



**Board of Trustees**

Ron Zufall  
Constance Pepple  
Andrea Hoheisel  
Mike Doran  
Joe Ayer

**Student Board Member**

Riley Combs

**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  
February 13, 2024  
5:30 p.m. – Call to Order  
5:30 p.m. – Closed Session  
6:30 p.m. – Open Session

***Mission:***

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

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

***Vision:***

*Educating Every Student for Success*

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

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

**Agenda**

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

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

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

## 6. PUBLIC COMMENT

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

## 7. RECOGNITION OF STAFF AND/OR STUDENTS

## 8. PRESENTATIONS

8.1 Dress Code – Shasta High School Senior Aria del Rosario-Sabet

8.2 Funding Sources – Isom Advisors Chief Executive Officer Jon Isom

## 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 January 9, 2024 regular Board meeting

### 10.2 Business Services

A. Ratify Commercial Warrants and Payroll Distributions for January 2024

B. Accept Quarterly Investment Report

C. Approve a request to declare property as surplus (SHS Food Service - 2 Hobart Mixers, Jamba Juice Machine)

D. Update signature cards with Tri Counties Bank

### 10.3 Instructional Services

A. Approve a field trip request

### 10.4 Human Resources

A. Approve Human Resources Action Report

B. Approve notification of non-reelection to temporary certificated staff and long term substitutes for the 2024-25 school year

## 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. Presentation of the Shasta Secondary Education Association's (SSEA) initial proposal for negotiation for 2024-25 (*Information*)
- B. Presentation of the Educational Support Professionals Association's (ESP) initial proposal for negotiation for 2024-25 (*Information*)
- C. Presentation of the SUHSD's initial proposal for negotiation with SSEA and ESP for 2024-25 (*Information*)
- D. Approve recommendation for the Measure I Citizens' Bond Oversight Committee vacancy, as follows: Kristen Lyons - Member of the community at large (*Action*)
- E. The Board will conduct the first reading of draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA and recommended by Administration (*Discussion/Action*)
- F. The Board will review and re-commit to the CSBA Professional Governance Standards and related Board Bylaws adopted 5/8/01 (*Action*)
- G. The Board will determine a date for the spring Board Study Session (*Discussion*)

### 12.2 Budget, Finance, Facilities

- A. Review Monthly Financial Report (*Information*)
- B. Approve authorization to establish a Student Activity Special Revenue Fund (Fund 05) with the Shasta County Auditor (*Action*)

### 12.3 Instructional Services

- A. The Board will conduct the first reading of the supplemental book *Claudette Colvin: Twice Toward Justice* by Phillip Hoose (*Discussion/Action*)
- B. LCAP Midyear Goal update (*Information*)

## 13. ADVANCE PLANNING

### 13.1 Next Meeting Dates: March 12, 2024

### 13.2 Suggested Future Agenda Items

## 14. ADJOURNMENT

- 14.1 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

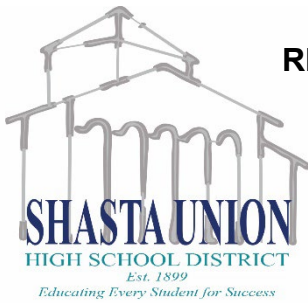
**SUBJECT:** Minutes from January 9, 2024 Board Meeting

**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**

**January 9, 2024  
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, Constance Pepple, Andrea Hoheisel, Joe Ayer and Mike Doran 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; 3) Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) Two Cases; and 4) Consider recommendation from Administration regarding one student expulsion (File No. 23-01).

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

- RES. 24-001** That the Board approve the agenda as presented. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-002** That the Board approve the consent agenda, as presented. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-003** That the Board approve the minutes for the December 12, 2023 regular Board meeting. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-004** That the Board approve the minutes for the January 3, 2024 special Board meeting. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-005** That the Board ratify commercial warrants in the amount of \$2,734,036.42 and payroll distributions in the amount of \$4,475,493.73 for the period of 12/01/2023 – 12/31/2023. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-006** That the Board receive the Rate of Attendance Report for the First Period (P-1) for 2023-2024. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-007** That the Board approve the Human Resources Action Report, as follows: *Classified – (New Hires/Rehire):* Susan Suggs-Morales, Network/Systems Administrator 8 hours/12 months (IT-SLC), effective December 27, 2023 and Andrew Witmer, Programmer I 8 hours/12 months (IT-SLC), effective December 11, 2023. *(Position Change-Promotion):* Kristene Bullen, Program Assistant 8 hours/238 days (DO), effective January 8, 2024. *(Probation-Termination/Dismissal):* Hallie Rocha, Custodian 8 hours/12 months (EHS), effective December 18, 2023. *(Resigned/Retired):* Julie Coffey, Admin Assistant-HR 8

hours/12 months (DO), effective June 30, 2024 and Della Nash, Instructional Para-SDCI 6.5 hours/10 months, effective December 28, 2023. *Certificated – (New Hires/Rehire):* Ernesto Aguirre, Music 1.0 FTE (FHS), effective January 8, 2024. *(Return from Leave of Absence):* David Whitacre, School Psychologist (EHS), effective January 24, 2024. *(Resigned/Retired):* Janaea Jenkins, ASB & CTE AOJ (EHS), effective June 30, 2024. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)

- RES. 24-008 That the Board accept the Quarterly Report on the Williams Uniform Complaints for October 1, 2023 – December 31, 2023. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-009 That the Board accept the recommendation from Administration regarding a student expulsion (File No. 23-01). (Motion Pepple, second Hoheisel, carried 5-0. Ayes: Zufall, Pepple, Hoheisel, Doran, Ayer. Noes: None. Abstain: None. Absent: None)
- RES. 24-010 That the Board approve Trustee Ayer to serve as the Shasta Charter Academy Representative. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-011 That the Board waive the second reading and approve the draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA. (Motion Hoheisel, second Doran, carried 4-1. Student Board Member Combs: Aye)
- RES. 24-012 That the Board approve the minutes for the December 14, 2023 special Board meeting. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-013 That the Board excuse Trustee Hoheisel's absence from the December 14, 2023 special Board meeting. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-014 That the Board approve the School Accountability Report Cards. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-015 That the Board approve the Certificated Sub Salary Schedule. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)
- RES. 24-016 That the meeting adjourn. (Motion Pepple, second Ayer, carried 5-0. Student Board Member Combs: Aye)

#### **OATH OF OFFICE:**

Jim Cloney presented former Trustee Jamie Vericker with a plaque and thanked him for serving the students and families of the Shasta Union High School District for seven years.

Mr. Cloney administered the Oath of Office to Joe Ayer to serve as a member of the Governing Board of the Shasta Union High School District, to hold office until December 2024. He welcomed Trustee Ayer back to the Board and thanked him for serving the students of the Shasta Union High School District.

#### **PUBLIC COMMENT:**

Shawn Vega Sanchez welcomed back Trustee Ayer and congratulated Trustee Zufall on being Board President. He encouraged people to attend the Foothill High School (FHS) crab feed and provided Mr. Perez with information regarding the IBEW 1245 scholarship. Mr. Sanchez raised concerns regarding the use of cell phones in the bathroom since they are not allowed during lunch at FHS. He encouraged Administration to use cell phones as a tool for learning.

Redding FFA students Marcela Christie and Lauren Davis provided the Board with an update on conferences, conventions and fundraisers. Ms. Davis stated that students will be artificially inseminating cows and pigs, and they continue to build fences for the livestock facilities.

Foothill FFA students Jamie Albonico and Audrey Strawn provided the Board with an update on competitions. They stated that they are now accepting floral subscriptions and thanked the Board for their support.

**PRESENTATIONS:**

Measure I Citizens' Bond Oversight Committee 2021-2022 Annual Report: Jim Cloney stated that the delay in completing the audit is at no fault to the District. Citizens' Bond Oversight Committee (CBOC) Chairman Kevin O'Rorke stated that it was his privilege and pleasure to present, on behalf of the full Committee, the annual CBOC report. In accordance with Proposition 39, the CBOC exists to ensure that expenditures of the funds collected under the voter-approved bond Measure I are spent on the items and projects voters approved at the time of their vote. The CBOC is a committee dedicated to ensuring that the public trust is well kept and remains intact throughout the life of Measure I. Chairman O'Rorke was pleased to report that the expenditures from the 2021-2022 fiscal year, after a full audit by an outside auditor, are in compliance with all laws, regulations and accounting. He thanked the Board for the opportunity to serve the District and ensure that all is in full compliance with legal and ethical guidelines.

Trustee Zufall thanked Chairman O'Rorke for the partnership between Shasta Community College and the District.

Shasta High School Friday Night Live Club: Shasta High School (SHS) students and Friday Night Live (FNL) Club members Mackenzie Barto, Eva Dexter, Kaitlyn Wendland and Sosi Rodriguez conducted a presentation on student vaping. Their club is organized through the Shasta County Chemical People, and they advocate for drug and substance abuse awareness in youth. The presentation covered vaping statistics and data from student surveys, the effects on health from vaping, and what solutions could be implemented to reduce the number of students who vape. Solutions included staff frequently monitoring areas where students are known to vape (e.g. bathrooms), increased funding towards sports drug testing, and peer education to all student athletes and parents.

Trustee Hoheisel inquired what type of peer education would be offered. FNL would offer in person peer to peer education.

Jim Cloney stated that he attends the Shasta County Chemical People meetings and relays suggestions from the organization to Administration. He reported that the District has implemented vape sensors in the bathrooms, and he raised concerns regarding the budget for increased student athlete drug testing. Mr. Cloney stated that the District hasn't solved the vaping problem but has and will continue to take steps to resolve the problem. Discussion continued on the process of drug testing and consequences for student athletes, how vaping products can be easily disguised, and the increased presence of vaping in middle schools.

Trustee Doran emphasized the importance of students choosing their friends wisely. He commended the club on their efforts and what they are doing.

Trustee Zufall commended the club for their commitment to prevent students from vaping in order to help their peers.

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

CSEA President David Martin was not present.

ESP President Rhonda Minch welcomed everyone back from break. She was pleased to announce that Human Resources will now conduct paraprofessional testing during the application process instead of using the Shasta County Office of Education and that they have done a good job informing staff of the summer assistance program. Ms. Minch stated that Human Resources Administrative Assistant Julie Coffee has announced her retirement and that she will be hard to replace.

SSEA President Layne McLean stated that he anticipates there will be a lot of retirements for the Board to approve next month. He stated that he plans to retire at the end of next year and is excited for his next chapter. He thanked Trustee Vericker for his service and stated that he was excited to have Trustee Ayer back on the Board.

Trustee Zufall inquired if staff had any feedback on the new finals schedule. Mr. McLean stated that most teachers thought it was good.

**REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS (continued):**

Trustee Doran raised concerns regarding the budget and inquired what Mr. McLean's thoughts were in terms of leadership. Mr. McLean stated that he is confident in the future leaders within the District.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney reported that the P-1 rate of attendance numbers are trending upward totaling 92.12% which could have a significant financial impact. Mr. Cloney reported that the Shasta County Office of Education Committee approved the Ponderosa trustee area map. He stated that all five of the areas on the map are currently represented by the Board and that Trustee Zufall and Ayer's seats are up for election at the end of the year. Mr. Cloney reported that the District is down to the last 1% of funds from the Measure I General Obligation Bond that was passed in 2016. The District would like to discuss additional funding options for infrastructure (e.g. paving, roofing, HVAC) and has invited Jon Isom of Isom Advisors to present on this at the next Board meeting. Mr. Cloney stated that Mr. Flores will create a list of projects and associated costs.

Trustee Hoheisel inquired if the Board could get the project list before the February meeting. Mr. Flores stated he can provide a list. Discussion continued on inflation and interest rates.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Combs reported that the students didn't notice much of a difference regarding the new finals schedule.

Trustee Ayer thanked everyone for welcoming him back and that he is excited to work with everyone and get caught up.

Trustee Doran raised concerns regarding how fast technology is advancing and how education should react to it. He also raised concerns regarding the budget and that it is important to think about the District reserves.

Trustee Hoheisel stated that she was excited to hear from the students who presented on the vaping issues. She reported that she looks forward to future conversations on how to create solutions for students to thrive.

Trustee Pepple welcomed back Trustee Ayer and stated that he will be a great contribution.

**DISCUSSION:**

Shasta Charter Academy (SCA) Representative: Trustee Zufall stated that this agenda item was tabled at the organizational meeting since there wasn't a full Board. Trustee Zufall recommended Trustee Ayer serve as the SCA representative.

CSBA Policies: Jim Cloney stated that the Board first saw this batch of CSBA policies at the fall study session shortly following the approval of Assembly Bill 1078. He conducted a presentation on AB1078 at the November Board meeting, and the policies were tabled at the December meeting due to Trustee Hoheisel's absence.

As the CSBA policy liaison, Trustee Hoheisel has read the policies and met with District Administration to review her questions. She asked Leo Perez to expand on prenatal care as mentioned in Administrative Regulation 6143. Mr. Perez stated that the District offers support for pregnant teens but does not offer prenatal care. He explained that this policy applies to District's that teach a health class.

Trustee Hoheisel stated that Board Policy 6163.1 lists several items that should be assessed by the school libraries and reported to the Board. Mr. Cloney stated that the District would review the policy with the library techs to ensure what is listed can be produced in a report. He stated that the District can add this to the Board Action Calendar as an annual item.

Trustee Zufall inquired if the information is valuable or if this would be more busy work. Trustee Hoheisel stated that she felt it would be valuable because it provides the Board more knowledge of the curriculum.

Trustee Hoheisel noted that the District will remove the language pertaining to preschools within the Uniform Complaint Procedures since it does not apply.



**DISCUSSION (continued):**

Monthly Financial Report: Davide Flores reported that the budget has been updated with First Interim, and actual expenditures have been updated through December 31st. At this time all revenue and expenditure categories are trending accordingly given where the District is in the fiscal year. He noted that there were two timecard errors regarding December's payroll cycle.

Trustee Zufall inquired why the revenues lag behind the expenditures. Mr. Flores stated that the LCFF revenue comes in 9% increments over the year.

Trustee Doran inquired if there is news of deficits and what would happen if the District got budget cuts midstream. Mr. Flores stated that it depends on the reduction, and the District would anticipate a warning. He reported that since the economic crash back in 2008, the state is better educated on how schools are funded. Mr. Flores stated that the Governor will make an announcement on the budget tomorrow and it is best to wait until the District has more information.

California School Dashboard Data: Leo Perez provided an update to the Board on the California School Dashboard focusing on English Language Arts (ELA) and math. The CAASPP ELA and math tests were administered in the spring of 2023 to juniors. Trustee Hoheisel inquired why FHS had a significant decline in ELA and math. Mr. Perez explained that each school is required to test 95% of students and FHS had many students opt out of the test causing them to not meet the 95% threshold. The lowest score is applied to the students who opted out of the test until the 95% threshold is met.

Mr. Perez stated that Pioneer Continuation High School (PHS) focused on improving their scores through incentives and had a significant increase on their scores. District and site Administrators will continue to emphasize the importance of the test to parents and students.

Trustee Doran stated that he enjoyed the flex schedule presentation and emphasized the importance of communicating the benefits of the PLC process to parents.

Mr. Perez stated that the District issues a practice test to freshman and sophomores in order to gather data and prepare them for the CAASPP test their junior year. Trustee Pepple inquired how many students are reading at the sixth-grade level and to define the "meets standard" level for ELA and math. Mr. Perez stated that he would look into the ELA level and that the math primarily focuses on Math 2 skills. He noted that each state defines their own standard and that California typically has a higher standard.

2023 School Accountability Report Cards (SARCs): Leo Perez stated that the SARC is a document that shows a snapshot of each school, and the District is required to post them by February 1. He stated that the state updated a lot of the data today around noon but that it is still missing information on teacher qualifications. He recommended the Board approve the SARCs as is and that the District will update the Board when the state updates the reports which will most likely be around April.

Trustee Hoheisel inquired why one school was rated fair to poor regarding the facility and HVAC system. Mr. Flores stated that each school receives a fitness report in September and the inspector this year was new and much more thorough. Mr. Flores stated that the Maintenance and Operations Department uses the report as a projects list and prioritizes it by health and safety then esthetics. Mr. Flores noted that a lot of items listed are typically easy fixes such as peeling paint or replacing roof tiles.

A-G Completion Improvement Grant: Leo Perez updated the Board on how the \$683,397 A-G Completion Improvement Grant has been implemented. He stated that funds have been used to offer more support for students including academic Saturday school, additional tutoring, and core classes during zero period. When the funds from the ESSER grant diminish, the District plans to utilize this grant to continue some of the programs listed within the ESSER grant. Mr. Perez reviewed annual A-G rates dating back to 2018-2019 and explained the impact of the pandemic on graduation rates.

**DISCUSSION (continued):**

Certificated Sub Salary Schedule: Jason Rubin stated that the District would like to increase the substitute teacher rate from \$150 to \$180 per day and noted that this will be the same as other local districts.

Trustee Pepple inquired about the quality of substitute teachers and if teachers are required to leave a lesson plan. Mr. Rubin stated that teachers should leave a sub plan and site Administrators should follow up if there isn't one. Mr. Cloney stated that the District does not invite back substitute teachers if there is poor feedback and that it has been a tough balance due to the substitute teacher shortage.

**ADVANCE PLANNING:**

Next Meeting Date: February 13, 2024

Trustee Zufall stated that he forgot to mention his handout during his Board report and provided the Board a document listing the Board meeting information of the District's feeder schools. He stated that since now the Board members are elected by individual districts, it would be a good idea for each Board member to introduce themselves as a representative to the feeder school their district is in.

**ADJOURNMENT:**

The meeting adjourned at 8:52 p.m.

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Andrea Hoheisel, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

*Bd. Min. 1-09-24 //*

# 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 1/01/24 - 1/31/24**

<b>Subfund Totals - Accounts Payable</b>		
01	General Fund	3,208,256.34
02	Farm Fund	588.15
05	Student Body Fund	359.29
07	Shasta Charter Academy	124,936.75
08	University Preparatory	101,695.50
11	Adult Education Fund	868.33
12	Child Development Fund	0.00
13	Cafeteria/Food Service Fund	143,619.98
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	0.00
25	Capital Facilities Fund	62,832.50
35	County School Facilities	0.00
56	Debt Service Fund	0.00
76	Warrant Passthrough	0.00
<b>Total</b>		<b>\$3,643,156.84</b>
<b>Total Accounts Payable</b>		<b>3,643,156.84</b>
<b>Total Payroll</b>		<b><u>4,098,727.38</u></b>
<b>GRAND TOTAL</b>		<b>\$7,741,884.22</b>

<b>Payroll Warrants</b>	
Salary	4,004,157.37
Supplemental	90,421.19
Manual Payroll	4,148.82
Voids	<u>0.00</u>
<b>Total</b>	<b>\$4,098,727.38</b>

*SHASTA UNION HIGH SCHOOL DISTRICT*

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Quarterly Investment Report

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

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

**BACKGROUND:**

Although school districts are no longer required to prepare a quarterly investment report and present it to the governing board, current district policy calls for the report as it is a good business practice. The attached report comes from the Shasta County Pooled Investments for the period ending December 29, 2023.

**REFERENCES:**

Government Code Section 53646

PURCHASE DATE	SECURITY TYPE	PAR AMOUNT	COST AMOUNT	% OF TOTAL	DISC	PREM	ACCRUED INTEREST	MATURITY	CUSIP	MOODY'S RATING	INT/DISC RATE	YIELD	BROKER	DAYS TO MAT	DAYS* COST	MARKET VALUE	UNREALIZED GAIN/LOSS	
	Local Agency Investment Fund (max 75,000)	5,000,000.00	5,000,000.00	0.54%				1/2/2024		not rated	3.36	3.36	LAIF	4	20,000,000.00	5,050,289.39	N/A	
	Repo Agreement (20% limit)			0.00%											0.00		N/A	
	LIR Treasury Fund - Mutual Fund (5.00%max)	46,000,000.00	46,000,000.00	4.97%				1/2/2024			5.25	5.25	UBS	4	184,000,000.00	46,141,127.17	N/A	
12/03/20	US Treasury Note	5,000,000.00	5,023,804.39			23,804.39	0.00	5,023,804.39	02/29/24	9128286GO	NA/Aaa	2.38	0.21	Wedbush	62	311,475,872.18	4,976,450.00	(47,354.39)
12/28/21	US Treasury Note	10,000,000.00	10,000,000.00			0.00	0.00	10,000,000.00	02/29/24	9128286GO	NA/Aaa	2.38	0.75	Wedbush	62	620,000,000.00	9,952,900.00	(47,100.00)
01/06/22	US Treasury Note	5,000,000.00	4,964,843.75		(35,156.25)		0.00	4,964,843.75	11/15/24	91282CDH1	NA/Aaa	0.75	1.00	UBS	322	1,598,679,687.50	4,825,200.00	(139,643.75)
04/08/22	US Treasury Note	10,000,000.00	9,951,171.88		(48,828.12)		0.00	9,951,171.88	01/31/25	9128283V0	NA/Aaa	2.50	2.65	Wedbush	399	3,970,517,580.12	9,765,600.00	(185,571.88)
08/25/21	US Treasury Note	10,000,000.00	10,000,000.00			0.00	0.00	10,000,000.00	02/28/25	912828ZC7	NA/Aaa	1.13	0.52	Wedbush	427	4,270,000,000.00	9,605,100.00	(394,900.00)
07/07/21	US Treasury Note	10,000,000.00	9,862,500.00		(137,500.00)		0.00	9,862,500.00	06/30/25	912828ZW3	NA/Aaa	0.25	0.60	Wedbush	549	5,414,512,500.00	9,392,600.00	(469,900.00)
06/22/21	US Treasury Note	5,000,000.00	4,914,843.75		(85,156.25)		0.00	4,914,843.75	07/31/25	91282CAB7	NA/Aaa	0.25	0.67	Wedbush	580	2,850,609,375.00	4,682,600.00	(232,243.75)
08/20/21	US Treasury Note	5,000,000.00	4,930,468.75		(69,531.25)		0.00	4,930,468.75	08/31/25	91282CAJO	NA/Aaa	0.25	0.60	Wedbush	611	3,012,516,406.25	4,667,800.00	(262,668.75)
08/26/21	US Treasury Note	10,000,000.00	9,845,312.50		(154,687.50)		0.00	9,845,312.50	01/31/26	91282CBH3	NA/Aaa	0.38	0.73	UBS	764	7,521,818,750.00	9,239,100.00	(606,212.50)
04/10/23	US Treasury Note	10,000,000.00	10,000,000.00			0.00	0.00	10,000,000.00	02/15/26	91282CGL9	NA/Aaa	4.00	3.75	Union Banc	779	7,790,000,000.00	9,954,300.00	(45,700.00)
08/27/21	US Treasury Note	10,000,000.00	9,908,984.38		(91,015.62)		0.00	9,908,984.38	02/28/26	91282CBQ3	NA/Aaa	0.50	0.71	Wedbush	792	7,847,915,628.96	9,241,000.00	(667,984.38)
12/12/23	US Treasury Note	10,000,000.00	9,912,109.38		(87,890.62)		0.00	9,912,109.38	06/15/26	91282CHH7	NA/Aaa	4.13	4.50	Wedbush	899	8,910,986,332.62	9,997,700.00	85,590.62
06/30/22	US Treasury Note	10,000,000.00	9,185,937.50		(814,062.50)		0.00	9,185,937.50	06/30/26	91282CCJ8	NA/Aaa	0.88	3.05	Wedbush	914	8,395,946,875.00	9,247,300.00	61,362.50
11/18/22	US Treasury Note	5,500,000.00	4,852,031.25		(647,968.75)		0.00	4,852,031.25	07/31/26	91282CCP4	NA/Aaa	0.63	4.09	UBS	945	4,585,169,531.25	5,037,890.00	185,858.75
12/28/22	US Treasury Note	10,000,000.00	9,139,062.50		(860,937.50)		0.00	9,139,062.50	08/15/26	9128282A7	NA/Aaa	1.50	4.07	Wesbush	960	8,773,500,000.00	9,359,400.00	220,337.50
04/10/23	US Treasury Note	10,000,000.00	9,344,531.25		(655,468.75)		0.00	9,344,531.25	09/30/26	912828YG9	NA/Aaa	1.63	3.65	UBS	1006	9,400,598,437.50	9,375,800.00	31,268.75
03/29/23	US Treasury Note	10,000,000.00	9,462,500.00		(537,500.00)		0.00	9,462,500.00	02/15/27	912828V98	NA/Aaa	2.25	3.75	UBS	1144	10,825,100,000.00	9,493,000.00	30,500.00
06/30/23	US Treasury Note	10,000,000.00	9,408,593.75		(591,406.25)		0.00	9,408,593.75	05/31/27	91282CET4	NA/NA	2.63	4.28	Wells Fargo	1249	11,751,333,593.75	9,571,100.00	162,506.25
12/09/22	US Treasury Note	10,000,000.00	9,778,125.00		(221,875.00)		0.00	9,778,125.00	06/30/27	91282CEV7	NA/Aaa	3.25	3.78	Wedbush	1279	12,506,221,875.00	9,772,300.00	(5,825.00)
10/31/23	US Treasury Note	10,000,000.00	9,359,375.00		(709,375.00)		68,750.00	9,359,375.00	07/31/27	91282CFB2	NA/Aaa	2.75	4.84	Wedbush	1310	12,260,781,250.00	9,599,200.00	239,825.00
01/03/23	US Treasury Note	10,000,000.00	10,000,000.00			0.00	0.00	10,000,000.00	09/30/27	91282CFM8	NA/Aaa	4.13	3.96	Wedbush	1371	13,710,000,000.00	10,063,300.00	63,300.00
05/03/23	US Treasury Note	10,000,000.00	8,854,687.50		(1,145,312.50)		0.00	8,854,687.50	01/31/28	91282CBJ9	NA/Aaa	0.75	3.38	UBS	1494	13,228,903,125.00	8,816,400.00	(38,287.50)
05/05/23	US Treasury Note	10,000,000.00	9,715,072.80		(284,927.20)		0.00	9,715,072.80	02/15/28	9128283W8	NA/Aaa	2.75	3.40	UBS	1509	14,660,044,855.20	9,559,000.00	(156,072.80)
10/06/23	US Treasury Note	10,000,000.00	8,625,386.36		(1,380,078.12)		5,464.48	8,625,386.36	03/31/28	91282CB59	NA/Aaa	1.25	4.72	Wedbush	1554	13,403,850,403.44	8,967,200.00	341,813.64
12/08/23	US Treasury Note	10,000,000.00	9,459,572.46		(558,593.75)		18,166.21	9,459,572.46	05/15/28	9128284N7	NA/Aaa	2.88	4.27	UBS	1599	15,125,856,363.54	9,589,100.00	129,527.54
10/11/23	US Treasury Note	10,000,000.00	8,633,423.91		(1,401,562.50)		34,986.41	8,633,423.91	06/30/28	91282CCH2	NA/Aaa	1.25	4.59	Wedbush	1645	14,201,982,331.95	9,818,000.00	284,576.09
12/06/23	US Treasury Note	10,000,000.00	9,549,218.75		(539,062.50)		88,281.25	9,549,218.75	08/15/28	9128284V9	NA/Aaa	2.88	4.15	Wedbush	1691	16,147,728,906.25	9,569,900.00	20,681.25
12/05/23	US Treasury Note	10,000,000.00	10,383,203.13			336,328.13	46,875.00	10,383,203.13	10/31/28	91282CJF9	NA/Aaa	4.88	4.11	UBS	1768	18,357,503,133.84	10,438,300.00	55,096.87
12/13/23	US Treasury Note	10,000,000.00	9,549,038.46		(475,000.00)		24,038.46	9,549,038.46	11/15/28	9128285M8	NA/NA	3.13	4.25	US Bancorp	1783	17,025,935,574.18	9,660,200.00	111,161.54
****	Total Treasury Bill (50% limit)	265,500,000.00	254,613,798.40	27.49%								2.93				253,337,740.00	(1,276,058.40)	
****	Total Negotiable Cert of Deposit (20% limit)			0.00%														
08/29/22	Barclay's Bank PLC Med Term Note	10,000,000.00	10,000,000.00					10,000,000.00	08/29/25	06748XLN9	A/A1	4.15	4.15	Alamo	609	6,090,000,000.00	9,685,300.00	(314,700.00)
****	Total Medium Term Notes (20% limit/ 3% ea)	10,000,000.00	10,000,000.00	1.08%								4.15				9,685,300.00	(314,700.00)	
04/10/23	Natixis NY CP	10,000,000.00	9,615,250.00		(384,750.00)			9,615,250.00	01/05/24	63873JA59	A-1/P-1	5.13	5.34	UBS	7	67,306,750.00	9,995,600.00	380,350.00
11/28/23	MUFG Bank CP	10,000,000.00	9,863,000.00		(137,000.00)			9,863,000.00	02/26/24	62479LBS3	A-1/P-1	5.48	5.56	UBS	59	581,917,000.00	9,917,200.00	54,200.00
06/30/23	MUFG CP	10,000,000.00	9,582,250.00		(417,750.00)			9,582,250.00	03/26/24	62479LCS2	A-1/P-1	5.57	5.81	UBS	88	843,238,000.00	9,873,100.00	290,850.00
07/03/23	Credit Agricole CP	10,000,000.00	9,582,302.78		(417,697.22)			9,582,302.78	03/28/24	22533TCU8	A-1/P-1	5.59	5.83	UBS	90	862,407,250.20	9,870,000.00	287,697.22
10/20/23	Credit Agricole CP	10,000,000.00	9,652,800.00		(347,200.00)			9,652,800.00	05/31/24	22533TEX0	A-1/P-1	5.58	5.78	UBS	154	1,486,531,200.00	9,774,600.00	121,800.00
09/22/23	ING Funding CP	10,000,000.00	9,586,961.11		(413,038.89)			9,586,961.11	06/14/24	4497WOFE3	A-1/P-1	5.59	5.83	UBS	168	1,610,609,466.48	9,755,400.00	168,438.89
09/22/23	Natixis NY CP	10,000,000.00	9,584,744.44		(415,255.56)			9,584,744.44	06/14/24	63873JFE5	A-1/P-1	5.62	5.87	UBS	168	1,610,237,065.92	9,755,400.00	170,655.56
10/10/23	Credit Agricole CP	10,000,000.00	9,589,027.78		(410,972.22)			9,589,027.78	07/05/24	22533TG59	A-1/P-1	5.50	5.78	UBS	189	1,812,326,250.42	9,725,600.00	136,572.22
10/18/23	Natixis NY CP	10,000,000.00	9,580,958.33		(419,041.67)			9,580,958.33	07/11/24	63873JGB0	A-1/P-1	5.65	5.90	UBS	195	1,868,286,874.35	9,716,700.00	135,741.67
10/30/23	MUFG Bank CP	10,000,000.00	9,583,750.00		(416,250.00)			9,583,750.00	07/26/24	62479LGS8	A-1/P-1	5.55	5.79	UBS	210	2,012,587,500.00	9,694,400.00	110,650.00
*****	Total Comm Paper (20% limit)	100,000,000.00	96,221,044.44	10.39%								5.75				98,078,000.00	1,856,955.56	
01/03/20	Federal Farm Credit Bank	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	01/02/24	3133ELFW9	AA+/Aaa	1.71	1.58	Wedbush	4	20,000,000.00	5,000,000.00	0.00
01/11/21	Federal Farm Credit (Callable)	5,000,000.00	4,993,000.00		(7,000.00)			4,993,000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.24	UBS	13	64,909,000.00	4,993,000.00	0.00
01/15/21	Federal Farm Credit (Callable)	5,000,000.00	4,997,000.00		(3,000.00)		0.00	4,997,000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.21	UBS	13	64,961,000.00	4,993,000.00	(4,000.00)
04/06/21	Federal Farm Credit (Callable)	5,000,000.00	4,996,250.00		(3,750.00)		0.00	4,996,250.00	04/05/24	3133EMVD1	AA+/Aaa	0.33	0.35	UBS	98	489,632,500.00	4,933,700.00	(62,550.00)
11/30/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				0.00	5,000,000.00	05/16/24	3133EMGF3	AA+/Aaa	0.35	0.35	UBS	139	695,000,000.00	4,907,150.00	(92,850.00)
06/04/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				0.00	5,000,000.00	06/03/24	3133EME40	AA+/Aaa	0.33	0.33	UBS	157	785,000,000.00	4,894,200.00	(105,800.00)
09/29/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				0.00	5,000,000.00	06/17/24	3133EMAB8	Aaa/AA+	0.39	0.39	UBS	171	855,000,000.00	4,888,150.00	(111,850.00)
08/21/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	08/19/24	3133EL4J0	AA+/Aaa	0.47	0.46	UBS	234	1,170,000,000.00	4,856,600.00	(143,400.00)
10/15/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00				0.00	5,000,000.00	10/15/24	3133EMCY6	AA+/Aaa	0.43	0.43	Wedbush	291	1,455,000,000.00	4,822,	

12/22/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	01/22/24	3130AQCV3	AA+/Aaa	0.71	0.71	UBS	24	120,000,000.00	4,987,400.00	(12,600.00)
04/22/20	Federal Home Loan Bank	5,000,000.00	5,000,000.00		0.00	0.00	5,000,000.00	03/08/24	3130A7PH2	AA+/Aaa	1.88	0.51	Wells Fargo	70	350,000,000.00	4,967,750.00	(32,250.00)
06/17/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00			0.00	5,000,000.00	06/03/24	3130AMMM1	AA+/Aaa	0.38	0.38	UBS	157	785,000,000.00	4,898,550.00	(101,450.00)
04/19/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/19/24	3130ALXG4	AA+/Aaa	0.50	0.50	UBS	173	865,000,000.00	4,891,950.00	(108,050.00)
06/28/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/28/24	3130ASE62	AA+/Aaa	3.00	3.00	Alamo	182	910,000,000.00	4,950,250.00	(49,750.00)
01/05/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	07/05/24	3130AQFH1	AA+/Aaa	0.95	0.95	Union Banc	189	945,000,000.00	4,894,050.00	(105,950.00)
02/23/22	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	08/23/24	3130AQSZ7	AA+/Aaa	1.50	1.50	UBS	238	1,190,000,000.00	4,886,850.00	(113,150.00)
04/21/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,565,000.00	(435,000.00)		0.00	9,565,000.00	01/27/25	3130AQMR1	AA+/Aaa	1.25	2.90	UBS	395	3,778,175,000.00	9,679,500.00	114,500.00
08/26/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	02/26/25	3130ANH9Y	AA+/Aaa	0.52	0.52	UBS	425	2,125,000,000.00	4,768,050.00	(231,950.00)
12/10/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/10/25	3130AQHB85	AA+/N/A	1.20	1.20	UBS	529	2,645,000,000.00	4,778,650.00	(221,350.00)
06/29/22	Federal Home Loan Bank	5,000,000.00	4,985,260.00	(14,740.00)		0.00	4,985,260.00	06/13/25	3130AEBV1	AA+/Aaa	3.13	3.23	Wedbush	532	2,652,158,320.00	4,907,850.00	(77,410.00)
07/29/22	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	07/24/25	3130ASM97	AA+/Aaa	4.00	4.00	UBS	573	5,730,000,000.00	9,936,600.00	(63,400.00)
08/30/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00				10,000,000.00	08/27/25	3130ANW48	NA/NA	0.73	0.73	UBS	607	6,070,000,000.00	9,415,100.00	(584,900.00)
10/01/21	Federal Home Loan Bank (Callable)	10,000,000.00	9,988,000.00	(12,000.00)		0.00	9,988,000.00	08/29/25	3130AP3F0	AA+/Aaa	0.70	0.73	UBS	609	6,082,692,000.00	9,408,200.00	(579,800.00)
10/14/20	Federal Home Loan Bank	5,000,000.00	4,986,890.00	(13,110.00)		0.00	4,986,890.00	09/12/25	3130AJX42	AA+/Aaa	0.38	0.43	Wells Fargo	623	3,106,832,470.00	4,670,500.00	(316,390.00)
11/25/20	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	11/25/25	3130AKGD2	AA+/Aaa	0.57	0.57	UBS	697	3,485,000,000.00	4,641,350.00	(358,650.00)
04/20/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,235,000.00	(765,000.00)		0.00	9,235,000.00	02/25/26	3130ALEM2	AA+/Aaa	0.79	2.91	UBS	789	7,286,415,000.00	9,273,000.00	38,000.00
04/07/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			0.00	10,000,000.00	03/30/26	3130ALTR5	AA+/Aaa	1.01	1.01	UBS	822	8,220,000,000.00	9,285,300.00	(714,700.00)
06/30/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	06/30/26	3130AMSS2	NA/NA	1.05	1.05	UBS	914	4,570,000,000.00	4,613,600.00	(386,400.0

I certify that this report accurately reflects the County Treasurers investments, and is in conformance with the adopted County Investment Policy Statement. Furthermore, I certify to the best of my knowledge, sufficient investment liquidity, and anticipated revenues are available to meet the County's budgeted expenditure requirements for the next six months.

PAR + DISC + PREM + ACC INT = COST

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Surplus Equipment

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

**RECOMMENDATION:**

- ☒ Action
- ☐ Discussion
- ☐ Information

**BACKGROUND:**  
The Shasta High School Food Service has some kitchen equipment to surplus. This equipment is in fair condition and will be listed on Gov.deals.com for auction.



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

Site: Shasta H.S.  
 Department: Food Service  
 Room No. Kitchen

Date: 12-19-23Requestor: Mari Boerzel

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
02276	1	Hobart Mixer			2	2	F
00534	1	Hobart Mixer	H300	11-261-501	2	2	F
none		Jamba Juice	428-12	M208 7504			
100586		Machine					

**\*Condition Key:****Excellent** – in working order**Good** – needs minor repairs**Fair** – needs repairs; repairs are estimated not to exceed 30% of replacement cost.**Poor** – no longer serviceable; repairs would exceed 50% of replacement cost.**Unusable** – to be discarded as junkReason(s) for declaring surplus: Don't use in the way*Note: Incomplete or improperly completed forms will be returned to initiating department for completion prior to processing.**Originator is responsible for placing work order with Maintenance and storing on site until sold/reissued or discarded.*

Please contact 16514 or 16540 for further information or questions.

  
 Site Administrative Approval Signature
**Disposition**☐ Make available for reassignment Assign to: \_\_\_\_\_☐ Surplus☐ Junk\_\_\_\_\_  
Chief Business Official\_\_\_\_\_  
Date

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

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Tri-Counties Bank Signatory Update

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

**RECOMMENDATION:**

- ☒ Action
- ☐ Discussion
- ☐ Information

**BACKGROUND:**  
Attached are the revised signature cards for Tri Counties Bank.

# Shasta Union High School District

## Tri Counties Bank

The Shasta Union High School District Board of Trustees approved the following names to be listed as signatories on the following district accounts:

Board meeting date: **February 13, 2024** Resolution #: \_\_\_\_\_

### **XXXX1310**

#### District EFT Child Support

- Jim Cloney
- David Flores
- Laura Lievense
- Jennifer Bickley
- Sara Pruett
- Mariah Gunter

### **XXXX3154**

#### SUHSD Transportation Revolving

- Jim Cloney
- David Flores
- Trystan Thomas
- Misty Hair
- Laura Pearson

### **XXXX5879**

#### Shasta High School District Cafeteria Account

- Jim Cloney
- David Flores
- Laura Lievense
- Sara Pruett
- Leo Perez

### **XXXXXX6000**

#### Shasta Union High School District Revolving Account

- Jim Cloney
- David Flores
- Laura Lievense
- Sara Pruett

**XXXXX6448 \*\*\* CLOSE ACCOUNT \*\*\***

Shasta Union High School District AFLAC Account

- Jim Cloney
- David Flores
- Jennifer Bickley
- Laura Lievense
- Sara Pruett
- Mariah Gunter

**XXXXX2305**

SHS ASB

- David Flores
- Shane Kikut
- Jamie Fleming
- Heath Bunton
- Alison Taylor
- Sarah Price

**XXXXX2974**

SHS Scholarship

- David Flores
- Shane Kikut
- Jamie Fleming
- Heath Bunton
- Alison Taylor
- Sarah Price

**XXXXX5191**

SHS General ASB Money Market

- David Flores
- Shane Kikut
- Jamie Fleming
- Heath Bunton
- Alison Taylor
- Sara Price

**XXXXX5020**

SHS ASB Pepsi

- David Flores
- Shane Kikut
- Jamie Fleming
- Heath Bunton
- Alison Taylor
- Sarah Price

**XXXXX5020****SHS Scholarship CD**

- David Flores
- Shane Kikut
- Jamie Fleming
- Heath Bunton
- Alison Taylor
- Sarah Price

**XXXXX3403****EHS Assoc. Student Hornets**

- David Flores
- Ryan Johnson
- Joey Brown
- Jill Hardy
- Tonya Waterman

**XXXXX2596****EHS CD**

- David Flores
- Ryan Johnson
- Joey Brown
- Jill Hardy
- Tonya Waterman

**XXXXX5872****EHS Scholarship Trust Fund**

- David Flores
- Ryan Johnson
- Joey Brown
- Jill Hardy
- Tonya Waterman

**XXXX0427****Students of Foothill High School**

- David Flores
- Kevin Greene
- Kevin Strohmayr
- Shawn Anstine
- Vanessa Bennett

**XXXXX7679****FHS Student Body**

- David Flores
- Kevin Greene
- Kevin Strohmayer
- Shawn Anstine
- Vanessa Bennett

**XXXXX0415****FHS Phyllis Patterson Scholarship**

- David Flores
- Kevin Greene
- Kevin Strohmayer
- Shawn Anstine
- Vanessa Bennett

**XXXX6756****FHS Scholarship Trust Fund**

- David Flores
- Kevin Greene
- Kevin Strohmayer
- Shawn Anstine
- Vanessa Bennett

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Field Trip Request

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

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

**BACKGROUND:**

## Field Trips

Date of trip	School/ Group	Mode of travel	School Days Missed	Destination	Number of Students/Chaperones
3.14.24-3.17.24	UC Davis TRIO talent search	Charter Bus/Plane	2	Seattle, WA	40/6



# Field Trip Request

Requested by: Chelsey Baxter School: Shasta High School  
Name of Club, Group or Department: UC Davis TRIO Educational Talent Search Today's Date: 1-18-2024

## FIELD TRIP

Departure Date: March 14th, 2024 Time: 12:45 # of Students: 40 total, 8 SHS # of Chaperones: 6  
Return Date: March 17th, 2024 Time: 3:00 # of Substitutes Required: \_\_\_\_\_ Date(s): \_\_\_\_\_  
Destination: Seattle University, University of Washington, Seattle Pacific University Staff Member(s): 6 Parent(s): \_\_\_\_\_  
City/State: Seattle, Washington Chelsey Baxter Taylor Pinnell  
Outside of California, Oregon, Nevada or Arizona? Angela Radford Alyssa McManus  
Sylvia Hill Melody Villasenor  
☐ N ☒ Y\* (If Yes, must have Board Approval)  
Purpose: Provide resources and opportunities for TRIO Educational Talent Search students to visit and tour Universities and monuments that foster knowledge of post-secondary college and career options.

### \*\*Attach Itinerary \*\*

Local, In-State, Oregon, Nevada or Arizona trips must have Administrative approval at least **10 days prior** to departure.  
Trips outside of the 4 states and out-of-country must have Board approval at least **2 months prior** to departure.

## TRANSPORTATION

A separate Transportation Request form must be submitted to the Transportation Department. *12 business days prior for local trips; 20 business days for out of area trips*  
Mode of Transportation: Alaska Airlines, Contract Charter Bus  
Date Submitted: \_\_\_\_\_

## FUNDING

Budget Code or ASB Account	Amount
Substitute _____	_____
Transportation _____	_____
Meals _____	_____
Lodging _____	_____
Other Expenses _____	_____

By signing this form, I acknowledge that I have read all District Board Policies/Administrative Regulations related to school sponsored trips and I agree to abide by such policies.

Signature: Chelsey N Baxter Digitally signed by Chelsey N Baxter  
Date: 2024.01.18 14:51:40 -08'00' Date: 1/18/2024

## APPROVALS

Principal: Sharon K. Kunt Date: 1/18/2024  
Associate Superintendent Instructional Services: [Signature] Date: 1/19/2024  
Superintendent: [Signature] Date: 1/20/24

\*Trips outside of California, Oregon, Nevada and Arizona

Board Approval Date: \_\_\_\_\_



# Itinerary

## DEPARTURE

Date: 3/14/2024

Time: 12:45 PM

Departing From Redding Regional Airport

Stops:

Destination: Seattle Washington

Estimated arrival time: 4:44 PM

## SCHEDULE OF ACTIVITIES

Attached is the in-depth itinerary

## CHAPERONES

### Staff

Angela Radford (Program Director)

Chelsey Baxter (Program Advisor)

Taylor Pinnell (Program Advisor)

Alyssa McManus (Program Advisor)

Melody Villasenor (Program Advisor)

Sylvia Hill (Policy Analyst)

### Parents

## RETURN

Date: 3/17/2024

Time: 3:00 PM

Departing From Seattle-Tacoma International Airport

Stops:

Return Location: Redding Regional Airport

Estimated arrival time: 3:00PM

## **TENTATIVE ITINERARY**

(Times & activities are subject to change)

DATE	TIME	ACTIVITY
Thursday, 3/14/24	12:45 PM	Student drop off at Redding Airport (Authorized parent/guardian must sign student in)
Thursday, 3/14/24	3:02 PM – 4:44 PM	Flight to Seattle, Washington SEATAC Airport
Thursday, 3/14/24	5:30 PM	Bus pickup from SEATAC and depart for Embassy Suites by Hilton
Thursday, 3/14/24	6:00 PM	Arrive at Embassy Suites by Hilton Seattle Tacoma International Airport, 15920 W Valley Hwy, Seattle, WA 98188
Thursday, 3/14/24	6:00 PM – 7:00 PM	Check in at hotel / unload luggage / refresh
Thursday, 3/14/24	7:00 PM	Depart for dinner at The Cheesecake Factory, 401 Bellevue Square, Bellevue, WA 98004
Thursday, 3/14/24	7:30 PM – 9:00 PM	Dinner at The Cheesecake Factory
Thursday, 3/14/24	9:00 PM	Bus pickup and depart for hotel
Thursday, 3/14/24	9:30 PM	Return to hotel
Thursday, 3/14/24	10:00 PM	Room checks
Friday, 3/15/24	7:30 AM – 8:15 AM	Breakfast at hotel
Friday, 3/15/24	8:15 AM – 8:30 AM	Load bus
Friday, 3/15/24	8:30 AM	Depart for Seattle University, 1107 E Madison St. Seattle WA 98122
Friday, 3/15/24	9:00 AM	Arrive at Seattle University for a guided tour of the campus
Friday, 3/15/24	10:15 AM	Depart University of Washington, 1410 NE Campus Pkwy, Seattle, WA 98195
Friday, 3/15/24	10:25 AM	Arrive at University of Washington
Friday, 3/15/24	11:30 AM – 12:45 PM	Lunch on campus
Friday, 3/15/24	1:00 PM – 3:00 PM	Campus tour
Friday, 3/15/24	3:00 PM	Depart for Embassy Suites hotel
Friday, 3/15/24	3:30 PM	Arrive at Embassy Suites hotel
Friday, 3/15/24	3:30 PM – 4:30 PM	Downtime at hotel
Friday, 3/15/24	4:30 PM	Depart for Johnny Rockets restaurant at 418 Ramsay Way, Kent, WA 98032 / The Ram restaurant at 512 Ramsay Way suite 4-103, Kent, WA 98032
Friday, 3/15/24	4:45 PM	Arrive at restaurant for dinner
Friday, 3/15/24	4:45 PM – 6:00 PM	Dinner
Friday, 3/15/24	6:00 PM	Depart for ShoWare Center for a Tacoma Stars soccer game (Group will either walk/bus ride over)

Friday, 3/15/24	6:15 PM	Arrive at ShoWare Center, 625 W James St, Kent, WA 98032
Friday, 3/15/24	6:15 PM – 6:45 PM	Tour of facility / Meet and greet
Friday, 3/15/24	7:05 PM – 9:30 PM	Tacoma Stars game
Friday, 3/15/24	9:30 PM	Depart for Embassy Suites hotel
Friday, 3/15/24	9:45 PM	Arrive at hotel
Friday, 3/15/24	10:15 PM	Room checks
Saturday, 3/16/24	7:30 AM – 9:00 AM	Breakfast at hotel
Saturday, 3/16/24	9:00 AM – 9:15 AM	Load bus for Seattle Pacific University
Saturday, 3/16/24	9:15 AM	Depart for Seattle Pacific University, 3307 3rd Ave West, Seattle WA 98119-1997
Saturday, 3/16/24	10:00 AM	Arrive at Seattle Pacific University
Saturday, 3/16/24	10:00 AM – 11:30 AM	Campus tour
Saturday, 3/16/24	11:30 AM	Bus pickup for departure to Space Needle
Saturday, 3/16/24	11:45 AM	Arrive at Space Needle, 400 Broad St, Seattle, WA 98109
Saturday, 3/16/24	11:45 AM – 12:45 PM	Lunch in food court
Saturday, 3/16/24	1:00 PM – 5:00 PM	3 City Pass time for Space Needle, Museum of Pop, and Chihuly Garden of Glass
Saturday, 3/16/24	5:00 PM	Bus pickup from 400 Broad St., Seattle, WA 98109
Saturday, 3/16/24	5:30 PM	Drop off at RaZZiS Pizzeria, 8523 Greenwood Ave N, Seattle, WA 98103
Saturday, 3/16/24	5:30 PM – 6:45 PM	Dinner
Saturday, 3/16/24	6:45 PM	Bus pick up for departure back to Embassy Suites
Saturday, 3/16/24	7:30 PM	Arrive at Embassy Suites hotel
Saturday, 3/16/24	7:30 PM – 9:30 PM	Downtime at hotel
Saturday, 3/16/24	10:00 PM	Room checks
Sunday, 3/17/24	8:00 AM	Check in with Advisor and breakfast
Sunday, 3/17/24	10:00 AM	Meet in lobby and load bus
Sunday, 3/17/24	10:30 AM	Arrive at SEATAC Airport ( <b>Note:</b> Lunch will either be eaten in the airport or sandwiches will be purchased to go and eaten on the flight home.)
Sunday, 3/17/24	12:41 PM – 2:22 PM	Flight back to Redding Airport
Sunday, 3/17/24	3:00 PM	Parent pick up (Authorized parent/guardian must sign student out)

## **UC DAVIS STAFF INFORMATION**

**Angela Radford, Director**

Cell Phone: 530.409.4031

Email address: [anradford@ucdavis.edu](mailto:anradford@ucdavis.edu)

**Sylvia Hill, Policy Analyst**

Cell Phone: 530.356.3944

Email address: [hshill@ucdavis.edu](mailto:hshill@ucdavis.edu)

**Taylor Pinnell, Program Advisor (Central Valley & Foothill High School)**

Cell Phone: 530.638.2642 (Or message on Remind)

Email address: [tepinnell@ucdavis.edu](mailto:tepinnell@ucdavis.edu)

**Chelsey Baxter, Program Advisor (Enterprise & Shasta High School)**

Cell Phone: 530.638.4020 (Or message on Remind)

Email address: [cnbaxter@ucdavis.edu](mailto:cnbaxter@ucdavis.edu)

**Alyssa McManus, Program Advisor (Parsons, Sequoia, Buckeye, Shasta Lake)**

Office Phone: 530.638.3495 (Or message on Remind)

Email address: [amcmanus@ucdavis.edu](mailto:amcmanus@ucdavis.edu)

**\*\*Please attend the required field trip meetings, if you are unable to make the meetings, you will need to contact your student's advisor or the director of the program to discuss the trip details over the phone, failure to do so may result in your student not being able to attend the trip \*\***

**Trip Date: March 14<sup>th</sup>-17<sup>th</sup>, 2024**

**Parent/Guardian Meetings:**

**\*\*Please plan to attend both meetings\*\***

**Topic: Washington State College Tour Field Trip**

**Time(s):**

First Meeting: Thur., January 11<sup>th</sup> 7PM-8PM Zoom

Second Meeting: Thur., February 29<sup>th</sup> 7PM-8PM Location TBD

**Join Zoom Meeting:**

<https://ucdavis.zoom.us/j/98508333467?pwd=NTVIQ2ZsZHhYSW0rcnNiZC9SZGdVQT09>

**Meeting ID: 985 0833 3467**

**Passcode: 245382**

**Call In: +1 669 900 6833 US**



# Field Trip Request

SHASTA UNION HIGH SCHOOL DISTRICT

Name of Club or Group: UC DAVIS ETS  
Requested by: Taylor Pinnell

School: Foot Hill  
Date: 1/24/24

## Field Trip

Departure Date/Time: MARCH 14 @ 12:45 pm  
Return Date/Time: MARCH 17 @ 3:00 pm  
Destination: Seattle  
Purpose: College TOURS

Names of Participating Staff Members: Angela Radford  
Sylvia Hill  
Chelsey Baxter  
Taylor Pinnell, Melody Villaseñor

No. of students: 10 No. of chaperones: 5  
No. of wheelchairs to accommodate on field trip: -  
Outside of California, Arizona, Oregon or Nevada? No ☐ Yes ☒

No. Substitutes Required: -  
Dates Subs Required: -

Out of Country? No ☒ Yes ☐

\*Note: Out-of-state trips except to OR, AZ or NV must have Board approval. All out-of-country trips must have Board approval.

Board Approval Date: \_\_\_\_\_

**Itinerary:** (Mandatory for approval) Please complete the reverse side of this form, showing specific dates, times, and locations of activities, including name, address and telephone number of lodging facilities and supervision arrangements; or you may attach a detailed itinerary.

## Costs

Budget Code or  
ASB Account

Amount:

<u>NO COST</u>	Substitutes	_____
<u>to School</u>	Transportation	_____
	Meals	_____
	Lodging	_____
	Other Expenses	_____
	Total Costs	\$0.00

## Transportation

A separate Transportation Request form must be submitted to the Transportation Department.  
(12 days advance notice for local trips; 1 month advance notice for out-of-town trips)

Date request submitted: \_\_\_\_\_  
Mode of transportation: N/A

Name of teacher requesting trip: \_\_\_\_\_

Teacher signature: \_\_\_\_\_

By signing this form, I acknowledge that I have read all District Board Policies/Administrative Regulations related to school sponsored trips and I agree to abide by such policies.

Approval: [Signature] Principal

1/25/24  
Date

Verification: \_\_\_\_\_  
Associate Superintendent, Instructional Services

\_\_\_\_\_  
Date

Approval: \_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

Original District  
Copies Teacher, Principal  
D300 Rev 10/07

# 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>Days/Hours-Decrease</u></b>		
Heather Frandsen	Specialized Health Care Assistant, DW 2.5 hours/10 months	January 19, 2024
<b><u>New Hires/Rehire</u></b>		
Jade Bousfield	Title I-Paraprofessional, EHS 6.5 hours/10 months	February 1, 2024
Eryn Buell	Account Clerk II, DO 8 hours/12 months	January 3, 2024
Lynn Holland	Custodian, EHS 8 hours/12 months	February 1, 2024
Madison Kopta	Special Ed-Paraprofessional, FHS 5.75 hours/10 months	January 9, 2024
Isabella Martin	Paraprofessional-SDCI, EHS 6.75 hours/10 months	February 1, 2024
Abigail Stalker	Special Ed-Paraprofessional, PHS 5.75 hours/10 months	February 5, 2024
Stacy Wiedenhoeft	Title I-Paraprofessional, EHS 6.5 hours/10 months	January 9, 2024
Stacy Wrigley	Bilingual Paraprofessional, EHS 6.5 hours/10 months	February 5, 2024
<b><u>Position change-Promotion</u></b>		
Ronald Vandiver	Special Ed Data Assistant, DO 8 hours/11 months	February 1, 2024
<b><u>Probation-Termination/Dismissal</u></b>		
Eryn Buell	Account Clerk II, DO 8 hours/12 months	January 31, 2024
<b><u>Resigned/Retired</u></b>		
Grace Alvarez-Montgomery	Bus Driver, Transportation 6.5 hours/10 months	February 2, 2024

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Christine Carter	Special Ed Paraprofessional, EHS 6.5 hours/10 months	February 1, 2024
Isaiah Gonzales	Bus Driver, Transportation 6 hours/10 months	February 2, 2024
Dennis Hoskins	Bus Driver, Transportation 7 hours/10 months	March 6, 2024
Shelly McNeilly	Special Ed Secretary 8 hours/11 months	June 30, 2024

### **Certificated**

#### **New Hire (Temporary Contract)**

Shane Feusier	Science 5/5, FHS	January 8, 2024
Heather Frandsen	CTE Medical Careers 3/5, EHS	January 19, 2024

#### **Long Term Substitute (Variable Term Waiver)**

Jonathon Darcangelo	Science 5/5, SHS	February 5, 2024
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### **Retired**

Lloyd Beaudette	PE & SCA 5/5, SHS	June 10, 2024
Ramona Burks	Spanish 4/5, EHS	June 10, 2024
Dennis Cahill	5/5, SCA	June 10, 2024
Lisa Dougherty	Speech Language Pathologist, 1.0 FTE	June 10, 2024
Sandra Fisher	Art 5/5, EHS	June 10, 2024
Susan Hanifl	Science 5/5, EHS	June 10, 2024
David O'Ravez	Social Science 5/5, EHS	June 10, 2024
Tars Petrie	Science 3/5, FHS	June 10, 2024
Christopher Putnam	Math 5/5, FHS	June 10, 2024
Robin Putnam	Alt Ed 5/5, PHS	June 10, 2024
Debora Rager	Spanish 5/5, SHS	June 10, 2024



<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Tamara Watson	Art 5/5, EHS	June 10, 2024
<u>Resignations</u>		
Courtney Dipple	CTE Dental 2/5, SHS	February 2, 2024
David Whitacre	Psychologist 1.0 FTE	January 29, 2024
<u>6/5 Assignments</u>		
Chase Dillon	Social Science, EHS	January 16, 2024
<u>CalSTRS Reduced Workload Program</u>		
Tom Edwards	Math 3/5, FHS	August 12, 2024
Janice Koentopf	Science 3/5, FHS	August 12, 2024
Katie Shoff	Science 3/5, EHS	August 12, 2024
<u><b>Paid Coaches</b></u>		
Thomas Ammon	Head Varsity Basketball, SHS	Winter Season
Jose Barragan-Magallon	Varsity Assistant Soccer, SHS	Winter Season
Daniel Bartow	Head JV Basketball, FHS	Winter Season
JP Cappalonga	Assistant Ski/Snowboard, FHS	Winter Season
John Carter	Head Varsity Basketball, FHS	Winter Season
Brian Gaddy	Head Varsity Soccer, EHS	Winter Season
Claire Hamar	Head Ski/Snowboard, FHS	Winter Season
Erik Johnson	Head Ski/Snowboard, EHS	Winter Season
Vicente Marquez-Arandia	Head JV Soccer, SHS	Winter Season
Layne McLean	Head Frosh Basketball, FHS	Winter Season
Amanda Neal	Head Cheer, SHS	Winter Season
Janea Perry	Head Ski/Snowboard, SHS	Winter Season
Abie Ramirez	Head Varsity Basketball, EHS	Winter Season
Tanya Randolph	Assistant Ski/Snowboard, SHS	Winter Season
Ron Stevens	Head Wrestling, SHS	Winter Season
Bernard Villavicencio	Head Varsity Soccer, EHS	Winter Season
Anthony Williams	Head Varsity Basketball, EHS	Winter Season
<u><b>Paid Walk On Coaches</b></u>		
Ray Atkins	Head JV Basketball, EHS	Winter Season
Jesse Anberg	Head Frosh Basketball, EHS	Winter Season
Jesse Banda	Head Varsity Soccer, SHS	Winter Season
Richard Billingsley	Head Frosh Basketball, SHS	Winter Season
Julie Brown	Cheer, EHS	Winter Season
Natalie Campos	Head JV Basketball, SHS	Winter Season
Adam Dahl	Head JV Basketball, SHS	Winter Season

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Alicia Dahl	Head Varsity Basketball, SHS	Winter Season
Janelle Dinius	Asst Varsity Soccer, EHS	Winter Season
Grace Dudley	Head JV Soccer, EHS	Winter Season
Sarah Foulk	Asst Varsity Soccer, FHS	Winter Season
Alex Gaxiola	Asst Varsity Soccer, SHS	Winter Season
Michael Giacomelli	Head Frosh Basketball, FHS	Winter Season
Cody Goddard	Head Varsity Basketball, FHS	Winter Season
Michael Gray	Asst Varsity Basketball, FHS	Winter Season
Steve Hofferber	Head Varsity Soccer, SHS	Winter Season
Christine Johnson	Asst Varsity Basketball, SHS	Winter Season
Sami Kader	Head JV Soccer, SHS	Winter Season
Thurman Knowles	Asst Varsity Basketball, FHS	Winter Season
Justin Lafond	Asst Wrestling, EHS	Winter Season
Adrian Madrigal	Head JV Soccer, EHS	Winter Season
Abel Mata	Head JV Soccer, FHS	Winter Season
Doug O'Brien	Asst Varsity Basketball, SHS	Winter Season
Maryanna Phan	Head JV Basketball, FHS	Winter Season
Megan Renihan	Cheer, EHS	Winter Season
Ojimar Rosero	Head Frosh Basketball, EHS	Winter Season
Todd Rucker	Head Wrestling, EHS	Winter Season
Mario Sanchez	Asst Varsity Soccer, EHS	Winter Season
Michael Sanchez	Head Frosh/Asst JV Basketball, SHS	Winter Season
John Schmidt	Asst Varsity Soccer, FHS	Winter Season
Andrew Scott	Head Varsity Soccer, FHS	Winter Season
Becki Smith	Cheer, FHS	Winter Season
Darren Stevens	Asst Wrestling, SHS	Winter Season
Ky Strickler	Asst Varsity Basketball, EHS	Winter Season
Jerry Vallotton	Head Wrestling, FHS	Winter Season
Caleb Vallotton	Asst Wrestling, FHS	Winter Season
Misty Villavicencio	Asst Varsity Soccer, EHS	Winter Season
Justin Ward	Head Varsity Soccer, FHS	Winter Season
Aaron Walton	Head JV Soccer, FHS	Winter Season
Cary Williams	Asst Varsity Basketball, EHS	Winter Season

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Notification of Non-Reelection to Temporary Certificated Staff and Long-Term Substitutes

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

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

**BACKGROUND:**  
This is the annual non-reelection of identified temporary employees currently employed in the District per Education Code 44954. The non-reelection of an identified temporary employee this year does not prevent any temporary employee from reapplying for a position for the 2024-25 school year. Administration recommends approval.

**REFERENCE:**  
Education Code 44954

**Certificated****Non-Reelection Temporary Teachers**

Emp ID 4953	Social Science 5/5, SHS	June 30, 2024
Emp ID 5202	Science 5/5, FHS	June 30, 2024
Emp ID 4450	CTE 3/5, EHS	June 30, 2024
Emp ID 5126	CTE 2/5, SHS	June 30, 2024
Emp ID 5124	English 3/5, FHS	June 30, 2024
Emp ID 4754	CTE 2/5, EHS	June 30, 2024
Emp ID 4941	EHRMS 5/5, PHS	June 30, 2024

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Initial Proposals for Negotiation – SSEA & ESP

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

In order to initiate labor negotiations for the 2024-25 school year, the Shasta Secondary Education Association (SSEA) and the Educational Support Professionals (ESP) will present their initial proposals to the District. The District will also present initial proposals. Once initial proposals are presented, public hearings on the proposals will be agendized for the regular March meeting of the Board of Trustees and formal negotiations can then begin.

After the formal presentation to the Board, all proposals will be posted on the District's website for public review.

# SHASTA UNION HIGH SCHOOL DISTRICT

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

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

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

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

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

The Committee currently has a vacancy for a community member at large. The vacancy is a result of a resignation.

The District publicly advertised the vacancy on the District and school websites and notified all SUHSD parents/guardians of the vacancy via email. The Superintendent has reviewed the applications and is recommending the Board appoint the following member to the Citizens' Bond Oversight Committee effective February 13, 2024:

1. Kristen Lyons - Member of the community at large

**REFERENCES:**

Board Policy & Administrative Regulation 7214  
Measure I Citizens' Oversight Committee Bylaws

# SHASTA UNION HIGH SCHOOL DISTRICT

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

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

The District subscribes to the California School Boards Association (CSBA) Policy Manual Maintenance Program. Through this Program, CSBA provides sample policies and administrative regulations for adoption. In addition, Administration is recommending updates to Board Policy 6142.7: Physical Education and Activity in order to be in compliance with current law and Board Policy 7400: Consumption Of Alcohol At Events Held At District Facilities in order to amend the liability coverage dollar amount.

**REFERENCES:**

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

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** CSBA Professional Governance Standards & Related Board Bylaws

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**  
Each year the Board re-commits to the CSBA Professional Governance Standards and related Board Bylaws.

**REFERENCES:**  
Board Bylaw 9005



## **SHASTA UNION HIGH SCHOOL DISTRICT BOARD EMBRACES GOVERNANCE STANDARDS**

On May 8, 2001, the Shasta Union High School District Board of Trustees voted to adopt new Professional Governance Standards developed by the California School Boards Association (CSBA). We welcomed the opportunity both to enhance our effectiveness as a board and to help the community gain a clear idea of the jobs that school boards perform.

The Professional Governance Standards provide a set of commonly agreed upon principles and practices for effective school board governance that describe how effective boards work together and the jobs they carry out.

For example, each member of the Shasta Union High School District Board is elected as an individual to serve on the Board. To be successful, we realize that we need to work together as a team with the Superintendent in order to effectively govern the District. During the past years, we have worked hard to build a unity of purpose and focus on learning and achievement for *all* students in the District. We are committed to fulfilling the Board's jobs, which are described in detail in the standards, and include working with staff and the community to set a direction for the District, providing a structure to support the vision through policies, ensuring accountability and providing community leadership.

Never has it been so imperative that public schools serve all children. We want to ensure that we are doing the best job we can as a governing board, and therefore, as a Board, re-commit to the Professional Governance Standards and related Board Bylaws each year.

It is also crucial that staff and parents understand the jobs that boards must carry out and the principles of effective governance. That is why we are proud to share these standards with you and welcome the opportunity to spread the word about the important work of school boards.

---

Andrea Hoheisel – Clerk of the Board

---

Date

**Bylaw 9005: Governance Standards**

**Status: ADOPTED**

**Original Adopted Date:** 05/08/2001

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

(cf. 9000 - Role of the Board)

(cf. 9270 - Conflict of Interest)

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

1. Keep learning and achievement for all students as the primary focus
2. Value, support and advocate for public education

(cf. 9010 - Public Statements)

3. Recognize and respect differences of perspective and style on the Board and among staff, students, parents and the community
4. Act with dignity, and understand the implications of demeanor and behavior
5. Keep confidential matters confidential

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

6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader

(cf. 9240 - Board Development)

7. Understand the distinctions between Board and staff roles, and refrain from performing management functions that are the responsibility of the Superintendent and staff

(cf. 2110- Superintendent Responsibilities and Duties)

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

(cf. 9200 - Members)

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

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

2. Communicate a common vision

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. Operate openly, with trust and integrity

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

5. Govern within Board-adopted policies and procedures

(cf. 9311 - Board Policies)

(cf. 9312 - Board Bylaws)

6. Take collective responsibility for the Board's performance

7. Periodically evaluate its own effectiveness

(cf. 9400 - Board Self-Evaluation)

8. Ensure opportunities for the diverse range of views in the community to inform Board deliberations

(cf. 1220 - Citizen Advisory Committees)

(cf. 9323 - Meeting Conduct)

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Board Study Session – Spring 2024

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**  
Each year at this time, the Board determines a date for the annual spring study session.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Monthly Financial Report

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

**RECOMMENDATION:**

- ☐ Action
- ☐ Discussion
- ☒ Information

**BACKGROUND:**

The budget has been updated with First Interim, and actual expenditures have been updated through January 31, 2024. We have received 41% of our expected revenues. We should begin receiving more of our revenue's as we enter the last half of the year. Our expenditures are where we would expect to see them given where we are in the fiscal year.

We are currently working on Second Interim which will be presented to the Board in March. We will review our assumptions from First Interim and make any necessary adjustments to revenue and expenditures as we enter the last half of the year.

**SHASTA UNION HIGH SCHOOL DISTRICT**  
**2023-2024**  
**General Fund Expenditures as of January 31, 2024**

		2023-2024 First Interim Budget (A)	2023-2024 Actuals 1/31/2024 (B)	2023-2024 Remaining Balance (C) = (A) - (B)	58.33% of FY Complete (D) = (B) / (A)
<b>REVENUES</b>					% Spent or Received
Revenue Limit Sources	8010 - 8099	54,510,562	23,501,508	31,009,054	43%
Federal Revenues	8100 - 8299	7,112,314	2,616,640	4,495,674	37%
Other State Revenues	8300 - 8599	7,377,115	2,387,830	4,989,285	32%
Other Local Revenues	8600 - 8799	7,045,162	3,100,529	3,944,633	44%
Interfund Transfers In/Other Sources	8910 - 8979	578,888	0	578,888	0%
<b>TOTAL REVENUES</b>		<b>76,624,041</b>	<b>31,606,506</b>	<b>45,017,535</b>	<b>41%</b>
<b>EXPENDITURES</b>					
Certificated Salaries	1000 - 1999	25,707,795	14,052,103	11,655,692	55%
Classified Salaries	2000 - 2999	11,709,635	6,565,505	5,144,130	56%
Employee Benefits	3000 - 3999	19,980,881	8,897,896	11,082,985	45%
Books and Supplies	4000 - 4999	10,266,730	2,434,984	7,831,746	24%
Services, Other Operating Expenses	5000 - 5999	6,535,004	5,464,869	1,070,135	84%
Capital Outlay	6000 - 6599	4,722,475	846,235	3,876,240	18%
Other Outgo	7100 - 7299	1,079,770	535,499	544,271	50%
Direct Support / Indirect Costs	7300 - 7399	(95,394)	0	(95,394)	0%
Debt Service	7438 - 7439	473,681	0	473,681	0%
Interfund Transfers Out/Other Uses	7610 - 7699	703,487	66,349	637,138	9%
<b>TOTAL EXPENDITURES</b>		<b>81,084,064</b>	<b>38,863,439</b>	<b>42,220,625</b>	<b>48%</b>
NET INCREASE/DECREASE IN FUND BALANCE		(4,460,023)	(7,256,933)		
<b>BEGINNING BALANCE</b>		<b>27,478,441</b>	<b>27,478,430</b>		
<b>ENDING BALANCE</b>		<b>23,018,418</b>	<b>20,221,497</b>		

**Components of Ending Fund Balance**

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

17,400			
2,837,948			
11,496,120			
-			
8,666,950			
23,018,418			

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Authorization to Establish a Student Activity Special Revenue Fund (Fund 05) with Shasta County Auditor

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

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

**BACKGROUND:**

The District is requesting permission for the creation of fund 05 with the County Auditor. Currently, the District utilizes fund 08 for the University Preparatory Charter School, which is accounted for in fund 08 with the County Auditor. Fund 05 in the District is used for Student Body.

We have been consulting with the Shasta County Office of Education and the County Auditor, and for consistency purposes, it would make sense to create fund 05 for Student Body with the County Auditor to match the District fund, rather than co-mingle district funds 08 and 05 into County Auditor fund 08. This will keep funds 08 and 05 separated at the County Auditor, and keep cash reconciliations less complicated.

**REFERENCES:**

Education Code Section 48930 through 48938

**SHASTA UNION HIGH SCHOOL DISTRICT**

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

**RESOLUTION TO AUTHORIZE THE ESTABLISHMENT OF  
STUDENT ACTIVITY SPECIAL REVENUE FUND  
(FUND 05)**

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

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

**WHEREAS**, the California Department of Education added a new Special Revenue Fund (FUND 05) to its Standardized Account Code Structure (SACS) to account for non-fiduciary ASB activities;

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

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the Shasta Union High School District at the regular meeting held on the 13<sup>th</sup> day of February 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Ron Zufall,  
President of the Board of Trustees of the Shasta  
Union High School District

ATTEST:

\_\_\_\_\_  
By:  
Andrea Hoheisel,  
Clerk of the Board of Trustees of the Shasta Union  
High School District



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Supplemental Book Adoption

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

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

**BACKGROUND:**

The English Department has requested to adopt the following new supplemental book for CP/Honors English I: *Claudette Colvine: Twice Towards Justice*.

Associate Superintendent Leo Perez has read the book and recommends approval.

SHASTA UNION HIGH SCHOOL DISTRICT

**Application for Supplementary Text Adoption**

The following supplementary text is recommended for adoption in the Shasta Union High School District beginning with the 2024 - 2025 school year.

Title: Claudette Colvine: Twice Toward Justice

Author: Phillip Hoose

Publisher: Farrar, Straus and Giroux

Edition: First Edition Copyright Date: 1/20/2009 List Price: 11.69

Approximate Number Needed: 200 Copies Total Estimated Cost of Adoption: 2338.00

Subject or Course in which the supplementary text will be utilized: CP and Honors English I

Grade level and ability group: 9th Grade CP/Honors English I

Lexile Level: 1000

Please indicate the length of time for which this supplementary text will be satisfactory and usable:

Given the nature of the topic (Civil Rights Movement) and the fairly recent publication date, this text will likely be appropriate for at least five or more years; the text is part of the existing 11th grade ERWC curriculum, which is a part of our current district-required curriculum map/framework that teachers must adhere to. The ERWC unit could be taught at 9th, 10th, or 11th grade.

Please state the reason(s) the committee is recommending this supplementary text:

We highly recommend this text because it is a highly engaging story, written in an investigative journalistic style. It provides extensive opportunities to teach Reading Informational standards; it is also accompanied by an existing ERWC nonfiction text unit. The 9th grade curriculum is in need of more full length nonfiction texts to teach. The text also begins to lay the groundwork for our curriculum units later on at the 10th and 11th grade levels (Letter from Birmingham Jail, Civil Disobedience).

What criteria were used to evaluate this book?

- Curriculum: there is an Existing ERWC curriculum unit for this text
- Potential student interest level: it's a Civil Rights story centered around a teenager
- Quality: National Book Award Winner for Young People's Literature, a Newbery Honor Book, A YALSA Award for Excellence in Nonfiction for Young Adults Finalist, and a Robert F. Sibert Honor Book
- Length: 160 pages, suitable for a class novel/full length book

Does the book contain material that may be considered objectionable, offensive, or controversial?

Yes X No \_\_\_\_\_ If yes, please explain:

Mention of teen pregnancy but not glorified or explicit in any way. Alludes to racist language but does not use any racial slurs in racist ways.

Title: Claudette Colvin: Twice Toward Justice

Author: Phillip Hoose

Publisher: Farrar, Straus and Giroux

Recommended for adoption by:

EHS Department Chair

Robbin Jack

Print Name

[Signature]

Signature

1/15/24

FHS Department Chair

Claire Hamar

Print Name

[Signature] 11/3/23

Signature

SHS Department Chair

James Jordan

Print Name

[Signature] 1/10/24

Signature

District Department Chair:

Anaera Cota

Print Name

[Signature] 1/18/24

Signature

I have examined the report and recommend the adoption of this supplementary text by the Governing Board of Trustees.

Associate Superintendent, Instruction: [Signature]

District Superintendent: [Signature]

The above supplementary text was adopted by the Governing Board of Trustees.

Board Approval [Signature]

Date

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** 2023-2024 Local Control Accountability Plan (LCAP)  
Midyear Goal Update

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

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

**BACKGROUND:**

Senate Bill 114(2023) added a requirement for LEA's to present a report on the annual update to the LCAP and Budget Overview for Parents (BOP) on or before February 28, at a regularly scheduled meeting of the governing board or body of the LEA.

The Associate Superintendent of Instructional Services will conduct a presentation on the required midyear LCAP update.

**REFERENCES:**

Senate Bill 114(2023)