



**Board of Trustees**

Jamie Vericker  
Constance Pepple  
Andrea Hoheisel  
Mike Doran  
Ron Zufall

**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  
December 13, 2022  
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.
  - 4.3 Preliminary Public Employee Performance Evaluation (G.C. 54957) Title: Superintendent
5. RECONVENE IN OPEN SESSION – OPENING BUSINESS
  - 5.1 Pledge of Allegiance
  - 5.2 Mission and Vision Statements

5.3 Recognition of Trustees Greg Hartt and Joe Ayer

6. RECOGNITION OF STAFF AND/OR STUDENTS

7. ORGANIZATION OF THE BOARD OF TRUSTEES FOR 2023 (*Action*)

7.1 President (E.C. 35022)

Nominations  
Election

7.2 President-Elect (E.C. 35022)

Nominations  
Election

7.3 Clerk (E.C. 35022)

Nominations  
Election

7.4 Appointment of Superintendent as Executive Secretary of the Board

7.5 Establishment of dates, times and locations for regular Board meetings

7.6 Appointment of Board Members to serve on committees, as follows:

Policy Committee Representative  
Shasta Charter Academy (SCA) Representative  
University Preparatory School (U-Prep) Representative

7.7 Authorization of Individuals to Sign for Approval of Warrants and Fund Transfers (E.C. 42631, 42632, 42633)

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 November 8, 2022 regular Board meeting
- B. Approve Fiscal Crisis & Management Assistance Team study agreement

10.2 Business Services

- A. Ratify Commercial Warrants and Payroll Distributions for November 2022
- B. Approve Resolution for Zions Bank
- C. Receive annual certification regarding Workers' Compensation

10.3 Human Resources

- A. Approve Human Resources Action Report
- B. Approve updates to the COVID-19 Safety Plan

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 Board and Superintendent will conduct the first reading of Board Policy 6161.11 Supplementary Instructional Materials (*Discussion/Action*)
- B. The Board and Superintendent will conduct the first reading of Board Bylaw 9250: Remuneration, Reimbursement and Other Benefits (*Discussion/Action*)
- C. Approval/ratification of revised employment agreement with Chief Business Official (*Action*)
- D. Approval/ratification of revised employment agreement with Associate Superintendent of Human Resources (*Action*)
- E. Approval/ratification of revised employment agreement with Associate Superintendent of Instructional Services (*Action*)
- F. Approval/ratification of revised employment agreement with Superintendent (*Action*)
- G. Approve minutes for the November 14, 2022 special Board meeting (*Action*)
- H. Excuse Trustee Vericker’s absence from the November 14, 2022 special Board meeting (*Action*)
- I. Excuse Trustee Ayer’s absence from the November 14, 2022 special Board meeting (*Action*)

12.2 Budget, Finance, Facilities

- A. Approve the 2022-2023 First Interim Budget Report (*Action*)
- B. Approve Salary Schedules for SSEA, ESP, Supervisory, Management, and Confidential (*Action*)
- C. Approve Change Order Number 4 and 5 for Shasta High School Exterior Paint Project to be ratified for a net increase to the contract KYA Services, LLC, in the amount of \$9,453.00 (*Action*)

12.3 Instructional Services

- A. Approve the Arts, Music and Instructional Materials Block Grant Expenditure Plan (*Action*)
- B. The Board and Associate Superintendent will conduct the first reading of Board Policy 6146.1: High School Graduation Requirements (*Discussion/Action*)

12.4 Human Resources

- A. Approve changes to the Certificated Sub Salary Schedule (*Action*)

13. ADVANCE PLANNING

13.1 Next Meeting Dates: January 10, 2022

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:** Annual Organization of the Board

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

## **BACKGROUND:**

Ed. Code requires that an annual organizational meeting of the Board be held on or after the 2<sup>nd</sup> Friday in December. Agenda items 7.1 through 7.7 are the organizational items that require Board action each year in December.

## **REFERENCES:**

Ed. Code 35143, 35022, 42631, 42632, 42533

**RESOLUTION**  
**FIXING DATE, TIME, AND LOCATION OF REGULAR MEETINGS**  
**SHASTA UNION HIGH SCHOOL DISTRICT**  
**BOARD OF TRUSTEES**

**WHEREAS**, Education Code Section 35143 requires that an Annual Organizational Meeting of the Board of Trustees be held to determine the date, time, and location of regular meetings.

**BE IT RESOLVED** by the Board of Trustees of the Shasta Union High School District that regular meetings of said Board shall be held between the first day of January 2023, and the last day of December 2023.

Date:           Second Tuesday of every month between said dates  
                  Exception: First Tuesday of April

Time:           Closed Session 5:30p.m.; Open Session 6:30p.m.

Location:       Shasta Union High School District  
                  2200 Eureka Way, Redding, CA 96001

**PASSED AND ADOPTED** this 13<sup>th</sup> day of December 2022 by the Board of Trustees of the Shasta Union High School District, Shasta County, California.

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

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

\_\_\_\_\_  
Superintendent

**SHASTA COUNTY OFFICE OF EDUCATION  
SCHOOL DISTRICT  
WARRANT SIGNATURE CARD**

**School District:** Shasta Union High School District **Org #:** \_\_\_\_\_

In accordance with Education Code Sections \*42631, 42632, and 42633, the Board of Trustees of the School District authorizes the following persons to sign for approval of warrants and fund transfers of the above-named district:

<u>Typed/Printed Name</u>	<u>Original Signature</u>
Board President	_____
Clerk of the Board	_____
Jim Cloney	_____
Superintendent	_____
David Flores	_____
Chief Business Official	_____
Jennifer Bickley	_____
Accounting and Budgeting Supervisor	_____
Sara Pruet	_____
Administrative Assistant of Business Services	_____
_____	_____
_____	_____
_____	_____
_____	_____

Allow Electronic Authorization and/or Signature for Warrant Approval (check one):  **YES**     **NO**

Passed and adopted this 13 day of December, 2022

By \_\_\_\_\_  
Clerk of the Board

*Return to Shasta County Office of Education  
Attn: Superintendent's Office*

Education Code Section 42631: All payments from the funds of a school district shall be made by written order of the governing board of the district. Orders shall be on forms prescribed by the county superintendent of schools unless the warrants are processed by an on-line data processing system. Forms may be printed and furnished by the board of supervisors or the county superintendent of schools.

Education Code Section 42632: Each order drawn on the funds of a school district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No persons other than an officer or employee of the district shall be authorized to sign orders.

Education Code Section 42633: The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. Except for districts determined to be fiscally accountable pursuant to Section 42650, no order on the funds of any school district shall be approved by the county superintendent of school unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

# SHASTA UNION HIGH SCHOOL DISTRICT

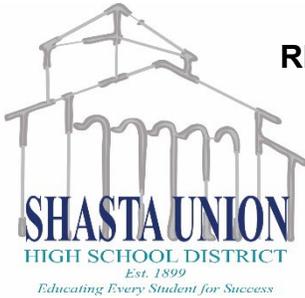
**SUBJECT:** Minutes from November 8, 2022 regular Board Meeting

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**

- Action
- Discussion
- Information

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



**SHASTA UNION HIGH SCHOOL DISTRICT  
REGULAR MEETING OF THE GOVERNING BOARD  
Board Room  
2200 Eureka Way  
Redding, CA 96001**

**November 8, 2022  
UNADOPTED MINUTES**

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

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

There were no requests from the audience to speak to any items on the closed session agenda. The Board adjourned to closed session at 5:30 p.m. to discuss the following: 1) Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957); 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; and 3) Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) One Case.

The Board reconvened into open session at 6:36 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 Zufall led the pledge of allegiance and Trustee Richards recited the mission and vision statements. This month's student artwork display is from Enterprise High School.

- RES. 22-225 That the Board approve the agenda, as presented. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-226 That the Board approve the consent agenda, as presented. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-227 That the Board approve the minutes for the October 11, 2022 regular Board meeting. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-228 That the Board ratify commercial warrants in the amount of \$1,978,744.62 and payroll distributions in the amount of \$3,781,628.64 for the period of 10/01/2022 – 10/31/2022. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-229 That the Board accept the Quarterly Report of Investments. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-230 That the Board approve the Field Trip Requests, as follows: EHS Culinary Students travel to Disney World Orlando, FL (April 19-26, 2023) and FHS Culinary Students travel to Disney World Orlando, FL (April 20-25, 2023). (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-231 That the Board approve a request to declare property as surplus (IT – computers and peripherals). (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)

- RES. 22-232 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours-Decrease/Increase)*: Makenzie Knighten, Program Assistant-Wellness 5.5 hours/10 months (SHS), effective October 1, 2022; Eric Meeks, At-Risk Paraprofessional 6.5 hours/10 months (EHS), effective October 1, 2022; and Ruth Reyna, Bilingual Paraprofessional 6.5 hours/10 months (EHS), effective October 1, 2022. (*New Hires*): Abraham Arnold, Custodian 8 hours/12 months (SLC), effective October 4, 2022 and Ashley Spurr, Instructional Para-Sp Ed 5.75 hours/10 months (EHS), effective October 12, 2022. (*Resigned/Retired*): Gary Rotbergs, Custodian 8 hours/12 months (FHS), effective October 12, 2022 and Collett Stanger, Registrar 8 hours/248 days (SHS), effective April 17, 2023. (Motion Hartt, second Vericker, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-233 That the Board approve to set the regular Board Meeting of December 13, 2022 as the Annual Organizational Meeting of the Board of Trustees. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-234 That the Board wave the second reading and approve the draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-235 That the Board agree to discuss changes to Board Policy 6161.11 Supplementary Instructional Materials at the November 14, 2022 special Board meeting (Motion Vericker, second Hartt, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-236 That the Board approve minutes for the October 21, 2022 special Board meeting. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-237 That the Board excuse Trustee Pepple's absence from the October 21, 2022 special Board meeting. (Motion Ayer, second Hartt, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-238 That the Board approve excuse Trustee Hartt's absence from the October 21, 2022 special Board meeting. (Motion Ayer, second Pepple, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-239 That the Board approve the School Plans for Student Achievement. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-240 That the Board approve the curriculum proposals, as follows: AP Music Theory, Advanced Manufacturing/Robotics Tech Lab, AP Computer Science Principles, and AP Pre-Calculus. (Motion Pepple, second Hartt, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-241 That the Board approve the Site Safety Plans. (Motion Hartt, second Ayer, carried 5-0. Student Board Member Richards: Aye)
- RES. 22-242 That the meeting adjourn. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Richards: Aye)

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

The Board of Trustees and Administration recognized Shasta Collegiate Academy junior Kylee Treinen, Enterprise High School (EHS) senior Emma Hamlin, Foothill High School (FHS) food and beverage manager Andi Devenberg, and Shasta High School (SHS) teacher James Glover.

#### **PRESENTATION:**

District Department Chair Updates: Business Department Chair Layne McLean, Counseling Department Chair Deitra Smith, Mathematics Department Chair Brian McIntire, Social Science Department Chair John Waters, and Special Education Department Chair Heather Godfrey each provided the Board with a brief update on their departments.

Trustee Zufall encouraged the Department Chairs to speak with Administration on how discretionary funds could be used to improve test scores.

**PUBLIC COMMENT:**

FFA/Ag students Ella Wilson and Maya Taylor provided the Board with an update on current FFA events and competitions including a tour of the Chico State farm and Anselmo Vineyards, the cookie dough fundraiser, bell ringing for the Salvation Army and a cattle contest.

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

CSEA President David Martin thanked all staff that was involved in settling the latest tentative agreement and the additional compensation agreement. He stated that they are in need of bus drivers and that there has been some issues with electric busses. Mr. Martin thanked the veterans with Veterans Day coming up this Friday.

ESP President Rhonda Minch was not present.

SSEA President Layne McLean stated he was pleased with the agreement for additional compensation from the augmentation funding for the 2022-2023 school year. He stated that due to ongoing issues in the Business Department, SSEA provided the Superintendent and Board with a list of their concerns. SSEA and the District have agreed to bring in the Fiscal Crisis and Management Assistance Team (FCMAT) to assess the Business Department. Mr. McLean reported that a Jack O Lantern Jubilee was held at FHS for SDCI students. Student athletes and staff walked the SDCI students to various classrooms on campus to go trick or treating. Students were prepped ahead of time on how to create a calm and welcoming environment for the SDCI class. Mr. McLean wished everyone a happy Veterans Day.

**REPORTS FROM PRINCIPALS:**

Enterprise High School: Ryan Johnson stated that EHS hosted the annual We Not Me Bowl for students in special education. He reported that a total of 146 freshman parents and students attended the Student Success Academy. Mr. Johnson commended the Counseling Department for all of their work in creating a plan for the new Wellness Center. With the influx of new hires on campus, he emphasized the importance of building other leaders alongside the veteran teachers.

Shasta High School: Shane Kikut stated that SHS hosted their Sadie Hawkins dance and sports boosters auction dinner. The VEX robotics team hosted a Northern California competition where two teams qualified for the quarter finals. Mr. Kikut encouraged the Board to attend the Madrigal Dinner and stated that the girls Harlan Carter tournament will be hosted at SHS. He reported that the WASC chairperson of the visiting team will be on campus next Tuesday to tidy up their WASC document.

Foothill High School: Kevin Greene stated that construction has started for the new CTE fire tech shed that will be used to store multiple pieces of equipment. He stated that all three new scoreboards for the comprehensive sites have arrived and are currently on FHS's campus. He is hopeful their scoreboard will be installed in time for next Friday's home football game. Mr. Greene commended the volleyball team on winning the Division 2 game. He reported that the new wellness center will be placed in the Counseling Department to ensure students who need access to support have it readily available. FHS will be hosting the boys Harlan Carter tournament December 1-3. Mr. Greene reported that the sports boosters team meets tonight to approve their new board members and bylaws and that he met with the WASC chair in October in preparation for their visit in March. He reported that the Cougar Court restorative justice program is going well.

Alternative Education: Tim Calkins stated that special education has the most staff members compared to any other department in the District, which includes the workability program that also services Anderson Union High School District and Gateway Unified School District. He reported that SCA has added a new teacher to keep up with the increase in enrollment, which is now at 250 students. SCA will be introducing a new online learning program, Canvas, next semester that is currently used in most colleges across California. Mr. Calkins stated that the Pioneer Continuation High School (PHS) zen den is complete and they recently had ten students graduate. Other upcoming projects and events include the career center, wellness center, food court, and Thanksgiving feast.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney reported that there are twenty-six days left in the semester. He stated that the District has implemented a new attendance information system where families will receive texts and letters regarding their student's attendance performance. Mr. Cloney stated that since switching to an 8:30 a.m. start time this year, the District has seen a large increase in students taking seven classes. He stated that the new scoreboards that were supposed to be installed over the summer have finally arrived. Mr. Cloney reported that tonight is election night and the seats for Trustees Hartt, Peple and Ayer are up for election. He stated that it has been a pleasure working with them.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Richards reported that he attended a Student Advisory Board on Education in Sacramento where 40 delegates from across CA drafted proposals they presented to the State Board of Education. He stated that though the students came from all over CA, their needs and wants were similar and unified.

Trustee Ayer reported that he attended a couple of FHS's football games. He stated that as a member of Redding Rotary, they raised over \$100,000 thanks to the help of volunteer high school students at their haunted house. Trustee Ayer noted that around \$40,000 to \$50,000 is given back as scholarships. Since his seat is up for election tonight, Trustee Ayer stated that it has been a pleasure being a Board Member for the District. He stated that he has learned a lot and hopes that he made some good decisions for the District.

Trustee Hartt stated that he was a support of the haunted house. He thanked the Board for initially appointing him to the vacant seat and regardless of how the election turns out, he stated that it was wonderful to serve where we do not come here with an agenda specifically other than to service the students and community.

Trustee Peple stated that she has served for twenty years on the Board and that it has been a pleasure working with the other two incumbents. She commended the Board on being congenial and treating each other with respect when opinions differ.

Trustee Zufall encouraged community members to attend the 32<sup>nd</sup> annual EHS Victorian dinner.

**DISCUSSION:**

CSBA Policies: As the CSBA Policy Liaison, Trustee Peple reviewed the CSBA policies and followed up with Administration on her questions. She requested Jason Rubin explain the latest decision from the Supreme Court that has changed board policy. Mr. Rubin stated that the Supreme Court rejected a schools district's claims and voted in favor of a coach who prayed after a football game on the field. The employee was not expressing personal beliefs on District time since it was after the game, and he did not coerce students to join him. Trustee Peple stated that the policy updates were mostly mandatory per state law and recommended the Board waive the second reading and approve them.

Public Comment - Board Policy 6161.11 Supplementary Instructional Materials:

SHS senior Kaedynce French spoke in opposition of the music video "This is America" by childish Gambino. She read a letter from her grandfather, Dennis French, which had been emailed to the Board opposing the music video that was used as a supplementary instructional material in a CP English III class.

Mother and SHS attendance clerk Tori French inquired if the Board has watched the music video "This is America" by childish Gambino. She raised concerns regarding the mental health of our youth and how the violence in the video could be triggering for some students.

Parent Joel French stated that he disagreed with the District's decision to continue the support of the music video "This is America" by childish Gambino. He stated that it violates education code and is an adverse portrayal of religious groups and cultures. Mr. French stated that there was a lack of parental consent and community awareness and that he gathered 355 signatures on a petition opposing the video. He requested the Board approve a resolution that would ban the video from being used in a classroom, reteach the lesson or strike the grades from the assignment, review all supplemental resources that could be considered controversial, and upgrade the firewall to flag media such as this.

**DISCUSSION (continued):**

Board Policy 6161.11 Supplementary Instructional Materials:

Trustee Pepple thanked the public for bringing the music video “This is America” by childish Gambino to the Board’s attention. She stated that the Board should further review Board Policy so that the language is clearer and defined in order to properly vet certain supplementary instructional materials.

Trustee Hartt thanked the public for bringing the video to the Board’s attention. He stated that he does not feel the Board is in violation of education code because the language is subject to opinion. Mr. Hartt recommended the Board review the policy and make amendments at a future meeting to ensure supplemental instructional materials are properly vetted.

Trustee Vericker recommended the Board review the policy at the fall study session in order to discuss the vetting process and whether there should be parent permission. He stated that he is not interested in the censorship of teachers.

Trustee Ayer stated that his approach with credentialed teachers is that we enter a trust contract with them and that the classroom is a lab for them to educate students. He stated that he was initially shocked by the video. He shared the video with his daughters who both attend Christian colleges and they were not as jarred. Trustee Ayer stated that he does not want to micromanage teachers but perhaps the Board could strengthen board policy.

Trustee Richards stated that English classes are done right, specifically rely on debate and discourse between students. He stated that he felt the video was too extreme especially with the current climate on school safety.

Trustee Zufall stated that he would have had issues with the video on its own but after speaking with the English Department about the video, the level of emotionalism is brought significantly down. The video can be presented and unloaded properly in a classroom. Trustee Zufall stated that parents should have been given prior notification of the assignment.

Jim Cloney stated that he supports the use of the video in a classroom but feels there should have been parent notification. He stated that he will draft board policy to provide clarification on how certain supplemental instructional materials should be vetted and when there should be parent notification. The Board was in agreement to review amended Board policy at the November 14 special Board meeting.

Monthly Financial Report: David Flores stated that the District is a third of the way through the fiscal year. Revenues are received according to a specific allocation schedule depending on the revenue stream and expenditures are trending closer to where they should be based on the time of year.

School Plans for Student Achievement: Trustee Pepple stated that Enterprise High School’s School Plan for Student Achievement was fantastic, specifically the interventions to help lower performing students.

Curriculum Proposals: Leo Perez provided a brief overview of the following new courses: Advanced Manufacturing/Robotics Tech Lab, AP Computer Science Principles, AP Music Theory and AP Pre-Calculus. He stated that these courses will be offered on next year’s course catalogue.

**RECESS:** 8:50p.m. – 8:56p.m.

CAASPP Test Scores: Leo Perez conducted a presentation on the April 2022 CAASPP test scores. Trustee Pepple inquired if there is research done on how boys learn versus how girls learn. Mr. Perez stated that the District will be implementing researched based strategies in the English reading labs to better analyze where students struggle. He reported that teachers are now working together across the District thanks to Professional Learning Communities. Teachers discuss what they want students to know, how they know they’ve learned it, and how do they reteach it if needed.

**DISCUSSION (continued):**

Site Safety Plans: Jason Rubin stated that the site safety plans have been reviewed by the site safety teams and site council. They are in compliance with education code, and he recommended the Board approve this annual action item.

**ADVANCE PLANNING:**

Next Meeting Dates: Fall Study Session November 14, 2022 and Regular Meeting December 13, 2022

Suggested Future Agenda Items: The Board will discuss school safety, supplemental instruction, cell phone use, discretionary funding for programs and facilities at the fall study session.

**ADJOURNMENT:**

The meeting adjourned at 9:20 p.m.

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Jamie Vericker, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

*Bd. Min. 11-08-22 //*

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Fiscal Crisis & Management Assistance Team (FCMAT)  
Study Agreement

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

## **BACKGROUND:**

The District has contacted the Fiscal Crisis and Management Assistance Team organization for their assistance in completing a comprehensive review of our payroll and accounting operations. The review will give valuable feedback regarding our current operations, staffing levels, and software systems among other things. Once completed, the District will use the information provided from this review and implement any necessary changes to improve services and increase efficiency in our operations.



**FISCAL CRISIS & MANAGEMENT ASSISTANCE TEAM  
STUDY AGREEMENT  
December 8, 2022**

The Fiscal Crisis and Management Assistance Team (FCMAT), hereinafter referred to as the team, and the Shasta Union High School District, hereinafter referred to as the district, mutually agree as follows:

**1. BASIS OF AGREEMENT**

The team provides a variety of services to local education agencies (LEAs). The district has requested that the team assign professionals to study specific aspects of the district's operations. These professionals may include staff of the team, county offices of education, the California Department of Education, school districts, or private contractors. All work shall be performed in accordance with the terms and conditions of this agreement.

In keeping with the provisions of Assembly Bill 1200, the county superintendent will be notified of this agreement between the district and FCMAT and will receive a copy of the final report. The final report will also be published on the FCMAT website.

**2. SCOPE OF THE WORK**

**A. Scope and Objectives of the Study**

1. Review operational processes and procedures in the Business Services Department and make recommendations for improved efficiency, if any, in the following areas:

Budget development

Budget monitoring

Position control

Accounts payable

Accounts receivable

Payroll

2. Conduct an organizational and staffing review of the above department and make recommendations for staffing improvements and organizational restructuring, if any.

**B. Services and Products to be Provided**

1. Orientation Meeting – The team will conduct an orientation session at the district to brief district management and supervisory personnel on the team’s procedures and the purpose and schedule of the study.
2. On-site Review – The team will conduct an on-site review at the district office and at school sites if necessary.
3. Exit Meeting – The team will hold an exit meeting at the conclusion of the on-site review to inform the district of significant findings and recommendations to that point.
4. Exit Letter – Approximately 10 days after the exit meeting, the team will issue an exit letter briefly memorializing the topics discussed in the exit meeting.
5. Draft Report – Electronic copies of a preliminary draft report will be delivered to the district’s administration for review and comment.
6. Final Report – Electronic copies of the final report will be delivered to the district’s administration and to the county superintendent following completion of the review. Printed copies are available from FCMAT upon request.
7. Follow-Up Support – If requested by the district within six to 12 months after completion of the study, FCMAT will return to the district at no cost to assess the district’s progress in implementing the recommendations included in the report. Progress in implementing the recommendations will be documented to the district in a FCMAT management letter. FCMAT will work with the district on a mutually convenient time to return for follow-up support that is no sooner than eight months and no later than 18 months after completion of the study.

**3. PROJECT PERSONNEL**

The FCMAT study team may include:

*To be determined*

*FCMAT Staff*

*To be determined*

*FCMAT Consultant*

**4. PROJECT COSTS**

The cost for studies requested pursuant to Education Code (EC) 42127.8(d)(1) shall be as follows:

- A. \$800 per day for each staff member while on site, conducting fieldwork at other locations, preparing or presenting reports, or participating in meetings. The cost of independent FCMAT consultants will be billed at their actual daily rate for all work performed.
- B. All out-of-pocket expenses, including travel, meals and lodging.

- C. The district will be invoiced at actual costs, with 50% of the estimated cost due following the completion of the on-site review and the remaining amount due upon the district’s acceptance of the final report.

**Based on the elements noted in section 2A, the total not-to-exceed cost of the study will be \$22,100.**

- D. Any change to the scope will affect the estimate of total cost.

Payments for FCMAT’s services are payable to Kern County Superintendent of Schools - Administrative Agent, located at 1300 17<sup>th</sup> Street, City Centre, Bakersfield, CA 93301.

**5. RESPONSIBILITIES OF THE DISTRICT**

- A. The district will provide office and conference room space during on-site reviews.
- B. The district will provide the following if requested:
  - 1. Policies, regulations and prior reports that address the study scope.
  - 2. Current or proposed organizational charts.
  - 3. Current and two prior years’ audit reports.
  - 4. Any documents requested on a supplemental list. Documents requested on the supplemental list should be provided to FCMAT only in electronic format; if only hard copies are available, they should be scanned by the district and sent to FCMAT in electronic format.
  - 5. Documents should be provided in advance of fieldwork; any delay in the receipt of the requested documents may affect the start date and/or completion date of the project. Upon approval of the signed study agreement, access will be provided to FCMAT’s online SharePoint document repository, where the district will upload all requested documents.
- C. The district’s administration will review a draft copy of the report resulting from the study. Any comments regarding the accuracy of the data presented in the report or the practicability of the recommendations will be reviewed with the team prior to completion of the final report.

Pursuant to EC 45125.1(c), representatives of FCMAT will have limited contact with pupils. The district shall take appropriate steps to comply with EC 45125.1(c).

**6. PROJECT SCHEDULE**

The following schedule outlines the planned completion dates for different phases of the study and will be established upon the receipt of a signed study agreement:

Orientation:	to be determined
Staff Interviews:	to be determined
Exit Meeting:	to be determined

Draft Report Submitted:	to be determined
Final Report Submitted:	to be determined
Board Presentation:	to be determined, if requested
Follow-Up Support:	if requested

**7. COMMENCEMENT, TERMINATION AND COMPLETION OF WORK**

FCMAT will begin work as soon as it has assembled an available and appropriate study team consisting of FCMAT staff and independent consultants, taking into consideration other jobs FCMAT has previously undertaken and assignments from the state. The team will work expeditiously to complete its work and deliver its report, subject to the cooperation of the district and any other parties from which, in the team’s judgment, it must obtain information. Once the team has completed its fieldwork, it will proceed to prepare a draft report and a final report. Prior to completion of fieldwork, the district may terminate its request for service and will be responsible for all costs incurred by FCMAT to the date of termination under Section 4 (Project Costs). If the district does not provide written notice of termination prior to completion of fieldwork, the team will complete its work and deliver its report and the district will be responsible for the full costs. The district understands and agrees that FCMAT is a state agency and all FCMAT reports are published on the FCMAT website and made available to interested parties in state government. In the absence of extraordinary circumstances, FCMAT will not withhold preparation, publication and distribution of a report once fieldwork has been completed, and the district shall not request that it do so.

**8. INDEPENDENT CONTRACTOR**

FCMAT is an independent contractor and is not an employee or engaged in any manner with the district. The manner in which FCMAT’s services are rendered shall be within its sole control and discretion. FCMAT representatives are not authorized to speak for, represent, or obligate the district in any manner without prior express written authorization from an officer of the district.

**9. INSURANCE**

During the term of this agreement, FCMAT shall maintain liability insurance of not less than \$1 million unless otherwise agreed upon in writing by the district, automobile liability insurance in the amount required under California state law, and workers’ compensation as required under California state law. Upon the request of the district and the receipt of the signed study agreement, FCMAT shall provide certificates of insurance, with Shasta Union High School District named as additional insured, indicating applicable insurance coverages.

**10. HOLD HARMLESS**

FCMAT shall hold the district, its board, officers, agents, and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of FCMAT’s board, officers, agents and employees undertaken under this agreement. Conversely, the district shall hold FCMAT, its board, officers, agents, and employees harmless from all suits, claims

and liabilities resulting solely from negligent acts or omissions of the district's board, officers, agents and employees undertaken under this agreement.

**11. COVID-19 PANDEMIC**

Because of the existence of COVID-19 and the resulting shelter-at-home orders, local educational agency closures and other related considerations, at FCMAT's sole discretion, the Scope of Work, Project Costs, Responsibilities of the District (Sections 2, 4 and 5 herein) and other provisions herein may be revised. Examples of such revisions may include, but not be limited to, the following:

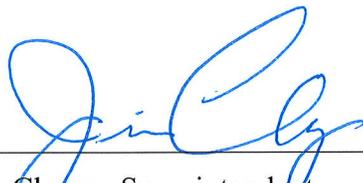
- A. Orientation and exit meetings, interviews and other information-gathering activities may be conducted remotely via telephone, videoconferencing, etc. References to on-site work or fieldwork shall be interpreted appropriately given the circumstances.
- B. Activities performed remotely that are normally performed in the field shall be billed hourly as provided as if performed in the field (excluding out-of-pocket costs).
- C. The district may be relieved of its duty to provide conference and other work area facilities for the team.

**12. FORCE MAJEURE**

Neither party will be liable for any failure of or delay in the performance of this study agreement due to causes beyond the reasonable control of the party, except for payment obligations by the district.

**13. CONTACT PERSON**

Name: Jim Cloney  
Telephone: (530) 227-2908  
E-mail: [jcloney@suhsd.net](mailto:jcloney@suhsd.net)



---

Jim Cloney, Superintendent  
Shasta Union High School District

12/6/22  
Date

---

Michael H. Fine,  
Chief Executive Officer  
Fiscal Crisis and Management Assistance Team

Date

# 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 11/01/22 - 11/30/22**

<b>Subfund Totals - Accounts Payable</b>	
------------------------------------------	--

<b>Payroll Warrants</b>	
-------------------------	--

01	General Fund	2,696,470.36
02	Farm Fund	0.00
05	Student Body Fund	0.00
07	Shasta Charter Academy	30,801.39
08	University Preparatory	74,913.21
11	Adult Education Fund	1,835.08
12	Child Development Fund	0.00
13	Cafeteria/Food Service Fund	101,012.80
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	525.78
25	Capital Facilities Fund	1,556.48
35	County School Facilities	0.00
56	Debt Service Fund	0.00
76	Warrant Passthrough	0.00

Salary	3,623,966.86
Supplemental	83,912.47
Manual Payroll	11,071.40
Voids	0.00

**Total** **\$2,907,115.10**

**Total** **\$3,718,950.73**

**Total Accounts Payable** 2,907,115.10

**Total Payroll** 3,718,950.73

**GRAND TOTAL** **\$6,626,065.83**

*SHASTA UNION HIGH SCHOOL DISTRICT*

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

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

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

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

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Zion Bank Resolution

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

**RECOMMENDATION:**

- Action
- Discussion
- Information

**BACKGROUND:**  
The attached resolution is to update the signatory's for Zion Bank.

**SHASTA UNION HIGH SCHOOL DISTRICT  
RESOLUTION #**

**DESIGNATION OF THE OFFICIAL REPRESENTATIVES AND  
OFFICER'S CERTIFICATE OF THE DISTRICT  
ZION'S FIRST NATIONAL BANK  
ALAMEDA-CONTRA COSTA SCHOOLS FINANCING AUTHORITY**

**WHEREAS**, The Shasta Union High School District is a participant in the Capital Improvement Refinancing Projects, Series N.

**WHEREAS**, a representative and an alternate representative are required to be designated by each member district;

**WHEREAS**, David Flores is the Chief Business Official of the Shasta Union High School District and \_\_\_\_\_ is the new Clerk of the Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED**, The undersigned is a duly elected or appointed, qualified and acting Superintendent of the Shasta Union High School District, a union high school district organized and existing under the laws of the State of California (the "District"), and as such, are familiar with the facts herein certified and are authorized to certify the same:

**BE IT FURTHER RESOLVED** the undersigned is a "Participant Representative", as such term is defined in that certain Trust Agreement, dated February 1, 2010 (The "Trust Agreement"), by and among Zions First National Bank, as trustee (the "Trustee"), the Alameda-Contra Costa Schools Financing Authority (the "Authority"), Petaluma Joint Union High School District and the District collectively referred to herein as the "Participants";

**BE IT FURTHER RESOLVED** the signatures set forth opposite the names of the following persons are the true and correct specimens of, or are, the genuine signatures of such persons, each of whom holds the office designated below (and each of the undersigned by their signature confirms such offices and that the signatures of the other undersigned are the genuine signatures of such persons):

Name and Title

Signature

Jim Cloney, Superintendent

\_\_\_\_\_

David Flores, Chief Business Official

\_\_\_\_\_

, Clerk of the Board of Trustees

\_\_\_\_\_

**PASSED AND ADOPTED** by the Board of Trustees of the Shasta Union High School District, Shasta County, State of California, this 13<sup>th</sup> day of December, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

\_\_\_\_\_  
Superintendent and Secretary to the Board

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Annual Certification regarding Worker's Compensation

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

The District is a member of the Shasta-Trinity Schools Insurance Group Joint Powers Agency (JPA) for purposes of workers' compensation insurance.

The Shasta-Trinity Schools Insurance Group JPA has total assets sufficient to pay the Workers' Compensation self-insured claims, and therefore has no unfunded liabilities.

Education Code 42141 requires the Board be advised if there is an estimated unfunded liability for Workers' Compensation.



SHASTA-TRINITY SCHOOLS  
INSURANCE GROUP

*Serving Schools Since 1980*

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## MEMORANDUM

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DATE: December 2, 2022  
TO: WORKERS' COMPENSATION PROGRAM MEMBERS  
FROM: Brooks Rice, Executive Director  
SUBJECT: ANNUAL CERTIFICATION (EC42141) REGARDING WORKERS'  
COMPENSATION

Pursuant to EC 42141, each member district shall advise its Governing Board if there is an estimated unfunded liability for Workers' Compensation.

### STATEMENT

The Shasta-Trinity Schools Insurance Group JPA does have total assets sufficient to pay the Workers' Compensation self-insured claims and therefore has no unfunded liabilities.

Please advise your Governing Board of compliance with the Education Code by reporting the above statement.

If you have any questions, please do not hesitate to contact the JPA at 530-221-6444.

Thank you,

Brooks Rice  
Executive Director

# 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>Hours Decrease/Increase</u></b>		
Makenzie Knighten	Program Assistant-Wellness, SHS 6 hours/10 months	November 1, 2022
Kristen Widler	SH/Behavior Paraprofessional, EHS 7.75 hours/10 months	December 1, 2022
<b><u>New Hires/Rehire</u></b>		
London Amlin	Computer Support Tech-IT, SLC 8 hours/12 months	November 1, 2022
Christa Bates	At-Risk Paraprofessional, SHS 6.5 hours/10 months	October 24, 2022
Francisco Campos Munoz	Custodian, FHS 8 hours/12 months	December 1, 2022
Yufang Chen	Custodian, SLC 8 hours/12 months	November 4, 2022
Laura Perkins	Food Nutrition Specialist, SHS 5.5 hours/10 months	November 14, 2022
<b><u>Probationary Termination</u></b>		
Makayla Slinkard	Special Ed-Paraprofessional, FHS 5.75 hours/10 months	November 15, 2022
<b><u>Resigned/Retired</u></b>		
Abraham Arnold	Custodian, FHS 8 hours/12 months	November 10, 2022
Heather Rodriguez	Specialized Health Care Assistant (LVN) 7 hours/211 days	November 10, 2022

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
<b><u>Certificated</u></b>		
<b><u>New Hires</u></b>		
Denise Benetatos	Alt Ed PHS 5/5	October 11, 2022
Susan McGrath	Math EHS 5/5	November 14, 2022
Cody Thomas	English EHS 5/5	October 27, 2022
<b><u>Resigned/Retired</u></b>		
Sharon Fernandes	CTE 0.4 FTE	December 22, 2022

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Safe Return to School Plan  
(COVID-19 Safety Plan)

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**  
The Safe Return to School Plan is the District's COVID-19 Safety Plan. It is updated periodically when guidance from CDPH, CDC, Cal OSHA or local public health changes in regards to COVID-19 policies or protocols. Administration recommends approval.

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program  
(IIPP)

*In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7.  
General Industry Safety Orders Section 3205, COVID-19 Prevention*

**Shasta Union High School District**

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

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# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

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(F) If no violations of local or state health officer orders for isolation, quarantine, or exclusion would result, the Division may, upon request, allow employees to return to work on the basis that the removal of an employee would create undue risk to a community’s health and safety. In such cases, the District will develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employee at the workplace and, if isolation is not feasible, the use of respirators in the workplace.....	24
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(f) In buildings or structures with mechanical ventilation, employers shall filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, employers shall use filters with the highest compatible filtering efficiency. Employers shall also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, shall implement their use to the degree feasible.....	26
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# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

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# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

NOTE: See [Executive Order N-84-20 \(2019 CA EO 84-20\)](#), issued in response to the COVID-19 pandemic, which, in certain circumstances, for duration of the Executive Order, the exclusion periods and requirements of this Emergency Temporary Standard with the California Department of Public Health's (CDPH) isolation and quarantine periods and requirements. The isolation and quarantine periods and requirements are reflected in subsections (c)(9) and (c)(10).

## (a) Scope.

(1) This program applies to all employees and all places of employment, with the following exceptions:

- (A) Work locations with one employee who does not have contact with other persons.
- (B) Employees working from home.
- (C) Employees with occupational exposure as defined by section 5199, when covered by section 5199, Aerosol Transmissible Diseases.
- (D) Employees teleworking from allocation of the employee's choice, which is not under the control of the employer.

(2) Nothing in this section is intended to limit more protective or stringent state of local health department mandates or guidance.

(b) Definitions. The following definitions apply to this section and to sections 3205.1 through 3205.4.

(1) "Close contact" means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the "infectious period" defined by this section, regardless of the use of face coverings, unless close contact is defined by regulation or order of the CDPH. If so, the CDPH definition shall apply.

EXCEPTION: Employees have not had a close contact if they wore a respirator required by the employer and used in compliance with section 5144, whenever they were within six feet of the COVID-19 case during the infectious period.

(2) "COVID-19" means the disease caused by SARS-CoV-2 (severe acute respiratory syndrome coronavirus 2).

(3) "COVID-19 case" means a person who:

- (A) Has a positive "COVID-19 test"; or
- (B) Has a positive COVID-19 diagnosis from a licensed health care provider; or
- (C) Is subject to a COVID-19-related order to isolate issued by a local or state health official; or
- (D) Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county.

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

- (4) "COVID-19 hazard" means potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, or sneezing, or from procedures performed on persons which may aerosolize saliva or respiratory tract fluids.
- (5) "COVID-19 symptoms" means fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.
- (6) "COVID-19 test" means a viral test for SARS-CoV-2 that is:
  - (A) Cleared, approved, or authorized including in an Emergency Use Authorization (EUA), by the United States Food and Drug Administration (FDA) to detect current infection with the SARS-CoV-2 virus (e.g., a viral test); and
  - (B) Administered in accordance with authorized instructions;
  - (C) To meet the return to work criteria set forth in subsection (c)(10), a COVID-19 test may be both self-administered and self-read only if another means of independent verification of the results can be provided (e.g., a time-stamped photograph of the results).
- (7) "Exposed group" means all employees at a work location, working area, or a common area at work, where an employee COVID-19 case was present at any time during the infectious period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The following exceptions apply:
  - (A) For the purpose of determining the exposed group, a place where persons momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.
  - (B) If the COVID-19 case was part of a distinct group of employees who are not present at the workplace at the same time as other employees, for instance a work crew or shift that does not overlap with another work crew or shift, only employees within that distinct group are part of the exposed group.
  - (C) If the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the infectious period, and the COVID-19 case was wearing a face covering during the entire visit, other people at the work location, working area, or common area are not part of the exposed group.

NOTE: An exposed group may include the employees of more than one employer. See Labor Code sections 6303 and 6304.1.
- (8) "Face covering" means a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers that

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

completely covers the nose and mouth and is secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they shall have two layers of fabric or be folded to make two layers. A face covering is a solid piece of material without slits, visible holes, or punctures, and must fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric. This definition includes clear face coverings or cloth face coverings with a clear plastic panel that otherwise meet this definition and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

(9) "Infectious period" means the following time period, unless otherwise defined by CDPH regulation or order, in which case the CDPH definition shall apply:

(A) For COVID-19 cases who develop COVID-19 symptoms:, from two days before they first develop symptoms until all of the following are true: it has been 10 days since symptoms first appeared; 24 hours have passed with no fever, without the use of fever-reducing medications;, and symptoms have improved.

(B) For COVID-19 cases who never develop COVID-19 symptoms:, from two days before until 10 days after the specimen for their first positive test for COVID-19 was collected.

(10) "Respirator" means a respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matter, such as an N95 filtering face piece respirator.

(11) "Returned case" means a COVID-19 case who returned to work pursuant to subsection (c)(10) and did not develop and COVID-19 symptoms after returning. A person shall only be considered a returned case for 90 days after initial onset of COVID-19 symptoms or, if the person never developed COVID-19 symptoms, for 90 days after the first positive test. If a period of other than 90 days is required by CDPH regulation or order, that period shall apply.

(12) "Worksite," for the limited purposes of sections 3205 through 3205.4 only, means the building, store, facility, agricultural field, or other location where a COVID-19 case was present during the infectious period. It does not apply to buildings, floors, or other locations of the employer that a COVID-19 case did not enter, locations where the worker worked by themselves without exposure to other employees, or to a worker's personal residence or alternative work location chosen by the worker when working remotely.

(A) NOTE: The term worksite is used for the purpose of notice requirements in subsections(c)(3)(B)3. and 4. only.

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

## (c) Written COVID-19 Prevention Program Components.

The District has established, is implementing and maintaining an effective, written COVID-19 Prevention Program, in accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention. The COVID-19 Prevention Program will be integrated into the District's Injury and Illness Prevention Program required by section 3203 or will be maintained in a separate document.

All employees are responsible for using safe work practices, following all directives, policies, procedures, and assisting in maintaining a safe work environment.

The District's Injury and Illness Prevention Program (IIPP) has been developed in accordance with the issued guidance from the State of California Department of Public Health and Cal/OSHA (Appendix A).

Elements of the COVID-19 Prevention Program include:

### (1) System for communicating.

The District will do all of the following in a form readily understandable by employees:

#### (A) Employee Reports:

Ask employees of the District, without fear of reprisal, to report to their Supervisor or Administrator any of the following:

1. **COVID-19 symptoms:** If any employee is experiencing any of the identified symptoms of COVID-19
2. **Possible close contacts:** If any employee has been exposed or possibly exposed to an individual who is positive for, or has been diagnosed with COVID-19.
3. **Possible COVID-19 hazards at the workplace:** If any employee becomes aware of a possible hazard in the workplace that could increase the likelihood of exposure to COVID-19.

Methods of Reporting:

Immediately report:	To Whom:	How:
COVID-19 symptoms	Administrator/Supervisor or District Nurses	Call 241-3261 Ext:10518 Ext: 16519 Ext: 10515
Possible COVID-19 exposures	Administrator/Supervisor or District Nurses	Call 241-3261 Ext:10518 Ext: 16519

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		Ext: 10515
<b>Possible COVID-19 hazards at the workplace</b>	Administrator/Supervisor or your Site Safety Team	In person discussion, call, or email your Administrator/Supervisor

### COVID-19 Questions - Contact Information

Human Resources	Julie Coffey or Cindy Chao	Employee Leaves, response testing	241-3261	<a href="mailto:jcoffey@suhdsd.net">jcoffey@suhdsd.net</a> <a href="mailto:cchao@suhdsd.net">cchao@suhdsd.net</a>
Health Services	Lindsey Bonney Dabney Lynessa Springer	Health concerns, mask exemptions, contact tracing (staff and students), symptom screening, response testing	241-3261 Ext:10518 Ext: 16519 Ext: 10515	<a href="mailto:lspringer@suhdsd.net">lspringer@suhdsd.net</a> <a href="mailto:lbdabney@suhdsd.net">lbdabney@suhdsd.net</a>
Human Resources	Jason Rubin	Safety procedures, policies, checklists, Plexiglas	241-3261	<a href="mailto:jrubin@suhdsd.net">jrubin@suhdsd.net</a>
Maintenance & Operations	Steve Denney	Cleaning/sanitizing, Custodial products, etc.	241-3261	<a href="mailto:sdenney@suhdsd.net">sdenney@suhdsd.net</a>
Transportation	Trystan Thomas	Bus routes, schedules, transportation safety	241-0416	<a href="mailto:tthomas@suhdsd.net">tthomas@suhdsd.net</a>
Special Education	Rebecca Berg	Special Education Cohorts	241-3261	<a href="mailto:rberg@suhdsd.net">rberg@suhdsd.net</a>

Staff are to communicate with their Supervisors for Covid-19 supplies. Site Administrators or designees will submit orders. Requests for Covid-19 supplies submitted via other methods will not be processed.

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## COVID-19 Case Management Contact Information

Health Services		241-3261	<a href="mailto:lbdabney@suhsd.net">lbdabney@suhsd.net</a>
	Lindsey Bonney Dabney	Ext:10518	<a href="mailto:lspringer@suhsd.net">lspringer@suhsd.net</a>
	Lynessa Springer	Ext: 10515	
Human Resources (Leaves)	Julie Coffey	241-3261	<a href="mailto:jcoffey@suhsd.net">jcoffey@suhsd.net</a>
	Cindy Caho		<a href="mailto:cchao@suhsd.net">cchao@suhsd.net</a>

### Covid-19 Case Management information is confidential.

Covid-19 case management information is confidential. Only those needing to be involved in contact tracing and possible quarantine procedures will be communicated with directly about details.

(B) Procedures for how employees with medical or other conditions that put them at increased risk of severe COVID-19 illness can request accommodations.

Contact Human Resources for requesting reasonable accommodation as it relates to high-risk medical conditions.

Except when objective undue hardship would result, or in circumstances where an accommodation, if made, would present an imminent and substantial risk to the health and safety of the employee or others, the District shall provide reasonable accommodation to any qualified employee with a disability to perform the essential functions of the position they hold or to enjoy equal benefits or other terms, conditions, and privileges of employment as other similarly situated employees without disabilities. Reasonable accommodations will be evaluated through the District's established interactive process. The process and accommodation evaluation will be conducted consistent with the MOU's accepted by the District and the SSEA and CSEA bargaining units as specified with the following:

The district is willing and desires to provide accommodations and work flexibility to the greatest extent possible, including remote work and accommodations consistent with the district's operational needs. The option for unit members to work remotely under the full distance learning model will not be available during the Full In-Person Instructional Model. Depending on the availability of remote work assignments and medical restriction documentation provided by a unit member during an interactive process with the District, unit member assignments and/or transfers to remote work positions for unit members may be considered to provide reasonable

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accommodations to unit members with healthcare restrictions. Any transfers under the interactive process shall be temporary and unit members shall be able to return to their original assignment. The interactive accommodation process may be required to make work safe for employees with health conditions that heighten the risk of severe outcomes with COVID-19.

(C) The District shall provide information about access to COVID-19 testing as described in subsection (c)(5)(l) when testing is required under this section, section 3205.1, or section 3205.2.

The District provides the information about access to testing.

Shasta County Public Health site information

Free COVID testing available

SCPH continues to offer free COVID testing for the community.

Details and information for scheduling an appointment can be found by visiting [their website here](#).

The District will implement Response Testing in accordance with Cal/OSHA Emergency Temporary Standards (updated 1/14/2022) when an exposed group has been identified by a local health department as the location of a COVID-19 outbreak or when there are three or more COVID-19 cases in an exposed group within a 14-day period. Staff in an exposed group (see Definitions) will be notified and provided with information about response testing that will be offered.

COVID-19 test results will be sent directly to each person via the email address they provide.

The District will keep all medical information confidential and will only disclose unredacted medical records to the local health department, CDPH, the Division, NIOSH, or as otherwise required by law immediately upon request. Under the ADA, we are required to maintain the confidentiality of any medical information we receive, including the name of any affected employee or student.

To help minimize spread of COVID-19, confirmed-positive individuals will be excluded from physically coming to work and will be on home isolation or quarantine in compliance with safety protocols and guidelines from federal, state, and/or local Public Health departments and Cal/OSHA.

(D) In accordance with subsection (c)(3)(B), communicate information about COVID-19 hazards and the District's COVID-19 policies and procedures to employees and other employers, persons, and entities within or in contact with the employer's workplace.

The District communicates COVID-19 policies, procedures, and hazard information:

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- in the COVID-19 Prevention Program plan, posted online
- in the COVID-19 Prevention Program plan, available upon request at each site
- in staff training and/or meetings
- in meetings attended by staff and community
- via email to staff and parents/caregivers
- with posted signage at all sites
- COVID-related messages archived on the District website:
- with informational videos
- translated documents

*NOTE: See subsections (c)(3)(C) for confidentiality requirements for COVID-19 cases.*

(2) Identification and evaluation of COVID-19 hazards.

(A) identification and evaluation of COVID-19 hazards

The District allows for employee and authorized employee representative participation in the identification and evaluation of COVID-19 hazards as follows;

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards.

#### SCHOOL SITE SAFETY TEAM:

Sites designate person(s) responsible for implementing the site-specific plan. These teams consist of a combination of staff members including but not limited to: Administrator, Head Custodian, School Nurse, Office Staff, Teacher(s)

By evaluating the interaction and activity in each location of campus, Site Safety Teams determine arrangements and modifications to be made to the campus.

Discussion and information is shared in meetings including but not limited to:

Negotiations and CCC meetings

Staff meetings

The District will continue to work with staff to establish safety procedures.

(B) Employee Symptom Screening

The District has a process for screening employees for and responding to employees with COVID-19 symptoms.

Staff are to self-screen for symptoms daily prior to arrival on a campus or worksite.

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### (C) Response to COVID-19 case

The District and staff have developed COVID-19 policies and procedures to respond effectively and immediately to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission of COVID-19 in the workplace.

For confirmed-positive COVID-19 cases in the workplace, the District and staff will minimize transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until the return-to-work requirements are met.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits in accordance with the Emergency Temporary Standard (ETS) and SB 114 requirements.
- Providing information on available benefits to employees at the time of exclusion.
- If the workplace has been identified by a local health department as the location of a COVID-19 outbreak or if there are three or more COVID-19 cases in an exposed group within a 14-day period, COVID-19 testing will be offered to staff at no cost during working hours.

### (D) Workplace Assessment

The District and staff conduct workplace-specific assessments and will conduct periodic inspections to identify all interactions, areas, activities, processes, equipment, and materials that could potentially expose employees to COVID-19 hazards.

The District and staff will take universal precautions and treat all persons, regardless of symptoms or negative COVID-19 test results, as potentially infectious.

1. This includes identification of places and times when people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not, for instance during meetings or trainings and including in and around entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.
2. This includes evaluation of employees' potential workplace exposure to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. District and staff shall consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing stationary work.

### SCHOOL SITE SAFETY TEAM:

Sites designates person(s) responsible for implementing the site-specific plan. These teams consist of a combination of staff members including but not limited to:

Administrator, Head Custodian, School Nurse, Office Staff, Teacher(s), maintenance staff

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By evaluating the interaction and activity in each location of campus, site teams determine arrangements and modifications to be made to the campus. Site-specific Information is posted on each school's website with the COVID-19 Prevention Plan.

## (E) Ventilation Systems

For indoor locations, the District evaluated how to maximize ventilation with outdoor air; to the highest level of filtration efficiency compatible with the existing ventilation system; and whether the use of portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission.

## HVAC/Filtration Plan

The District recognizes the importance of a safe learning environment and providing improvements to the air filtration system with the intent to maximize the indoor air quality. The District's current HVAC systems function at a high level; however, additional improvements and replacement of units are being completed on a regular basis. The following are the additional planned improvements and implementation measures to the air filtration system to minimize the risk of transmission and infection of COVID-19 through the air.

1. All HVAC units have been thoroughly cleaned. The cleaning of the units consists of removing all dirt and debris from inside the units including cleaning the evaporator and condenser coils. All belts, motors, and bearings have been inspected.
2. Upgraded Merv filters that are compatible with our HVAC units have been installed.
3. Thermostats have been recalibrated to deliver optimal performance.
4. Air filters are changed on a more frequent basis and may be expedited due to smoke or Covid 19 cases.
5. All HVAC systems at sites operate on the mode which delivers the most fresh air changes per hour, based on contractors' recommendations, including disabling demand-controlled ventilation and opening outdoor air dampers to maximum extent possible as indoor and outdoor conditions safely permit and to not sacrifice comfort.
6. Programming has been provided to maximize as much outside air exchange as conditions safely permit. Where possible, additional programming will be implemented to provide an indoor air flush prior to start up each morning.

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7. Repairs and replacement of some HVAC systems will be implemented based on the age and condition of the units.
8. We are currently completing HVAC/Chiller/Boiler and controls recommissioning @ one of our sites on a two story building. We are working with a contractor to evaluate if the same work can be completed on our other two sites.

All inspections, repairs and services will be completed in coordination and in combination with outside contractors and vendors and utilizing school district personnel.

If an individual tests positive for COVID-19, the District will replace the HVAC filters in the associated classroom at the school site.

(F) Ongoing monitoring and review of orders and guidance

The District monitors and reviews applicable orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention. These orders and guidance are both information of general application, including Interim guidance for Ventilation, Filtration, and Air Quality in Indoor Environments by the California Department of Public Health (CDPH), and information specific to the employer's industry, location, and operations.

District Administration and staff continually meet and consult with state and local agencies and other industry professionals to maintain up-to-date information.

(G) Evaluate existing prevention controls

The District evaluates existing COVID-19 prevention controls at the workplace and the need for different or additional controls. This includes evaluation of controls in subsections (c)(4), (c)(6), and (c)(7).

District Administration and staff continually meet and consult with state and local agencies and other industry professionals to maintain up-to-date information.

SCHOOL SITE SAFETY TEAM:

Sites designate person(s) responsible for implementing the site-specific plan. These teams consist of a combination of staff members including but not limited to:

Administrator, Head Custodian, School Nurse, Office Staff, Teacher(s), maintenance staff

By evaluating the interaction and activity in each location of campus, Site Safety Teams determine arrangements and modifications to be made to the campus.

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## (H) Periodic Inspections

The District will conduct periodic inspections as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with employers' COVID-19 policies, procedures, and public health guidelines.

## (3) Investigating and responding to COVID-19 cases in the workplace.

### (A) Procedure to investigate COVID-19 cases in the workplace.

The District implements the following procedures for seeking information from employees regarding COVID-19 cases, COVID-19 test results, and onset of COVID-19 symptoms, and identifying and recording COVID-19 cases.

Health Services or District staff verify COVID-19 case status by phone or email. Staff, parents/caregivers, Public Health agencies, and testing labs provide information about test results. Staff and parents/caregivers provide information about the onset of COVID-19 symptoms. Health Services or District staff identify by phone, track isolation and/or quarantine schedules for appropriate return-to-campus dates and keep confidential records of COVID-19 cases.

### (B) Response to a COVID-19 case in the place of employment:

The District will take all of the following actions in response to a COVID-19 case on district premises.

1. Determine the day and time the COVID-19 case was last present and, to the extent possible, the date of the positive COVID-19 test(s) and/or diagnosis, and the date the COVID-19 case first had one or more COVID-19 symptoms, if any were experienced.
2. Determine who may have had a close contact. This requires an evaluation of the activities of the COVID-19 case and all locations at the workplace which may have been visited by the COVID-19 case during the infectious period.

*Note: See subsection (c)(9) for exclusion requirements for employees after a close contact.*

3. Within one business day of the time the employer knew or should have known of a COVID-19 case, the employer shall give written notice, in a form readily understandable by employees, that people at the worksite may have been exposed to COVID-19. The notice shall be written in a way that does not reveal any personal identifying information of the COVID-19 case. Written notice may include, but is not limited to, personal service, email, or text message if it can reasonably be anticipated to be received by the employee within one business day of sending. The notice shall include the disinfection plan required by Labor Code section 6409.6(a)(4). The notice must be sent to the following:

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- a. All employees at the worksite during the infectious period. If the employer should reasonably know that an employee has not received the notice, or has limited literacy in the language used in the notice, the employer shall provide verbal notice, as soon as practicable, in a language understandable by the employee.
  - b. Independent contractors and other employers at the worksite during the infectious period.
4. Within one business day of the time the employer knew or should have known of the COVID-19 case, the employer shall:
    - a. provide the notice required by Labor Code section 6409.6(a)(2) and (c) to the authorized representative, if any, of the COVID-19 case and of any employee who had close contact: and
    - b. provide the notice required by Labor Code section 6409.6(a)(4) to the authorized representative, if any, of any employee who was on the premises at the same worksite as the COVID-19 case during the infectious period.
  5. Make COVID-19 testing available at no cost during paid time to all employees of the employer who had a close contact in the workplace and provide staff with the information on benefits described in subsections (c)(5)(B) and (c)(9)(C) with the following exceptions:
    - a. COVID-19 cases who returned to work pursuant to subsection 3205(c)(10)(A) or (B) and have remained free of COVID-19 symptoms, for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, for 90 days after the first positive test.

EXCEPTION TO subsection(c)(3)(B)5.: The District is not required to make COVID-19 testing available to returned cases.

6. Investigate whether workplace conditions could have contributed to the risk of COVID-19 exposure and what could be done to reduce exposure to COVID-19 hazards.

Health Services and Human Resources investigate staff cases.

Health Services and District staff investigate student cases.

Site Administration and Staff coordinate with Maintenance and Operations and Facilities Departments for sanitization and ventilation tasks.

Health Services and Human Resources tracks positive cases for possible Response Testing of Staff.

Site Administrator/Supervisor/Public Health and Safety Team members review the workplace setup and make adjustments, if necessary.

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### (C) Confidentiality of Personal Identifying Information

Personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee medical records required by this section or by sections 3205.1 through 3205.4, shall be kept confidential unless disclosure is required or permitted by law. Unredacted information on COVID-19 cases shall be provided to the local health department, CDPH, the Division, and NIOSH immediately upon request, and when required by law.

### (4) Correction of COVID-19 hazards.

The District is utilizing Injury and Illness Prevention Program (IIPP) policies and/or procedures for correcting unsafe or unhealthy conditions, work practices, policies and procedures in a timely manner based on the severity of the hazard. This includes, but is not limited to, implementing controls and/or policies and procedures in response to the evaluations conducted under subsections (c)(2) and (c)(3) and implementing the controls required by subsections (c)(6) and (c)(7).

It is the goal of the District's Injury and Illness Prevention Program to prevent or reduce injuries, illnesses and loss of productivity in the workplace. In order to accomplish that goal, it is imperative that all employees support the District safety policy and comply with all federal, state and local laws, and ordinances pertaining to fire hazards, hazardous materials, accident prevention and working conditions. This plan is required by CAL-OSHA (California Occupational Safety Health Act) because of legislation (SB 198) effective July 1, 1991.

Referenced on page 2 of the Injury and Illness Prevention program, Employees are required, as a condition of employment, to exercise due care in the course of their work to prevent injuries to themselves and to their fellow workers and to be mentally and physically alert to safety issues. To accomplish this goal, employees will:

1. Follow safe procedures and take an active part in protecting themselves, fellow workers and District property by reporting potential unsafe conditions to their supervisor or safety coordinator.
2. Keep work areas clean and orderly at all times and use all safeguards and safety equipment.
3. Wear safety protective devices as necessary or when instructed to do so.
4. Report injuries immediately and seek immediate medical attention when required.
5. Learn to lift and handle materials properly.
6. Cooperate and take part in the District Safety Program, workshops, training and safety meetings, etc., as appropriate.

Employees are to make every effort to correct hazards immediately within their control. Other hazards are to be reported immediately to the employee's supervisor (page 13 of the Injury and Illness Prevention Program). Employees may also use the Employee Hazard Reporting Form on page 5 of IIPP binder to report hazards.

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## (5) Training and instruction.

The District has developed a training program for all employees with instruction to employees including, but not limited to, the following:

- (A) The District's COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards under subsection (c)(2)(A).
- (B) Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits available under legally mandated sick and vaccination leave, if applicable, workers' compensation law, local governmental requirements, the employer's own leave policies, leave guaranteed by contract, and this section. Effective January 1, 2022 through December 31, 2022, Senate Bill 114 provides Supplemental Paid Sick Leave to employees.
- (C) The fact that COVID-19 is an infectious disease that can be spread through the air when an infectious person talks or vocalizes, sneezes, coughs, or exhales; that COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth, although that is less common; and that an infectious person may have no symptoms.
- (D) The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19, but are most effective when used in combination.
- (E) The employer's policies for providing respirators, and the right of employees who are not fully vaccinated to request a respirator for voluntary use as stated in this section, without fear of retaliation and at no cost to employees. Whenever respirators are provided for voluntary use under this section or sections 3205.1 through 3205.4:
  - 1. How to properly wear the respirator provided;
  - 2. How to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair interferes with a seal.
- (F) The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- (G) Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. COVID-19 is an airborne disease. N95s and more protective respirators protect the users from airborne disease while face coverings primarily protect people around the user.
- (H) COVID-19 symptoms, and the importance of not coming to work and obtaining a COVID-19 test if the employee has COVID-19 symptoms.

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- (I) Information on the employer's COVID-19 policies; how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.
- (J) Employees can request face coverings from the employer at no cost to the employee and can wear them at work, regardless of vaccination status, without fear of retaliation.

Training materials contain the required components of COVID-19 training and awareness.

- Updates to be shared via various methods of staff communication

(6) Face coverings.

(A) Employers shall provide face coverings and ensure they are worn by employees when required by orders from the CDPH.

(B) Employers shall ensure that required face coverings are clean and undamaged, and that they are worn over the nose and mouth. Face shields are not a replacement for face coverings, although they may be worn together for additional protection.

(C) When employees are required to wear face coverings under this section or sections 3205.1 through 3205.4, the following exceptions apply:

1. When an employee is alone in a room or vehicle.
2. While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
3. Employees wearing respirators required by the employer and used in compliance with section 5144.
4. Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person.
5. Specific tasks which cannot feasibly be performed with a face covering. This exception is limited to the time period in which such tasks are actually being performed.

(E) Employees exempted from wearing face coverings due to a medical condition, mental health condition, or disability shall wear an effective non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition or disability permits it.

(F) The District will not prevent any employee from wearing a face covering when not required by this section, unless it would create a safety hazard, such as interfering with the safe operation of equipment.

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(H) When face coverings are not required by this section or by sections 3205.1 through 3205.4, employers shall provide face coverings to employees upon request, regardless of vaccination status.

(I) The District will implement the following measures to communicate to non-employees the face coverings requirements on their premises:

The District communicates COVID-19 policies, procedures, and face covering information:

- in the COVID-19 Prevention Program plan, posted online
- in the COVID-19 Prevention Program plan, available upon request at each site
- in meetings attended by staff and community
- via email to staff and parents/caregivers
- with posted signage at all sites
- translated documents

(7) Other engineering controls, administrative controls, and personal protective equipment.

(A) For buildings with mechanical or natural ventilation, or both, the District maximized the quantity of outside air provided to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

(B) Handwashing Facilities

To protect employees from COVID-19 hazards, the District has evaluated its handwashing facilities and determined the need for additional facilities. The District encourages and allows time for staff and student handwashing and provides staff and students with an effective hand sanitizer. The District encourages staff and students to wash their hands for at least 20 seconds each time. Provision or use of hand sanitizers with methyl alcohol is prohibited.

(C) Personal protective equipment (PPE)

1. The District evaluates the need for personal protective equipment (PPE) to prevent exposure to COVID-19 hazards, such as face coverings and face shields, and provide such personal protective equipment as needed.
2. Upon request, employers shall provide respirators for voluntary use in compliance with subsection 5144(c)(2) to all employees who are not fully vaccinated and who are working indoors or in vehicles with more than one person. Whenever an employer makes respirators for voluntary use available, under this section or sections 3205.1

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through 3205.4, the employer shall encourage their use and shall ensure that employees are provided with a respirator of the correct size.

3. The District will provide and ensure use of respirators in compliance with section 5144 when deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8 section 332.3.
4. The District will provide and ensure use of eye protection and respiratory protection in compliance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

*NOTE: Examples of work covered by subsection (c)(7)(D)4. include, but are not limited to, certain dental procedures and outpatient medical specialties not covered by section 5199.*

(D) Testing of symptomatic employees. The District shall make COVID-19 testing available at no cost to employees with COVID-19 symptoms, during employees' paid time.

(8) Reporting, recordkeeping, and access.

- (A) The District will report information about COVID-19 cases and outbreaks at the workplace to the local health department whenever required by law, and shall provide any related information requested by the local health department. The employer shall report all information to the local health department as required by Labor Code section 6409.6.
- (B) The District will maintain records of the steps taken to implement the written COVID-19 Prevention Program in accordance with section 3203(b).
- (C) The written COVID-19 Prevention Program shall be made available at the workplace to employees, authorized employee representatives, and to representatives of the Division immediately upon request.
- (D) The District will keep a record of and track all COVID-19 cases with the employee's name, contact information, occupation, location where the employee worked, the date of the last day at the workplace, and the date of a positive COVID-19 test.

(9) Exclusion of COVID-19 cases.

The purpose of this section is to limit transmission of COVID-19 in the workplace.

(A) COVID-19 Cases

The District will ensure that COVID-19 cases are excluded from the workplace until the return to work requirements in subsection (c)(10) are met.

(B) COVID-19 Exposure Cases

The District shall review current CDPH guidance for persons who had close contacts, including any guidance regarding quarantine or other measures to reduce transmission.

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

### (C) Earnings & Benefits while excluded

For employees excluded from work under subsection (c)(9), the District will continue and maintain the employee's earnings, wages, seniority, and all other employee rights and benefits, including the employee's right to their former job status, as if the employee had not been removed from their job.

The District may use employer-provided employee sick leave for this purpose to the extent permitted by law. Wages due under this subsection are subject to existing wage payment obligations and must be paid at the employee's regular rate of pay no later than the regular pay day for the pay period(s) in which the employee is excluded. Unpaid wages owed under this subsection are subject to enforcement through procedures available in existing law. If an employer determines that one of the exceptions below applies, it shall inform the employee of the denial and the applicable exception.

*EXCEPTION 1: Subsection (c)(9)(C) does not apply where the employee received disability payments or was covered by workers' compensation and received temporary disability.*

*EXCEPTION 2: Subsection (c)(9)(C) does not apply where the employer demonstrates that the close contact is not work related.*

Effective January 1, 2022 through December 31, 2022, Senate Bill 114 provides Supplemental Paid Sick Leave to employees for reasons other than workplace exposure (see link).

(D) Subsection (c)(9) does not limit any other applicable law, employer policy, or collective bargaining agreement that provides for greater protections.

### (E) Information on Benefits & Leaves

At the time of exclusion, the District will provide the employee the information on benefits described in subsections (c)(5)(B) and (c)(9)(C).

### 10 Return to work criteria.

The following return to work criteria shall apply to COVID-19 cases and employees excluded under sections 3205.1 and 3205.2. The District must demonstrate that it has met the applicable requirements below:

(A) COVID-19 cases, regardless of vaccination status or previous infection, who do not develop COVID-19 symptoms or whose COVID-19 symptoms are resolving, shall not return to work until:

1. At least five days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive COVID-19 test;

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

2. At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever reducing medications; and
3. A negative COVID-19 test from a specimen collected on the fifth day or later is obtained; or, if unable to test or the employer chooses not to require a test, 10 days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive COVID-19 test.

(B) COVID-19 cases, regardless of vaccination status or previous infection, whose COVID-19 symptoms are not resolving, may not return to work until:

1. At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medication; and
2. Symptoms are resolving or 10 days have passed from when the symptoms began.

(C) Regardless of vaccination status, previous infection, or lack of COVID-19 symptoms, a COVID-19 case shall wear a face covering in the workplace until 10 days have passed since the date that COVID-19 symptoms began or, if the person did not have COVID-19 symptoms, from the date of their first positive COVID-19 test.

(D) The requirements in subsections (c)(10)(A) and (c)(10)(B) apply regardless of whether an employee has previously been excluded or other precautions were taken in response to an employee's close contact or membership in an exposed group.

(E) If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee shall not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period shall be in accordance with the return to work periods in subsection (c)(10).

(F) If no violations of local or state health officer orders for isolation, quarantine, or exclusion would result, the Division may, upon request, allow employees to return to work on the basis that the removal of an employee would create undue risk to a community's health and safety. In such cases, the District will develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employee at the workplace and, if isolation is not feasible, the use of respirators in the workplace.

*Note: Authority cited: Section 142.3, Labor Code. Reference: Sections 142.3, 144.6, and 649.6, Labor Code.*

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

### § 3205.1. Multiple COVID-19 Infections and COVID-19 Outbreaks.

#### (a) Scope.

(1) This section applies to a workplace covered by section 3205 if three or more employee COVID-19 cases within an exposed group, as defined by section 3205(b), visited the workplace during their infectious period at any time during a 14-day period.

(2) This section shall apply until there are no new employee COVID-19 cases detected in the exposed group for a 14-day period.

#### (b) COVID-19 testing.

(1) The District will make COVID-19 testing available at no cost to its employees within the exposed group, during employees' paid time, except:

(A) Employees who were not present at the workplace during the relevant 14-day period(s) under subsection (a).

(B) For returned cases who did not develop COVID-19 symptoms after returning to work pursuant to subsections 3205(c)(10), no testing is required.

#### (2) COVID-19 testing shall consist of the following:

(A) Immediately upon being covered by this section, the District shall make testing available to all employees in the exposed group, regardless of vaccination status, and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure shall not impact the duration of any quarantine, isolation, or exclusion period required by, or orders issued by, the local health department.

(B) After the first two COVID-19 tests required by (b)(2)(A), The District will make COVID-19 testing available once a week at no cost, during paid time, to all employees in the exposed group who remain at the workplace, or more frequently if recommended by the local health department, until this section no longer applies pursuant to subsection (a)(2).

(c) District will make additional testing available at no cost to employees, during employees' paid time when deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8, section 332.3.

(d) The employer shall continue to comply with all applicable provisions of section 3205, and shall also do the following:

(1) Employees in the exposed group shall wear face coverings when indoors, or when outdoors and less than six feet from another person, unless one of the exceptions in subsection 3205(c)(6)(D) applies.

(2) Employers shall give notice to employees in the exposed group of their right to

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

request a respirator for voluntary use under subsection 3205(c)(7)(C)2.

- (3) The District shall evaluate whether to implement physical distancing of at least six feet between persons or, where six feet of physical distancing is not feasible, as much distance between persons as feasible.

(e) COVID-19 Investigation, review and hazard correction.

The District will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19. The investigation and review shall be documented and include:

- (1) Investigation of new or unabated COVID-19 hazards including the employer's leave policies and practices and whether employees are discouraged from remaining home when sick; the employer's COVID-19 testing policies; insufficient outdoor air; insufficient air filtration; and lack of physical distancing.

- (2) The review shall be updated every thirty days that this section continues to apply, in response to new information or to new or previously unrecognized COVID-19 hazards, or when otherwise necessary.

- (3) The District will implement changes to reduce the transmission of COVID-19 based on the investigation and review required by subsections (e)(1) and (e)(2). The District will consider moving indoor tasks outdoors or having them performed remotely, increasing outdoor air supply when work is done indoors, improving air filtration, increasing physical distancing as much as feasible, requiring respiratory protection in compliance with section 5144, and other applicable controls.

(f) In buildings or structures with mechanical ventilation, employers shall filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, employers shall use filters with the highest compatible filtering efficiency. Employers shall also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, shall implement their use to the degree feasible.

*Note: Authority cited: Section 142.3, Labor Code. Reference: Sections 142.3 and 144.6, Labor Code.*

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

### § 3205.2. Major COVID-19 Outbreaks.

#### (a) Scope.

(1) This section applies to any workplace covered by section 3205 if 20 or more employee COVID-19 cases in an exposed group, as defined by section 3205(b), visited the workplace during their infectious period within a 30-day period.

(2) This section shall apply until there are fewer than three COVID-19 cases detected in the exposed group for a 14-day period.

#### (b) COVID-19 testing.

The District shall continue to comply with section 3205.1, except that the COVID-19 testing described in section 3205.1(b) shall be required to all employees in the exposed group, regardless of vaccination status, twice a week, or more frequently if recommended by the local health department. Employees in the exposed group shall be tested or shall be excluded and follow the return to work requirements of subsection 3205(c)(10) starting from the date that the outbreak begins.

#### (c) Respirators and partitions

In addition to the requirements of sections 3205 and 3205.1, the District will take the following actions:

(1) The employer shall provide a respirator for voluntary use in compliance with subsection 5144(c)(2) to employees in the exposed group and shall determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.

(2) Any employees in the exposed group who are not wearing respirators required by the employer and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where an employer can demonstrate that six feet of separation is not feasible, and except for momentary exposure while persons are in movement. Methods of physical distancing include: telework or other remote work arrangements; reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

(3) The District will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.

## COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

- (4) Any other control measures deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8 section 332.3.

*Note: Authority cited: Section 142.3, Labor Code. Reference: Sections 142.3 and 144.6, Labor Code.*

# COVID-19 Prevention Program

An Addendum to the Injury and Illness Prevention Program: *In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

## Appendix A: Guidance

### Employers

- Cal/OSHA Emergency Temporary Standard COVID-19 Prevention Program [resources](#)
- [Safety in the workplace](#) (covid19.ca.gov)
- [CDPH Isolation and Quarantine Guidance](#)

### K-12 Education

- [Safe Schools for All Hub](#)
- [CDPH K-12 Schools guidance](#)
- [Group-Tracing Approach to Students Exposed to COVID-19 in a K-12 setting](#)

### Sports

- **California Interscholastic Federation statement** (CIF) for information about seasonal sports <https://cifstate.org/covid-19/index>

### Face Coverings

- [Guidance for the Use of Face Coverings](#) (CDPH)
- [Face coverings, masks, and respirators](#) (covid19.ca.gov) – Information & Overview
- [Face coverings, masks & respirators](#) (DIR)- Handout
- [Voluntary use of N95 masks](#) (DIR)- Cal/OSHA
- [CDPH Get the most out of masking](#)

### State webpage and data

- <https://covid19.ca.gov/>
- <https://covid19.ca.gov/state-dashboard/>
- <https://covid.cdc.gov/covid-data-tracker/#county-view>

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Board Policy 6161.11 Supplementary Instructional Materials

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

A parent filed a complaint regarding the use of a supplementary video in an English III class. The Superintendent responded to the complaint, and the parent appealed the complaint to the Board at the November 8, 2022 regular Board meeting. The Board agreed to review and update Board Policy 6161.11 Supplementary Instructional Materials at the November 14, 2022 Board meeting. General consensus of the Board was to ensure teachers have flexibility and creativity when selecting supplemental instructional materials but would like to ensure proper oversight and parent consent when materials could be considered controversial due to content. The Superintendent has made additional changes to the policy per the Board's request. Changes to the policy can be found in red.

**REFERENCES:**

BP 6161.11 Supplementary Instructional Materials

**Policy 6161.11: Supplementary Instructional Materials**

**Status:**

**Original Adopted Date:** 05/14/2013

The Board of Trustees encourages the use of supplementary instructional materials to enrich the curriculum and enhance student learning. Such materials shall be aligned with district goals, curriculum objectives, and academic standards and shall supplement and not supplant the use of Board-adopted basic instructional materials that serve as the primary learning resources.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 6011 - Academic Standards)

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

(cf. 6163.1 - Library Media Centers)

Supplementary instructional materials include, but are not limited to, instructional materials that are designed to serve one or more of the following purposes: (Education Code 60010)

1. To provide more complete coverage of one or more subjects included in a given course
2. To meet the various learning ability levels of students in a given age group or grade level
3. To meet the diverse educational needs of students with a language disability in a given age group or grade level
4. To meet the diverse educational needs of students reflective of a condition of cultural pluralism
5. To use current, relevant technology that further engages interactive learning in the classroom and beyond

(cf. 6142.91 - English/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6142.93 - Science Instruction)

(cf. 6142.94 - History-Social Science Instruction)

Supplementary instructional materials may be selected by the Superintendent or designee, school administrators, or teachers, as applicable, and obtained through donations to the district and/or available funding sources designated for these purposes.

(cf. 1260 - Educational Foundation)

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 4132/4232/4332 - Publication or Creation of Materials)

As appropriate, supplementary instructional materials shall meet the criteria developed for the selection and evaluation of basic instructional materials as described in AR 6161.1 - Selection and Evaluation of Instructional Materials. Supplementary instructional materials shall be directly related to the course of study in which they are being used and shall be appropriate for the age and maturity level of the students.

Should a teacher consider using supplementary materials that include violence, nudity, or profanity, the teacher will consult their site Principal or his/her designee. If the supplemental material is to be used, parents will be offered the opportunity to review the supplemental material and parent permission will be required for students to participate in the activity. If the parent permission is not given for the student to participate in the lesson using the supplemental materials, an alternative assignment will be provided with no academic penalty.

The use or reproduction of supplementary instructional materials shall be in accordance with federal copyright law.

(cf. 6162.6 - Use of Copyrighted Materials)

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Board Bylaw 9250 Remuneration, Reimbursement and Other Benefits

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

The Board currently receives a monthly \$75.00 stipend. Education Code 35210 states the following: "In a school district in which the average daily attendance for the prior school year was 10,000 or less, but more than 1,000, each member of the city board of education or the governing board of the school district who attends all meetings held may receive as compensation for the member's services a sum not to exceed two hundred forty dollars (\$240) in any month." The Board reviewed Board Bylaw 9250 Remuneration, Reimbursement and Other Benefits at the November 14 special Board meeting. The Board has requested to update the policy reflecting a monthly stipend of \$225.00 and an annual ongoing increase of 5%.

**REFERENCES:**

BP 9250  
Ed Code 35120

## Bylaw 9250: Remuneration, Reimbursement And Other Benefits

Original Adopted Date: 12/10/2013

### Compensation

Each member of the Board of Trustees may receive a monthly compensation of ~~\$75~~ **\$225.00**. (Education Code 35120)

On an annual basis, the Board ~~may~~ **shall** increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

Board members are not required to accept payment for meetings attended.

Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings he/she attended, unless otherwise authorized by the Board in accordance with law. (Education Code 35120)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

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

(cf. 9150 - Student Board Members)

### Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for district personnel and at the same rate of reimbursement.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

Board members shall be reimbursed for travel expenses incurred when performing services directed by the Board. (Education Code 35044)

(cf. 9240 - Board Development)

### Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for district employees.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Board members who elect to participate shall pay the full cost of premiums.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Approval/ratification of revised 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. These contracts were approved and extended for an additional year (through June 30, 2025) by the Board at the May 10, 2022 Board meeting. The Board amended the contracts at the September 13, 2022 Board meeting to reflect the salary increase per the agreed upon negotiations for the 2022-2023 school year.

In order to support staff with the current high rate of inflation and cost of health care benefits, the Board agreed to an additional on-going increase of 2.08% for all SSEA, ESP and confidential/management staff. The contracts for District Administration have been updated to reflect this increase.

**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:** Minutes from November 14, 2022 special Board Meeting

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

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



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

**November 14, 2022  
UNADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 5:04 p.m. by Trustee Zufall in the Shasta Union High School District Board Room.

**ROLL CALL:** Trustees Ron Zufall, Greg Hartt, Constance Pepple, and Jackson Richards 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.

Trustee Zufall led the pledge of allegiance and Trustee Hartt recited the mission and vision statements.

**RES. 22-243** That the Board approve the agenda, as presented. (Motion Pepple, second Hartt, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-244** That the Board wave the second reading and approve Board Policy 6146.1: High School Graduation Requirements as recommended and Board Policy 6144 Controversial Issues as amended. (Motion Hartt, second Pepple, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-245** That the Board approve the AB 1200 Public Disclosure for SSEA and unrepresented staff for 2022-2023. (Motion Pepple, second Hartt, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-246** That the Board approve the AB 1200 Public Disclosure for ESP and unrepresented staff for 2022-2023. (Motion Hartt, second Richards, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-247** That the Board approve the AB 1200 Public Disclosure for Management/Confidential/Supervisory for 2022-2023. (Motion Hartt, second Pepple, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-248** That the Board approve the AB 1200 Public Disclosure for contracted employees for 2022-2023. (Motion Pepple, second Hartt, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-249** That the Board approve the AB 1200 Public Disclosure for CSEA Chapter #181 and unrepresented staff for 2022-2023. (Motion Hartt, second Pepple, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-250** That the Board approve the CSEA Salary Schedule. (Motion Pepple, second Hartt, carried 3-0. Student Board Member Richards: Aye)

**RES. 22-251** That the Board approve a Governance Claim. (Motion Pepple, second Hartt, carried 3-0)

**RES. 22-252** That the meeting adjourn. (Motion Pepple, second Hartt, carried 3-0)

**PUBLIC COMMENT:**

Gina (not last name provided) stated that she supports Mr. French's proposal regarding supplemental instruction and inquired how and when parents will be notified when subjective content is used in the classroom.

Lori B. stated that youth has different maturity and cognitive levels and can watch whatever they want online. She noted that the material should be introduced in the classroom under appropriate conditions and that she appreciates Mr. French's proposal.

**PUBLIC COMMENT (continued):**

Jane Heinan emphasized the importance of teaching students how to handle adult conversations and frustrations. She stated that she lost her son in 2009 from a sucker punch. Ms. Heinan stated that suicide rates are up and stated that she has a video she could share with the District.

Dennis French stated that he has two grandchildren at Shasta High School (SHS). He read a statement he provided the Board via email opposing the music video "This is America". He asked the Board to ban the video from further use.

Tori French stated that she is a parent of three SHS students and is an attendance tech at SHS. She stated that there is a mental health crisis in our youth and teachers have broken trust with parents by exposing students to gratuitous content and criminal relationships in the music video "This is America." She asked the Board to restrict the use of the video and amend policies to ensure material like this isn't used again.

Joel French stated that he emailed the Board with his concerns and proposed new language to ensure staff does not exploit the policy. He stated that the video "This is America" by Childish Gambino violates policy and education code. He urged the Board to ban the use of the video and to review his proposed policy for approval.

**DISCUSSION:**

Public Comment - Board Policy 6161.11 Supplementary Instructional Materials:

JoAnn Miller Vayo stated that she was shocked SHS allowed the video "This is America" to be shown to students. She stated that the insinuation that classrooms are labs is wrong and that she could not find value in the video. Ms. Vayo stated that this is not America and it should not be taught.

Board Policy (BP) 6161.11 Supplementary Instructional Materials:

Jim Cloney provided the Board with draft changes to BP 6161.11 Supplementary Instructional Materials that outlines how the District could vet supplemental instruction that includes violence, nudity, and profanity and provide parents the choice to opt their student out of the lesson allowing an alternative assignment to be provided with no academic penalty. He stated that he supports the video being shown in class because it creates a powerful opportunity to have an in depth discussion on a complex topic. Mr. Cloney stated that it was a failure on the District's part by not involving the parents. He asked the Board to provide feedback on the proposed policy. The policy can be brought back for a first reading at the December 13 Board meeting and approved without a second reading or brought back again in January for a second reading and approval.

Trustee Zufall stated that defining terms could be subjective to different people. Trustee Hartt stated that he was not in favor of using the word gratuitous in the policy. He noted that he does not want to get in the habit of banning individual material and that the supplemental materials should fit community standards and law. Trustee Pepple raised concerns regarding other supplemental materials. Mr. Cloney reported that from his classroom observations, supplemental instruction is not concerning and is value added. He stated that he trusts the professional judgement of teachers and is supportive of certain materials when they are used in the right context, have gone through the proper vetting process, and have been provided to parents for review as applicable. Mr. Cloney stated that teachers do not want to create discord or intentionally incite controversy with parents.

Trustee Richards stated that he had to get parent permission to watch "The Birth of a Nation" in his history class. He emphasized that history is not always glorious and that one could say that we are living through history with the current events in Iran.

General consensus of the Board was to draft policy to include opt in permission slips for supplemental material when applicable and to draft new policy to not include the word gratuitous that ensures the material will be properly vetted when applicable. Trustee Hartt noted that each family has different standards and that the opt in permission slip engages students with their families. The Board and Superintendent agreed that the material should be vetted by Administration when applicable. Trustee Zufall asked Mr. Cloney to inform Trustees Vericker and Ayer of the discussion and solicit feedback.

**DISCUSSION (continued):**

School Safety: Trustee Pepple inquired if all classroom doors are locked on campus at all times. Jason Rubin stated that they are not. Jim Cloney stated that it would be too much of a disruption to have the doors locked on a high school campus. Trustee Richards stated that a door can open as much as ten times in a class. Trustee Pepple stated for the record that she feels all doors should be locked on campus. Jason Rubin provided an overview on safety including but not limited to ALICE training, site safety teams, site resource and probation officers, security on campus, drills, mental health resources, Catapult application, anonymous reporting tools, emergency response training, and community partnerships. Leo Perez provided a brief overview of the Kelvin survey taken by students that assesses the overall wellbeing of students and campuses. Jason Rubin stated that Enterprise High School (EHS) discussed school safety in each individual class to provide students a better understanding of what to do when an emergency arises since every classroom is different.

Trustee Zufall encouraged the District to maintain a good partnership with the Redding Police Department and Sherriff. He noted that they have done swat trainings on our campuses in the past and emphasized the importance of them being familiar with our campuses.

Mr. Cloney stated that the best safety plan is a relationship with the students. Positive interventions and anonymous tip lines have proven successful allowing to the District to intervene early when issues arise.

Trustee Richards provided a brief overview of his proposal on safety he and his peers drafted at a California Association of Student Councils meeting. He stated that the main problem students identified with school safety is that they are not informed what plans schools have and how they are implemented. Trustee Richards stated that all schools should replicate what EHS did by discussing safety in each classroom. He emphasized the importance of evacuation routes.

Mr. Cloney stated that this was good feedback and that the District will follow up with Administration and the site safety teams on how they can better disseminate information to students on school safety.

Trustee Hartt inquired if there was any scenario where a school District could have properly trained faculty carry a firearm on campus. Jim Cloney stated that current education code does not allow it. Trustee Hartt inquired if faculty could carry less lethal weapons. Mr. Cloney stated that he would email the current education code regarding weapons on campus with the Board.

**RECESS:** 7:17 p.m. - 7:51 p.m.

Student Cell Phones: Jim Cloney stated that board policy and references from the student parent handbook were included in the packet regarding the District's current cell phone policy. Trustee Pepple requested this item be on the agenda and inquired if the policy of no cell phones during instruction time is being enforced in the classroom. Trustee Zufall asked David Flores to follow up regarding Wi-Fi on Redding School District busses per an email he received. Mr. Flores stated that he will follow up.

Trustee Richards stated that from his experience, the use of a cell phone is a social contract between the teacher and students. Students typically use their phones responsibly when teachers allow them to use them so as long as it is not a disruption. He stated that when teachers ban cell phones, it typically creates more problems. Jim Cloney stated that if cell phones are being used excessively in a class then it is a classroom management issue. He noted that when students are behaving, it creates a better learning environment.

Board Bylaw 9250: Remuneration, Reimbursement and Other Benefits: Jim Cloney stated that the current monthly stipend for the Board is \$75.00. Education code caps this at \$240.00 based on enrollment and allows a 5% annual increase. Trustee Hartt requested the policy be brought back for a first reading to reflect a \$225.00 monthly stipend and ongoing 5% annual increase. The Board requested this information be shared with Trustees Vericker and Ayer for feedback.

**DISCUSSION (continued):**

CSBA Policies: Leo Perez recommended the Board approve the proposed changes to BP 6146.1: High School Graduation Requirements. The Board agreed to approve the policy as presented. He inquired if the Board would be interested in adjusting the District's math requirements to allow a student to take financial literacy instead of Math III effective for the 2023-2024 graduation class. Mr. Perez noted that financial literacy qualifies as A-G. Trustee Jackson inquired if this would impact CAASPP scores. Mr. Perez stated that it would not because most of the CAASPP test is covered in Math 2. Mr. Perez reported that he will continue conversations with the Math Department and Counseling Department regarding the implementation of financial literacy. Discussion continued on the popularity of American Sign Language and Spanish.

Since Administrative Regulation 6144: Controversial Issues will be removed from board policy because it has been incorporated to Administrative Regulation 6144: Controversial Issues, Trustee Pepple requested the following from Administrative Regulation 6144: Controversial Issues be added to the end of BP 6144: Controversial Issues: "The Superintendent or designee shall have the authority to judge whether the above conditions are being met." The Board was in favor of the amendment to BP 6144. The Board waived the second reading and approved the policy as amended.

Discretionary Funds: David Flores presented the Board with a list of current capital facilities projects. The list was broken down by description, amount, and status. Mr. Flores stated that once all bond funds have been expensed on current projects, the District would have approximately \$900,000 remaining. The District hopes to replace the Shasta Learning Center track and field with the remaining bond funds and potential modernization funds from the state. The District has signed a contract to fix the roof of the Information Technology building with bond funds. The District is using ESSER funding for district wide HVC upgrades and shade structures. Mr. Flores stated that he is looking at finance options to replace five diesel busses and four passenger vans using general funds, which will hold off any additional transportation needs for approximately twelve years.

Jim Cloney stated that he met with Foothill High School (FHS) Administration and parent Shaun Vega Sanchez to discuss the repurposing of the maintenance shop to a wrestling area. The District would build a new maintenance shop. Mr. Cloney stated that through local relationships, Foothill High School may contract with a local company to do some additional paving by the baseball fields and football field at a reduced cost. Trustee Hartt inquired if the District has heard from staff regarding Trustee Zufall's request on how they would like discretionary funds used in programs. Mr. Cloney stated that the District plans to ask Administration to address the allocation of funds at their site. Mr. Flores will integrate costs from the report in the First Interim Budget report to determine available dollar amounts. Mr. Cloney will have the Principals provide a written report of the funds they have expensed from the last time the District and Board allocated them money.

Jim Cloney stated that the ROP Superintendent is retiring, and he will be meeting with him on Wednesday to discuss a possible collaboration with our Career Technical Education program.

PUBLIC HEARING - Proposed Negotiations and Compensation between the District and SSEA: At 8:40p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the proposed negotiations and compensation between the District and SSEA, which includes unrepresented staff. There were no comments, and the public hearing was declared closed.

PUBLIC HEARING - Proposed Negotiations and Compensation between the District and ESP: At 8:42p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the proposed negotiations and compensation between the District and CSEA, which includes unrepresented staff. There were no comments, and the public hearing was declared closed.

PUBLIC HEARING - Proposed Negotiations and Compensation between the District and Management/Confidential/Supervisory: At 8:43p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the proposed negotiations and compensation between the District and CSEA. There were no comments, and the public hearing was declared closed.

**DISCUSSION (continued):**

PUBLIC HEARING - Proposed Negotiations and Compensation between the District and Contracted Employees: At 8:43p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the proposed negotiations and compensation between the District and contracted employees. There were no comments, and the public hearing was declared closed.

PUBLIC HEARING - Proposed Negotiations and Compensation between the District and CSEA: At 8:44p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the proposed negotiations and compensation between the District and CSEA, which includes unrepresented staff. There were no comments, and the public hearing was declared closed.

CSEA Salary Schedule: Jim Cloney stated that the salary schedules are reflective of the recent salary increases.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney stated that he does not have a report and would like to briefly update the Board in closed session.

Trustee Richards left the meeting at 8:45p.m.

**CLOSED SESSION:**

The Board adjourned to closed session at 8:45 p.m. to discuss the following: 1) Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957); 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; and 3) Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) One Case.

**ADJOURNMENT:**

The Board reconvened into open session at 8:48p.m. Trustee Zufall reported that the Board voted unanimously in closed session to approve a governance claim. The meeting adjourned at 8:49p.m.

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Jamie Vericker, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

Bd. Min. 11-14-22 //l

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Trustee Absences at the November 14, 2022 special Board meeting

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

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

**REFERENCES:**  
Board Bylaw 9250/Ed. Code 35120c

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** 2022-23 First Interim

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

The Education Code requires the Board to certify whether or not the district will be able to meet its financial obligations twice each year. The purpose of these reports is to ensure the Board is informed of budget conditions and alerted to potential financial problems. This interim report consists of:

- Narrative description of all funds
- General Fund Cash Flow Forecast
- Multi-Year Projection
- Certification of Interim Report

This interim report is developed in the Business Office by analyzing actual financial activity and making revenue and expenditure projections based on the most current information available.

The District adopted budget is typically prepared prior to the state legislature approving an operating budget for the coming year, 2022/23 was no different. The district adopted our current operating budget on June 14<sup>th</sup>, the state legislature and Governor Newsom completed the state budget on June 30<sup>th</sup>.

The highlight of the budget agreement was an augmentation to the base grant of 6.28%, which was in addition to the COLA of 6.56%. There were many new categorical programs funded, such as the Learning Recovery Emergency Block Grant, Arts, Music, and Instructional Materials Discretionary Block Grant, Covid-19 Attendance Relief and Three-Year Average, and a potential increase for Transportation, Home to School Funding. Prior to the 2012/13 fiscal crisis, the state had many categorical programs that could only be used for specific expenditures depending on the program. In an effort to alleviate fiscal pressures on school districts as a result of the 2012/13 fiscal crisis, the categorical programs were rolled into the unrestricted category, allowing districts to spend the previously restricted dollars as unrestricted. This allowed for more local control of the dollars as each district has unique needs. The 2022/23 budget marks a return to categorical programs as much of the newly awarded funding is meant to target specific needs. While there is flexibility allowed with the newly funded programs, many of them require expenditure plans and expenditure reporting which is not normal of truly unrestricted dollars. Districts began to see the expenditure plan and reporting with the Federal Covid funding we received over the last 2 years, the state has continued that trend with their own funding.

As a result of the increased funding from the adopted budget, our revenue has increased by \$7.4m, and our expenditures increased by \$8.3m. The district agreed to a new round of ongoing salary increases, increases to the health and welfare cap, as well as the reclassification of many classified positions. The district has been challenged with finding qualified staff members when recruiting for positions which was the impetus for the reclassified positions, high salary ranges, and increased benefits. The labor market has been challenging for the district post Covid, and we used the increased funding to make us more competitive in the labor market to help fill vacant positions.

District staff continue to apply for grant funding such as Career Technical Instruction grants and they continue to be successful in winning grant awards. This has also added to our revenue and expenses in the supplies, services, and capital expenditure categories. Many of the grants have end dates and must be spent within a certain time frame. We have increased the expenditure budgets for these categories to reflect the increased grant revenue. We have tried to use our most restrictive dollars first before using our unrestricted dollars, this budget reflects that. The restricted expenditure budget increased by \$5.7M, the unrestricted budget only increased by \$2.5m. The ending balance for unrestricted decreased by \$469k, the ending balance for restricted increased by \$2.6m when compared to the adopted budget. The increase to the ending balance in restricted is due to the increase in the beginning balance of \$2.6m.

The following tables reflect the changes between the First Interim Budget and the June Adopted Budget.

<b>Multi Year Projection Unrestricted</b>			
<b>Description</b>	<b>2022-23 Projected Budget</b>	<b>2023-24 Projected Budget</b>	<b>2024-25 Projected Budget</b>
Revenue	53,618,596	55,763,556	56,623,227
Expense	46,619,933	48,399,712	50,401,000
Transfers In	657,208	657,208	630,000
Transfers Out	(7,380,490)	(8,496,079)	(8,905,252)
Fund Change	275,381	(475,027)	(2,053,025)
Beginning Balance	9,890,534	10,165,915	9,690,888
Ending Balance	10,165,915	9,690,888	7,637,863
3.5% REU	2,588,464	2,475,683	2,541,022
Farm & Foundation	666,991	666,991	666,991
Total	3,255,455	3,142,674	3,208,013
<b>Over/(Short)</b>	<b>6,910,460</b>	<b>6,548,214</b>	<b>4,429,850</b>

<b>Multi Year Projection Restricted</b>			
<b>Description</b>	<b>2022-23 Projected Budget</b>	<b>2023-24 Projected Budget</b>	<b>2024-25 Projected Budget</b>
Revenue	19,801,296	13,240,605	13,240,605
Expense	26,512,388	21,703,586	21,569,134
Transfers In	6,556,695	7,865,579	8,274,752
Transfers Out	0	0	0
Fund Change	(154,397)	(597,402)	(53,777)
Beginning Balance	7,819,008	7,664,611	7,067,209
Ending Balance	7,664,611	7,067,209	7,013,432

<b>Multi Year Projection Unrestricted &amp; Restricted</b>			
<b>Description</b>	<b>2022-23 Projected Budget</b>	<b>2023-24 Projected Budget</b>	<b>2024-25 Projected Budget</b>
Revenue	73,419,892	69,004,161	69,863,832
Expense	73,132,321	70,103,298	71,970,134
Transfers In	7,213,903	8,522,787	8,904,752
Transfers Out	(7,380,490)	(8,496,079)	(8,905,252)
Fund Change	120,984	(1,072,429)	(2,106,802)
Beginning Balance	17,709,542	17,830,526	16,758,097
Ending Balance	17,830,526	16,758,097	14,651,295

### **Standards and Criteria**

School districts are required to conduct an interim review of their financial operations in accordance with State-adopted standards and criteria. This process has been in effect for several years. In addition, AB-1200 requires each district to determine whether it can meet its multi-year financial commitments.

Two of the primary criteria for making a determination of ability to meet financial obligations are cash balance and fund balance. The cash balance is monitored on a monthly basis and projected forward to determine any future shortfalls. Combined between Unrestricted and Restricted, we project to break even in 2023, deficit spend in both the 2024, and 2025 fiscal years. Based on the Multi-Year projection and cash flow analysis, I am recommending a positive certification.

## **NARRATIVE DESCRIPTION OF ALL FUNDS**

District financial operations are carried out through fourteen separate funds. Each fund is a distinct accounting entity established for a specific purpose. Budget reports are included for each fund. All funds are included in the state SACS report provided under separate cover. The current year outlook for each fund is described below:

### **General Fund**

The General Fund is the district's primary operating fund.

The components of the 2022-23 ending balance are as follows:

Revolving Cash	\$ 17,400
Restricted Ending Balance	7,664,611
Unrestricted Lottery	3,466,066
Farm & Foundation Funds	666,991
Unrestricted Categorical Programs	3,426,994
Economic Uncertainties – 3.5%	2,588,464
<b>Total Projected Ending Balance</b>	<b>\$17,830,526</b>

### **Charter Schools (2)**

The charter schools are projected to have positive cash and fund balances for the current and subsequent two years.

Shasta Charter Academy – The charter continues to manage its program and finances. SCA maintains a 25% reserve for economic uncertainties, which totals \$851k. The projected ADA for First Interim, and each of the next two years is 270. SCA is projecting to deficit spend in the current year by \$17k, but show fund balance increases over the next two.

University Preparatory School – The U Prep charter enrollment is projected to be 980. The reserve levels are projected to be 8% for Economic Uncertainty. U Prep is budgeted to have \$2.8m designated for Charter Priorities. The total ending balance is \$6.2m, they are not projected to deficit spend in the current or next two years.

### **Farm Fund**

This fund is used to account for the activities at the district farm. The projected ending balance is \$55k. For state reporting purposes, this fund and the Foundation Trust Fund are combined with the General Fund.

### **Adult Education Fund**

This fund accounts for the Adult Ed program operated by the District. Funds in this account are restricted in their use. The projected ending balance is \$0.

### **Cafeteria Fund**

State wide all meals served by Food Service are free. The reimbursement rate is helping our Food Service program with its deficit spending issue. There is currently no contribution budgeted from the General Fund to the Cafeteria Fund for First Interim. Projected revenues are \$2.9m, expenditures are budgeted to be \$2.1m. The Food Service Department should have a positive net fund balance increase of \$785k.

### **Deferred Maintenance Fund**

This money is used for major maintenance projects (painting, roofing, electrical, etc.). Projected expenditures are \$143k, the projected ending balance is \$359k.

### **Pupil Transportation Equipment Fund**

This fund is used to account for transportation equipment replacement. At this time there are no projected equipment purchases, the ending balance is \$138k.

### **Foundation Trust Fund**

This fund accounts for the scholarship funds within the District. The ending balance is projected at \$611k. For state reporting purposes, this fund and the Farm Fund are combined with the General Fund.

### **Special Reserve Fund**

This fund is used for non-capital purposes. The 2022-23 estimated ending balance is \$1.5m. We are not budgeting any transfers to the general fund for the current or next two years.

### **Retiree Benefit Fund**

This fund accounts for the District's annual contributions to retiree health benefits and the related purchase of such benefits for retirees. Each employee group shares in the District's contribution. The projected ending balance is \$874k.

### **Building Fund (Bond Projects)**

This fund is used for the recording of Measure I (bond) expenditures. We're projecting to spend \$3.1m by the end of the 2022-23 fiscal year. The beginning balance is \$2m. The revenue, less expenditures plus the beginning balance will bring the ending balance to \$295k in fund 21. We are projecting to transfer \$1.2m from fund 40.

### **Capital Facilities Fund (Developer Fees)**

This fund is the accounting entity for school impact fees on new development. This money is not available for the general operating expenses of the district. These funds are used to furnish classrooms and provide growth-driven facilities and equipment. The projected ending balance for this fiscal year is \$1m. We are utilizing some of these funds for capital projects. This fund is also used to pay the debt service on the Certificates of Participation, the estimated annual payment for this year is \$300k.

### **Special Reserve Fund for Capital Projects**

This fund was used to deposit the funds from the Bond Anticipation Note (BAN) we did in 2019. We project to transfer \$4.7m to fund 21 to cover bond project expenditures, leaving an ending balance of \$1.2m.

### **Bond Interest and Redemption Fund**

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

## **Debt Service Fund**

This fund is used to repay the COPs (Series N) issued in February of 2010. Series N combined the FHS (Series B) and SHS (Series M) COPs issues to take advantage of reduced interest rates. The estimated ending balance for this fund is \$293k.

## **REFERENCES:**

The SACS report has been provided to the Board under separate cover. Copies may be obtained by contacting the District Office at (530) 241-3261.

AB1200

Shasta Union High School District  
2022/23 First Interim  
General Fund  
December 13, 2023

Item	General Fund 2022/23 First Interim Projection			General Fund 2023/24 Projected Budget			General Fund 2024/25 Projected Budget		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
COLA %	6.56%			5.38%			4.02%		
Projected Enrollment	4,120			4,053			3,941		
District ADA	3,800			3,750			3,650		
County ADA	50			50			50		
District + County ADA	3,850			3,800			3,700		
<b>REVENUE</b>									
LCHF	\$ 50,391,024		50,391,024	52,535,984		52,535,984	53,395,655	0	53,395,655
Federal	0	7,617,812	7,617,812	0	2,564,114	2,564,114	0	2,564,114	2,564,114
State	941,855	6,809,280	7,751,135	941,855	5,302,287	6,244,142	941,855	5,302,287	6,244,142
Other Local	2,285,717	5,374,204	7,659,921	2,285,717	5,374,204	7,659,921	2,285,717	5,374,204	7,659,921
<b>Total Revenue</b>	<b>\$ 53,618,596</b>	<b>19,801,296</b>	<b>73,419,892</b>	<b>55,763,556</b>	<b>13,240,605</b>	<b>69,004,161</b>	<b>56,623,227</b>	<b>13,240,605</b>	<b>69,863,832</b>
<b>EXPENDITURES</b>									
Certificated Salaries	\$ 19,614,194	4,644,508	24,258,702	20,309,810	5,088,571	25,398,381	21,428,347	4,923,067	26,351,414
Classified Salaries	6,934,903	3,063,150	9,998,053	7,282,805	3,284,571	10,567,376	7,564,789	3,315,902	10,880,691
Employee Benefits	11,817,483	6,842,423	18,659,906	12,427,143	7,093,649	19,520,792	13,027,910	7,093,370	20,121,280
<b>Total Salary &amp; Benefits</b>	<b>38,366,580</b>	<b>14,550,081</b>	<b>52,916,661</b>	<b>40,019,758</b>	<b>15,466,791</b>	<b>55,486,549</b>	<b>42,021,046</b>	<b>15,332,339</b>	<b>57,353,385</b>
Books & Supplies	2,944,274	4,725,064	7,669,338	2,944,274	3,203,782	6,148,056	2,944,274	3,203,782	6,148,056
Services & Other Expenses	4,503,747	2,499,828	7,003,575	4,503,747	1,665,827	6,169,574	4,503,747	1,665,827	6,169,574
Capital Outlay	530,588	4,011,267	4,541,855	530,588	767,639	1,298,227	530,588	767,639	1,298,227
*Other Outgo (excluding Transfers of Indirect Costs)	826,800	252,970	1,079,770	826,800	252,970	1,079,770	826,800	252,970	1,079,770
**Other Outgo - Transfers of Indirect Costs	(552,056)	473,178	(78,878)	(425,455)	346,577	(78,878)	(425,455)	346,577	(78,878)
<b>Total Expenditures</b>	<b>46,619,933</b>	<b>26,512,388</b>	<b>73,132,321</b>	<b>48,399,712</b>	<b>21,703,586</b>	<b>70,103,298</b>	<b>50,401,000</b>	<b>21,569,134</b>	<b>71,970,134</b>
<b>DIFFERENCE:</b>	<b>\$ 6,998,663</b>	<b>(6,711,092)</b>	<b>287,571</b>	<b>7,363,844</b>	<b>(8,462,981)</b>	<b>(1,099,137)</b>	<b>6,222,227</b>	<b>(8,328,529)</b>	<b>(2,106,302)</b>
OTHER USES - Transfer to Cafeteria	0	0	0	0	0	0	0	0	0
OTHER USES - Transfer to Retiree Benefits	(812,795)	0	(812,795)	(620,000)	0	(620,000)	(620,000)	0	(620,000)
OTHER USES - Transfer to Transportation Equipment	(11,000)	0	(11,000)	(10,500)	0	(10,500)	(10,500)	0	(10,500)
OTHER USES - Transfer to Uprep for Medical Funds									
OTHER SOURCES - Transfers from Retiree Fund	657,208	0	657,208	657,208	0	657,208	630,000	0	630,000
OTHER SOURCES - Transfers from Fund 17	0	0	0	0	0	0	0	0	0
OTHER SOURCES - Transfers from Fund 11									
Contributions	(6,556,695)	6,556,695	0	(7,865,579)	7,865,579	0	(8,274,752)	8,274,752	0
Total, Other Financing Sources/Uses	(6,723,282)	6,556,695	(166,587)	(7,838,871)	7,865,579	26,708	(8,275,252)	8,274,752	(500)
<b>CHANGE TO FUND BALANCE</b>	<b>\$ 275,381</b>	<b>(154,397)</b>	<b>120,984</b>	<b>(475,027)</b>	<b>(597,402)</b>	<b>(1,072,429)</b>	<b>(2,053,025)</b>	<b>(53,777)</b>	<b>(2,106,802)</b>
AUDIT ADJUSTMENT	0	0	0	0	0	0	0	0	0
BEGINNING BALANCE	9,890,534	7,819,008	17,709,542	10,165,915	7,664,611	17,830,526	9,690,888	7,067,209	16,758,097
<b>ENDING BALANCE</b>	<b>\$ 10,165,915</b>	<b>7,664,611</b>	<b>17,830,526</b>	<b>9,690,888</b>	<b>7,067,209</b>	<b>16,758,097</b>	<b>7,637,864</b>	<b>7,013,432</b>	<b>14,651,295</b>

**Shasta Charter Academy**  
**2022-23 1st Interim Budget - Multi-Year Projection**  
**December 6, 2022**

	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>ENROLLMENT</b>	274	274	274
<b>ADA</b>	270	270	270
<b>REVENUES</b>			
State Aid Undistributed	1,176,883	1,295,967	1,389,762
State Aid Supp/ Conc Grant	241,002	299,580	342,017
EPA Funds	857,925	904,081	940,426
State Aid Prior Year	-	-	-
In Lieu Property Taxes	1,040,762	1,040,762	1,040,762
Federal Special Education	29,125	29,125	29,125
Other Federal Income	614	-	-
Mandated Costs	13,765	13,765	13,765
State Lottery	45,900	45,900	45,900
State Lottery Restricted	18,090	18,090	18,090
STRS On Behalf	116,216	116,216	116,216
Other State Income	354,884	-	-
Interest	11,500	11,500	11,500
FMV	-	-	-
Local Income	10,500	10,500	10,500
State Special Education	221,400	221,400	221,400
<b>TOTAL REVENUES</b>	<b>4,138,566</b>	<b>4,006,886</b>	<b>4,179,463</b>
<b>EXPENDITURES</b>			
Certificated Salaries	1,726,909	1,795,986	1,867,825
Classified Salaries	365,902	380,538	395,760
Employee Benefits	538,410	559,946	579,545
Books and Supplies	115,282	115,282	115,282
Services & Other Exp	526,734	526,734	526,734
Capital Outlay	11,000	-	-
Other Outgo / Financing Uses	120,035	120,035	120,035
<b>TOTAL EXPENDITURES</b>	<b>3,404,273</b>	<b>3,498,522</b>	<b>3,605,181</b>
<b>DIFFERENCE</b>	<b>734,293</b>	<b>508,364</b>	<b>574,282</b>
<b>BEGINNING BALANCE</b>	<b>1,216,432</b>	<b>1,932,941</b>	<b>2,441,305</b>
<b>Restatement/Adjustment</b>	<b>(17,784)</b>	<b>-</b>	<b>-</b>
<b>ENDING BALANCE</b>	<b>1,932,941</b>	<b>2,441,305</b>	<b>3,015,587</b>
<b>COMPONENTS OF THE ENDING BALANCE</b>			
Reserve: Revolving Cash	25,000	25,000	25,000
Reserve: Prepaid Expenditures	-	-	-
Reserve: Educator Effectiveness	34,462	34,462	34,462
Reserve: Restricted Lottery	19,710	19,710	19,710
Reserve: State Special Ed	15,051	15,051	15,051
Reserve: Sp Ed Dispute Prevention	(0)	(0)	(0)
Reserve: Mental Health-RLtd Srvc	11,988	11,988	11,988
Reserve: Arts Music & IM Disc BG	61,988	61,988	61,988
Reserve: Class Emp Prof Dev BG	-	-	-
Reserve: A-G Access Grant	11,837	11,837	11,837
Reserve: A-G Learning Loss Mit G	1,464	1,464	1,464
Reserve: Exp Lrng Opportunities	(0)	(0)	(0)
Reserve: ELO Para	-	-	-
Reserve: Learning Recovery EBG	182,981	182,981	182,981
Reserve: Low Perf Stu BG	-	-	-
Board Des: Charter Goals	599,185	1,083,987	1,631,604
Board Des: MAA	3,044	3,044	3,044
Board Des: Testing	(0)	(0)	(0)
Board Des: Clubs	5,360	5,360	5,360
Board Des: Lottery	109,803	109,803	109,803
Reserve for Economic Uncertainty	851,068	874,630	901,295
<b>Total</b>	<b>1,932,941</b>	<b>2,441,305</b>	<b>3,015,587</b>

**University Preparatory Charter School  
2022-2023 1st Interim Budget  
Multi-Year Projection  
December 7, 2022**

Item	2022-2023 Proposed Budget	2023-2024 Projected Budget	2024-2025 Projected Budget	Comments
<b>ENROLLMENT</b>	999	999	999	
<b>ADA</b>	969	969	969	Based on 97% ADA
<b>REVENUES</b>				
State Aid	\$ 3,715,904	\$ 3,939,708	\$ 4,159,178	
Property Taxes	4,258,702	4,258,702	4,258,702	
EPA	2,602,244	2,971,366	3,167,076	
STRS on Behalf	1,141,252	1,141,252	1,141,252	Off-set expenditure
Lottery - Unrestricted	164,730	164,730	164,730	
Lottery - Restricted	64,923	64,923	64,923	
Mandated Block Grant	34,255	34,222	34,222	
Confucius Classroom	10,000	0	0	Budgeted as received
Title II	35,750	17,467	17,467	
A-G Success Grant (7412)	15,175	0	0	
A-G Learning Loss Mitigation	2,255	0	0	
Educator Effectiveness Block Grant	28,919	0	0	
Ethnic Studies	13,116	0	0	
Arts, Music, and Instr'l Discretionary BG	629,535	0	0	
Learning Recovery Emergency Block Grant	480,319	0	0	
Interest Income	20,000	20,000	20,000	
Other Local	9,679	0	0	Budgeted as received (Interest, Donations)
<b>TOTAL REVENUES</b>	<b>\$ 13,226,758</b>	<b>\$ 12,612,370</b>	<b>\$ 13,027,550</b>	
<b>EXPENDITURES</b>				
Certificated Salaries	\$ 5,371,000	\$ 5,521,638	\$ 5,676,343	Max Step and Column Movement 2.7%
Classified Salaries	563,130	578,335	593,950	STRS 22-23 19.10%, 23-24 19.10%, 24-25 19.10% PERS 22-23 25.37%, 23-24 25.20%, 24-25 24.60%
Salary Driven Benefits	2,278,448	2,317,843	2,358,300	Revenue off-set
STRS on Behalf	1,141,252	1,141,252	1,141,252	
Books and Supplies	819,417	615,405	615,405	Adjust Expenses for One-Time Dollars
Services & Other Exp	582,572	626,711	626,711	
SUHSD Oversight and Services	1,638,644	1,583,866	1,646,143	Based on Actual Revenues (22-23 One-Time Dollars)
Capital Outlay	30,694	0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,425,157</b>	<b>\$ 12,385,050</b>	<b>\$ 12,658,104</b>	
<b>DIFFERENCE</b>	801,601	227,320	369,446	
<b>OTHER USES</b>	0	0	0	
<b>CHANGE TO FUND BAL.</b>	<b>\$ 801,601</b>	<b>\$ 227,320</b>	<b>\$ 369,446</b>	
<b>BEGINNING BALANCE</b>	5,913,514	6,715,117	6,942,436	
<b>ENDING BALANCE</b>	<b>\$ 6,715,117</b>	<b>\$ 6,942,436</b>	<b>\$ 7,311,883</b>	
<b>COMPONENTS OF THE ENDING BALANCE</b>				
Revolving Cash	\$ 1,000	\$ 1,000	\$ 1,000	
Reserve for Economic Uncertainties	994,013	990,804	1,012,648	Maintain 8%
MAA	302,737	302,737	302,737	
Hourly Programs	65,359	65,359	65,359	
Unrestricted Lottery	904,280	904,280	904,280	
Restricted Lottery	387,346	387,346	387,346	
Title II	0	0	0	
Confucius Classroom	58,758	58,758	58,758	
Educator Effectiveness Block Grant	23,050	11,525	0	
A-G Success Grant	2,520	1,260	0	
A-G Learning Loss Mitigation	9,020	4,510	0	
Arts, Music, and Instr'l Discretionary BG	214,535	107,268	0	
Learning Recovery Emergency Block Grant	394,829	197,415	0	
Ethnic Studies	13,116	6,558	0	
Testing	2,993	1,497	0	
* <b>Reserve for Charter Goals</b>	<b>2,341,560</b>	<b>2,902,120</b>	<b>3,579,752</b>	
Unfunded Liability (401a)	1,000,000	1,000,000	1000000	

**Shasta Union High School District  
2022-23 First Interim  
Farm Fund  
December 13, 2022**

Item	2022-23 First Interim Budget
<b>REVENUES</b>	
Livestock Sales	\$ 4,000.00
Farmhouse Rent	2,000.00
Interest	200.00
Cont. To Program	0.00
<b>TOTAL REVENUES</b>	<b>\$ 6,200.00</b>
 <b>EXPENDITURES</b>	
Scholarships	\$ 1,000.00
Cattle Purchase	
Repairs	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,000.00</b>
 <b>DIFFERENCE</b>	 <b>\$ 5,200.00</b>
 <b>OTHER SOURCES</b>	
<b>OTHER USES - Trnsfr to Gen Fund</b>	<b>0.00</b>
 <b>CHANGE TO FUND BAL.</b>	 <b>\$ 5,200.00</b>
 <b>BEGINNING BALANCE</b>	 <b>50,289.00</b>
 <b>ENDING BALANCE</b>	 <b>\$ 55,489.00</b>

**SUHSD  
Adult Ed Fund  
2022-23 1st interim  
December 13, 2022**

Item	0000 Undist	6391 Adlt EdBlck	7690 STRS On-Behalf	Totals
<b>REVENUE</b>				
State Aid	0.00	217,467.00	20,458.00	237,925.00
Interest		0.00	0.00	0.00
Fair Market Value				
Adult Ed Fees	0.00	0.00	0.00	0.00
Local Income				
Contribution	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>0.00</b>	<b>217,467.00</b>	<b>20,458.00</b>	<b>237,925.00</b>
<b>EXPENDITURES</b>				
Certificated Salaries	0.00	106,028.00		106,028.00
Classified Salaries	0.00	22,531.00		22,531.00
Employee Benefits	0.00	44,197.00	20,458.00	64,655.00
Books & Supplies	0.00	27,359.00		27,359.00
Services & Other Operating Exp	0.00	7,000.00		7,000.00
Capital Outlay	0.00			0.00
Other Outgo (Ind Cost Rate 5.0%)	0.00	10,352.00		10,352.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>217,467.00</b>	<b>20,458.00</b>	<b>237,925.00</b>
<b>DIFFERENCE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER SOURCES -</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER USES</b>	<b>0.00</b>			<b>0.00</b>
<b>CHANGE TO FUND BALANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>BEGINNING BALANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>ENDING BALANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Shasta Union High School District  
2022-23 1st Interim Budget  
Cafeteria Fund  
December 13, 2022**

ITEM	<b>2022/23 1st Interim Budget</b>
<b>REVENUE</b>	
Federal Revenue	\$ 2,545,632
State Revenue	200,522
Local Revenue	217,476
Total Revenue	\$ 2,963,630
 <b>EXPENDITURES</b>	
Classified Salaries	\$ 831,490
Employee Benefits	398,112
Food & Supplies	790,555
Services & Operating Expense	83,035
Capital Outlay	6,736
Other Outgo	0
Transfers of Indirect/Direct Support Costs	68,526
Total Expenditure	\$ 2,178,454
 <b>DIFFERENCE</b>	 785,176
 <b>OTHER SOURCE - Contrib From Gen Fund</b>	 \$ 0
<b>OTHER USES - Debt Repayment</b>	0
 <b>CHANGE TO FUND BALANCE</b>	 \$ 785,176
 <b>BEGINNING BALANCE</b>	 \$ 535,601
 <b>ENDING BALANCE</b>	 \$ 1,320,778
 <b>COMPONENTS OF THE ENDING BALANCE</b>	
1. Stores	\$ 9,000
2. Revolving Cash	1,175
3. Reserve	1,310,603

**Shasta Union High School District  
2022-23 First Interim Budget  
Deferred Maintenance Fund  
December 13, 2022**

ITEM	2022-23 First Interim Budget
<b>REVENUE</b>	
FMV of Cash	\$ 0
Transfer from Gen Fnd (obj 8091)	100,000
Transfer from fund 40 (obj 8915)	
Interest	1,500
Total Revenue	\$ 101,500
<b>EXPENDITURES</b>	
Plumbing	30,000
Electrical	25,000
Heating and Cooling	25,000
Painting	25,000
Paving	32,797
Total Expenditures	\$ 142,797
<b>DIFFERENCE</b>	(41,297)
<b>CHANGE TO FUND BALANCE</b>	\$ (41,297)
<b>BEGINNING BALANCE</b>	400,055
<b>ENDING BALANCE</b>	358,758

**Shasta Union High School District  
2022-23 First Interim Budget  
Transportation Equipment Fund  
December 13, 2022**

Item	2022-23 First Interim Budget
<b>REVENUES</b>	
State Revenue	\$ 0
FMV	0
Interest	500
<b>TOTAL REVENUES</b>	<b>\$ 500</b>
 <b>EXPENDITURES</b>	
Maintenance & Repairs	\$ 0
Equipment Replacement	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 0</b>
 <b>DIFFERENCE</b>	 <b>\$ 500</b>
 <b>OTHER SOURCES - Trfr From Gen Fund</b>	 11,000
<b>OTHER USES - Trfr to Gen Fund</b>	<b>0</b>
 <b>CHANGE TO FUND BAL.</b>	 <b>\$ 11,500</b>
 <b>BEGINNING BALANCE</b>	 <b>126,337</b>
 <b>ENDING BALANCE</b>	 <b>\$ 137,837</b>

**Shasta Union High School District  
2022-23 First Interim  
Foundation Trust Fund  
12/13/2022**

ITEM	2022-23 First Interim Budget
<b>REVENUE</b>	
Contributions/Donations	\$ 150,000.00
Interest	200
Fair Market Value of Cash	(2,000)
Total Revenue	\$ 148,200
<b>EXPENDITURES</b>	
Supplies	0
Scholarships Awarded	\$
District Office	2,000
FHS	132,331
PHS	2,000
SHS	45,023
EHS	22,000
<b>Total Scholarships Awarded</b>	<b>203,354</b>
Total Expenditures	\$ 203,354
<b>OTHER SOURCES - Transfers In</b>	<b>0</b>
<b>CHANGE TO FUND BALANCE</b>	<b>\$ (55,154)</b>
<b>BEGINNING BALANCE</b>	<b>666,656</b>
<b>ENDING BALANCE</b>	<b>\$ 611,502</b>

**Shasta Union High School District  
2022-23 First Interim  
Special Reserve - Non Capital  
December 13, 2022**

<b>ITEM</b>	<b>2022-23 First Interim Budget</b>
<b>REVENUE</b>	
Interest	\$ 8,000.00
Adjust Market Value of Cash	(60,000.00)
Total Revenue	\$ (52,000.00)
 <b>EXPENDITURES</b>	
Total Expenditure	\$ 0.00
<b>DIFFERENCE</b>	\$ (52,000.00)
<b>OTHER SOURCES - Trfr from Gen. Fund</b>	0.00
<b>OTHER USES - Trfr to General Fund</b>	0.00
<b>CHANGE TO FUND BALANCE</b>	\$ (52,000.00)
<b>BEGINNING BALANCE</b>	1,512,059.00
<b>ENDING BALANCE</b>	\$ 1,460,059.00

**Shasta Union High School District  
2022-23 First Interim  
Retiree Benefits Fund  
December 13, 2022**

	<u>CTA</u>	<u>ESP</u>	<u>CSEA</u>	<u>Mgmt/ Conf/ Supv</u>	<u>Total</u>
Beginning Balance, July 1, 2022	\$ 786,439.05	\$ (125,422.80)	\$ 43,167.77	\$ 64,992.73	\$ 769,176.75
District Contribution	398,384.58	84,656.65	60,305.71	76,653.07	620,000.00
Interest Earnings	3,602.92	(123.97)	314.65	430.73	4,224.33
Premiums Paid*	(351,846.65)	(165,717.77)	(39,654.47)	(48,742.55)	(605,961.44)
Transferred from CalPers Trust	0.00	48,323.00	0.00	0.00	48,323.00
Ending Balance, June 30, 2021	\$ 836,579.89	\$ (158,284.88)	\$ 64,133.66	\$ 93,333.97	\$ 835,762.64
Fair Market Value of Cash					38,563.01
Adjusted Ending Balance					<u>\$ 874,325.65</u>

**Shasta Union High School District  
2022-23 First Interim  
Building Fund (21)  
December 13, 2022**

<u>ITEM</u>	<u>2022-23 First Interim Budget</u>
<b>REVENUE</b>	
Interest	\$ 130,000.00
Fair Market Value of Cash	0.00
Proceeds from Sale of Bonds	0.00
All Other Financing Sources	0.00
<b>Total Revenue</b>	<b>\$ 130,000.00</b>
 <b>Expenditures</b>	
Salaries & Benefits	17,744.00
Audit	7,000.00
EHS Buildings	340,401.00
EHS Painting	719,782.00
EHS Field & Track Project	924,000.00
FHS 2Story HVAC	27,925.00
SHS Buildings	302,432.00
SHS 400 Building	189,570.00
SHS Tennis Courts	87,226.00
SHS Painting	543,946.00
<b>Total Expense</b>	<b>3,160,026.00</b>
 <b>Other Uses</b>	
<b>Other Sources</b>	<b>1,213,134.00</b>
 <b>Interest and Expense Adjustment</b>	 <b>0.00</b>
<b>Beginning Balance</b>	<b>2,111,962.00</b>
<b>Ending Balance</b>	<b>295,070.00</b>

**Shasta Union High School District  
2022-23 First Interim  
Capital Facilities Fund  
December 13, 2022**

<b>ITEM</b>	<b>2022-23 First Interim Budget</b>
<b>REVENUE</b>	
Interest	\$ 20,000
Fair Market Value of Cash	5,000
School Impact Refund	(18,000)
Developer Fees	400,000
Total Revenue	\$ 407,000
<b>EXPENDITURES</b>	
General Supplies	\$ 10,650
Rentals	
Repairs/Upgrades	0
Collection Fees from SCOE	
Admin Charges From General Fund	0
Capital Equipment	200,000
Total Expenditures	\$ 210,650
<b>DIFFERENCE</b>	196,350
<b>OTHER USES - Trfr to Debt Fund</b>	(300,000)
<b>Net Total Transfers In and Out</b>	<b>(300,000)</b>
<b>CHANGE TO FUND BALANCE</b>	<b>\$ (103,650)</b>
<b>Audit Adjustment</b>	0
<b>BEGINNING BALANCE</b>	\$ 1,104,028
<b>ENDING BALANCE</b>	<b>\$ 1,000,378</b>

**Shasta Union High School District  
2022-23 First Interim  
Debt Service Fund Fund  
December 13, 2022**

ITEM	2022-23 First Interim Budget
<b>REVENUE</b>	
Interest	\$ (8,000)
Inc/(Dec) in FMV of Cash	0
Total Revenue	\$ (8,000)
<b>EXPENDITURES</b>	
Interest	\$ 45,000
Principal	280,000
Offset for Audit Adjustment	0
Total Expenditures	\$ 325,000
<b>INTERFUND TRANSFERS IN</b>	
From Fund 01, object 7619	\$ 0
From Fund 25, object 7619	\$ 300,000
Adjust for Audit Adjustment	0
<b>OTHER SOURCES - Proceeds from COPS</b>	0
Total Interfund Transfers and Other Sources	\$ 300,000
<b>CHANGE TO FUND BALANCE</b>	\$ (33,000)
<b>BEGINNING BALANCE</b>	325,798
Beginning Balance Audit Adjustment	0
<b>ENDING BALANCE</b>	\$ 292,798

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Certificated Shasta Secondary Education Association (SSEA), Classified Education Support Professionals (ESP), Supervisory, Management, and Confidential Salary Schedules

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

It is requested the Board approve the revisions to the SSEA, ESP, Supervisory, Management, and Confidential salary schedules. The schedules have been updated based on the negotiated salary agreements approved by the Board at the May 25, 2022 special board meeting. Based upon the agreed formula for calculating the percentage salary increase using the 2022-23 statutory cost-of-living adjustment (COLA) of 6.56%, the percentage increase to the salary schedules is 5.92%. All relevant salary schedules have been adjusted to reflect the 5.92% increase effective July 1, 2022.

Additionally, the choreographer/accompanist flat rate stipend was increased to \$3,000. A site testing coordinator stipend was added to the Other Assignments stipend schedule. Schedule D for psychologist was modified to reduce to one column, and reduce days to 199 day work year. A new salary schedule was created for nurses and speech pathologist to reflect a 194 day work year.

**SHASTA UNION HIGH SCHOOL DISTRICT**  
**CONFIDENTIAL EMPLOYEES SALARY SCHEDULE**  
**EFFECTIVE 7/1/22**

							LONGEVITY INCREASES				
							5.00%	5.00%	5.00%	5.00%	7.50%
							1.05	1.05	1.05	1.05	1.075
RANGE	POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	6YRS	10 YRS	15 YRS	20 YRS	25 YRS
1	ADM ASST (JS, HR, BS)	\$26.53	\$27.86	\$29.25	\$30.72	\$32.25	\$33.86	\$35.56	\$37.33	\$39.20	\$42.14
2	EXEC ASST - SUPT.	\$31.43	\$33.01	\$34.65	\$36.39	\$38.21	\$40.12	\$42.13	\$44.23	\$46.44	\$49.93
*POSITIONS CURRENTLY UNFILLED/INACTIVE											
3	*HR ANALYST*	\$21.06	\$22.12	\$23.23	\$24.38	\$25.60	\$26.88	\$28.23	\$29.64	\$31.12	\$33.45
4	*FACIL & OP ANALYST	\$26.53	\$27.86	\$29.25	\$30.72	\$32.25	\$33.86	\$35.56	\$37.33	\$39.20	\$42.14
5	*FINANCIAL ASST*	\$24.35	\$25.58	\$26.85	\$28.19	\$29.60	\$31.08	\$32.63	\$34.26	\$35.97	\$38.67
6	*BUDGET ANALYST*	\$33.06	\$34.71	\$36.44	\$38.26	\$40.19	\$42.20	\$44.31	\$46.52	\$48.85	\$52.51

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.

A.A. STIPEND                                 \$356  
 B.A./B.S. STIPEND :                         \$650

\*\*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.

~3.00% EFFECTIVE 7/1/20  
 ~5.92% EFFECTIVE 7/1/22  
 ~2.08% EFFECTIVE 7/1/22

**PENDING BOARD APPROVAL ON 12/13/22**

**SHASTA UNION HIGH SCHOOL DISTRICT  
ESP/SSEA SALARY CLASSIFICATIONS  
7/1/22**

**Appendix A**

<b>RANGE</b>	<b>CLASSIFICATION</b>	<b>STEP 1</b>	<b>STEP 5</b>
19	PROJECT SECRETARY	16.59	20.17
20	ACCOUNT CLERK I	17.01	20.68
22	INSTRUCTIONAL PARA SPECIAL ED (RSP/SDC) TITLE I INDIAN ED	17.89	21.74
23	DISTRICT RECEPTIONIST	18.33	22.28
24	AT RISK PARAPROFESSIONAL ATTENDANCE TECHNICIAN SDCI PARAPROFESSIONAL BILINGUAL INSTRUCTIONAL PARA INSTRUCTIONAL PARA - DIGITAL HS LIBRARY MEDIA TECHNICIAN SOA II - SCHOOL OFFICE ASST II TRANSPORTATION SECRETARY PROJECT ASSISTANT	18.79	22.84
25	ADULT ED SECRETARY CAL SAFE PROGRAM FACILITATOR HEALTH CLERK SCHOOL SUPPORT SECRETARY SEVERELY HANDICAP (SH/BEHAVIOR) PARAPROFESSIONALS ASB CLERK CAREER EDUCATION TECHNICIAN MAINT & OPERATIONS SECRETARY	19.25	23.40
26	SPECIAL EDUCATION DATA ASST ACCOUNT CLERK II	19.73	23.99
28	REGISTRAR	20.74	25.21
29	ALTERNATIVE ED SECRETARY I ACCOUNT CLERK III SCHOOL SECRETARY CONTINUATION SPECIAL EDUCATION SECRETARY	21.26	25.84
30	ALTERNATIVE ED SECRETARY II EDUCATIONAL SIGN LANG INTERPRETER PROGRAM ASSISTANT SPECIALIZED HEALTH CARE ASST TECHNOLOGY SUPPORT ASST I	21.79	26.48
31	PAYROLL TECHNICIAN	22.34	27.16
33	ACCOUNTING TECHNICIAN TECHNOLOGY SUPPORT ASSISTANT II	23.46	28.52
35	COMPUTER SUPPORT TECHNICIAN	24.66	29.97
38	ACCOUNTANT INDIAN ED. PROGRAM SPECIALIST WORKABILITY PROGRAM ASSISTANT	26.55	32.27

**AA Stipend**      \$356      **BA Stipend**                      \$650

~5.92% EFFECTIVE 7/1/22

~2.08% EFFECTIVE 7/1/22

**ESP HOURLY SALARY SCHEDULE  
7/1/22**

Appendix A

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	LGV 6	LGV 10	LGV 15	LGV 20	LGV 25	LGV 30
						5.00%	5.00%	5.00%	5.00%	7.50%	7.50%
19	16.59	17.42	18.30	19.21	20.17	21.18	22.24	23.35	24.52	26.36	28.33
20	17.01	17.87	18.76	19.70	20.68	21.72	22.80	23.94	25.14	27.02	29.05
21	17.43	18.30	19.22	20.18	21.19	22.25	23.36	24.53	25.76	27.69	29.76
22	17.89	18.78	19.72	20.71	21.74	22.83	23.97	25.17	26.43	28.41	30.54
23	18.33	19.25	20.21	21.22	22.28	23.40	24.57	25.79	27.08	29.11	31.30
24	18.79	19.73	20.72	21.75	22.84	23.98	25.18	26.44	27.77	29.85	32.09
25	19.25	20.22	21.23	22.29	23.40	24.57	25.80	27.09	28.45	30.58	32.87
26	19.73	20.72	21.76	22.84	23.99	25.19	26.44	27.77	29.16	31.34	33.69
27	20.23	21.24	22.30	23.42	24.59	25.82	27.11	28.46	29.89	32.13	34.54
28	20.74	21.78	22.87	24.01	25.21	26.47	27.80	29.19	30.65	32.94	35.41
29	21.26	22.32	23.43	24.61	25.84	27.13	28.48	29.91	31.40	33.76	36.29
30	21.79	22.87	24.02	25.22	26.48	27.80	29.19	30.65	32.19	34.60	37.20
31	22.34	23.46	24.63	25.86	27.16	28.51	29.94	31.44	33.01	35.48	38.14
32	22.90	24.04	25.24	26.51	27.83	29.22	30.68	32.22	33.83	36.37	39.09
33	23.46	24.63	25.87	27.16	28.52	29.94	31.44	33.01	34.66	37.26	40.06
34	24.04	25.24	26.51	27.83	29.22	30.68	32.22	33.83	35.52	38.19	41.05
35	24.66	25.89	27.19	28.54	29.97	31.47	33.04	34.70	36.43	39.16	42.10
36	25.27	26.54	27.86	29.26	30.72	32.26	33.87	35.56	37.34	40.14	43.15
37	25.91	27.20	28.56	29.99	31.49	33.06	34.72	36.45	38.28	41.15	44.23
38	26.55	27.87	29.27	30.73	32.27	33.88	35.57	37.35	39.22	42.16	45.32

AA Stipend \$356  
 BA Stipend \$650  
 Retirement Stipend- 10% per contract

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%), 25 YEARS (7.50%) AND 30 YEARS (7.50%) OF SERVICE WITH THE DISTRICT.

~FOR APPENDIX B PLEASE SEE SSEA/CTA COACHING/ATHLETIC COMPENSATED EXTRA DUTY SALARY SCHEDULE

~5.92% EFFECTIVE 7/1/22  
 ~2.08% EFFECTIVE 7/1/22

**Pending Board Approval on 12/13/22**

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
9	BUSINESS SERVICES MGR	\$46.77	\$48.45	\$50.33	\$52.23	\$54.26	\$56.99	\$59.83	\$62.81	\$65.95	\$70.89
*POSITIONS CURRENTLY UNFILLED/INACTIVE											
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 \$6 \$ 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 12/13/2022**

**SHASTA UNION HIGH SCHOOL DISTRICT**  
**CERTIFICATED MANAGEMENT SALARY SCHEDULE**  
**EFFECTIVE 7/1/22**

Certificated Mgmt based on 210, 219 or 229 days

RANGE	POSITION	Days	Pay	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1	ASST. PRINCIPAL	210		104,479	107,556	110,729	113,998	117,361
	ASST. PRINCIPAL-SPECIAL PROJECTS	210	With Masters	105,761	108,838	112,011	115,280	118,643
2	ASST. PRINCIPAL-ALT ED	210		95,355	98,164	101,059	104,043	107,112
			With Masters	96,637	99,446	102,341	105,325	108,394
3	DIR OF CATEGORICAL PROGRAMS	219		108,957	112,166	115,475	118,884	122,391
			With Masters	110,239	113,448	116,757	120,166	123,673
4	ALT ED PRINCIPAL	219		113,475	116,825	120,275	123,829	127,487
			With Masters	114,757	118,107	121,557	125,111	128,769
5	PRINCIPAL	219		124,333	128,004	131,791	135,686	139,699
	PRINCIPAL/EDUCATION SERVICES		With Masters	125,615	129,286	133,073	136,968	140,981
6	(1) DIR OF SPEC ED	229		118,699	121,692	125,393	129,098	132,910
			With Masters	119,981	122,974	126,675	130,380	134,192
	SUPERINTENDENT	NOTE #1,2,3	CONTRACT					
	ASSOC SUPT OF HUMAN RESOURCES	NOTE #1,2,3	CONTRACT					
	ASSOC SUPT OF INST SVCS	NOTE #1,2,3	CONTRACT					

(1) Position not occupied at this time

**NOTE# 1**

Superintendent and Associate Superintendent salaries are negotiated with the Board of Trustees.

**NOTE# 2**

\$7,500 Retirement Stipend

**NOTE# 3**

Master Degree compensation added to the salary schedule on 1/1/2023, not subject to negotiated increases, retroactive to 7/1/2022

**~5.92% EFFECTIVE 7/1/22**

**~2.08% EFFECTIVE 7/1/22**

\*\*\* Effective July 1, 1983, during each two-year period, employees who obtain six units of course credit and/or the equivalent of 6 units that have been pre-approved by the Superintendent shall be eligible for a salary increase of five percent (5%). This can only be applied a maximum of 5 times. Once a management employee earns a professional growth increase, the increase will carry to any other certificated management position to which the employee is promoted or assigned. Employees can earn no more than a total of five professional growth increases added to their base salary.

\*\*\* Effective January 1, 2021, for employees hired on or after January 1, 2021, the salary increase shall be three percent (3%) for each 6 units of professional growth, for a maximum of five (5) increases.

**Pending Board Approval on 12/13/2022**

**SHASTA UNION HIGH SCHOOL DISTRICT**  
**CLASSIFIED MANAGEMENT SALARY SCHEDULE**

EFFECTIVE 7/1/22

Classified Mgmt based on 12 months

RANGE	POSITION	Months	Pay	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1	DIR OF TRANSPORTATION	12	Without Masters	98,428	101,415	104,494	107,573	110,744
	DIR OF MAINT & OPERATIONS	12	With Masters	99,710	102,697	105,776	108,855	112,026
2	DIR OF NUTRITION SVCS	12	Without Masters	106,106	109,290	112,568	115,945	119,424
			With Masters	107,388	110,572	113,850	117,227	120,706
3	DIR OF INFORMATION TECH	12	Without Masters	113,081	115,932	119,458	122,987	126,619
	DIR OF FINANCE (1)	12	With Masters	114,363	117,214	120,740	124,269	127,901
NOTE #1	CHIEF BUSINESS OFFICIAL	12	Without Masters	150,704	0	0	0	0
			With Masters	151,986				

(1) Position not occupied at this time

NOTE# 1  
CBO Salary is based on Step 1, Total Pay and is eligible for professional growth stipends..

NOTE# 2  
Retirement stipend for eligible employees of 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.

NOTE# 3  
Master Degree compensation added to the salary schedule on 1/1/2023, not subject to negotiated increases, retroactive to 7/1/2022.

~5.92% EFFECTIVE 7/1/22  
~2.08% EFFECTIVE 7/1/22

- \*\*\* Effective July 1, 1983, during each two-year period, employees who obtain six units of course credit and/or the equivalent of 6 units that have been pre-approved by the Superintendent shall be eligible for a salary increase of five percent (5%). This can only be applied a maximum of 5 times. Once a management employee earns a professional growth increase, the increase will carry to any other certificated management position to which the employee is promoted or assigned. Employees can earn no more than a total of five professional growth increases added to their base salary.
- \*\*\* Effective January 1, 2021, for employees hired on or after January 1, 2021, the salary increase shall be three percent (3%) for each 6 units of professional growth, for a maximum of five (5) increases.

**Pending Board Approval on 12/13/2022**

SCHEDULE A - CERTIFICATED 184 DAYS

	Column A	Column I	Column IA	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	48,244	52,556	53,762	54,967	56,173	57,455	57,378	58,660	60,293	61,575	63,349
2		53,762	54,967	56,173	57,378	58,660	59,924	61,206	62,943	64,225	65,999
3		54,967	56,173	57,378	59,552	60,834	62,557	63,839	65,582	66,864	68,638
4		56,173	57,378	59,188	62,201	63,483	65,207	66,489	68,226	69,508	71,282
5		58,813	60,320	61,826	64,839	66,121	67,853	69,135	70,863	72,145	73,919
6			61,642	64,472	67,483	68,765	70,493	71,775	73,505	74,787	76,561
7			62,962	67,111	70,122	71,404	73,134	74,416	76,148	77,430	79,204
8				69,755	72,767	74,049	75,774	77,056	78,792	80,074	81,848
9				72,394	75,408	76,690	78,420	79,702	81,425	82,707	84,481
10				75,037	78,050	79,332	81,050	82,332	84,071	85,353	87,127
11				77,677	80,691	81,973	83,698	84,980	86,714	87,996	89,770
12									89,361	90,643	92,417
14									90,680	91,962	93,736
16									91,997	93,279	95,053
18									93,321	94,603	96,377
20									94,642	95,924	97,698
22									95,965	97,247	99,021
24									97,287	98,569	100,343
26									98,607	99,889	101,663
28									99,927	101,209	102,983
30									101,283	102,565	104,339
32									102,638	103,920	105,694
34									105,347	106,629	108,403

COLUMN IA DESIGNATED SUBJECT CRED +15  
 COLUMN II BA + 30 OR DS CRED + 30  
 COLUMN III BA + 45 OR MA  
 COLUMN IV BA + 60 OR MA + 15  
 COLUMN V BA + 75 OR MA + 30  
 Maximum credit for experience- 11 years

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20  
 ~ 5.92% EFFECTIVE 7/1/22  
 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SCHEDULE A - CERTIFICATED 189 DAYS

	Column A	Column I	Column IA	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	49,555	53,984	55,223	56,461	57,699	58,981	58,937	60,219	61,932	63,214	64,988
2		55,223	56,461	57,699	58,937	60,219	61,552	62,834	64,653	65,935	67,709
3		56,461	57,699	58,937	61,170	62,452	64,257	65,539	67,364	68,646	70,420
4		57,699	58,937	60,796	63,892	65,174	66,979	68,261	70,080	71,362	73,136
5		60,411	61,959	63,507	66,601	67,883	69,696	70,978	72,789	74,071	75,845
6			63,317	66,224	69,316	70,598	72,409	73,691	75,503	76,785	78,559
7			64,672	68,935	72,028	73,310	75,121	76,403	78,217	79,499	81,273
8				71,651	74,744	76,026	77,833	79,115	80,933	82,215	83,989
9				74,361	77,457	78,739	80,551	81,833	83,638	84,920	86,694
10				77,076	80,171	81,453	83,253	84,535	86,356	87,638	89,412
11				79,788	82,884	84,166	85,972	87,254	89,070	90,352	92,126
12									91,789	93,071	94,845
14									93,144	94,426	96,200
16									94,497	95,779	97,553
18									95,856	97,138	98,912
20									97,214	98,496	100,270
22									98,573	99,855	101,629
24									99,930	101,212	102,986
26									101,287	102,569	104,343
28									102,643	103,925	105,699
30									104,036	105,318	107,092
32									105,428	106,710	108,484
34									108,209	109,491	111,265

COLUMN IA DESIGNATED SUBJECT CRED +15  
 COLUMN II BA + 30 OR DS CRED + 30  
 COLUMN III BA + 45 OR MA  
 COLUMN IV BA + 60 OR MA + 15  
 COLUMN V BA + 75 OR MA + 30  
 Maximum credit for experience- 11 years

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20  
 ~ 5.92% EFFECTIVE 7/1/22  
 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SCHEDULE A - CERTIFICATED 194 DAYS

	Column A	Column I	Column IA	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	50,866	55,412	56,684	57,955	59,225	60,507	60,496	61,778	63,570	64,852	66,626
2		56,684	57,955	59,225	60,496	61,778	63,180	64,462	66,364	67,646	69,420
3		57,955	59,225	60,496	62,789	64,071	65,957	67,239	69,146	70,428	72,202
4		59,225	60,496	62,404	65,582	66,864	68,751	70,033	71,934	73,216	74,990
5		62,009	63,598	65,187	68,362	69,644	71,540	72,822	74,714	75,996	77,770
6			64,992	67,976	71,150	72,432	74,324	75,606	77,500	78,782	80,556
7			66,383	70,759	73,933	75,215	77,108	78,390	80,286	81,568	83,342
8				73,546	76,721	78,003	79,893	81,175	83,074	84,356	86,130
9				76,329	79,506	80,788	82,682	83,964	85,851	87,133	88,907
10				79,115	82,292	83,574	85,455	86,737	88,640	89,922	91,696
11				81,899	85,076	86,358	88,247	89,529	91,426	92,708	94,482
12									94,218	95,500	97,274
14									95,608	96,890	98,664
16									96,996	98,278	100,052
18									98,392	99,674	101,448
20									99,786	101,068	102,842
22									101,181	102,463	104,237
24									102,574	103,856	105,630
26									103,966	105,248	107,022
28									105,358	106,640	108,414
30									106,788	108,070	109,844
32									108,217	109,499	111,273
34									111,072	112,354	114,128

COLUMN IA DESIGNATED SUBJECT CRED +15  
 COLUMN II BA + 30 OR DS CRED + 30  
 COLUMN III BA + 45 OR MA  
 COLUMN IV BA + 60 OR MA + 15  
 COLUMN V BA + 75 OR MA + 30  
 Maximum credit for experience- 11 years

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

Nurse & Speech Pathologist moved to Schedule D, Athletic Director changed to Certificated on 7/1/22

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SCHEDULE A - CERTIFICATED 199 DAYS

	Column A	Column I	Column IA	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	52,177	56,840	58,145	59,448	60,752	62,034	62,055	63,337	65,209	66,491	68,265
2		58,145	59,448	60,752	62,055	63,337	64,809	66,091	68,074	69,356	71,130
3		59,448	60,752	62,055	64,407	65,689	67,657	68,939	70,928	72,210	73,984
4		60,752	62,055	64,013	67,272	68,554	70,522	71,804	73,788	75,070	76,844
5		63,607	65,237	66,867	70,124	71,406	73,384	74,666	76,640	77,922	79,696
6			66,667	69,728	72,984	74,266	76,240	77,522	79,498	80,780	82,554
7			68,094	72,582	75,839	77,121	79,096	80,378	82,355	83,637	85,411
8				75,442	78,699	79,981	81,952	83,234	85,215	86,497	88,271
9				78,296	81,555	82,837	84,813	86,095	88,063	89,345	91,119
10				81,154	84,413	85,695	87,658	88,940	90,925	92,207	93,981
11				84,010	87,269	88,551	90,521	91,803	93,783	95,065	96,839
12									96,646	97,928	99,702
14									98,072	99,354	101,128
16									99,496	100,778	102,552
18									100,928	102,210	103,984
20									102,358	103,640	105,414
22									103,788	105,070	106,844
24									105,218	106,500	108,274
26									106,646	107,928	109,702
28									108,073	109,355	111,129
30									109,540	110,822	112,596
32									111,006	112,288	114,062
34									113,935	115,217	116,991

COLUMN IA DESIGNATED SUBJECT CRED +15  
 COLUMN II BA + 30 OR DS CRED + 30  
 COLUMN III BA + 45 OR MA  
 COLUMN IV BA + 60 OR MA + 15  
 COLUMN V BA + 75 OR MA + 30  
 Maximum credit for experience- 11 years

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20  
 ~ 5.92% EFFECTIVE 7/1/22  
 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SALARY SCHEDULE B COUNSELORS 199 ASSIGNMENT

	Column A	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	52,853	58,726	60,008	61,991	63,273	65,236	66,518	68,292
2		61,585	62,867	64,849	66,131	68,099	69,381	71,155
3		64,441	65,723	67,705	68,987	70,957	72,239	74,013
4		67,313	68,595	70,570	71,852	73,821	75,103	76,877
5		70,170	71,452	73,427	74,709	76,681	77,963	79,737
6		73,028	74,310	76,290	77,572	79,540	80,822	82,596
7		75,889	77,171	79,149	80,431	82,405	83,687	85,461
8		78,750	80,032	82,009	83,291	85,264	86,546	88,320
9		81,611	82,893	84,865	86,147	88,127	89,409	91,183
10		84,472	85,754	87,728	89,010	90,986	92,268	94,042
11		87,332	88,614	90,592	91,874	93,840	95,122	96,896
12						96,703	97,985	99,759
14						98,135	99,417	101,191
16						99,566	100,848	102,622
18						100,996	102,278	104,052
20						102,425	103,707	105,481
22						103,855	105,137	106,911
24						105,285	106,567	108,341
26						106,716	107,998	109,772
28						108,148	109,430	111,204
30						109,618	110,900	112,674
32						111,088	112,370	114,144
34						114,032	115,314	117,088

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN)  
 RETIREMENT STIPEND (Flat Rate)

\$5,772  
 \$7,500

~ 3.00% EFFECTIVE 7/1/20  
 ~ 5.92% EFFECTIVE 7/1/22  
 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SHASTA UNION HIGH SCHOOL DISTRICT  
 SALARY SCHEDULE B COUNSELORS 210 ASSIGNMENT

7/1/22

	Column A	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	55,775	61,972	63,254	65,418	66,700	68,842	70,124	71,898
2		64,989	66,271	68,434	69,716	71,863	73,145	74,919
3		68,003	69,285	71,447	72,729	74,879	76,161	77,935
4		71,033	72,315	74,470	75,752	77,902	79,184	80,958
5		74,049	75,331	77,486	78,768	80,919	82,201	83,975
6		77,065	78,347	80,507	81,789	83,937	85,219	86,993
7		80,084	81,366	83,524	84,806	86,960	88,242	90,016
8		83,103	84,385	86,542	87,824	89,977	91,259	93,033
9		86,122	87,404	89,556	90,838	92,998	94,280	96,054
10		89,142	90,424	92,577	93,859	96,016	97,298	99,072
11		92,159	93,441	95,600	96,882	99,028	100,310	102,084
12						102,049	103,331	105,105
14						103,559	104,841	106,615
16						105,070	106,352	108,126
18						106,578	107,860	109,634
20						108,087	109,369	111,143
22						109,596	110,878	112,652
24						111,105	112,387	114,161
26						112,615	113,897	115,671
28						114,126	115,408	117,182
30						115,677	116,959	118,733
32						117,228	118,510	120,284
34						120,335	121,617	123,391

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN)  
 RETIREMENT STIPEND (Flat Rate)

\$5,772  
 \$7,500

~ 3.00% EFFECTIVE 7/1/20  
 ~ 5.92% EFFECTIVE 7/1/22  
 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

December 13, 2022

SALARY SCHEDULE C-COUNSELOR - 204 DAY ASSIGNMENT

	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	60,207	61,489	63,545	64,827	66,885	68,167	69,941
2	63,139	64,421	66,476	67,758	69,820	71,102	72,876
3	66,068	67,350	69,406	70,688	72,748	74,030	75,804
4	69,002	70,284	72,339	73,621	75,681	76,963	78,737
5	71,929	73,211	75,269	76,551	78,613	79,895	81,669
6	74,868	76,150	78,203	79,485	81,540	82,822	84,596
7	77,797	79,079	81,137	82,419	84,474	85,756	87,530
8	80,729	82,011	84,066	85,348	87,398	88,680	90,454
9	83,660	84,942	86,995	88,277	90,333	91,615	93,389
10	86,592	87,874	89,924	91,206	93,266	94,548	96,322
11	89,524	90,806	92,859	94,141	96,198	97,480	99,254
12					99,127	100,409	102,183
14					100,591	101,873	103,647
16					102,056	103,338	105,112
18					103,523	104,805	106,579
20					104,990	106,272	108,046
22					106,458	107,740	109,514
24					107,925	109,207	110,981
26					109,391	110,673	112,447
28					110,856	112,138	113,912
30					112,361	113,643	115,417
32					113,865	115,147	116,921
34					116,876	118,158	119,932

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20  
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 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SALARY SCHEDULE D - NURSES, SPEECH - 194 DAY ASSIGNMENT

	Intern	Column V	V With Masters	V With Doctorate
1	64,569	71,728	73,010	74,784
2	67,710	74,872	76,154	77,928
3		78,014	79,296	81,070
4		81,162	82,444	84,218
5		84,306	85,588	87,362
6		87,448	88,730	90,504
7		90,594	91,876	93,650
8		93,735	95,017	96,791
9		96,880	98,162	99,936
10		100,026	101,308	103,082
11		103,169	104,451	106,225
12		106,316	107,598	109,372
14		107,889	109,171	110,945
16		109,462	110,744	112,518
18		111,028	112,310	114,084
20		112,595	113,877	115,651
22		114,170	115,452	117,226
24		115,746	117,028	118,802
26		117,318	118,600	120,374
28		118,891	120,173	121,947
30		120,504	121,786	123,560
32		122,118	123,400	125,174
34		125,341	126,623	128,397

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN)  
 RETIREMENT STIPEND (Flat Rate)

\$5,772  
 \$7,500

~ 3.00% EFFECTIVE 7/1/20  
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 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SALARY SCHEDULE D - PSYCHOLOGIST - 199 DAY ASSIGNMENT

	Intern	Column V	V With Masters	V With Doctorate
1	66,233	73,576	74,858	76,632
2	69,455	76,802	78,084	79,858
3		80,024	81,306	83,080
4		83,254	84,536	86,310
5		86,479	87,761	89,535
6		89,701	90,983	92,757
7		92,929	94,211	95,985
8		96,151	97,433	99,207
9		99,377	100,659	102,433
10		102,604	103,886	105,660
11		105,828	107,110	108,884
12		109,056	110,338	112,112
14		110,669	111,951	113,725
16		112,283	113,565	115,339
18		113,890	115,172	116,946
20		115,497	116,779	118,553
22		117,113	118,395	120,169
24		118,729	120,011	121,785
26		120,342	121,624	123,398
28		121,955	123,237	125,011
30		123,610	124,892	126,666
32		125,265	126,547	128,321
34		128,572	129,854	131,628

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN)  
 RETIREMENT STIPEND (Flat Rate)

\$5,772  
 \$7,500

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 ~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SALARY SCHEDULE E-CERTIFICATED 220 DAYS

	Column I	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	57,747	61,361	64,962	66,244	68,566	69,848	72,174	73,456	75,230
2	60,910	64,519	68,118	69,400	71,726	73,008	75,335	76,617	78,391
3	64,070	67,684	71,280	72,562	74,889	76,171	78,498	79,780	81,554
4	67,234	70,844	74,439	75,721	78,052	79,334	81,663	82,945	84,719
5	70,392	74,009	77,608	78,890	81,210	82,492	84,820	86,102	87,876
6		77,170	80,769	82,051	84,377	85,659	87,988	89,270	91,044
7		80,333	83,934	85,216	87,564	88,846	91,149	92,431	94,205
8		83,498	87,097	88,379	90,708	91,990	94,313	95,595	97,369
9		86,662	90,261	91,543	93,872	95,154	97,476	98,758	100,532
10		89,820	93,422	94,704	97,031	98,313	100,637	101,919	103,693
11		92,986	96,585	97,867	100,195	101,477	103,802	105,084	106,858
12							106,965	108,247	110,021
14							108,546	109,828	111,602
16							110,127	111,409	113,183
18							111,711	112,993	114,767
20							113,295	114,577	116,351
22							114,875	116,157	117,931
24							116,455	117,737	119,511
26							118,037	119,319	121,093
28							119,620	120,902	122,676
30							121,245	122,527	124,301
32							122,871	124,153	125,927
34							126,115	127,397	129,171

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

SCHEDULE H - CERTIFICATED 204 DAYS

	Column I	Column II	Column III	III With Masters	Column IV	IV With Masters	Column V	V With Masters	V With Doctorate
1	58,268	58,270	58,270	59,552	58,270	59,552	66,847	68,129	69,903
2	58,270	58,270	58,270	59,552	66,437	67,719	69,784	71,066	72,840
3	58,270	58,270	66,025	67,307	69,357	70,639	72,710	73,992	75,766
4	58,270	65,621	68,962	70,244	72,294	73,576	75,642	76,924	78,698
5	65,205	68,547	71,885	73,167	75,228	76,510	78,565	79,847	81,621
6		71,480	74,818	76,100	78,155	79,437	81,495	82,777	84,551
7		74,406	77,744	79,026	81,083	82,365	84,425	85,707	87,481
8		77,337	80,676	81,958	84,011	85,293	87,356	88,638	90,412
9		80,263	83,605	84,887	86,944	88,226	90,276	91,558	93,332
10		83,193	86,534	87,816	89,860	91,142	93,209	94,491	96,265
11		86,120	89,462	90,744	92,796	94,078	96,139	97,421	99,195
12							99,074	100,356	102,130
14							100,535	101,817	103,591
16							101,995	103,277	105,051
18							103,462	104,744	106,518
20							104,930	106,212	107,986
22							106,395	107,677	109,451
24							107,861	109,143	110,917
26							109,325	110,607	112,381
28							110,789	112,071	113,845
30							112,292	113,574	115,348
32							113,795	115,077	116,851
34							116,797	118,079	119,853

ADMINISTRATIVE INTERNS ART 9.6.7 (1/2 DEC, 1/2 JUN) \$5,772  
 RETIREMENT STIPEND (Flat Rate) \$7,500

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

**SHASTA UNION HIGH SCHOOL DISTRICT  
COACHING/ATHLETICS - COMPENSATED EXTRA DUTY  
7/1/2022**

Appendix B

Schedule A Column 1/Step 1 \$52,556

SPORT	% OF COLUMN 1/STEP 1	PAY RATE	MONTH PAID	SPORT	% OF COLUMN 1/STEP 1	PAY RATE	MONTH PAID
<b>FOOTBALL (8)</b>				<b>SOCCER (3/3 B/G)</b>			
HEAD VARSITY (1) *	10.50%	5,518	DEC	BOYS VARSITY (1)	7.00%	3,679	MARCH
ASST VARSITY A (2) *	8.50%	4,467	DEC	BOYS VARSITY ASST (1)	3.00%	1,577	MARCH
ASST VARSITY B (1)	3.00%	1,577	DEC	BOYS FROSH/SOPH (1)	5.16%	2,712	MARCH
HEAD FROSH/SOPH (1)	8.50%	4,467	DEC	GIRLS VARSITY (1)	7.00%	3,679	MARCH
ASST FROSH/SOPH (1)	7.50%	3,942	DEC	GIRLS VARSITY ASST (1)	3.00%	1,577	MARCH
HEAD FROSH (1)	7.50%	3,942	DEC	GIRLS FROSH/SOPH (1)	5.16%	2,712	MARCH
ASST FROSH (1)	6.00%	3,153	DEC	<b>BASEBALL (3)</b>			
				VARSDITY (1)	8.50%	4,467	JUNE
<b>WRESTLING (2)</b>				ASST VARSITY (1)	3.00%	1,577	JUNE
HEAD *	8.50%	4,467	MARCH	FROSH/SOPH (1)	7.00%	3,679	JUNE
ASST *	7.00%	3,679	MARCH	<b>SOFTBALL (3)</b>			
				VARSDITY (1)	8.50%	4,467	JUNE
<b>SWIMMING (2)</b>				ASST VARSITY (1)	3.00%	1,577	JUNE
HEAD	9.50%	4,993	DEC	FROSH/SOPH (1)	7.00%	3,679	JUNE
ASST	8.00%	4,204	DEC				
				<b>TRACK (5)</b>			
<b>VOLLEYBALL (4)</b>				HEAD * (1)	10.00%	5,256	JUNE
VARSDITY *	8.00%	4,204	DEC	ASST VARSITY * (1)	7.00%	3,679	JUNE
ASST VARSITY (1)	3.00%	1,577	DEC	ASST * (3)	7.00%	3,679	
FROSH/SOPH	6.50%	3,416	DEC	<b>GOLF (1/1 B/G)</b>			
FROSH	6.00%	3,153	DEC	BOYS *	6.15%	3,232	JUNE
				GIRLS *	6.15%	3,232	DEC
<b>CROSS COUNTRY (2)</b>							
HEAD *	7.00%	3,679	DEC	<b>TENNIS (1/1 B/G)</b>			
ASST *	6.50%	3,416	DEC	SPRING	6.15%	3,232	JUNE
				FALL	6.15%	3,232	DEC
<b>BASKETBALL (4/4 B/G)</b>							
VARSDITY * (1)	10.32%	5,424	MARCH	<b>CHEERLEADING ADVISOR (1/1/1 F/W/S)</b>	7.00%	3,679	
ASST VARSITY (1)	3.00%	1,577	MARCH	(1) Fall/(1) Winter/(1) Stunt			
FROSH/SOPH (1)	8.50%	4,467	MARCH	<b>SKI/SNOWBOARD (2)</b>			
FROSH (1)	7.50%	3,942	MARCH	HEAD *	7.00%	3,679	MARCH
				ASST VARSITY * (1) WHEN >20 ATHLETES	3.00%	1,577	MARCH
				<b>***DIR OF ATHLETICS (1)</b>	3.00%	1,577	JUNE

DISTRICT LONGEVITY*			
YEARS		YEARS	
1-5	0.0%	18	3.4%
6	1.0%	19	3.6%
7	1.2%	20	3.8%
8	1.4%	21	4.0%
9	1.6%	22	4.5%
10	1.8%	23	5.0%
11	2.0%	24	5.5%
12	2.2%	25	6.0%
13	2.4%	26	6.5%
14	2.6%	27	7.0%
15	2.8%	28	7.5%
16	3.0%	29	8.0%
17	3.2%	30	8.5%

\*Additional pay for CIF Sanctioned State playoffs for current season coach only. Does not apply to walk-ons, with the exception of ESP staff. Not subject to longevity or on-going salary increases. Will be paid the month following regular coaching stipend.

Head Varsity Coach	\$ 250 / week
Assistant Varsity Coach	\$ 150 / week

\*District Coaching Longevity: Coaches of sports hired into the District may be given up to six (6) years of coaching credit with directly related coaching experience.

District Longevity does not apply to Walk-On Coaches with the exception of ESP and CSEA staff.

\*\*\*Comp site only unless otherwise noted

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

Pending Board Approval on 12/13/2022

**SHASTA UNION HIGH SCHOOL DISTRICT  
OTHER ASSIGNMENTS**

**Schedule A Column 1/Step 1      \$52,556**

**7/1/2022**

<b>The following do not receive longevity bonus:</b>			
<b>HARLAN CARTER</b>	<b>FLAT RATE</b>	<b>2,500</b>	<b>MARCH</b>
<b>CHOREOGRAPHER/ACCOMPANIST</b>	<b>FLAT RATE</b>	<b>3,000</b>	<b>1/2 DEC 1/2 JUNE</b>
<b>SUPPORT TEACHER</b>	<b>FLAT RATE</b>	<b>500</b>	<b>JUNE</b>
<b>CULINARY ARTS</b>	<b>FLAT RATE</b>	<b>750</b>	<b>JUNE</b>
<b>DEPT CHAIR</b>			
1 - 15 PERIODS	2.75%	1,445	JUNE
16 - 35 PERIODS	4.82%	2,533	JUNE
36 - 49 PERIODS	6.88%	3,616	JUNE
50 + PERIODS	7.30%	3,837	JUNE
<b>ENGLISH LANGUAGE MONITOR</b>	<b>FLAT RATE</b>		
0 - 20 EL STUDENTS		1,250	JUNE
21 - 40 EL STUDENTS		2,500	JUNE
41 + EL STUDENTS		3,250	JUNE
<b>SITE TESTING COORDINATOR</b>	<b>FLAT RATE</b>		
0 - 10 AP SECTIONS		1,337	JUNE
11 - 20 AP SECTIONS		2,343	JUNE
21 + AP SECTIONS		3,344	JUNE
<b>504 COORDINATOR</b>	<b>FLAT RATE</b>		
0 - 15 504'S		4,070	JUNE
16 - 30 504'S		4,884	JUNE
31 - 45 504'S		5,698	JUNE
<b>DISTRICT CHAIR*</b>	<b>6.00%</b>	<b>3,153</b>	<b>JUNE</b>
<b>*Four major areas: English, Social Studies, Math and Science, receive one period of release time in lieu of District Chair Stipend.</b>			

~HARLAN CARTER CHANGE TO FLAT RATE 7/1/15

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

**Pending Board Approval on 12/13/2022**

**SHASTA UNION HIGH SCHOOL DISTRICT  
STUDENT ACTIVITIES - COMPENSATED EXTRA DUTY**

Schedule A Column 1/Step 1 \$52,556

7/1/2022

ACTIVITY	% OF COLUMN 1/STEP 1	PAY RATE	MONTH PAID
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<b>***DIR OF STUDENT ACTIVITIES (1)</b>	10.50%	5,518	1/2 DEC & 1/2 JUN
<b>***PUBLICATIONS</b>			
YEARBOOK (1)	5.00%	2,628	JUNE
NEWSPAPER (1) per Comp Site	3.00%	1,577	JUNE
WEBMASTER (1)-Unfilled	3.00%	1,577	JUNE
<b>***INTRAMURAL COORD</b>	4.50%	2,365	JUNE
<b>***LINK CREW (1)</b>	4.50%	2,365	JUNE
<b>***MUSIC ACTIVITIES (1)</b>	8.50%	4,467	JUNE
<b>***MAJOR/MINOR PRODUCTIONS</b>			
DIR OF MAJOR PRODUCTIONS	5.00%	2,628	1/2 DEC & 1/2 JUN
DIR OF MINOR PRODUCTIONS	2.65%	1,393	1/2 DEC & 1/2 JUN
MUSIC DIR OF MAJOR PRODUCTIONS	5.00%	2,628	1/2 DEC & 1/2 JUN
MUSIC DIR OF MINOR PRODUCTIONS	2.65%	1,393	1/2 DEC & 1/2 JUN
***Each site may have a total of 6 production stipends-no more than 3 may be major			

DISTRICT LONGEVITY*				
	YEARS		YEARS	
		1-5	0.0%	18
	6	1.0%	19	3.6%
	7	1.2%	20	3.8%
	8	1.4%	21	4.0%
	9	1.6%	22	4.5%
	10	1.8%	23	5.0%
	11	2.0%	24	5.5%
	12	2.2%	25	6.0%
	13	2.4%	26	6.5%
	14	2.6%	27	7.0%
	15	2.8%	28	7.5%
	16	3.0%	29	8.0%
	17	3.2%	30	8.5%

\*\*\*Comp site only unless otherwise noted

- ~ 3.00% EFFECTIVE 7/1/20
- ~ 5.92% EFFECTIVE 7/1/22
- ~ 2.08% EFFECTIVE 7/1/22
- ~ WEBMASTER UNFILLED

Pending Board Approval on 12/13/2022

SHASTA UNION HIGH SCHOOL DISTRICT  
7/1/2022

**Schedule of Hourly Pay**

Class 1	\$	35.42
Class 2	\$	38.00
Class 3	\$	40.78
Class 4	\$	43.68
Class 5	\$	50.19

- 1) Class 1 of the salary schedule shall be the hourly rate for the following extra-duty assignments:
  - a. Driver Training Teacher
  - b. Participation in Mentor Teacher Training Program
  - c. Approved participation in training programs designated for pay
  - d. Summer curricular labs
  - e. Approved individual curricular projects
- 2) Class 5 shall be the hourly rate for those unit members who serve as trainers of other unit members.
- 3) Counselors who have worked in the tenth grade counseling programs prior to July1, 1987, will be Y-rated at the top of the salary schedule.
- 4) Teaching during prep periods will be paid at \$ 24.00. (Per contract 11.14 )
- 5) *\*This schedule includes short term Independent Study, Summer School, Home & Hospital, Adult Education and Remedial Academic Program Teachers*

~ 3.00% EFFECTIVE 7/1/20

~ 5.92% EFFECTIVE 7/1/22

~ 2.08% EFFECTIVE 7/1/22

**Pending Board Approval on 12/13/2022**

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** KYA Group change orders 04 and 05 for the Shasta High School District Wide Exterior Painting project.

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**  
KYA Group has submitted the following change orders for the District Wide Painting Project in the amount of \$9,453.

<b>KYA Group</b>		
<b>Shasta High School District Wide Painting Project COR 04 and 05</b>		
<b>#</b>	<b>Description</b>	<b>Amount</b>
4	At District request, contractor to repaint the metal roof on the 610 building.	\$5,428.00
5	At District request, the contractor to repaint doors, door jams and railings around 500 building.	\$4,025.00
<b>Total</b>		<b>\$9,453.00</b>

# Change Order Request Document



COR No.: 04

District Name: Shasta Unified School District  
 Project Name: Shasta High School Site Wide Exterior Paint  
 To: David Flores  
 From: KYA Services, LLC  
 (Contractor)

Ref. No.: \_\_\_\_\_  
 Date: 11/9/2022  
 Project Number: 1-2-23161  
 Contract Number: 4-20-78-0089C

**Description of Work: Preparation and repainting the 610 metal roof.**

<b>A. Subcontractor Cost of the Work</b>		
<u>Materials &amp; Labor</u>	<u>\$ 4,720.00</u>	
_____	<u>\$ -</u>	
		<b>Subtotal A: \$4,720.00</b>
<b>B. Contractor Cost of the Work</b>		
Payroll Costs (See attached supporting documentation.)	<u>\$ -</u>	
Fringe Benefits at <u>0.00%</u> of Labor	<u>\$ -</u>	
Materials and Equipment (See attached supporting documentation.)	<u>\$ -</u>	
Taxes at <u>8.75%</u> of Material.	<u>\$ -</u>	
Consultant Costs (See attached supporting documentation.)	<u>\$ -</u>	
Supplemental Costs (See attached supporting documentation.)	<u>\$ -</u>	
		<b>Subtotal B: \$ -</b>
<b>C &amp; D: Contractor's Fee:</b>		
	<b>15% overhead and profit of Subtotals A</b>	<b>Subtotal C: \$ 708.00</b>
	<b>15% overhead and profit of Subtotals B</b>	<b>Subtotal D: \$ -</b>
<b>E. Bond Percentage: Bond at <u>2.00%</u> of Subtotals A + B + C + D</b>		
		<b>Subtotal E: \$ -</b>
	<b>Grand Total = (A + B + C + D + E)</b>	<b>Grand Total: \$5,428.00</b>

the Milestones and/or Contract Time by TBD calendar days.

<u>Oscar Perez</u>	Project Manager	
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date

cc:

# PROFESSIONAL PAINTING

CA State License #340033

6380 Churn Creek Rd  
Redding, CA 96002  
Phone (530) 227-0924 | Fax (866) 398-2905  
Email | rrivera@professional-painting.com

# INVOICE

**DATE:** October 21, 2022  
**INVOICE #** 102122  
**JOB SITE:** Shasta UHSD Site Wide  
Exterior Paint  
2200 Eureka Way  
Redding CA 96001  
Contract # 1-2-23161  
**JOB #** PWC 429011

**Bill To:**  
Edward Cisneros - KYA Services  
Phone: 714-581-9976  
Email: edward.cisneros@thekeyagroup.com

DESCRIPTION	AMOUNT
Completed change order for preparation and repainting the metal roof on the 610 building. Total cost for labor, paint, and supplies.	\$ 4,720.00
<b>Total Due</b>	<b>\$ 4,720.00</b>

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**Payment is due upon receipt.**

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# Change Order Request Document



COR No.: 05

District Name: Shasta Unified School District  
 Project Name: Shasta High School Site Wide Exterior Paint  
 To: David Flores  
 From: KYA Services, LLC  
 (Contractor)

Ref. No.: \_\_\_\_\_  
 Date: 11/9/2022  
 Project Number: 1-2-23161  
 Contract Number: 4-20-78-0089C

**Description of Work: Repainting the doors, door jams, and hand railings around the 500 Building**

<b>A. Subcontractor Cost of the Work</b>		
<u>Materials &amp; Labor</u>	<u>\$ 3,500.00</u>	
_____	<u>\$ -</u>	
		<b>Subtotal A: \$3,500.00</b>
<b>B. Contractor Cost of the Work</b>		
Payroll Costs (See attached supporting documentation.)	<u>\$ -</u>	
Fringe Benefits at <u>0.00%</u> of Labor	<u>\$ -</u>	
Materials and Equipment (See attached supporting documentation.)	<u>\$ -</u>	
Taxes at <u>8.75%</u> of Material.	<u>\$ -</u>	
Consultant Costs (See attached supporting documentation.)	<u>\$ -</u>	
Supplemental Costs (See attached supporting documentation.)	<u>\$ -</u>	
		<b>Subtotal B: \$ -</b>
<b>C &amp; D: Contractor's Fee:</b>		
	<b>15% overhead and profit of Subtotals A</b>	<b>Subtotal C: \$ 525.00</b>
	<b>15% overhead and profit of Subtotals B</b>	<b>Subtotal D: \$ -</b>
<b>E. Bond Percentage: Bond at <u>2.00%</u> of Subtotals A + B + C + D</b>		
		<b>Subtotal E: \$ -</b>
	<b>Grand Total = (A + B + C + D + E)</b>	<b>Grand Total: \$4,025.00</b>

the Milestones and/or Contract Time by TBD calendar days.

<u>Oscar Perez</u>	Project Manager	
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date

cc:

# PROFESSIONAL PAINTING

CA State License #340033

6380 Churn Creek Rd  
Redding, CA 96002  
Phone (530) 227-0924 | Fax (866) 398-2905  
Email | rrivera@professional-painting.com

# INVOICE

**DATE:** October 21, 2022  
**INVOICE #** 102122  
**JOB SITE:** Shasta UHSD Site Wide  
Exterior Paint  
2200 Eureka Way  
Redding CA 96001  
Contract # 1-2-23161  
**JOB #** PWC 429011

**Bill To:**  
Edward Cisneros - KYA Services  
Phone: 714-581-9976  
Email: edward.cisneros@thekeyagroup.com

DESCRIPTION	AMOUNT
Completed change order for repainting the doors, door jams, and hand railings around the 500 building. Total labor for change order 24 man hours @ \$125.00	\$ 3,000.00
High reach equipment supplied	\$ 500.00
<b>Total Due</b>	<b>\$ 3,500.00</b>

**Make all checks payable to PROFESSIONAL PAINTING**

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# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Arts, Music and Instructional Materials Block Grant

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

The Arts, Music and Instructional Materials Block Grant is a one-time fund that is to be encumbered by the 2025-26 fiscal year. The grant to be used for the following purposes:

1. Obtaining standards-aligned professional development and instructional materials for specified subject areas;
2. Obtaining professional development and instructional materials for improving school climate;
3. Developing diverse, culturally relevant and multilingual school library book collections;
4. Operational costs, including retirement and health care cost increases; and
5. COVID-19-related costs necessary to keep pupils and staff safe and schools open for in-person instruction.

Administration recommends the Board approve the expenditure plan.

## Arts, Music, and Instructional Materials Discretionary Block Grant 2022 Expenditure Plan

<b>LEA Name:</b>	Shasta Union High School District
<b>Contact Name:</b>	Jim Cloney
<b>Email Address:</b>	jcloney@suhd.net
<b>Phone Number:</b>	530-241-3261

<b>Total Amount of funds received by the LEA:</b>	\$2,551,311
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<b>Date of adoption at a public meeting:</b>	12/13/2022
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[AB 181 Sec. 134](#)

[AB 185 Sec. 56](#)

(a) For the 2022–23 fiscal year, the sum of three billion five hundred sixty million eight hundred eighty-five thousand dollars (\$3,560,885,000) is hereby appropriated from the General Fund to the State Department of Education to establish the Arts, Music, and Instructional Materials Discretionary Block Grant, for allocation to county offices of education, school districts, charter schools, and the state special schools to:

**(1) Obtain standards-aligned professional development and acquire instructional materials, in the following subject areas:**

- (A) Visual and performing arts.
- (B) World languages.
- (C) Mathematics.
- (D) Science, including environmental literacy.
- (E) English language arts, including early literacy.
- (F) Ethnic studies.
- (G) Financial literacy, including the content specified in Section 51284.5 of the Education Code.
- (H) Media literacy.
- (I) Computer science.
- (J) History-social science.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Visual and Performing Arts supplies and materials for comprehensive sites	120000	60000	60000	60000	300,000.00
World Languages supplies and materials for comprehensive sites	9000	9000	9000	9000	36,000.00
Mathematics supplies and materials for comprehensive sites	15000	15000	15000	15000	60,000.00
Science supplies and materials for comprehensive sites	60000	45000	30000	30000	165,000.00
English Language Arts supplies and materials for comprehensive sites	9000	9000	9000	9000	36,000.00
Ethnic Studies supplies and materials for comprehensive sites	10000	10000	10000	10000	40,000.00

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Financial Literacy supplies and materials for comprehensive sites	9000	9000	9000	9000	36,000.00
Media Literacy supplies and materials for comprehensive sites	9000	9000	9000	9000	36,000.00
Computer Science supplies and materials for comprehensive sites	15000	9000	9000	9000	42,000.00
History Social Science supplies and materials for comprehensive sites	9000	9000	9000	9000	36,000.00
David Marr Theatre upgrade of outdated equipment	150000	10000	10000	10000	180,000.00
Pioneer High School- Materials and Supplies for all subject areas	15000	15000	15000	15000	60,000.00
Shasta Collegiate Academy- Materials and Supplies for all subject areas	10000	10000	10000	10000	40,000.00
Professional Development	17000	25000	25000	25000	92,000.00
<b>Subtotal</b>	<b>457,000.00</b>	<b>244,000.00</b>	<b>229,000.00</b>	<b>229,000.00</b>	<b>1,159,000.00</b>

(2) Obtain instructional materials and professional development aligned to best practices for improving school climate, including training on deescalation and restorative justice strategies, asset-based pedagogies, antibias, transformative social-emotional learning, media literacy, digital literacy, physical education, and learning through play.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Link Crew (\$2,000 per comprehensive school site per year)	6000	6000	6000	6000	24,000.00
Restorative Justice (\$2,000 for EHS, FHS, SHS, and PHS per year)	8000	8000	8000	8000	32,000.00
PE (\$10,000 per comprehensive school site per year)	30000	30000	30000	30000	120,000.00
De-escalation PD for Counselors, APs, Psychologist, and supporting personnel	2000	2000	2000	2000	8,000.00
<b>Subtotal</b>	<b>46,000.00</b>	<b>46,000.00</b>	<b>46,000.00</b>	<b>46,000.00</b>	<b>184,000.00</b>

(3) Develop diverse book collections and obtain culturally relevant texts, including leveled texts, in both English and pupils' home languages, to support pupils' independent reading. It is the intent of the Legislature that these book collections and culturally relevant texts be used to provide support for pupils through the establishment of site-based school and classroom libraries that are culturally relevant to pupils' home and community experiences and be available in English, pupils' home language, or a combination of more than one language.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Library Support for books and Technology supplies and materials for	15000	15000	15000	15000	60,000.00

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
comprehensive sites, including materials that support ELD students					
Reading materials for support labs for comprehensive sites	6000	6000	6000	6000	24,000.00
<b>Subtotal</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>84,000.00</b>

(4) Operational costs, including but not limited, to retirement and health care cost increases.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Employee health care cost	500000	0	0	0	500,000.00
Box trucks for hauling supplies, materials, and instruments	250000				250,000.00
Infrastructure development to store additional district vehicles	50000				50,000.00
Wellness Center Staffing	4311	60000	60000	60000	184,311.00
<b>Subtotal</b>	<b>804,311.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>984,311.00</b>

(5) As related to the COVID-19 pandemic, acquire personal protective equipment, masks, cleaning supplies, COVID-19 tests, ventilation upgrades, and other similar expenditures, if they are necessary to keep pupils and staff safe from COVID-19 and schools open for in-person instruction.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Develop outdoor classroom spaces	0	100000	0	0	100,000.00
COVID related supplies/ PPE/ Testing	10000	10000	10000	10000	40,000.00
<b>Subtotal</b>	<b>10,000.00</b>	<b>110,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>140,000.00</b>

(6)

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

### Summary of Expenditures

<b>Total Planned Expenditures by the LEA:</b>	2,551,311.00
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(b) The Superintendent of Public Instruction shall apportion funds proportionally to county offices of education, school districts, charter schools, and the state special schools on the basis of an equal amount per unit of average daily attendance for kindergarten and grades 1 to 12, inclusive, as those numbers were reported as of the second principal apportionment for the 2021–22 fiscal year. The average daily attendance for each state special school shall be deemed to be 97 percent of the enrollment as reported in the California Longitudinal Pupil Achievement Data System as of the 2021–22 Fall 1 Submission.

(c) Funding appropriated pursuant to this section shall be available for encumbrance through the 2025–26 fiscal year. Local educational agencies are encouraged, but not required, to proportionally use resources received pursuant to this section for the purposes noted in paragraphs (1) to (5), inclusive, of subdivision (a) and to support arts and music education programs.

(d) For purposes of this section, standards-aligned instructional materials includes, but is not limited to, books for school and classroom libraries.

(e) The governing board or body of each school district, county office of education, or charter school receiving funds pursuant to this section shall discuss and approve a plan for the expenditure of funds received pursuant to this section at a regularly scheduled public meeting. It is the intent of the Legislature that each school district, county office of education, or charter school expend any resources received pursuant to this section consistent with their governing board or body approved plan.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
<b>Subtotal Section (1)</b>	457,000.00	244,000.00	229,000.00	229,000.00	1,159,000.00
<b>Subtotal Section (2)</b>	46,000.00	46,000.00	46,000.00	46,000.00	184,000.00
<b>Subtotal Section (3)</b>	21,000.00	21,000.00	21,000.00	21,000.00	84,000.00
<b>Subtotal Section (4)</b>	804,311.00	60,000.00	60,000.00	60,000.00	984,311.00
<b>Subtotal Section (5)</b>	10,000.00	110,000.00	10,000.00	10,000.00	140,000.00
<b>Subtotal Section (6)</b>	0.00	0.00	0.00	0.00	0.00
Totals by year	1,338,311.00	481,000.00	366,000.00	366,000.00	2,551,311.00

<b>Total planned expenditures by the LEA:</b>
2,551,311.00

#### General Instructions

This example template is provided as a resource as one way to develop an expenditure plan for the Arts, Music, and Instructional Materials Discretionary Block Grant of 2022. LEAs are cautioned to refer to AB 181, Sec. 134, (amended by AB 185, Sec. 56) for all program requirements. Please verify all calculations/formulas before finalizing the plan.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Board Policy 6146.1 Graduation Requirements

**PREPARER:** Leo Perez, Associate Superintendent

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

The current math graduation requirement for Shasta Union High School District is 3 years of math (30 credits). Students who have not passed Math 3 or achieve “Standard Met” or “Standard Exceeded” on the California Assessment for Student Performance and Progress (CAASPP) a must take a fourth year of mathematics.

To better support and prepare students with practical math skills after high school and expand math pathways, the Associate Superintendent of Instructional Services recommends that SUHSD include Financial Literacy as another option for the 3<sup>rd</sup> year requirement. Recommended changes to Board Policy 6146.1 Graduation Requirements can be found in red.

**REFERENCE:**

Board Policy 6146.1 Graduation Requirements

**Policy 6146.1: High School Graduation Requirements**

**Status:**

**Original Adopted Date:** 06/11/2019 | **Last Revised Date:** 11/14/2022 | **Last Reviewed Date:** 11/14/2022

The Governing Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

District students shall complete graduation course requirements as specified in Education Code 51225.3 and those adopted by the Board, except for students who are exempted as provided in "Exemptions from District-Adopted Graduation Requirements," below. Students who are exempted from district-adopted graduation requirements shall be eligible to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate.

**Course Requirements**

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Three courses in English (Education Code 51225.3)
2. Two courses in mathematics (Education Code 51225.3)

Students shall complete at least one mathematics course that meets the state academic content standards for Algebra I or Mathematics I. Students may complete such coursework prior to grade 9 provided that they also complete two mathematics courses in grades 9-12. (Education Code 51224.5)

3. Successful completion of an approved computer science course that is classified as a "category C" course based on the University of California (UC) and California State University (CSU) "A-G" admission requirements shall be counted toward the satisfaction of additional graduation requirements in mathematics. (Education Code 51225.3, 51225.35)
4. Two courses in science, including biological and physical sciences (Education Code 51225.3)
5. Three courses in social studies, including United States (U.S.) history and geography; world history, culture, and geography; a one-semester course in American government and civics; and a one-semester course in economics (Education Code 51225.3)
6. One course in visual or performing arts, world language, or career technical education (CTE). For purposes of this requirement, a course in American Sign Language shall be deemed a course in world language. (Education Code 51225.3)

To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education. (Education Code 51225.3)

7. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

8. Beginning with the 2029-30 school year, a one-semester course in ethnic studies (Education Code 51225.3)

9. District Requirements to Earn a Diploma:
  - English: 4 years (40 credits)
  - Mathematics: 3 years (30 credits)\*
  - Science: 3 years (30 credits)
  - Social Science: 4 years (40 credits)
  - Physical Education: 2 years (20 credits)
  - Practical/ Vocational Arts: 1 year (10 credits)
  - Visual/ Performing Arts: 1 year (10 credits)
  - Health: Satisfied by completing CP or AP Human Geography and Freshman P.E.
  - ELECTIVES: 50 credits.
  - Total = 230 credits

\*Students who have not passed Math 3 or Financial Literacy, or achieved “Standard Met” or “Standard Exceeded” on the California Assessment for Student Performance and Progress (CAASPP) must take a fourth year of mathematics.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

### **Exemptions from District-Adopted Graduation Requirements**

Prior to the beginning of grade 10, the individualized education program (IEP) team for each student with disabilities shall determine whether the student is eligible for exemption from all coursework and other requirements adopted by the Board in addition to the statewide course requirements for high school graduation, and if so, shall notify the student's parent/guardian of the exemption. A student with disabilities shall be eligible for the exemption, if the student's IEP provides for both of the following requirements: (Education Code 51225.31)

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code 60640
2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

In addition, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Within 30 days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student, and others as required by law, of the availability of the exemption from local graduation requirements and whether the student qualifies for it. (Education Code 51225.1)

### **Retroactive Diplomas**

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the U.S. or through online or virtual courses.

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district high school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the U.S. while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school
4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

### **Honorary Diplomas**

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district
2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Certificated Sub Salary Schedule

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

**RECOMMENDATION:**  Action  
 Discussion  
 Information

**BACKGROUND:**

This updated salary schedule reflects an increase to our long-term pay rates for substitute teachers and counselors. This increase is due to the updated salary increase of 2.08% and will be effective on 1/1/2023. Changes are highlighted in yellow.

**1/1/2023**  
**Shasta Union High School District**  
**CERTIFICATED SUB SALARY SCHEDULE**

<i>Schedule of Pay</i> <b>Sub Teachers</b>	
Substitute Teachers	\$150.00/day
Substitute Teachers (6 periods)	\$180.00/day
Long Term Substitute Teacher (starts 21 <sup>st</sup> day -no retro to day 1)	\$262.20/day
Long Term Substitute Teacher (6 Periods) (starts 21 <sup>st</sup> day-no retro to day 1)	\$314.64/day
1-2 periods= ½ day 3-5 periods = full day	

<i>Schedule of Pay</i> <b>Sub Counselors</b>	
Substitute Counselors	\$168.00
Long Term Substitute Counselors (starts 21 <sup>st</sup> day-no retro to day 1)	\$265.59

~EFFECTIVE 1/1/2023, REVISED BASED ON SCHEDULE A & B

~RETRO ACTIVELY EFFECTIVE TO 8/16/2021 PENDING BOARD APPROVAL ON 9/14/21

~EFFECTIVE 5/1/2015 ADDITION OF \$30 TO EACH OF THE PAY RATES LISTED ABOVE