICES**

THIS AGREEMENT is made as of April 1, 2023, by and between the Shasta Union High School District ("Provider") and the Pacheco Union School District (District).

WHEREAS, District has a need for Business ("Services") and desires for Provider to provide the Services; and

WHEREAS, Provider is willing to assign certain Provider employees to the District in order to perform the Services pursuant to the terms and conditions of this agreement;

NOW, THEREFORE, in consideration of mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

**A. Services.** Provider shall assign one Business Manager of Business and Payroll ("Employee" or, collectively, "Employees") to the District in order to provide the Services as described herein. Provider shall ensure compliance with the following requirements:

1. The assigned Employees shall hold appropriate licenses, credentials, and have appropriate industry experience as determined by Provider.
2. The assigned Employees shall perform all duties set forth as designated by Provider to include, but not limited to, the following:

a. See Attachment A for specific services

**B. Reimbursement.** Provider shall continue to be the employer of Employees, and pay the salary and benefits of Employees during the Term of this Agreement. Employees will perform work for the District as outlined in Section A, Services. Employees shall continue to perform assigned duties for Provider the remainder of the year. District shall reimburse Provider for its respective share of the Employees' annual salary, benefits, and indirect costs. The District shall provide an office, equipment, and other materials as required to perform work for the District. The cost for these services is as follows;

Current contract amount     \$40,000 07/25/2022 through 06/30/2023  
Increase to 2023 contract     \$3,000, 04/01/2023 through 06/30/2023  
Total cost of contract for period ending 06/30/2023 is \$43,000

Increase for 2024 school year is \$12,000

Total costs for 2023/24 (07/01/2023 – 06/30/2024) is \$55,000

- C. **Term.** This Agreement shall commence on April 1, 2023 and shall continue through June 30, 2024 (“Term”).
- D. **Termination of Agreement.** This Agreement may be terminated with a Sixty (60) day written notice of either party any time upon the resignation or refusal or inability to perform the essential function of the position, with or without reasonable accommodation as defined by applicable law, of any Employee.
- E. **Hold Harmless.** To the fullest extent permitted by law, each party shall defend, indemnify, and hold the other party, its Governing Board, members of its Governing Board, officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorney’s fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the willful or intentional misconduct or negligent acts or omissions of the indemnified party, its officers, employees, volunteers, or agents.
- F. **No Employment Rights.** Each party’s employees shall be under the exclusive management control of that party and shall not be employees of the other party for any purposes whatsoever. No relationship of employer and employee is created by this Agreement.
- G. **Discrimination.** The parties and its employees shall not discriminate because of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color or mental, physical disability, or any other basis prohibited by law against any person by refusing to furnish such persons any service or privilege offered by the parties under this Agreement.
- H. **Compliance with Law.** In the performance of their respective obligations contemplated by this Agreement, each party agrees to comply with all applicable local, state and federal laws and regulations, as those laws and regulations may change from time-to-time.
- I. **No Third-Party Rights.** Nothing in this Agreement is intended to make any person or entity who is not signatory to the Agreement a third-party beneficiary of any right created by this Agreement or by operation of law.
- J. **Notice.** As used in this Agreement, notice includes but is not limited to the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver and appointment. All notices must be in writing. Notice is considered given either (a) when delivered in person to the recipient named as below, or (b) when emailed.

- K. Amendments.** The parties agree to make appropriate amendments to this Agreement from time to time, to comply with state and federal legislation or rules and regulations issued by state or federal agencies, if such amendments are required, provided, however, that in the event the changes required, or the legislation, or the rules and regulations, materially change the contract or affect the validity thereof either whole or in part, then in that event, the Agreement may be terminated at the option of either party.
- L. Entire Agreement.** This Agreement contains the entire Agreement and understanding between the parties and supersedes all prior written or oral Agreements with respect to the subject matter herein. Any modification to this Agreement must be made in writing, signed by the authorized representatives of the District and Provider, and approved by the Governing Boards of the District and Provider.
- M. Execution in Counterparts.** This Agreement may be executed in counterparts such that the signatures may appear on separate pages. A copy, or an original, with all signatures appended together shall be deemed a fully executed agreement. Signatures transmitted by facsimile or email shall be deemed original signatures.
- N. Interpretation.** The language of all parts of this Agreement shall, in all cases, be construed as a whole, according to its fair meaning, and not strictly for or against either party.
- O. Governing Law.** This agreement shall be governed by and interpreted under laws of the State of California, with venue for the judicial resolution of any dispute to be Shasta County, California and no other place.
- P. Board Approval/Ratification.** The effectiveness of this Agreement and any amendment hereto is contingent upon approval or ratification by the District's Governing Board.

IN WITNESS WHEREOF, the parties hereunto have set their hands this \_\_\_\_\_, 2023.

**SHASTA UNION HIGH  
SCHOOL DISTRICT**

By: David Flores  
(Signature)

Name: David Flores  
(printed or typed)

Title: CBO

**PACHECO UNION  
SCHOOL DISTRICT**

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(printed or typed)

Title: \_\_\_\_\_

## ATTACHMENT A

### Services Provided by the Shasta Union High School District

**Accounting** – The Provider will manage establishing a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the District ledgers, preparation of needed financial reports including annual reports and statements.

**Accounts Receivable and Payable** – The Provider will serve as a fiscal advisor and monitor the expenditure process. The District is responsible for providing documentation necessary to process all accounts payable and accounts receivable activities in a timely fashion. The District will also code all expenditures to the appropriate account codes. No changes to the assigned account code by the District will be made by the Provider without consultation with the District.

**Budget Development and Fiscal Planning** – The Provider will identify revenues, compare estimated revenues with actual, assist in projecting and monitoring expenditures and with preparing and revising long-term (Multi-Year) financial projections. The District shall establish their annual budget with assistance from the Provider showing estimated revenues and expenditures based on identified and reasonable assumptions. In addition, the Provider will provide the District with a three-year budget projection.

**Categorical Programs Compliance Support** – The Provider will provide oversight and assistance on any program participation. As the law allows, the District reserves the right to choose which categorical programs they participate in.

**Negotiations** – The Provider will participate in negotiations at the direction of the District. The Provider will prepare AB1200 reports to the County Office of Education as necessary based on negotiated agreements.

**Other Services** – The Provider will meet with the District Superintendent and District staff as required by the District Superintendent.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Authorization to Establish a Student Activity Special Revenue Fund (Fund 08) with Shasta County Auditor

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The Governmental Accounting Standards Board (GASB) issued Statement 84, Fiduciary Activities. The requirements in this Statement are intended to enhance the consistency and comparability of fiduciary activity reporting by state and local governments. In addition, this Statement is intended to improve the usefulness of fiduciary activity information primarily for assessing the accountability of governments in their roles as fiduciaries. The purpose of establishing Fund 08 with the auditor's office is for the tracking and reporting of financial information for our District's Associated Student Body organizations (ASBs).

There are two types of ASB's, unorganized and organized. Unorganized ASB's are overseen by an appointed employee or official designated by the school district governing board. Elementary and middle schools will usually operate an unorganized ASB. Organized ASB's are typically operated in high schools and expenditures require the approval of three people, an employee of the school district, the ASB advisor, and a student representative of the ASB organization (EC Section 48933).

The California Department of Education (CDE) has determined that most unorganized ASB activities in California School Districts are not subject to the GASB 84 Statement. Organized ASB's are subject to the GASB 84 Statement as ASB activities in an organized ASB do not meet the definition of fiduciary activities in accordance with GASB 84 and are considered governmental activities and should be reported in a governmental fund, either the general fund or special revenue fund (that is, Fund 08).

The District has determined ASB activities within the district are considered non-fiduciary meaning we do not have direct control over the assets. The District holds ASB funds for the student body, the student body determines how the assets will be disbursed. The District does not provide matching funds or contribute to ASB. The District monitors compliance but is directed by the ASB to distribute funds. The distribution of funds is not determined by the District.

**REFERENCES:**

Education Code Section 48930 through 48938

**SHASTA UNION HIGH SCHOOL DISTRICT**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO AUTHORIZE THE ESTABLISHMENT OF  
STUDENT ACTIVITY SPECIAL REVENUE FUND  
(FUND 08)**

**WHEREAS**, the California Department of Education has authorized school districts to establish a separate fund in accordance with the provision of Statement No. 84 of the Governmental Accounting Standards Board (GASB) for reporting non-fiduciary Associated Student Body (ASB) activities; and

**WHEREAS**, the ASB activities within the Shasta Union High School District are considered governmental activities and should be reported in a governmental fund either general fund or special revenue fund; and

**WHEREAS**, the California Department of Education added a new Special Revenue Fund (FUND 08) to its Standardized Account Code Structure (SACS) to account for non-fiduciary ASB activities;

**THEREFORE, BE IT RESOLVED** that the Governing Board hereby authorizes the establishment of a special revenue fund to be known as the STUDENT ACTIVITY SPECIAL REVENUE FUND in accordance with California Department of Education guidelines.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the Shasta Union High School District at the regular meeting held on the 09<sup>th</sup> day of May 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Jamie Vericker,  
President of the Board of Trustees of the Shasta  
Union High School District

ATTEST:

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By:  
Ron Zufall,  
Clerk of the Board of Trustees of the Shasta Union

May 9, 2023 High School District

Shasta Union  
High School District



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Adult Education High School Graduation Requirements

**PREPARER:** Leo Perez  
Associate Superintendent of Instructional Services

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Shasta Union High School District is proposing that we update our Adult Ed graduation requirements for science to align with the rest of our Adult Ed consortium.

RESOLUTION  
ADULT EDUCATION HIGH SCHOOL DIPLOMA CREDIT REQUIREMENTS

Whereas, The Shasta Union High School District is a voting Member of the Shasta Tehama Trinity Adult Education Consortium (STTAEC) and seeks to create opportunities for adult learners to complete their high school education as expeditiously as possible. The STTAEC has updated and approved adult high school diploma requirements for the Consortium.

BE IT Resolved by the Board of Trustees of the Shasta Union High School District that the adult education diploma requirements for science be a total of 20 units in Biology and/or Physical Science.

<b>Subject</b>	<b>STTAEC Adult High School Diploma (160 credit)</b>
English	40
Math (unspecified)	20
Algebra I	10
U.S. History & Geography	10
World History, Culture, and Geography	10
American Government	5
Economics	5
Science (Biology/Physical Science)	20
Physical Education	0
Foreign Language, Visual/Performing Arts, CTE	20
Electives	20
<b>TOTAL</b>	<b>160</b>

PASSED AND ADOPTED on the 9<sup>th</sup> day of May 2023 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Superintendent

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Dual Enrollment and Articulation with Shasta College

**PREPARER:** Leo Perez  
Associate Superintendent of Instructional Services

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Shasta Union High School District has entered in the College and Career Access Pathway (CCAP) agreement with Shasta Community College, which will expand our existing dual enrollment and articulation partnership. The Associate Superintendent will report on courses that have been approved for dual enrollment or articulation for the 2023-24 school year.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Custodial Operations Supervisor

**PREPARER:** Jason Rubin  
Associate Superintendent of Human Resources

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Approve job description of Custodial Operations Supervisor. Our District would like to add this position to the Supervisory salary schedule to better meet the Maintenance & Operations Department needs.

## **SHASTA UNION HIGH SCHOOL DISTRICT CUSTODIAL OPERATIONS SUPERVISOR**

### **BASIC FUNCTION:**

Under the direction of the Director of Maintenance and Operations, plan, organize and supervise the work of custodial personnel and tasks in custodial services required to maintain District buildings and adjacent grounds areas in a clean, sanitary and safe condition; assist the site administrators in assuring compliance with District standards of cleanliness, sanitation, safety and security.

### **ESSENTIAL JOB FUNCTION:**

- Confer with Director of Maintenance and Operations regarding care and cleaning problems of district facilities.
- Plan, organize, and supervise the work of custodial personnel and tasks in custodial services required to maintain District buildings and adjacent grounds areas in a clean, sanitary and safe condition.
- Oversee proper staffing of custodial support; schedule substitute custodians as necessary.
- Provide direct supervision and performance evaluations of team cleaning crews and individual crew members.
- Develop work schedules for staff for projects such as graffiti removal, carpet repair, replacement and cleaning, furniture pick up or delivery or other projects; participate in related activities.
- Assist the site administrators in assuring compliance with District standards of cleanliness, sanitation, safety, pest control and security.
- Communicate with vendors regarding chemicals, carpets, furniture, paint and equipment; order supplies as needed.
- Inspect District facilities, gym floors; prepare and file reports related to the condition of assigned buildings and facilities.
- Operate various office and custodial equipment.
- Assist administrators in the efficient and proper use of custodial supplies and maintain a stock control system; provide in-service training for District custodial personnel.
- Assists in providing requisitions of custodial supplies, material and equipment.
- Assists in the direction and supervision of maintenance and grounds keeping personnel. Assists with the supervision of maintenance activities, program and staff.
- Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:****KNOWLEDGE OF:**

Methods, materials and equipment used in maintaining and operating a school site. "High Performance Team Cleaning" means and methods.

Equipment repairs.

Planning and preparation of work schedules.

Safety and sanitation rules, procedures and regulations.

Methods, materials, equipment, products, and standards used in cleaning and custodial work. Principles and practices of supervision and training.

Inventory methods and practices. Record-keeping techniques.

PC experience.

**ABILITY TO:**

Plan, assign, supervise and evaluate the work of others. Maintain records and prepare reports.

Read, interpret, apply and explain rules, regulations, policies and procedures. Operate assigned equipment.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others. Plan and organize work.

Meet schedules and time lines.

**REQUIREMENT:**

Valid California "Class C" Driver's License

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and five years of responsible experience in the building and construction trades, including experience in positions having supervisory responsibilities.

**WORKING CONDITIONS:****ENVIRONMENT:**

Indoor and outdoor environment.

Seasonal heat and cold or adverse weather conditions.

The noise level in the work environment may be moderate.

**PHYSICAL ABILITIES:**

Seeing to inspect and assure compliance of District standards.

Dexterity of hands and fingers to operate and demonstrate the use of various custodial and maintenance equipment.

Hearing and speaking to exchange information. The employee frequently is required to walk, stoop, kneel, crouch, or crawl. The employee is occasionally required to stand, climb or balance. The employee may occasionally lift or move up to 50 pounds, and on occasion with assistance up to 100 pounds. Must be able to reach high places using a ladder, scaffold and/or lift.

Pending Board approval

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Supervisory Salary Schedule

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The Supervisory salary schedule has been modified to add range 8 for the position of Custodial Operations Supervisor. The salary range is \$29.65 - \$36.04, with longevity increases after six years. This salary schedule adjustment coincides with the addition of the Custodial Operations Supervisor position.

**SHASTA UNION HIGH SCHOOL DISTRICT**

**SUPERVISORY SALARY SCHEDULE  
EFFECTIVE 7.1.22**

							LONGEVITY INCREASES				
							5.00%	5.00%	5.00%	5.00%	7.50%
RANGE	POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	6 YRS	10 YRS	15 YRS	20 YRS	25 YRS
1	ADMIN SECRETARY	\$22.93	\$24.07	\$25.25	\$26.53	\$27.88	\$29.27	\$30.74	\$32.29	\$33.89	\$36.41
2	DISTRICT APP SYSTEM SUPV SNR. TECH SUPP SUPV	\$32.84	\$34.46	\$36.18	\$37.99	\$39.88	\$41.90	\$44.00	\$46.18	\$48.51	\$52.12
3	INFO TECH SUPV	\$44.64	\$46.85	\$49.20	\$51.67	\$54.25	\$56.99	\$59.83	\$62.83	\$65.96	\$70.90
4	CENTRAL KITCH SUPV	\$25.09	\$26.36	\$27.69	\$29.04	\$30.50	\$32.02	\$33.64	\$35.30	\$37.09	\$39.85
5	SUPV OF TRANSP SUPV OF M & O	\$34.63	\$36.34	\$38.17	\$40.06	\$42.07	\$44.18	\$46.40	\$48.71	\$51.15	\$54.99
8	CUSTODIAL OPERATIONS SUPV	\$29.65	\$31.15	\$32.71	\$34.35	\$36.04	\$37.85	\$39.75	\$41.72	\$43.81	\$47.11
9	BUSINESS SERVICES MGR	\$46.77	\$49.11	\$51.56	\$54.14	\$56.85	\$59.69	\$62.68	\$65.81	\$69.10	\$73.94
10	MENTAL HEALTH COORDINATOR	\$56.34	\$59.12	\$62.10	\$65.17	\$68.45	\$71.89	\$75.48	\$79.24	\$83.20	\$89.43
<b>*POSITIONS CURRENTLY UNFILLED/INACTIVE</b>											
2	SUPV OF PAYROLL & BENEFITS	\$31.57	\$33.11	\$34.78	\$36.52	\$38.35	\$40.29	\$42.29	\$44.39	\$46.62	\$50.11
6	ACCOUNTING & BUDGET SUPV	\$37.65	\$39.56	\$41.53	\$43.60	\$45.79	\$48.09	\$50.49	\$53.01	\$55.66	\$59.84
7	*PROJECT COORD.	\$25.09	\$26.36	\$27.69	\$29.04	\$30.50	\$32.02	\$33.64	\$35.30	\$37.09	\$39.85
8	*SCHL MAINT SUPV	\$29.65	\$31.15	\$32.71	\$34.35	\$36.04	\$37.85	\$39.75	\$41.72	\$43.81	\$47.11

A.A. STIPEND \$ 356  
B.A./B.S. STIPEND \$ 650  
MASTERS STIPEND \$ 1,282

THERE WILL BE LONGEVITY INCREMENTS AT THE COMPLETION OF 6 YEARS (5.00%), 10 YEARS (5.00%), 15 YEARS (5.00%), 20 YEARS (5.00%) AND 25 YEARS (7.50%) OF SERVICE WITH THE DISTRICT.

\*\*RETIREMENT STIPEND: FOR ELIGIBLE EMPLOYEES 10% OF THE EMPLOYEE'S CURRENT ANNUAL SALARY OR A STIPEND OF \$4,351 WHICHEVER IS GREATER AT THE TIME OF NOTICE. NOTICE MUST BE GIVEN TO THE DISTRICT AT LEAST 6 MONTHS PRIOR TO EFFECTIVE DATE OF RETIREMENT.

~MOVE PAYROLL SUPERVISOR TO UNFILLED/INACTIVE EFFECTIVE 7/12/18  
~ADDED BUSINESS SERVICES MANAGER POSITION EFFECTIVE 7/12/18

~3.00% EFFECTIVE 7/1/18  
~1.00% EFFECTIVE 7/1/19  
~3.00% EFFECTIVE 7/1/20  
~5.92% EFFECTIVE 7/1/22  
~2.08% EFFECTIVE 7/1/22

**PENDING BOARD APPROVAL ON 05/09/2023**