



**Board of Trustees**

Jamie Vericker  
Constance Pepple  
Ron Zufall  
Mike Doran  
Andrea Hoheisel

**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  
November 14, 2023  
5:30 p.m. – Call to Order  
5:30 p.m. – Closed Session  
6:30 p.m. – Open Session

***Mission:***

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

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

***Vision:***

*Educating Every Student for Success*

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

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

**Agenda**

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

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

4. CLOSED SESSION
  - 4.1 Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957)
  - 4.2 Conference with Labor Negotiator (G.C. 54957.6) Agency designated representatives: Jim Cloney – Superintendent, David Flores – Chief Business Official, Jason Rubin – Associate Superintendent/H.R. and Leo Perez - Associate Superintendent/Instructional Services. Employee Organizations: Shasta Secondary Education Association (SSEA), Educational Support Professionals Association (ESP), California School Employees Association (CSEA) and Management/Supervisory/Confidential.
  - 4.3 Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) Two Cases.

## 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. APPROVAL OF AGENDA

## 9. 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.

### 9.1 Administration

- A. Approve minutes for the October 10, 2023 regular Board meeting

### 9.2 Business Services

- A. Ratify Commercial Warrants and Payroll Distributions for October 2023
- B. Accept Quarterly Report of Investments
- C. Approve Request to Declare Property as Surplus (EHS - music risers)

### 9.3 Instructional Services

- A. Approve Field Trip Requests

### 9.4 Human Resources

- A. Approve Human Resources Action Report

## 10. PRESENTATIONS

### 10.1 Presentation from National Demographics Corporation regarding proposed trustee area maps and election sequencing

- A. PUBLIC HEARING: Gather community input regarding proposed trustee area maps and election sequencing (*Information/Discussion*)

### 10.2 District Department Chair Updates – Family and Consumer Science Ashley Marsh, Counseling Deitra Smith, Mathematics Kari Goldenson, and Physical Education Annette Wilson

## 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. Approve to set the regular Board Meeting of December 12, 2023 as the Annual Organizational Meeting of the Board of Trustees (*Action*)
- B. The Superintendent will update the Board on Assembly Bill 1078 (*Information/Discussion*)
- C. Approve minutes for the October 19, 2023 special Board meeting (*Action*)
- D. Approve minutes for the October 24, 2023 special Board meeting (*Action*)
- E. Approve minutes for the October 27, 2023 special Board meeting (*Action*)
- F. Excuse Trustee Vericker's absence from the October 19, 2023 special Board meeting (*Action*)
- G. Excuse Trustee Vericker's absence from the October 24, 2023 special Board meeting (*Action*)
- H. Excuse Trustee Pepple's absence from the October 24, 2023 special Board meeting (*Action*)
- I. Excuse Trustee Pepple's absence from the October 27, 2023 special Board meeting (*Action*)
- J. Excuse Trustee Zufall's absence from the October 27, 2023 special Board meeting (*Action*)

### 12.2 Business Services

- A. Monthly Financial Report (*Information*)
- B. Approval to enter into a contract with KYA Services LLC (KYA Group) through the California Multiple Award Schedule ("CMAS") contract 1-2-24207 to install Shade Structures at multiple locations (*Action*)
- C. Approve Foothill High School Sports Boosters Kick-Off Classic event (*Action*)

### 12.3 Instructional Services

- A. Approve the School Plans for Student Achievement (*Action*)
- B. The Board will conduct the second reading of the supplemental textbook *The Anthropocene Reviewed* by John Green (*Discussion/Action*)

### 12.4 Human Resources

- A. Approve new job descriptions for IT Department: Programmer I, Senior Programmer of C&I Integration and Senior Network/Systems Engineer (*Action*)
- B. Approve updates to the ESP and Supervisory salary schedules (*Action*)

## 13. ADVANCE PLANNING

- 13.1 Next Meeting Dates: Special Board Meeting November 27, 2023 and Annual Organizational Meeting December 12, 2023

### 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 October 10, 2023 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**

**October 10, 2023  
UNADOPTED MINUTES**

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

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

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) Two Cases.

The Board reconvened into open session at 6:30 p.m. The Board had no action to report out from closed session. Student Board Member Riley Combs was present for the open session portion of the meeting. Trustee Vericker led the pledge of allegiance and Trustee Combs recited the mission and vision statements. This month's student artwork display is from Enterprise High School (EHS).

- RES. 23-179 That the Board approve the agenda as presented, with the exception of moving agenda item 10.1B B. Update signature cards with Tri Counties Bank to the beginning of the Business portion of the agenda. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-180 That the Board approve the consent agenda, as amended. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-181 That the Board ratify commercial warrants in the amount of \$3,395,292.81 and payroll distributions in the amount of \$4,067,265.10 for the period of 9/01/2023 – 9/30/2023. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-182 That the Board update the Authorization of Individuals to Sign for Approval of Warrants and Fund Transfers. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-183 That the Board approve a Request to Declare Property as Surplus (FHS - lockers). (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-184 That the Board approve the public the notice of District's intent to filter Internet access in order to adhere to the Children's Internet Protection Act and to qualify for e-rate dollars. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-185 That the Board approve the Career and Technical Education District Advisory Committee. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)

- RES. 23-186 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours/Days Increase/Decrease)*: John Kaschube, Bus Driver 8 hours/10 months (Transportation), effective September 11, 2023 and Stephen Salomonson, Bus Driver 7 hours/10 months (Transportation), effective September 18, 2023. *(New Hires/Rehire)*: Cassie Candreva, Special Ed-Paraprofessional 5.75 hours/10 months (FHS), effective September 25, 2023; Aleisha Card, Accountant 8 hours/12 months (DO), effective October 9, 2023; and Isaiah Gonzales, Bus Driver 6 hours/10 months (Transportation), effective September 11, 2023. *(Position Change/Promotion)*: Becki Mathis, Tech Support Assistant 8 hours/12 months (IT/SLC), effective September 25, 2023. *(Unpaid Leave of Absence)*: Della Nash, Instructional Para-SDCI 6.5 hours/10 months (EHS), effective October 9, 2023. *Certificated – (6th Period Assignments)*: Jon Mehr, Art (SHS), effective August 14, 2023; William Hyres, (PHS), effective September 1, 2023; and Jacob Sabanovich, (PHS), effective September 1, 2023. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-187 That the Board approve the Quarterly Report on the Williams Uniform Complaints for July 1, 2023 – September 30, 2023. (Motion Doran, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-188 That the Board approve the updated signature cards with Tri Counties Bank, as amended. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-188 That the Board approve the recommendation for the Measure I Citizens' Bond Oversight Committee vacancy, as follows: Joe Ayer. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Combs: Aye)
- RES. 23-189 That the Board waive the second reading and approve the draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA and Administration. (Motion Hoheisel, second Pepple, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-190 That the Board approve the minutes for the September 12, 2023 regular Board meeting. (Motion Pepple, second Doran, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-191 That the Board excuse Trustee Vericker's absence from the September 12, 2023 regular Board meeting. (Motion Pepple, second Zufall, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-192 That the Board approve the Foothill High School Sports Crab Feed and Auction event. (Motion Vericker, second Zufall, carried 5-0. Student Board Member Combs: Aye)
- RES. 23-193 That the meeting adjourn. (Motion Pepple, second Hoheisel, carried 5-0. Student Board Member Combs: Aye)

**PUBLIC COMMENT:**

Foothill FFA students Audrey Strawn and Hannah Thomas updated the Board on FFA competitions, programs, conferences and community service events.

Redding FFA students Taya Martinelli and Teaghan Furia updated the Board on FFA conferences, competitions, curriculum and local fundraisers.

The Board requested information on the Foothill FFA floral subscription program and the Redding FFA holiday poinsettia sale.

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

The Board of Trustees and Administration recognized Shasta High School (SHS) Junior Ruby Carter, Pioneer Continuation High School (PHS) Junior Elijah Gulick, Foothill High School (FHS) teacher Allison Gross and Enterprise High School (EHS) Registrar Deb Del Carlo.

**PRESENTATIONS:**

Indian Education: Program Coordinator April Carmelo conducted a presentation on the Indian Education program including the history of how the program was created through the Indian Education Act and the Johnson O'Malley Act. Ms. Carmelo explained what schools receive services in the consortium and highlighted a list of accomplishments from the previous school year. She introduced Indian Education Instructional Paraprofessional Elizabeth Wilson. Ms. Carmelo reviewed data of the missing and murdered indigenous women and provided a missing person handout.

Trustee Doran commended the program for what they have done stating that his daughter greatly benefited from it. He inquired about the lithium deposit at Thacker Pass. Ms. Carmelo stated that it is on an 1867 massacre site.

District Department Chair Updates: Visual and Performing Arts Department Chair Tami Watson, World Languages Department Chair Debora Rager, Career Technical Education Department Chair James Leedy, and Special Education Department Chair Lisa Reagan each provided the Board with a brief update on their departments.

Trustee Doran inquired if there is anything that can be done to support the EHS ceramics class while they wait for a new kiln to be delivered. Ms. Watson encouraged the Board to email their support to ceramics teacher Sandy Fisher.

Trustee Doran inquired if foreign language is a graduation requirement. Mr. Cloney stated that foreign language is an A-G requirement and not a graduation requirement. Trustee Doran commended the EHS culinary program.

Trustee Hoheisel inquired if sports medicine students are utilized for sporting events. Mr. Cloney stated that they are used for some sporting events.

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

SSEA President Layne McLean commended the District Department Chairs for highlighting the District's great programs. He commended Deb Del Carlo and Allison Gross on being recognized tonight and for being union representatives at their sites. Mr. McLean reported that SSEA Vice President Allison Gross and SHS teacher Grace Adcock attended a CTA Region 2 Leadership Conference in Reno where they learned about membership benefits and local political action committees.

ESP President Rhonda Minch thanked Director of Information Technology Mike Vincelli and Jason Rubin for creating the new Programmer 1 job description. She reported that ESP and Human Resources plan to update multiple job descriptions that are outdated. Ms. Minch commended Chef Leedy stating that his program volunteered at Paesano Days, and the students did an amazing job.

CSEA President David Martin was not present.

**REPORTS FROM PRINCIPALS:**

Alternative Education: Tim Calkins reported that enrollment has increased at Shasta Collegiate Academy and that staff continues to add more curriculum to the new online learning platform Canvas. Staff recently attended an assessment conference in Sacramento with Mr. Perez. Mr. Calkins stated that PHS held their end of session awards and that the literacy and math coaches are utilizing Professional Learning Community (PLC) meetings to improve CAASPP test scores.

Enterprise High School: Ryan Johnson recognized Yearbook Advisor and Administrative Intern Erik Johnson for winning the Nations Yearbook of Excellence award at the gold level. He commended all of the volunteers who helped host the annual We Not Me Bowl and the instructional coaches for helping staff. He announced that the River Bowl is this Friday.

Shasta High School: Shane Kikut stated that he attended a restorative justice training with the other Principals and has now selected ten students for the program. He invited the Board to attend a free concert where the choir program will be performing tomorrow night at the David Marr Theatre. Mr. Kikut stated that the River Bowl is this Friday at EHS, and the sports boosters dinner auction is scheduled for November 4.

**REPORTS FROM PRINCIPALS (continued):**

Foothill High School: Kevin Greene stated that culinary teacher Ashley Marsh and her students will bake cookies and cupcakes for this Friday's Think Pink event. He reported that the EMT building is complete and that the ag students attended the Greenhand Leadership Conference. Mr. Greene stated that Claire Deloge was acknowledged at the Every Student Succeeding event last year and will now be honored along with eighteen other regional winners at the Leadership Summit in Sacramento on November 2. He reported that ASL is now dual enrolled and that this Friday's football game has been moved to Thursday.

Trustee Zufall stated that two students from FHS participated in his friend's Forestry Challenge Program.

Trustee Doran stated that he was impressed with the sportsmanship from the student athletes after the FHS and SHS football game.

Mr. Greene commended Mr. McLean on the feedback he received from a recent girls' golf trip to Oregon.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney reported that the first quarter ends Friday. He announced that the Information Technology Department is reorganizing to better serve our District and the 30 districts we currently contract with. Mr. Cloney invited the Board to attend College Quest at Simpson University on October 16 where students can learn about different post-secondary options. He reported that he recently attended a meeting at the Shasta County Office of Education (SCOE) with Mr. Perez and a couple of teachers to learn about the new Ethnic Studies curriculum requirement for the class of 2030.

Trustee Pepple inquired what department it will be taught under. Mr. Cloney stated that discussions are ongoing, and he will update the Board as more information becomes available.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Combs reported that the study body is excited for the River Bowl.

Trustee Zufall reported that he checked in with several staff members and they shared concerns with difficulty in finding substitute teachers and the dress code being enforced at EHS and SHS. He stated that his son has been asked to speak at the STEM Career Day on November 17. Trustee Zufall stated that if a staff member tests positive for COVID and does not have any symptoms, then the state should cover their sick leave deductions since the state mandates they shall not return to work for five days.

Trustee Doran reported that the Shasta Charter Academy Board held a lengthy discussion on dress code at a recent Board meeting. He stated that the FHS dress code seemed to be better than that of SHS and EHS. He stated that a person should dress well for a job interview or a public space and that it is a skill to learn how to dress. He inquired if dress code should be an agenda item.

Trustee Pepple stated that she listened to CSBA's webinar on AB 1078 and requested it be placed on a future agenda for discussion.

**DISCUSSION:**

Tri-Counties Bank Update: Jim Cloney reported that one name has been updated on the signature card since the agenda was posted and that the updated version has been made available to the public and Board. He recommended approval of the updated document.

Trustee Zufall left the meeting at 8:15 p.m. and returned at 8:18p.m.

Measure I Citizens' Bond Oversight Committee Vacancy: Jim Cloney reported that the Measure I Citizens' Bond Oversight Committee has been in place since 2017, and a committee member had to resign due to a work commitment. Mr. Cloney stated that the vacancy was advertised and recommended the Board approve Joe Ayer to fill the vacancy.



**DISCUSSION (continued):**

CSBA Policies: As the CSBA Policy Liaison, Trustee Hoheisel reviewed the policies in depth and provided the Board with a brief overview of the updates. She inquired where the District donates food waste. Mr. Cloney stated that the District has very minimal waste and in the event there is any, it is donated to the Good News Rescue Mission.

Trustee Pepple inquired if physical education is provided before school and if physical education teachers are provided continuing professional development. Mr. Perez stated that the District offers 0 period PE and some athletic programs have practice before school. He stated that all teachers are provided the opportunity for continuing professional development. Trustee Pepple inquired about exemptions and what is offered to postgraduate students. Mr. Perez stated that if a student takes PE as a freshman and passes the PFT, they qualify for an exemption. Students are also able to gain PE credits through athletic participation. Mr. Perez stated that some special education students are considered postgraduate students because they are over 18.

Trustee Doran inquired if the impact of AI should be agendaized. He inquired if the cost of paper should be a concern. Mr. Perez stated that some Districts have adopted policies on AI and that it was the main topic at a recent conference he attended. Mr. Perez stated that he plans to have the discussion on AI's impact on curriculum at a future meeting.

Monthly Financial Report: Jim Cloney reported that revenues and expenditures are trending where we would expect them to given where we're at in the year.

Fiscal Crisis and Management Assistance Team (FCMAT) Study Update: Jim Cloney stated that the new Payroll Supervisor will be tracking data and stated that the most recent payroll cycle was successful noting that the minor errors were due to a missing timecard and an incorrect PRF. He reported that the District is still in transition to relinquish our fiscal independence to SCOE. The County Treasurer and SCOE are working through some software issues. Mr. Cloney stated that the Accounting Department will have a second round of budget meetings with the sites to improve their knowledge of the budget and how they communicate the information to staff.

FHS Crab Feed and Auction: Jim Cloney stated that FHS will be bringing back their Crab Feed and Auction. He stated that it requires Board approval because beer and wine will be served. The District follows strict guidelines for these types of events including no kids on campus. Trustee Doran inquired if the crab will be problematic since it is an El Nino year. Mr. Cloney acknowledged that it has happened in the past and that FHS can pivot plans if needed.

Supplemental Textbook: Jim Cloney stated that the book *The Anthropocene Reviewed* is on the agenda as a first reading. He provided a background on the approval process and stated that the District will bring it back for a second reading and will request the Board take action at the next regular meeting. Trustee Pepple stated that she has not fully read the book. Trustee Hoheisel stated that she would also like to read the book. Leo Perez noted that it is a high interest book with contemporary examples.

**ADVANCE PLANNING:**

Next Meeting Date: November 14, 2023

**ADJOURNMENT:**

The meeting adjourned at 8:44p.m.

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Ron Zufall, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

*Bd. Min. 10-10-23 //*

# 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 10/01/23 - 10/31/23**

Subfund Totals - Accounts Payable
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01	General Fund	1,644,227.05
02	Farm Fund	0.00
05	Student Body Fund	930.00
07	Shasta Charter Academy	37,628.21
08	University Preparatory	86,233.14
11	Adult Education Fund	1,621.86
12	Child Development Fund	0.00
13	Cafeteria/Food Service Fund	160,426.17
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	617,733.43
25	Capital Facilities Fund	0.00
35	County School Facilities	0.00
56	Debt Service Fund	0.00
76	Warrant Passthrough	0.00

<b>Total</b>	<b>\$2,548,799.86</b>
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<b>Total Accounts Payable</b>	2,548,799.86
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<b>Total Payroll</b>	4,283,022.50
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<b>GRAND TOTAL</b>	<b>\$6,831,822.36</b>
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*SHASTA UNION HIGH SCHOOL DISTRICT*

Payroll Warrants
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Salary		4,180,973.75
Supplemental		91,761.97
Manual Payroll		10,286.78
Voids		0.00

<b>Total</b>	<b>\$4,283,022.50</b>
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**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 September 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	0.61%				10/2/2023		not rated	3.36	3.36	LAIF	3	15,000,000.00	5,072,603.97	N/A	
	Repo Agreement (20% limit)			0.00%											0.00		N/A	
	LIR Treasury Fund - Mutual Fund (5.00%max)	40,000,000.00	40,000,000.00	4.90%				10/2/2023			5.25	5.25	UBS	3	120,000,000.00	40,135,098.35	N/A	
03/31/22	US Treasury Note	10,000,000.00	9,695,703.13		(304,296.87)		0.00	9,695,703.13	10/15/23	91282CAP6	NA/Aaa	0.13	2.14	Wedbush	16	155,131,250.08	9,981,300.00	285,596.87
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	153	768,642,071.67	4,937,700.00	(86,104.39)
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	153	1,530,000,000.00	9,875,400.00	(124,600.00)
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	413	2,050,480,468.75	4,749,200.00	(215,643.75)
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	490	4,876,074,221.20	9,638,700.00	(312,471.88)
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	518	5,180,000,000.00	9,439,100.00	(560,900.00)
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	640	6,312,000,000.00	9,190,600.00	(671,900.00)
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	671	3,297,860,156.25	4,578,150.00	(336,693.75)
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	91282CAJ0	NA/Aaa	0.25	0.60	Wedbush	702	3,461,189,062.50	4,562,300.00	(368,168.75)
08/26/21	US Treasury Note	10,000,000.00	9,845,312.50		(154,687.50)		0.00	9,845,312.50	01/31/26	91282CBH3	NA/Aaa	0.38	0.73	UBS	855	8,417,742,187.50	9,002,000.00	(843,312.50)
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	870	8,700,000,000.00	9,788,700.00	(211,300.00)
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	883	8,749,633,207.54	9,003,100.00	(905,884.38)
06/30/22	US Treasury Note	10,000,000.00	9,185,937.50		(814,062.50)		0.00	9,185,937.50	06/30/26	91282CCJ8	NA/Aaa	0.88	3.05	Wedbush	1005	9,231,867,187.50	8,997,700.00	(188,237.50)
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	1036	5,026,704,375.00	4,895,220.00	43,188.75
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	1051	9,605,154,687.50	9,115,200.00	(23,862.50)
04/10/23	US Treasury Note	10,000,000.00	9,348,971.14		(655,468.75)		4,439.89	9,348,971.14	09/30/26	912828YG9	NA/Aaa	1.63	3.65	UBS	1097	10,255,821,340.58	9,128,500.00	(220,471.14)
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	1235	11,686,187,500.00	9,227,700.00	(234,800.00)
06/30/23	US Treasury Note	10,000,000.00	9,430,110.14		(591,406.25)		21,516.39	9,430,110.14	05/31/27	91282CET4	NA/NA	2.63	4.28	Wells Fargo	1340	12,636,347,587.60	9,296,100.00	(134,010.14)
12/09/22	US Treasury Note	10,000,000.00	9,778,125.00		(221,875.00)		0.00	9,778,125.00	06/30/27	91282CEW7	NA/Aaa	3.25	3.78	Wedbush	1370	13,396,031,250.00	9,501,200.00	(276,925.00)
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	1462	14,620,000,000.00	9,791,800.00	(208,200.00)
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	1585	14,034,679,687.50	8,478,900.00	(375,787.50)
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	1600	15,544,116,480.00	9,248,400.00	(466,672.80)
*****	Total Treasury Bill (50% limit)	195,500,000.00	188,864,130.36	23.14%								2.20				182,426,970.00	(6,437,160.36)	
*****	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	700	7,000,000,000.00	9,584,500.00	(415,500.00)
*****	Total Medium Term Notes (20% limit/ 3% ea)	10,000,000.00	10,000,000.00	1.23%								4.15				9,584,500.00	(415,500.00)	
01/12/23	MUFG Bank CP	5,000,000.00	4,816,066.67		(183,933.33)			4,816,066.67	10/06/23	62479MX65	A-1/P-1	4.96	5.15	UBS	7	33,712,466.69	4,997,100.00	181,033.33
02/03/23	MUFG Bank CP	10,000,000.00	9,636,850.00		(363,150.00)			9,636,850.00	10/30/23	62479MXW8	A-1/P-1	4.86	5.04	UBS	31	298,742,350.00	9,958,200.00	321,350.00
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	98	942,294,500.00	9,851,400.00	236,150.00
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	179	1,715,222,750.00	9,717,400.00	135,150.00
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	181	1,734,396,803.18	9,714,200.00	131,897.22
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	259	2,483,022,927.49	9,584,000.00	(2,961.11)
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	259	2,482,448,809.96	9,584,000.00	(744.44)
*****	Total Comm Paper (20% limit)	65,000,000.00	62,404,425.00	7.65%								5.55				63,406,300.00	1,001,875.00	
10/19/20	Federal Farm Credit (Callable)	5,000,000.00	4,997,733.33		(2,500.00)		233.33	4,997,733.33	10/13/23	3133EMCQ3	AA+/Aaa	0.28	0.30	UBS	14	69,968,266.62	4,992,100.00	(5,633.33)
01/03/20	Federal Farm Credit Bank	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	01/02/24	3133ELFV9	AA+/Aaa	1.71	1.58	Wedbush	95	475,000,000.00	4,952,600.00	(47,400.00)
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	104	519,272,000.00	4,926,250.00	(66,750.00)
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	104	519,688,000.00	4,926,250.00	(70,750.00)
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	189	944,291,250.00	4,867,750.00	(128,500.00)
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	230	1,150,000,000.00	4,839,850.00	(160,150.00)
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	248	1,240,000,000.00	4,826,150.00	(173,850.00)
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	262	1,310,000,000.00	4,818,450.00	(181,550.00)
08/21/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00			0.00	0.00	5,000,000.00	08/19/24	3133EL4J0	AA+/Aaa	0.47	0.46	UBS	325	1,625,000,000.00	4,780,250.00	(219,750.00)
10/15/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00					5,000,000.00	10/15/24	3133EMCY6	AA+/Aaa	0.43	0.43	Wedbush	382	1,910,000,000.00	4,741,550.00	(258,450.00)
01/11/22	Federal Farm Credit	10,000,000.00	9,990,000.00		(10,000.00)			9,990,000.00	01/06/25	3133ENKS8	NA/NA	1.13	1.16	UBS	465	4,645,350,000.00	9,484,200.00	(505,800.00)
06/16/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00					5,000,000.00	06/16/25	3133EMH47	AA+/Aaa	0.60	0.60	Wedbush	626	3,130,000,000.00	4,612,500.00	(387,500.00)
07/07/21	Federal Farm Credit (Callable)	5,000,000.00	4,992,500.00		(7,500.00)		0.00	4,992,500.00	06/16/25	3133EMH47	AA+/Aaa	0.60	0.64	UBS	626	3,125,305,000.00	4,612,500.00	(380,000.00)
06/30/21	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00					5,000,000.00	06/30/25	3133EMN99	NA/NA	0.74	0.74	Union Banc	640	3,200,000,000.00	4,617,650.00	(382,350.00)
08/04/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00					5,000,000.00	08/04/25	3133EL2S2	AA+/Aaa	0.67	0.67	UBS	675	3,375,000,000.00	4,595,800.00	(404,200.00)
09/02/20	Federal Farm Credit	5,000,000.00	5,000,000.00					5,000,000.00	09/02/25	3133EL5R1	NA/NA	0.45	0.45	UBS	704	3,520,000,000.00	4,581,750.00	(418,250.00)
09/30/22	Federal Farm Credit	5,000,000.00	5,000,000.00					5,000,000.00	09/30/25	3133ENP95	AA+/Aaa	4.25	4.25	UBS	732	3,660,000,000.00	4,915,300.00	(84,700.00)
11/24/20	Federal Farm Credit (Callable)	5,000,000.00	5,000,000.00					5,000,000.00	11/24/25	3133EMHF2	AA+/Aaa	0.60	0.60	Union Banc	787	3,935,000,000.00	4,528,150.00	(471,850.00)
01/13/23	Federal Farm Credit	10,000,000.00	9,974,000.00		(26,000.00)			9,974,000.00	01/13/26	3133EN6A3	AA+/Aaa	4.00	4.09	Alamo	837	8,348,238,000.00	9,782,600.00	(191,400.00)
08/24/23	Federal Farm Credit	5,000,000.00	4,976,916.67		(52,250.00)		29,166.67											

12/22/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00				5,000,000.00	01/22/24	3130AQC3V3	AA+/Aaa	0.71	0.71	UBS	115	575,000,000.00	4,926,600.00	(73,400.00)
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	161	805,000,000.00	4,920,200.00	(79,800.00)	
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	248	1,240,000,000.00	4,827,600.00	(172,400.00)	
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	264	1,320,000,000.00	4,820,950.00	(179,050.00)	
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	273	1,365,000,000.00	4,906,350.00	(93,650.00)	
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	280	1,400,000,000.00	4,827,350.00	(172,650.00)	
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	329	1,645,000,000.00	4,821,950.00	(178,050.00)	
04/21/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,565,000.00	(435,000.00)		9,565,000.00	01/27/25	3130AQMR1	AA+/Aaa	1.25	2.90	UBS	486	4,648,590,000.00	9,451,000.00	(114,000.00)	
08/26/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	02/26/25	3130ANH9	AA+/Aaa	0.52	0.52	UBS	516	2,580,000,000.00	4,677,500.00	(322,500.00)	
12/10/21	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	06/10/25	3130AQ8B5	AA+/N/A	1.20	1.20	UBS	620	3,100,000,000.00	4,663,400.00	(336,600.00)	
06/29/22	Federal Home Loan Bank	5,000,000.00	4,985,260.00	(14,740.00)		4,985,260.00	06/13/25	3130AEBV1	AA+/Aaa	3.13	3.23	Wedbush	623	3,105,816,980.00	4,827,650.00	(157,610.00)	
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	664	6,640,000,000.00	9,747,100.00	(252,900.00)	
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	698	6,980,000,000.00	9,181,200.00	(818,800.00)	
10/01/21	Federal Home Loan Bank (Callable)	10,000,000.00	9,988,000.00	(12,000.00)		9,988,000.00	08/29/25	3130AP3F0	AA+/Aaa	0.70	0.73	UBS	700	6,991,600,000.00	9,174,200.00	(813,800.00)	
10/14/20	Federal Home Loan Bank	5,000,000.00	4,986,890.00	(13,110.00)		4,986,890.00	09/12/25	3130JXA2	AA+/Aaa	0.38	0.43	Wells Fargo	714	3,560,639,460.00	4,567,000.00	(419,890.00)	
11/25/20	Federal Home Loan Bank (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	11/25/25	3130AKG02	AA+/Aaa	0.57	0.57	UBS	788	3,940,000,000.00	4,524,600.00	(475,400.00)	
04/20/22	Federal Home Loan Bank (Callable)	10,000,000.00	9,235,000.00	(765,000.00)		9,235,000.00	02/25/26	3130ALEM2	AA+/Aaa	0.79	2.91	UBS	880	8,126,800,000.00	9,004,700.00	(230,300.00)	
04/07/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	03/30/26	3130ALTR5	AA+/Aaa	1.01	1.01	UBS	913	9,130,000,000.00	9,024,200.00	(975,800.00)	
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	1005	5,025,000,000.00	4,478,950.00	(521,050.00)	
04/27/22	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	04/27/26	3130ARSX0	NA/NA	2.97	2.97	UBS	941	9,410,000,000.00	9,485,600.00	(514,400.00)	
08/30/21	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	08/26/26	3130ANVS6	NA/NA	1.00	1.00	UBS	1062	10,620,000,000.00	8,898,000.00	(1,102,000.00)	
01/06/23	Federal Home Loan Bank	10,000,000.00	10,000,000.00			10,000,000.00	06/07/27	3130AUH64	NA/NA	3.98	3.98	UBS	1347	13,470,000,000.00	9,719,000.00	(281,000.00)	
03/23/28	Federal Home Loan Bank (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	03/23/28	3130AVAM4	NA/NA	6.05	6.05	UBS	1637	16,370,000,000.00	9,910,700.00	(89,300.00)	
****	Total Federal Home Loans (25% limit)	165,000,000.00	163,760,150.00	20.07%								1.77			155,385,800.00	(8,374,350.00)	
10/23/19	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	5,000,000.00	07/02/24	3135GOV75	AA+/Aaa	1.75	1.66	Wells Fargo	277	1,385,000,000.00	4,861,800.00	(138,200.00)	
08/12/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	318	1,590,000,000.00	4,782,000.00	(218,000.00)	
08/13/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	318	1,590,000,000.00	4,782,000.00	(218,000.00)	
08/27/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	08/19/24	3136G4P31	AA+/Aaa	0.45	0.45	Wedbush	325	1,625,000,000.00	4,779,400.00	(220,600.00)	
02/19/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	5,000,000.00	01/07/25	3135GOX24	AA+/N/A	1.63	1.46	Wedbush	466	2,330,000,000.00	4,771,650.00	(228,350.00)	
10/14/20	Federal National Mtge Note	5,000,000.00	5,000,000.00		0.00	5,000,000.00	06/17/25	3135G04Z3	AA+/Aaa	0.50	0.40	UBS	627	3,135,000,000.00	4,623,000.00	(377,000.00)	
08/25/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	02/25/25	3136G4T52	AA+/Aaa	0.52	0.52	Wells Fargo	515	2,575,000,000.00	4,663,750.00	(336,250.00)	
07/31/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00		0.00	5,000,000.00	07/29/25	3136G4D75	NA/NA	0.60	0.60	UBS	669	3,345,000,000.00	4,591,850.00	(408,150.00)	
08/18/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	08/18/25	3136G4G72	AA+/Aaa	0.60	0.60	Wedbush	689	3,445,000,000.00	4,583,550.00	(416,450.00)	
08/19/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	08/19/25	3136G4H63	AA+/Aaa	0.55	0.55	UBS	690	3,450,000,000.00	4,578,350.00	(421,650.00)	
12/09/20	Federal National Mtge Note	5,000,000.00	4,974,875.00	(25,125.00)		4,974,875.00	08/25/25	3135GO5X7	AA+/Aaa	0.38	0.48	Wells Fargo	696	3,462,513,000.00	4,573,450.00	(401,425.00)	
10/03/22	Federal National Mtge Note (Callable)	10,000,000.00	9,892,000.00	(108,000.00)		9,892,000.00	08/28/25	3135GO6V0	AA+/NA	4.13	4.53	UBS	699	6,914,508,000.00	9,761,000.00	(131,000.00)	
10/28/20	Federal National Mtge Note (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	10/28/25	3136G46S7	NA/NA	0.56	0.56	UBS	760	3,800,000,000.00	4,543,700.00	(456,300.00)	
08/31/23	Federal National Mtge Note (Callable)	10,000,000.00	9,918,750.00	(127,500.00)		9,918,750.00	07/24/26	3135GAJN2	AA+/Aaa	4.50	4.98	UBS	1029	10,206,393,750.00	9,825,200.00	(93,550.00)	
11/01/22	Federal National Mtge Note	10,000,000.00	9,117,970.00	(882,030.00)		9,117,970.00	09/24/26	3135GOQ22	AA+/Aaa	1.88	4.36	Wedbush	1091	9,947,705,270.00	9,183,300.00	65,330.00	
06/30/23	Federal National Mtge Note	10,000,000.00	9,238,170.10	(761,829.90)		9,238,170.10	09/24/26	3135GOQ22	AA+/Aaa	1.88	4.43	Alamo	1091	10,078,843,579.10	9,183,300.00	(54,870.10)	
04/11/23	Federal National Mtge Note	10,000,000.00	8,823,725.00	(1,176,900.00)		8,823,725.00	10/08/27	3135G05Y5	AA+/Aaa	0.75	3.61	Wedbush	1470	12,970,875,750.00	8,551,300.00	(272,425.00)	
*****	Total Federal National Mtge. (15% limit)	110,000,000.00	106,965,490.10	13.11%								1.76			102,638,600.00	(4,326,890.10)	
09/30/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	03/29/24	3134GWXC5	NA/NA	0.35	0.35	Wedbush	182	910,000,000.00	4,874,550.00	(125,450.00)	
09/30/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	06/28/24	3134GWU0	NA/Aaa	0.38	0.38	Wells Fargo	273	1,365,000,000.00	4,810,850.00	(189,150.00)	
09/10/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	09/10/24	3134GWL79	NA/Aaa	0.40	0.40	Wedbush	347	1,735,000,000.00	4,762,050.00	(237,950.00)	
09/30/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,945,000.00	(55,000.00)		9,945,000.00	09/20/24	3134GX2E3	AA+/Aaa	4.05	4.34	UBS	357	3,550,365,000.00	9,849,900.00	(95,100.00)	
04/08/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,980,000.00	(20,000.00)		9,980,000.00	10/08/24	3134GXQE7	AA+/Aaa	2.50	2.58	UBS	375	3,742,500,000.00	9,695,700.00	(284,300.00)	
12/01/21	Federal Home Loan Mtge	5,000,000.00	5,000,000.00		0.00	5,000,000.00	02/12/25	3137EAE90	AA+/Aaa	1.50	0.93	Wedbush	502	2,510,000,000.00	4,752,600.00	(247,400.00)	
10/20/20	Federal Home Loan Mtge (Callable)	5,000,000.00	5,000,000.00			5,000,000.00	03/28/25	3134GWX35	NA/Aaa	0.45	0.45	Wedbush	546	2,730,000,000.00	4,642,600.00	(357,400.00)	
10/20/22	Federal Home Loam Mtge	5,000,000.00	4,467,850.00	(532,150.00)		4,467,850.00	07/21/25	3137EAE9	AA+/Aaa	0.38	4.53	Alamo	661	2,953,248,850.00	4,595,500.00	127,650.00	
12/22/22	Federal Home Loan Mtge (Callable)	10,000,000.00	9,824,900.00	(175,100.00)		9,824,900.00	08/25/25	3134GXS21	Aaa/AA+	3.80	4.50	Alamo	696	6,838,130,400.00	9,711,400.00	(113,500.00)	
07/02/21	Federal Home Loan Mtge	5,000,000.00	4,921,340.00	(78,660.00)		4,921,340.00	09/23/25	3137EAEX3	Aaa/AA+	0.38	0.75	Wells Fargo	725	3,567,971,500.00	4,558,800.00	(362,540.00)	
12/05/22	Federal Home Loan Mtge (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	06/05/26	3134GY6Y3	NA/NA	5.20	5.20	UBS	980	9,800,000,000.00	9,868,600.00	(131,400.00)	
12/22/22	Federal Home Loan Mtge (Callable)	10,000,000.00	10,000,000.00			10,000,000.00	07/21/26	3134GYBY7	NA/NA	5.13	5.12	UBS	1026	10,260,000,000.00	9,856,200.00	(143,800.00)	
*****	Total Fed HM LN Mtge. Corp Disc Note (15%)	85,000,000.00	84,139,090.00	10.31%								2.46			81,978,750.00	(2,160,340.00)	
TOTAL		830,500,000.00	816,040,685.46	100.00%	(14,585,350.21)	23,804.39	102,231.28								788,615,772.32		
Cost of Investments		816,040,685.46	772,438,570.67	US BANK											555,788,140,137.58		
Cash in Treasury		13,493.48	5,000,000.00	LAIF		126,035.67									816,040,685.46		
Cash in US Bank		148,669.55		REPO													
Shasta Lake LAIF		280,744.05	40,000,000.00	LIR													
Active Deposits		25,441,037.70															
Adjustments		0.00		</													

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Surplus Equipment

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

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

**BACKGROUND:**

The Enterprise High School music program has a total of seven choir risers they would like to dispose of. These risers were purchased prior to 2001 or 1992 and are in poor condition. These risers are getting difficult to repair and could present a safety issue. New risers have been purchased to replace these.

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

Site: SHS  
 Department: Music/UPA  
 Room No. 90

Date: 10/13/23

Requestor: Alissa Anne

It is requested that the following equipment be declared surplus:

Asset #	Qty.	Item Description	Model	Serial #	Year Purchased	Present Value	Condition*
NA	4	Wenger Choral Risers (gray in current use)			prior to 2001		poor
NA	3	Wenger Choral Risers (brown - used at graduation)			prior to 1990		poor

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

Reason(s) for declaring surplus:

Continually needing to be fixed, backs broken & bent, new ones purchased with arts/music grant

*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:** Field Trip Requests

**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
4/25/24-4/30/24	SHS Culinary	Air	5	Epcot/Disneyworld	12/5
4/25/24-4/30/24	EHS Culinary	Air	5	Epcot/Disneyworld	18/3



# Field Trip Request

Requested by: Monique Pruitt School: Shasta  
Name of Club, Group or Department: SHS Culinary Club Today's Date: 10/24/23

## FIELD TRIP

Departure Date: 4/25/2024 Time: tba # of Students: 12 # of Chaperones: 4 or 5  
Return Date: 4/30/2024 Time: tba # of Substitutes Required: 1 Date(s): 4/25,26,29 & 30  
Destination: Epcot Center, Disney World Staff Member(s): 1 or 2 Parent(s): 4  
City/State: Florida Monique Pruitt Angie Mellis  
Outside of California, Oregon, Nevada or Arizona? Kelly Zolotoff  
☐ N ☒ Y\* (If Yes, must have Board Approval) Kate Roach  
Purpose: Cook Around the World cooking competition

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

Local, In-State, Oregon, Nevada or Arizona day trips must have Administrative approval at least **10 days prior** to departure.  
Overnight trips outside California and out-of-country trips 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: \_\_\_\_\_  
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: [Signature] Date: 10/24/23

## APPROVALS

Principal: [Signature] Date: 10/24/23

Associate Superintendent  
Instructional Services: [Signature] Date: 10/30/23

Superintendent: [Signature] Date: 10/30/23

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

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

# Itinerary

## DEPARTURE

Date: 4/25/2024

Time: \_\_\_\_\_

Departing From

TBA on airfare

Stops: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Destination: \_\_\_\_\_

Estimated arrival time: \_\_\_\_\_

## SCHEDULE OF ACTIVITIES

attached  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CHAPERONES

Staff

Parents

Monique Pruitt

Angie Mellis

Kelly Zolotoff

Kate Roach  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## RETURN

Date: 4/30/24

Time: \_\_\_\_\_

Departing From

tba

Stops: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Return Location: \_\_\_\_\_

Estimated arrival time: \_\_\_\_\_

2200 Eureka Way, Suite B, Redding, California 96001 (530) 241-3261 Fax (530) 225-8499

# Shasta High School

April 25 - April 30, 2024

Disney's Pop Century Resort Orlando, FL

*Cook Around The World is a World Class Vacations by WorldStrides Event (WCV). WCV is the Top Overall Producer in Student Travel for the Walt Disney World® Resort*



## PRICING INCLUDES:

- Five (5) Night Resort Accommodations at Disney's Pop Century Resort (or similar Disney property)
- Four (4) Day Disney Park Hopper® Ticket to All Four (4) Disney Theme Parks
- Hands-On Culinary Improv Competition in Epcot® (Enjoy small bites prepared by competing students)
  - Learn from a Top 'Celebrity Chef' and some of the World's Best Chefs and Culinary Instructors
  - Choose whether your team wants their food adjudicated as part of the competition or cook for fun!
- Disney Dining Card
- Behind The Seeds Tour
- International Gala Dinner & Career Forum with Special Guest Speakers
  - Hear from Speakers such as Disney's Resort Management Team, Culinary Professionals and our 'Celebrity Chef'
  - Includes Open Q&A discussion with each speaker
  - Visit with representatives from the top Hospitality/Restaurant Management Colleges
  - Visit with representatives from Disney College Program and Disney Culinary Program
- Trip Cancellation Protection- Cancel with a full refund less \$150 per person initial deposit, up until seven (7) days prior to departure day; covers medical issues, injury, or illness, which prevents trip participation (Medical Doctor Verification Required) COVID-19 and Pandemic Coverage with 100% Refund Guarantee (ask for details)
- All transportation in Orlando between resort, and all seminars, sessions, events, and theme parks per trip itinerary
- Cook Around The World Chef Coat
- Services of Our Event Staff
- All packages are inclusive of Taxes and Service Fees

Final documents, including Disney Park Hopper® Ticket and Disney Resort Reservation Numbers, will be available at least 30 days prior to traveling. A park reservation will be required for park admission

PACKAGE COST	QUAD	TRIPLE	DOUBLE	SINGLE
PER PERSON RATE	\$1523	\$1609	\$1783	\$2293

## PAYMENT SCHEDULE

Checks or Money Orders are payable to "World Class Vacations" | 7540 Windsor Drive, Suite 202, Allentown, PA 18195 | 1.800.222.4432

*Note: Parking fees may apply at your resort*

- FIRST DEPOSIT (check or money order) of \$295.00 per person is due in our office no later than **October 25, 2023**. Refundable until December 8, 2023 'For Any Reason'
- SECOND DEPOSIT of \$300.00 per person is due in our office no later than **December 8, 2023**
- FINAL BALANCE due in our office no later than **February 2, 2024**

All changes and/or add-ons must be done in writing and emailed to [cook@wcv.com](mailto:cook@wcv.com) by February 2, 2024

## CANCELLATION POLICY

ALL Cancellations must be received in writing - Please email [cook@wcv.com](mailto:cook@wcv.com) - Travel Insurance/ TCP could apply (<https://www.wcv.com/TCP/>)

- Notice of cancellation received in our office prior to **December 8, 2023** will incur NO PENALTY
- Notice of cancellation received in our office between **December 8, 2023** and **February 2, 2024** will incur a \$595.00 PER PERSON PENALTY
- Notice of cancellation received in our office between **February 2, 2024** and departure date will incur a full penalty of package cost and receive NO REFUND

**TERMS AND CONDITIONS** The trip is under the operation and management of World Class Vacations by WorldStrides (Travel Provider), who will be responsible for supplying all the services outlined in this agreement, except to the extent that supplying such services as outlined cannot be supplied due to causes beyond the control of World Class Vacations. In the absence of negligence by World Class Vacations, School and their participants waive any claims for any damages, loss of property, or injury due to acts of negligence of any resort or any other person or company rendering services for this trip. The same understanding would apply for any optional air transportation provided by any airline. Should World Class Vacations not be able to supply trip inclusions as outlined in this agreement, an appropriate refund will be provided for services not delivered to trip participants. Walt Disney World has the right to change venues and itinerary at their discretion. World Class Vacations reserves the right to cancel the 'Cook Around The World' event should their required participation minimum not be reached by December 8, 2023, in which case, all monies collected will be returned in full and World Class Vacations will have no further obligation.

# 2024 SAMPLE ITINERARY

## WALT DISNEY WORLD® RESORT

Days and Venues are Subject to Change



### EVENT DAY ONE

Transportation to and from airport only provided with air package

**Check-in after 4:00PM**

Disney's Pop Century Resort (or Similar Disney Hotel—Value Category)

Free time to explore a theme park at the Walt Disney World® Resort

### EVENT DAY TWO

Breakfast at Disney's Pop Century® Resort (On Your Own)

Disney Buses to World ShowPlace Pavilion at Epcot®

**Culinary Improv Cooking Competition or Friendly Hands-On Cooking Experience in Epcot®**

Free time to explore a theme park at the Walt Disney World® Resort



### EVENT DAY THREE

Breakfast at Disney's Pop Century Resort (On Your Own)

Option to attend **Behind the Seeds Tour at the Land Pavilion in Epcot®**

**International Gala Dinner/Career Forum and Award Ceremony (Culinary and Hospitality) with  
Special Guest Speakers at World ShowPlace in Epcot®**

### EVENT DAY FOUR

**Hotel Check-out at 11:00AM**

Luggage can be stored at the resort

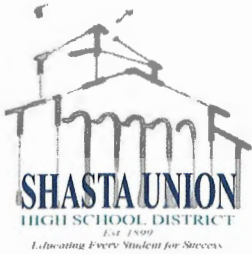
Transportation to and from airport only provided with air package



November 14, 2023







# Field Trip Request

Requested by: James Leedy School: Enterprise High School

Name of Club, Group or Department: Savor the Global Flavor Club/Chef Prep Culinary Today's Date: 8-26-23

## FIELD TRIP

Departure Date: April 24, 2024 Time: 9:00 PM # of Students: 18 # of Chaperones: 3  
Return Date: April 30, 2024 Time: 3:00 PM # of Substitutes Required: 1 Date(s): 4/25-4/30/2024  
Destination: Disneyworld Staff Member(s): James Leedy Parent(s): \_\_\_\_\_  
City/State: Orlando, FL \_\_\_\_\_  
Outside of California, Oregon, Nevada or Arizona? Y\* (If Yes, must have Board Approval)  
Purpose: "Cooks Around the World" Culinary Competition

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

Local, In-State, Oregon, Nevada or Arizona day trips must have Administrative approval at least **10 days prior** to departure.  
Overnight trips outside California and out-of-country trips 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: Parents Provide  
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: [Signature] Date: 9/1/23

## APPROVALS

Principal: [Signature] Date: \_\_\_\_\_

Associate Superintendent  
Instructional Services: [Signature] Date: 9/6/23

Superintendent: [Signature] Date: 10/11/23

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

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

# Itinerary

## DEPARTURE

Date: 4/24/2024

Time: 9:00 Pm

Departing From

Sacramento International Airport( Parent drop off)

Stops:

Layover not known at this time

Destination: Orlando,Fl.

Estimated arrival time: 7:00 am

## SCHEDULE OF ACTIVITIES

4/25/2024: Check in Lodging, Orientation Meeting/ Tour Disney Springs

4/26/2024: Tour Disney Parks

4/27/2024: Competition

4/28/2024: Competition/ Gala Awards Nite

4/29/2024: Tour Disney Parks

4/30/2024: Depart Orlando to Sacramento International Airport(Parent pick up)

## CHAPERONES

Staff

Parents

Andra D'Amico

Ramona Burks

## RETURN

Date: 4/30/2024

Time: 3:00 Pm(approx.)

Departing From

Orlando,Fl.

Stops:

Layover not known at this time.

Return Location: Sacramento International Airport(Student pick up)

Estimated arrival time: 3:00 PM

# 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/Days Increase/Decrease</u></b>		
Matej Hornich	Bus Driver, Transportation 6.5-hours/10 months	October 2, 2023
Mei Yu	Food Nutrition Specialist, EHS 7 hours/10 months	October 2, 2023
<b><u>New Hires/Rehire</u></b>		
Isaiah Flores	Instructional Paraprofessional-Sp Ed, SHS 5.75 hours/10 months	October 3, 2023
Hayden Kennen	Instructional Paraprofessional-Sp Ed, FHS 5.75 hours/10 months	October 16, 2023
Chelsea Reeder	School Support Secretary, SCA 8 hours/238 days	November 1, 2023
Nolan York	Custodian, SHS 8 hours/12 months	November 1, 2023
<b><u>Position Change/Promotion</u></b>		
Lisa Ferguson	Bilingual Paraprofessional, EHS 6.5 hours/10 months	October 16, 2023
Jesse Geron	Sr Programmer of C&I Integration, IT-SLC 8 hours/12 months	November 1, 2023
LeiLani Jefcoat	Project Assistant-Workability, PHS-MS 7 hours/10 months	October 2, 2023
Celeste Kelly	At-Risk Para/Career Ed Tech-split, PHS 6 hours/10 months	October 16, 2023
<b><u>Resigned/Retired</u></b>		
Larrisa Schwab	Payroll Tech, DO 8 hours/12 months	December 1, 2023

## **Certificated**

### 6<sup>th</sup> Period Assignments:

Amanda Gilbert      SHS Farm

August 14, 2023

### Unpaid Leave of Absence

David Whitacre      EHS School Psychologist

November 3, 2023 – January 8, 2024

Andy Kane      SHS English

January 8, 2024 – June 30, 2024

### Resignations/Retirements

Daniel Baker      FHS Music

December 22, 2023

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Presentation and Public Hearing: Proposed Trustee Area Maps and Election Sequencing

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

The Shasta Union High School District's Board of Trustees is currently elected under an "at-large" election system, where Board members are elected by voters of the entire District. On October 19, 2023, the Board adopted Resolution No. 23-195, signaling its intent to transition to by-trustee area elections. In a by-trustee area election system, each Board member must reside within the designated trustee area boundary and is elected only by the voters in that trustee area. The Board held a public hearing on October 24, 2023 and October 27, 2023 to gather input on the composition of potential trustee areas pursuant to Elections Code section 10010. The National Demographics Corporation will conduct a presentation covering the three proposed trustee area maps and sequencing. The public is invited to participate and make comments during the first of two public hearings regarding the proposed trustee area maps and election sequencing.

**REFERENCES:**

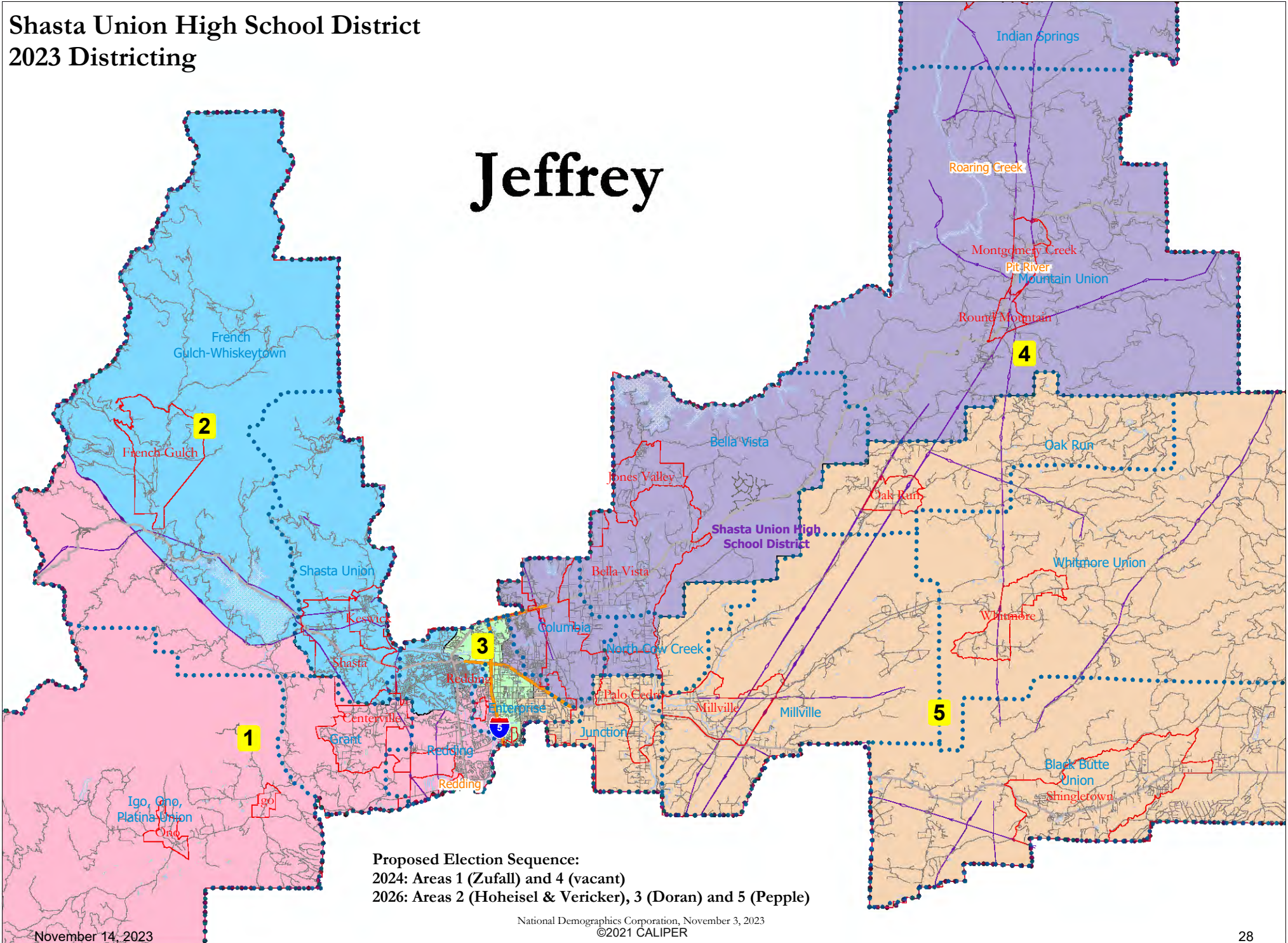
Elections Code section 10010

SUHSD Transition to By-Trustee Area Elections webpage:

<https://www.suhsd.net/Board/Transition-to-By-Trustee-Area-Elections/index.html>

Shasta Union High School District  
2023 Districting

Jeffrey

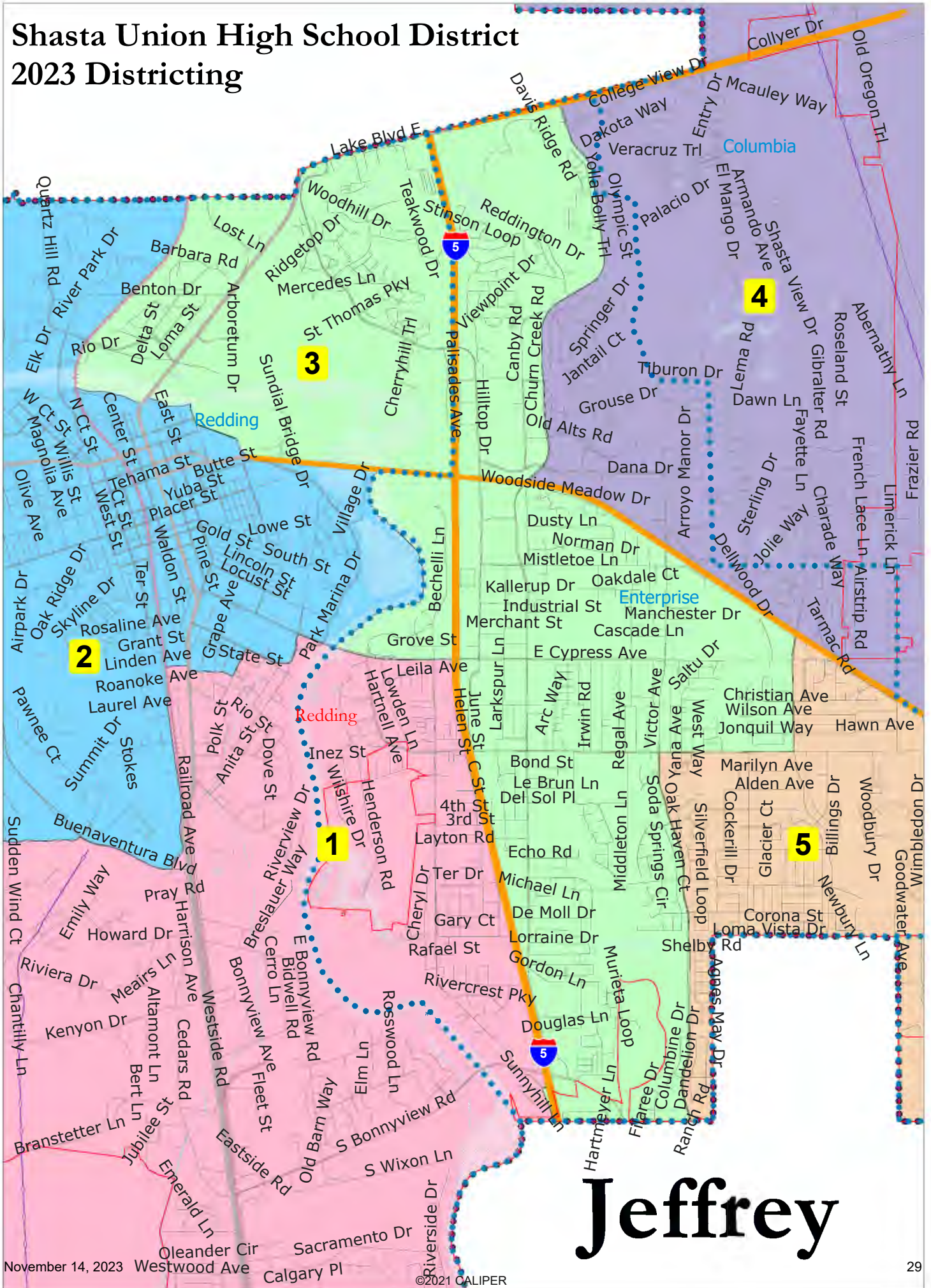


Proposed Election Sequence:  
2024: Areas 1 (Zufall) and 4 (vacant)  
2026: Areas 2 (Hoheisel & Vericker), 3 (Doran) and 5 (Pepple)

National Demographics Corporation, November 3, 2023  
©2021 CALIPER



# Shasta Union High School District 2023 Districting

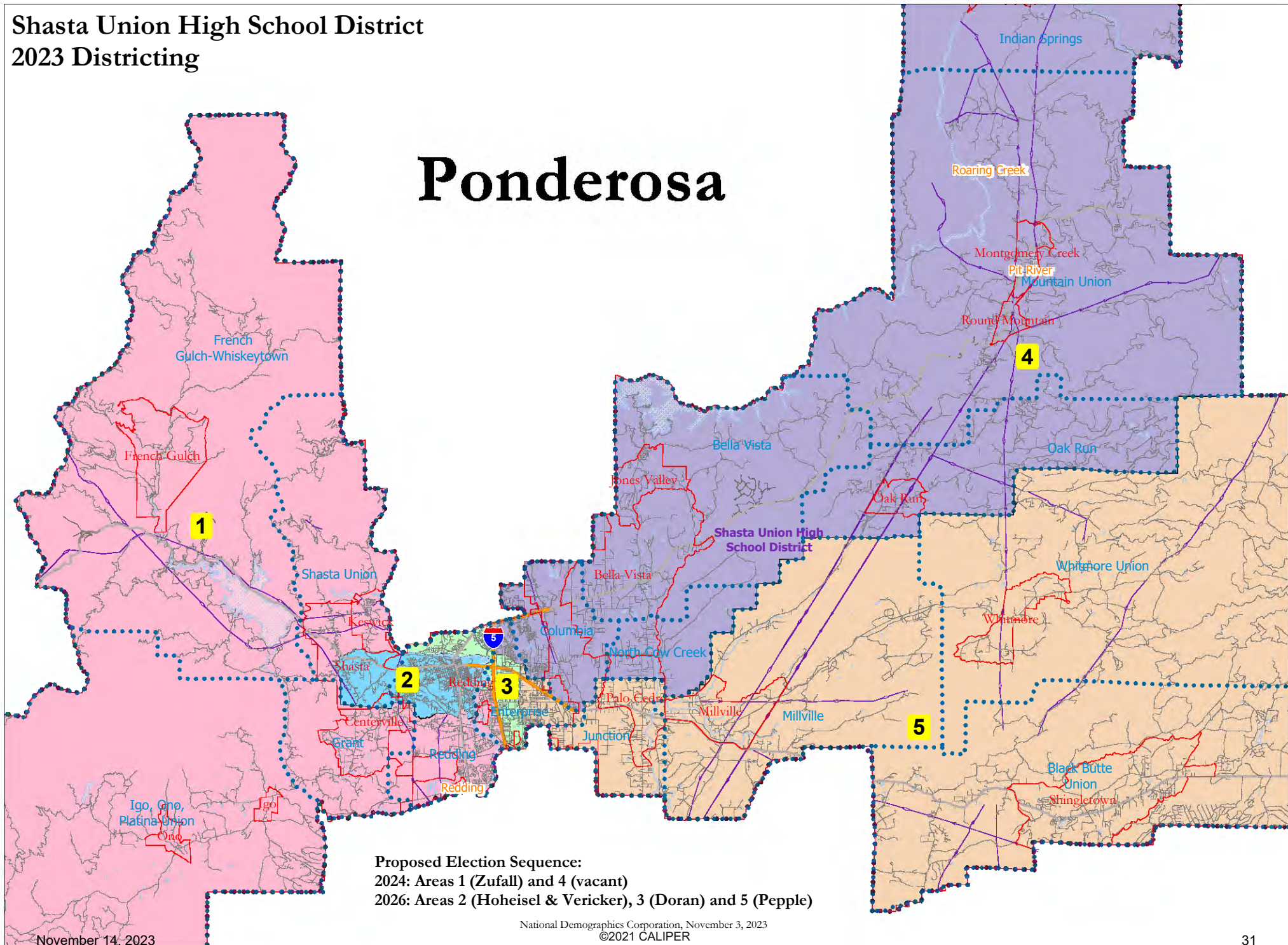


Jeffrey							
District		1	2	3	4	5	Total
	Total Pop	21,088	20,463	21,280	21,369	19,885	104,065
	Deviation from ideal	271	-354	463	552	-932	1,484
	% Deviation	1.30%	-1.70%	2.22%	2.65%	-4.48%	7.13%
Total Pop	% Hisp	10.3%	10%	13%	10%	9%	10%
	% NH White	75%	76%	68%	77%	78%	75%
	% NH Black	2%	2%	3%	2%	1%	2%
	% Asian-American	4%	4%	8%	4%	4%	5%
Citizen Voting Age Pop	Total	15,395	16,173	15,191	16,801	15,306	78,867
	% Hisp	10%	7%	8%	10%	6%	8%
	% NH White	82%	86%	78%	82%	85%	83%
	% NH Black	2%	2%	2%	1%	2%	2%
	% Asian/Pac.Isl.	3%	3%	7%	4%	3%	4%
Voter Registration (Nov 2022)	Total	12,878	12,770	11,141	13,792	12,992	63,573
	% Latino est.	7%	7%	8%	7%	7%	7%
	% Spanish-Surnamed	6%	6%	8%	6%	6%	6%
	% Asian-Surnamed	1%	1%	2%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	1%	0%	1%	1%
	% NH White est.	89%	89%	87%	89%	88%	88%
	% NH Black	2%	1%	2%	1%	1%	2%
Voter Turnout (Nov 2022)	Total	7,903	7,907	6,313	8,726	8,447	39,296
	% Latino est.	5%	5%	6%	5%	5%	5%
	% Spanish-Surnamed	4%	4%	6%	5%	4%	5%
	% Asian-Surnamed	1%	1%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	0%	0%	1%	0%
	% NH White est.	91%	91%	89%	91%	90%	90%
	% NH Black	2%	1%	2%	1%	1%	2%
Voter Turnout (Nov 2020)	Total	10,796	10,780	9,202	11,896	11,171	53,845
	% Latino est.	5%	5%	7%	5%	5%	5%
	% Spanish-Surnamed	5%	5%	7%	5%	5%	5%
	% Asian-Surnamed	1%	1%	2%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%
	% NH White est.	91%	91%	87%	91%	90%	90%
	% NH Black est.	1%	1%	2%	1%	1%	1%
ACS Pop. Est.	Total	20,782	20,940	21,151	22,184	20,086	105,142
Age	age0-19	25%	22%	25%	25%	24%	24%
	age20-60	50%	50%	54%	48%	44%	49%
	age60plus	25%	27%	22%	26%	31%	26%
Immigration	immigrants	6%	6%	8%	8%	4%	6%
	naturalized	54%	58%	40%	46%	61%	50%
Language spoken at home	english	90%	93%	87%	91%	94%	91%
	spanish	7%	2%	3%	4%	3%	4%
	asian-lang	2%	2%	5%	2%	2%	3%
	other lang	1%	2%	5%	2%	1%	2%
Language Fluency	Speaks Eng. "Less than Very Well"	3%	2%	5%	3%	2%	3%
Education (among those age 25+)	hs-grad	66%	63%	68%	67%	68%	66%
	bachelor	16%	17%	16%	19%	18%	17%
	graduatedegree	9%	12%	9%	8%	8%	9%
Child in Household	child-under18	31%	25%	26%	28%	27%	27%
Pct of Pop. Age 16+	employed	59%	57%	60%	55%	53%	57%
Household Income	income 0-25k	16%	20%	19%	16%	13%	17%
	income 25-50k	23%	21%	26%	18%	21%	22%
	income 50-75k	15%	19%	19%	15%	16%	17%
	income 75-200k	37%	33%	33%	43%	43%	38%
	income 200k-plus	9%	7%	3%	8%	8%	7%
Housing Stats	single family	86%	76%	58%	90%	94%	81%
	multi-family	14%	24%	42%	10%	6%	19%
	rented	36%	47%	59%	30%	21%	39%
	owned	64%	53%	41%	70%	79%	61%
Total population data from the 2020 Decennial Census.							
Surname-based Voter Registration and Turnout data from the California Statewide Database.							
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2015-2019 American Community Survey and Special Tabulation 5-year data.							



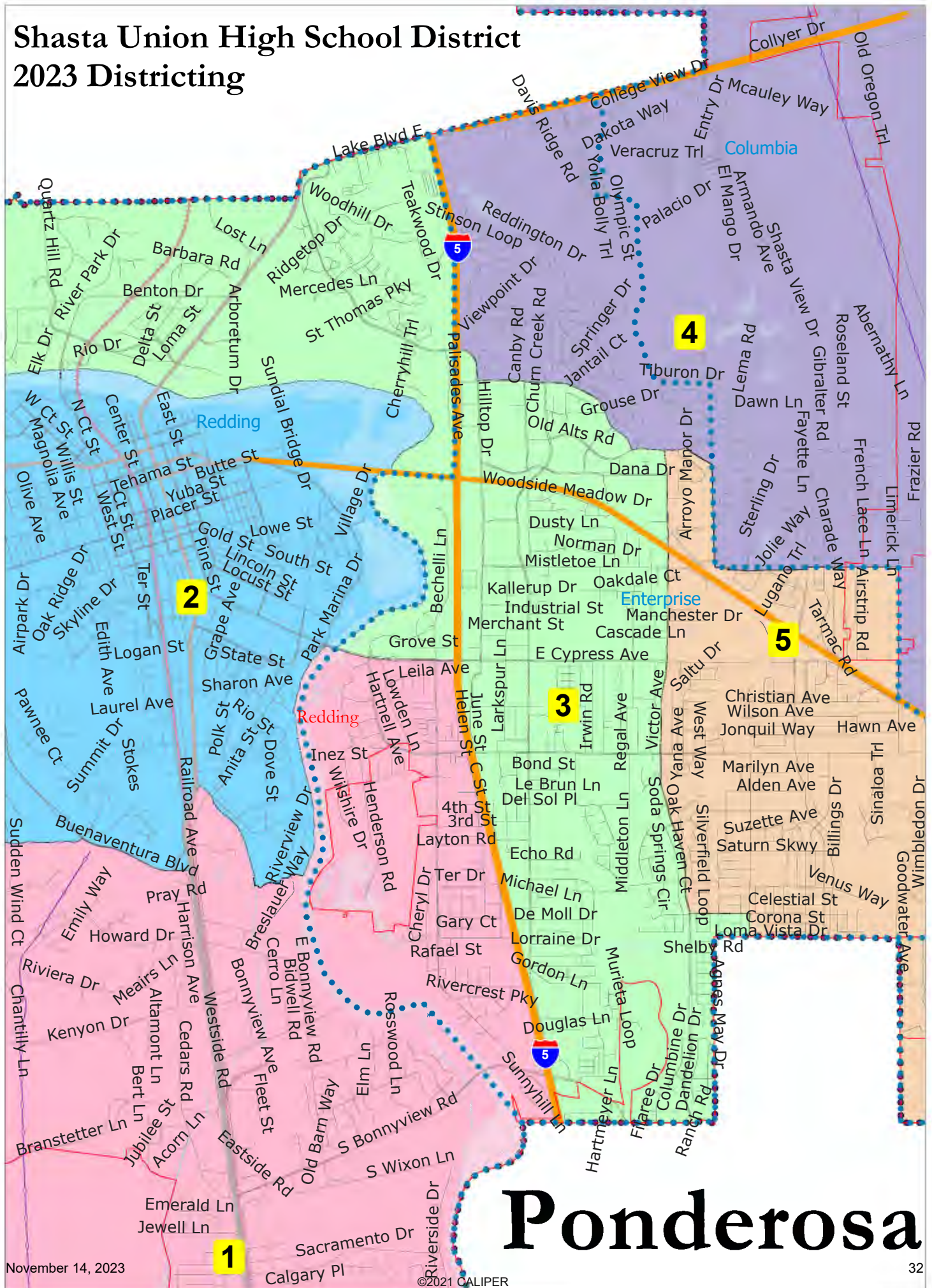
Shasta Union High School District  
2023 Districting

# Ponderosa





# Shasta Union High School District 2023 Districting



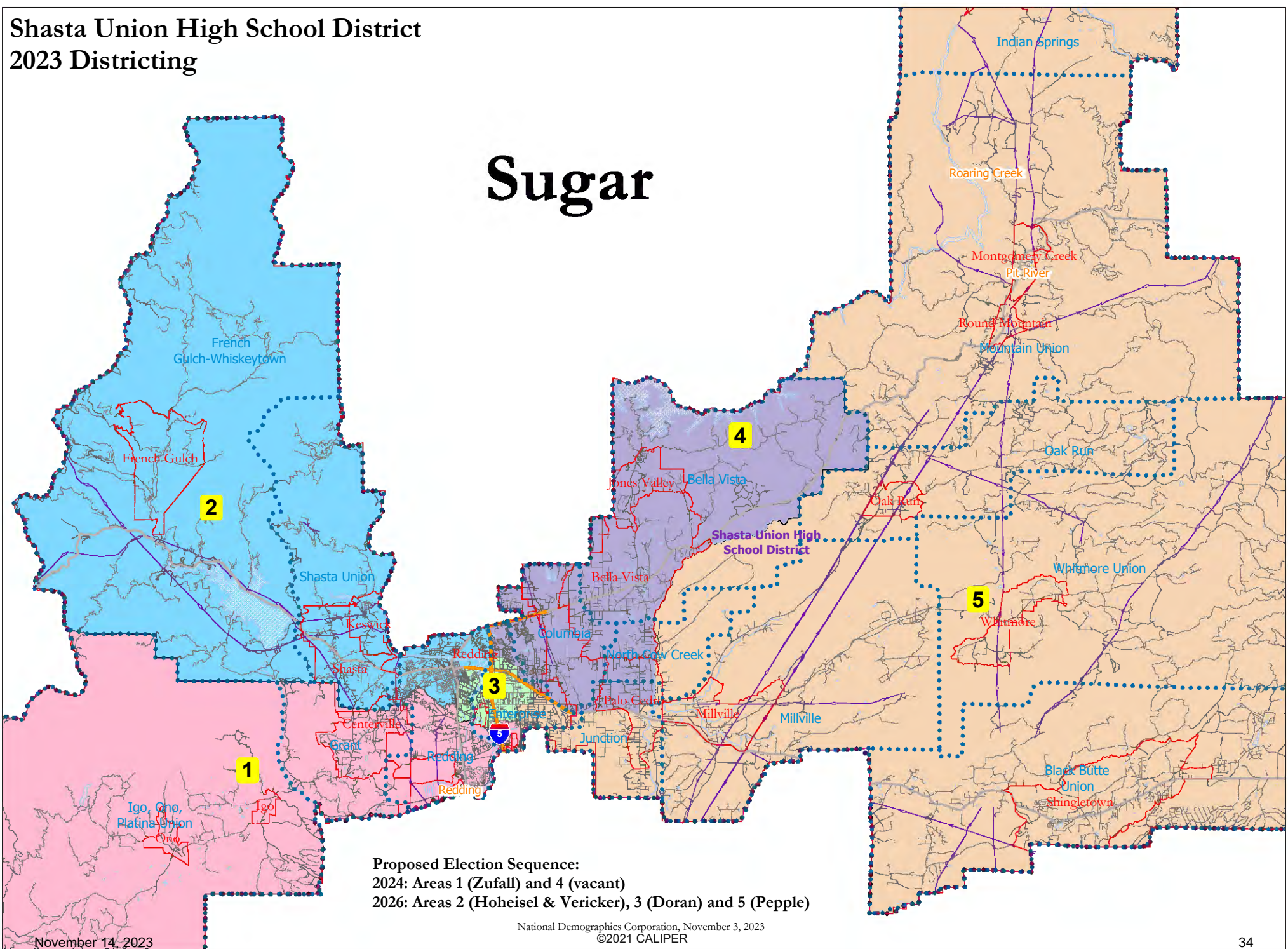
# Ponderosa



Ponderosa							
District		1	2	3	4	5	Total
	Total Pop	20,235	19,877	21,118	21,531	21,324	104,065
	Deviation from ideal	-582	-940	301	714	507	1,654
	% Deviation	-2.80%	-4.52%	1.45%	3.43%	2.44%	7.95%
Total Pop	% Hisp	10.0%	11%	13%	9%	10%	10%
	% NH White	75%	75%	69%	78%	77%	75%
	% NH Black	2%	3%	3%	2%	1%	2%
	% Asian-American	4%	4%	8%	4%	4%	5%
Citizen Voting Age Pop	Total	14,916	15,668	14,896	17,042	16,345	78,867
	% Hisp	9%	7%	11%	8%	6%	8%
	% NH White	83%	86%	76%	85%	84%	83%
	% NH Black	2%	2%	3%	1%	2%	2%
	% Asian/Pac.Isl.	3%	3%	7%	4%	3%	4%
Voter Registration (Nov 2022)	Total	12,588	11,997	11,100	14,318	13,570	63,573
	% Latino est.	6%	7%	8%	7%	7%	7%
	% Spanish-Surnamed	6%	6%	7%	6%	6%	6%
	% Asian-Surnamed	1%	1%	2%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	1%	1%	1%	1%
	% NH White est.	89%	89%	87%	89%	88%	88%
	% NH Black	2%	2%	3%	1%	1%	2%
Voter Turnout (Nov 2022)	Total	7,895	7,207	6,410	9,110	8,674	39,296
	% Latino est.	5%	5%	6%	5%	5%	5%
	% Spanish-Surnamed	4%	4%	6%	5%	5%	5%
	% Asian-Surnamed	1%	1%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	0%	0%	1%	0%
	% NH White est.	91%	91%	89%	91%	90%	90%
	% NH Black	2%	2%	3%	1%	1%	2%
Voter Turnout (Nov 2020)	Total	10,549	10,108	8,992	12,513	11,683	53,845
	% Latino est.	5%	6%	7%	5%	5%	5%
	% Spanish-Surnamed	5%	5%	7%	5%	5%	5%
	% Asian-Surnamed	1%	1%	2%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	1%	0%	1%	1%
	% NH White est.	91%	90%	88%	91%	89%	90%
	% NH Black est.	1%	1%	2%	0%	1%	1%
ACS Pop. Est.	Total	20,233	20,365	20,840	22,171	21,533	105,142
Age	age0-19	26%	22%	26%	23%	25%	24%
	age20-60	49%	51%	53%	48%	46%	49%
	age60plus	25%	27%	21%	29%	29%	26%
Immigration	immigrants	6%	6%	7%	8%	4%	6%
	naturalized	53%	59%	44%	42%	62%	50%
Language spoken at home	english	90%	93%	89%	89%	95%	91%
	spanish	7%	2%	4%	4%	3%	4%
	asian-lang	2%	2%	5%	2%	1%	3%
	other lang	1%	3%	3%	4%	1%	2%
Language Fluency	Speaks Eng. "Less than Very Well"	3%	2%	4%	4%	2%	3%
Education (among those age 25+)	hs-grad	66%	63%	71%	65%	67%	66%
	bachelor	15%	17%	14%	20%	19%	17%
	graduatedegree	9%	12%	8%	9%	8%	9%
Child in Household	child-under18	31%	26%	28%	23%	29%	27%
Pct of Pop. Age 16+	employed	58%	58%	60%	53%	55%	57%
Household Income	income 0-25k	16%	21%	20%	16%	12%	17%
	income 25-50k	22%	22%	24%	20%	21%	22%
	income 50-75k	15%	19%	19%	14%	17%	17%
	income 75-200k	37%	32%	34%	42%	43%	38%
	income 200k-plus	9%	7%	4%	8%	7%	7%
Housing Stats	single family	88%	74%	59%	90%	92%	81%
	multi-family	12%	26%	41%	10%	8%	19%
	rented	33%	51%	58%	30%	24%	39%
	owned	67%	49%	42%	70%	76%	61%
Total population data from the 2020 Decennial Census.							
Surname-based Voter Registration and Turnout data from the California Statewide Database.							
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2015-2019 American Community Survey and Special Tabulation 5-year data.							

Shasta Union High School District  
2023 Districting

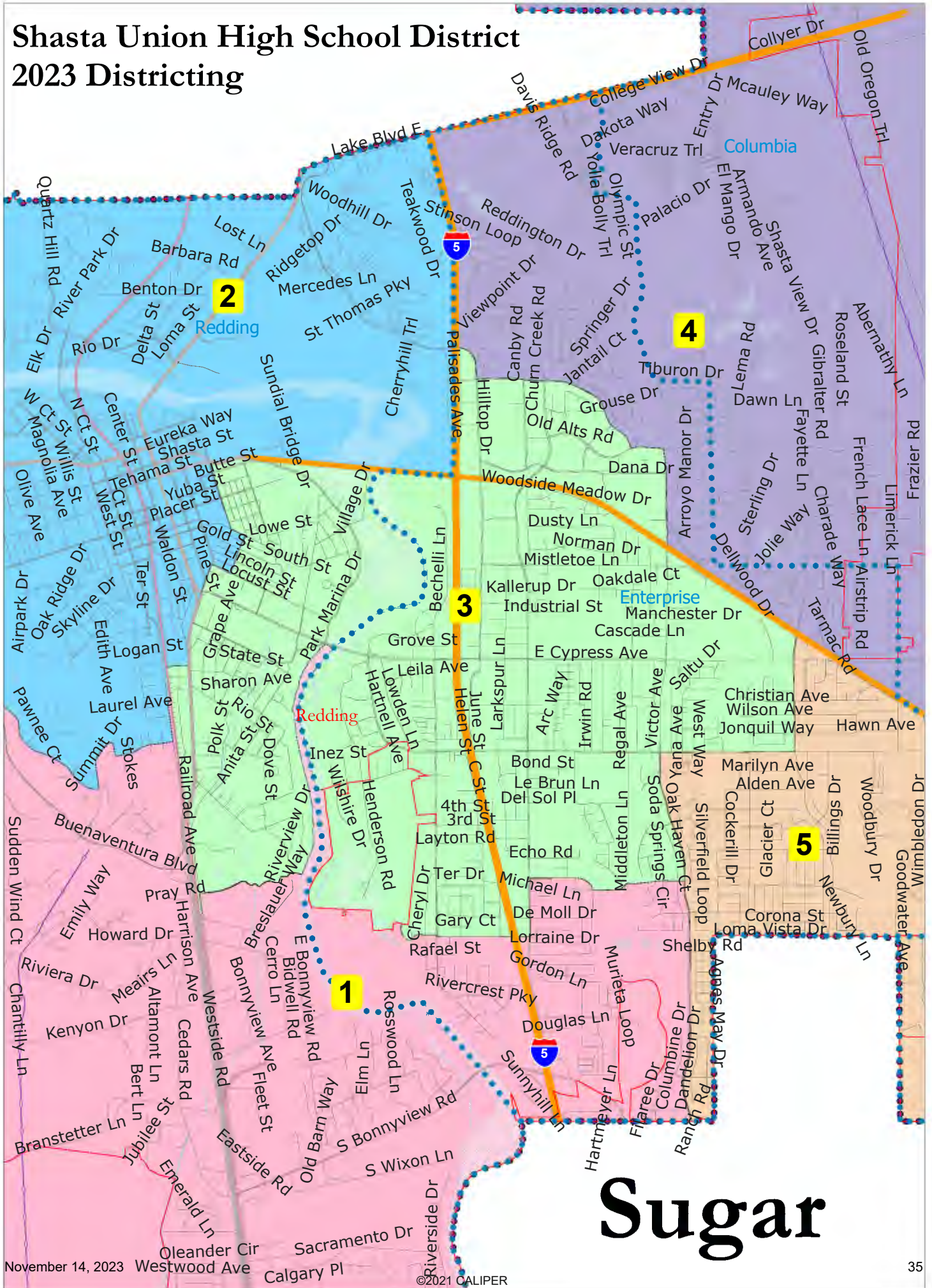
Sugar



**Proposed Election Sequence:**  
2024: Areas 1 (Zufall) and 4 (vacant)  
2026: Areas 2 (Hoheisel & Vericker), 3 (Doran) and 5 (Pepple)



# Shasta Union High School District 2023 Districting



Sugar							
District		1	2	3	4	5	Total
	Total Pop	20,781	20,472	21,201	21,342	20,289	104,065
	Deviation from ideal	-36	-345	384	525	-528	1,053
	% Deviation	-0.17%	-1.66%	1.84%	2.52%	-2.54%	5.06%
Total Pop	% Hisp	10.2%	11%	13%	9%	9%	10%
	% NH White	75%	75%	69%	78%	78%	75%
	% NH Black	1%	3%	3%	2%	1%	2%
	% Asian-American	5%	4%	7%	4%	4%	5%
Citizen Voting Age Pop	Total	15,082	15,843	15,470	16,579	15,893	78,867
	% Hisp	8%	6%	12%	8%	7%	8%
	% NH White	84%	84%	76%	85%	84%	83%
	% NH Black	1%	3%	2%	1%	2%	2%
	% Asian/Pac.Isl.	4%	3%	6%	4%	3%	4%
Voter Registration (Nov 2022)	Total	13,371	12,270	10,564	14,073	13,295	63,573
	% Latino est.	7%	7%	8%	7%	7%	7%
	% Spanish-Surnamed	6%	6%	7%	6%	6%	6%
	% Asian-Surnamed	1%	1%	2%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	0%	0%	1%	1%
	% NH White est.	89%	88%	87%	90%	88%	88%
	% NH Black	1%	2%	2%	1%	1%	2%
Voter Turnout (Nov 2022)	Total	8,398	7,600	5,754	8,950	8,593	39,296
	% Latino est.	5%	5%	6%	5%	5%	5%
	% Spanish-Surnamed	5%	5%	5%	5%	4%	5%
	% Asian-Surnamed	1%	1%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	0%	0%	0%	1%	0%
	% NH White est.	91%	90%	90%	92%	89%	90%
	% NH Black	1%	2%	2%	1%	1%	2%
Voter Turnout (Nov 2020)	Total	11,394	10,269	8,455	12,314	11,413	53,845
	% Latino est.	5%	5%	7%	5%	5%	5%
	% Spanish-Surnamed	5%	5%	7%	5%	5%	5%
	% Asian-Surnamed	1%	1%	1%	1%	1%	1%
	% Filipino-Surnamed	1%	1%	0%	0%	1%	1%
	% NH White est.	92%	90%	87%	92%	89%	90%
	% NH Black est.	1%	2%	3%	0%	1%	1%
ACS Pop. Est.	Total	20,198	20,882	21,443	21,812	20,808	105,142
Age	age0-19	25%	22%	27%	24%	24%	24%
	age20-60	49%	51%	54%	48%	44%	49%
	age60plus	26%	27%	20%	28%	32%	26%
Immigration	immigrants	5%	6%	7%	8%	5%	6%
	naturalized	61%	47%	49%	41%	60%	50%
Language spoken at home	english	93%	91%	88%	91%	93%	91%
	spanish	4%	2%	7%	3%	4%	4%
	asian-lang	2%	3%	3%	2%	2%	3%
	other lang	1%	3%	2%	4%	1%	2%
Language Fluency	Speaks Eng. "Less than Very Well"	2%	2%	4%	3%	3%	3%
Education (among those age 25+)	hs-grad	65%	65%	69%	64%	68%	66%
	bachelor	17%	15%	15%	21%	17%	17%
	graduatedegree	10%	13%	6%	9%	8%	9%
Child in Household	child-under18	30%	24%	33%	24%	26%	27%
Pct of Pop. Age 16+	employed	60%	58%	59%	55%	52%	57%
Household Income	income 0-25k	14%	23%	17%	15%	14%	17%
	income 25-50k	20%	22%	26%	19%	21%	22%
	income 50-75k	14%	19%	19%	15%	16%	17%
	income 75-200k	43%	30%	32%	44%	41%	38%
	income 200k-plus	8%	6%	4%	7%	8%	7%
Housing Stats	single family	94%	66%	62%	89%	94%	81%
	multi-family	6%	34%	38%	11%	6%	19%
	rented	27%	56%	59%	31%	21%	39%
	owned	73%	44%	41%	69%	79%	61%
Total population data from the 2020 Decennial Census.							
Surname-based Voter Registration and Turnout data from the California Statewide Database.							
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2015-2019 American Community Survey and Special Tabulation 5-year data.							

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Annual Organizational Meeting

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

Law states that annual organizational meetings need to be held within 15 days after the 2nd Friday in December. The date, time and location of this meeting shall be set at the regular Board Meeting immediately preceding the organizational meeting. The Annual Organizational Meeting will take place on December 12, 2023 with open session starting at 6:30 p.m. and will be located at Shasta Union High School District, 2200 Eureka Way, Redding, CA 96001. The District will notify the Shasta County Office of Education of the date, time, and location of the Annual Organizational Meeting.

**REFERENCES:**

Education Code 35143 & BB 9100

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Assembly Bill 1078

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**

- ☐ Action
- ☒ Discussion
- ☒ Information

**BACKGROUND:**

The Superintendent will conduct a presentation on Assembly Bill 1078 which relates to the use, selection, or rejection of textbooks, instructional materials, library books, or similar educational resources.

**REFERENCES:**

Assembly Bill 1078

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Minutes

**PREPARER:** Jim Cloney, Superintendent

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

**BACKGROUND:**

Staff has reviewed the minutes and recommends approval as presented of the following Board meeting minutes:

- October 19, 2023 Special Board meeting
- October 24, 2023 Special Board meeting
- October 27, 2023 Special Board meeting





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

**October 19, 2023  
UNADOPTED MINUTES**

A special meeting of the Governing Board of the Shasta Union High School District was called to order at 5:03 p.m. by Trustee Pepple in the Shasta Union High School District Board Room.

**ROLL CALL:** Trustees Constance Pepple, Ron Zufall, Mike Doran and Andrea Hoheisel were present. Also present: Superintendent Jim Cloney, Chief Business Official David Flores, Associate Superintendent of Instructional Services Leo Perez and Associate Superintendent of Human Resources Jason Rubin.

There were no requests from the audience to speak to any items on the closed session agenda. The Board adjourned to closed session at 5:03 p.m. to discuss the following: 1) Public Conference with legal counsel - anticipated litigation. Significant Exposure to Litigation Pursuant to Paragraph (2) Subdivision (d) of Section 54956.9: 1 case.

The Board reconvened into open session at 5:55 p.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 Pepple led the pledge of allegiance and Trustee Zufall recited the mission and vision statements.

**RES. 23-194** That the Board approve the agenda, as presented. (Motion Doran, second Pepple, carried 3-1. Student Board Member Combs: Aye)

**RES. 23-195** That the Board adopt the Intent Resolution to Begin Transition to By-Trustee Area Elections. (Motion Zufall, second Doran, carried 4-0. Student Board Member Combs: Aye)

**RES. 23-196** That the Board approve the Title I Parent and Family Engagement Policies for District, EHS, FHS, SHS, PHS and SCA. (Motion Doran, second Zufall, abstain Hoheisel, carried 3-0. Student Board Member Combs: Aye)

**RES. 23-197** That the meeting adjourn. (Motion Doran, second Hoheisel, carried 4-0. Student Board Member Combs: Aye)

**PUBLIC COMMENT:**

There were not comments.

**PRESENTATION:**

Professional Learning Community Interventions: Instructional Coaches Kelli Smith, Tanya Randolph and Kari Goldenson conducted a presentation on the Professional Learning Communities (PLC) and response to intervention. PLCs allow staff time to collaborate to understand a problem, propose, and enact new ideas and analyze the effects of their teaching on student learning. The presentation highlighted the PLC cycle, the three tiers to student intervention, and the characteristics of an effective tier two intervention. Sample bell schedules from other schools were provided to demonstrate where targeted learning could occur and when teachers could conduct PLCs.

Trustee Pepple inquired if staff can look at past student performance. Ms. Goldenson stated that they can now go as far back as middle school.

Trustee Hoheisel inquired what options are available for students who do not need academic intervention and how students are accounted for during a targeted learning schedule. Ms. Goldenson explained that students will have options to choose from that could range from a Career Technical Education class to a general study hall. New software allows the schedules to link with Aeries and attendance would be taken.



**PRESENTATION:**

Professional Learning Community Interventions (continued): Jim Cloney explained that in order to find the time to implement the full PLC and response to intervention process, the District will need to negotiate the schedule with the labor groups during negotiations. Trustee Zufall inquired how long it would take to fully implement the process. Ms. Randolph stated that research shows it takes three to five years to create a high-functioning response to intervention process and that we are currently in year two. Ms. Goldenson stated that the District would like to be ready by the spring of 2025.

Trustee Doran inquired what the data shows. Ms. Randolph stated that it is effective amongst all students. Trustee Pepple inquired if the District would be able to staff the process, specifically in math. Mr. Cloney stated that the District would. Mr. Perez stated that the District has invited the labor groups to be a part of the planning process including professional development trainings.

**DISCUSSION:**

By-Trustee Area Election Resolution: Jim Cloney stated that CVRA governs how different municipalities, districts, and boards elect their members. The SUHSD Board has always been an at-large District meaning those who live within the District and obtain the most votes within the District are elected. Due to CVRA, the Board will transition to a by-trustee area election which will divide the District into multiple trustee areas of roughly equal population size, based on Census data, and voters in each of the areas elect a trustee. Mr. Cloney stated that legal counsel has recommended the Board switch to a by-area election by January 1. Incumbents will not lose their seat immediately and the new boundaries will take effect at the November 2024 election. Multiple Board meetings will need to be held before January 1 and may include presentations from the demographer and legal counsel. He recommended the Board approve the resolution to move forward with the process.

Board Policy and Administrative Regulation 5141.6 School Health Services: Jim Cloney stated that a first reading of Board Policy and Administrative Regulation 5141.6 School Health Services was conducted at the August 8, 2023 Board meeting. Per the Board's request and as recommended by Administration, the policies were tabled at the September 12, 2023 regular Board meeting. The policies are being brought back for a second reading. Leo Perez provided a handout outlining what health services are listed on the policy, examples of those services in the District and what, if any, parent notification is involved.

Trustee Pepple stated that she opposed the following: "The Board further recognizes that schools are uniquely positioned to increase health equity and to help ensure that all students have access to necessary health care services." She stated that she does not have a problem with the services currently offered but is concerned with what the District may do going forward. Trustee Pepple emphasized that the focus of schools should be on education and that parents should be trusted. Mr. Perez stated that it is the schools responsibility to intervene when necessary.

Trustee Zufall inquired what the policy needs or does not need. Trustee Pepple recommended the Board return to the current policy, and Trustee Hoheisel requested the current policy be emailed to the Board.

Trustee Doran noted that whether the policy is optional or not, the District is required to comply with state law. He inquired if the public is given proper notice of the policy and if Administration recommends approval of the policy. Mr. Cloney stated that parental notification is outlined in Board policy and many topics are covered in the Student Parent Handbook. He recommended the Board approve the policies as a matter of professional practice to ensure compliance. Mr. Cloney stated that approving the CSBA policy recommendations is the safest way to remain in compliance with Education Code.

Trustee Pepple raised concerns regarding the collaboration of the District and local and state agencies and health care providers as outlined in the policy. Trustee Zufall emphasized the importance of students receiving services from professionals and health care specialists. Trustee Doran inquired if this policy applied to the recent tragedy at Enterprise High School (EHS). Mr. Cloney explained that existing staff did a great job supporting staff and students and that we utilize Shasta County Mental Health as a backup plan if needed.

**DISCUSSION:**

Board Policy and Administrative Regulation 5141.6 School Health Services (continued): Trustee Pepple stated that the more the District expands, the worse we do to educate. Trustee Zufall stated that the policy would spread the District even wider. Trustee Hoheisel stated that she met with Leo Perez to discuss the policy and shared similar concerns. Trustee Doran made a motion to approve the policies. There was no second and the motion died for lack of a second.

CSBA Policies: Jim Cloney stated that at the last Board meeting Trustee Pepple requested Assembly Bill (AB) 1078 be on a future agenda. Mr. Cloney reported that CSBA released a special batch of policies in response to AB 1078 and thought this would be a good opportunity to discuss the assembly bill. He stated that the policies are presented as a first reading as a matter of practice and Administration has no intention of having the Board approve them.

Trustee Hoheisel stated that the AB removes the authority of the Board regarding textbooks and library books. Trustee Zufall emphasized the importance of local control.

Mr. Cloney reported that the policies outline different pathways to resolve a uniform complaint. He stated that the policies are mandated, not optional, and that he recommends approving them in order to remain consistent with current law.

Trustee Doran stated that this seems like the type of law that would get constitutionally challenged. Mr. Cloney stated that the AB was written in reaction to a board in southern California that did not adopt a book that referenced Harvey Milk. Trustee Zufall stated that the Board did what they thought the public wanted them to do and that the public can recall the Board.

Trustee Pepple inquired if the Board is required to pass the policies. Leo Perez replied no, but the District is bound to follow the law. Trustee Pepple inquired how history should be taught, if the curriculum meets state standards and what repercussions would occur if the Board did not approve the policy.

Trustee Zufall left the room from 7:36 p.m. to 7:40 p.m.

Mr. Cloney stated that current curriculum is standards aligned and does not violate AB 1078. He explained that the Board would not have any repercussions unless the Board refuses to adopt a book and that he additionally would follow up with legal counsel. Trustee Pepple requested Administration conduct a presentation on AB 1078 at a future Board meeting.

RECESS: 7:47 p.m. – 7:58 p.m.

Title I Parent and Family Engagement Policies: Jim Cloney stated that the Title I Parent and Family Engagement Policy for the District and each school site must be Board approved as a condition of receiving Title 1 federal funds. He stated that Trustee Hoheisel has requested the Board discuss parent involvement policies in further detail. Mr. Cloney stated that he recommends the Board approve the presented policies to remain in compliance with the Federal Program Monitoring.

Trustee Hoheisel provided a handout to the Board including a policy Anderson Union High School District approved requiring staff to notify parents if a student discloses they are transgender, preferably within three days, and a summary of a recent lawsuit from Escondido, CA regarding students who are transgender. Trustee Zufall stated that he feels staff should not lie or conceal information from parents regarding their student. He noted that Anderson's policy is an overreach and shouldn't have repercussions for staff.

Mr. Cloney provided an overview of the three lawsuits in California regarding student rights/transgender students and stated that around seven CA school districts out of 1,000 have adopted policies not in line with current law. He stated that the current law will be either legislated or litigated and schools will eventually get clarity. Mr. Cloney provided an overview of the District's current practice when a student informs a staff member they are transgender and explained the Gender Support Plan. Administrators and counselors are encouraged to work through the process with the student and involve the family.

**DISCUSSION:**

Title I Parent and Family Engagement Policies (continued): Trustee Hoheisel inquired what can be done to protect female athletes and if there is a policy that prevents a biological male from using the girls' locker room. Mr. Cloney stated that the District along with the majority of all schools in the area are part of the Northern Section California Interscholastic Federation (NSCIF). The NSCIF sets the rules for athletic participation and under current guidelines a transgender female can participate in girls' sports. Mr. Cloney stated that part of the gender support plan includes a section on the use of restrooms and locker rooms. A transgender girl has the right to use girls' restrooms. Trustee Hoheisel inquired if a policy could be in place requiring a transgender girl to use a private bathroom. Mr. Cloney stated that a policy like that could lead to litigation. Mr. Cloney recommended the Board not take a stance at this time as it could lead to litigation.

Mr. Perez highlighted the changes to the Title I Parent and Family Engagement Policies and stated that the District has expanded the various groups of parents that are involved in the process.

Trustee Hoheisel requested the Board discuss a parent notification policy at a future Board meeting.

Substitute Teachers: Trustee Zufall stated that he has heard from multiple staff members that it can be difficult to find qualified and reliable substitute teachers. He inquired if there is anything that can be done in order to attract more substitute teachers. Jason Rubin stated that the District utilizes software to find substitute teachers to ensure teachers are not solely responsible for finding a sub. He reported that he is meeting with the Administration team and Leo Perez tomorrow to discuss how to better schedule department meetings across the District to ensure they don't fall on the same day which could cause a sub shortage. Trustee Zufall inquired if the pay is enough and if there are enough subs in the area. Mr. Rubin stated that Mr. Cloney and the local superintendents meet and agree on sub pay to ensure it is fair and equitable. He reported that there are just not enough people to cover the current needs but did note that it has improved since COVID. Mr. Rubin stated that the District will continue discussions on how to attract subs. Mr. Flores stated that there is a shortage for classified substitutes as well. Trustee Hoheisel stated that she has heard that subs are in fear of not being able to teach.

**ADJOURNMENT:**

The meeting adjourned at 9:00p.m.

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Ron Zufall, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees

*Bd. Min. 10-19-23 //*



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

**October 24, 2023  
UNADOPTED MINUTES**

A special meeting of the Governing Board of the Shasta Union High School District was called to order at 5:06 p.m. by Trustee Zufall in the Shasta Union High School District Large Conference Room. Trustee Zufall led the pledge of allegiance and recited the mission and vision statements.

**ROLL CALL:** Trustees Ron Zufall, Mike Doran and Andrea Hoheisel were present. Also present: Superintendent Jim Cloney, Chief Business Official David Flores and Associate Superintendent of Instructional Services Leo Perez.

**RES. 23-198** That the Board approve the agenda, as presented. (Motion Doran, second Hoheisel, carried 3-0)

**RES. 23-199** That the meeting adjourn. (Motion Doran, second Hoheisel, carried 3-0)

**PUBLIC COMMENT:**

There were no comments.

**DISCUSSION:**

Trustee Area Boundaries: National Demographics Corporation (NDC) Demographer Jeff Tilton conducted a presentation regarding the demographic process to draw trustee-area boundaries. He provided background on the California Voting Rights Act (CVRA) and its impact on school Districts. Mr. Tilton reported that CVRA makes it significantly easier for plaintiffs to force jurisdictions from an "at large" to a "by-trustee area" election system. He stated that in order for a district to switch from an "at large" to a "by-trustee area" election process, a series of Board meetings must be held. Mr. Tilton stated that tonight's meeting is to educate the community and solicit input from the public. He reported that draft maps will be posted online by November 7, allowing the public time to review them. The Board will review the maps at the November 14 regular Board meeting and the November 27 special Board meeting. The maps will consist of five trustee areas based on census data.

Jim Cloney inquired if there could be three trustee areas for all five seats. Attorney Tom Gauthier explained that a multimember trustee area consisting of three boundaries is considered a form of "at large" voting under CVRA.

Trustee Zufall stated that if the zones were broken down by elementary schools, the voting population would not be equitable. He raised concerns regarding the interest of the public in certain areas of the community. Trustee Zufall noted that in the past there has not been a lot of participation when there is a vacancy on the Board and that by switching to a by-trustee area, the Board may end up appointing in the event nobody runs.

Mr. Cloney inquired if the map would look more like the spoke of a wheel rather than a checkerboard. Mr. Tilton stated that the maps could look like that and recommended the Board review Anderson Union High School District's draft maps that he created as an example. Mr. Tilton stated that the voters elected this Board to serve and that he would like the maps to respect the voters choices.

Trustee Doran inquired if NDC uses the data from past elections to draft the maps. Mr. Tilton stated that if they were to look into that data to draft the maps, it would delay the proposed timeline. He noted that they use census data to ensure the areas are equitable.

Public Hearing – Trustee Area Boundaries: At 5:22p.m., Trustee Zufall declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the composition of trustee area boundaries pursuant to Elections Code section 10010(a)(1).

Andrea Cota stated that the spirit of switching is to avoid gerrymandering and get equitable representation from the community on the Board. She stated that the District has a large percentage of families and students who are not currently represented. She reported that she believes the Board will find people to run. Ms. Cota stated that the process seems fast and inquired how to solicit more feedback from the public.

Mr. Cloney stated that the Board will hold another public hearing on October 27 to educate the community and solicit input. The maps will be posted online seven days prior to the regular meeting on November 14. The Board is required to have a minimum of eight days between the public hearings once the maps are posted. Mr. Cloney stated that given the timeline, he is hopeful the public will have ample time to give feedback.

Trustee Doran stated that this transition goes against the Board's interest politically since they will be serving a smaller area. He stated that he would like to save the District money and avoid a demand letter. Trustee Doran reported that it is his job as an elected Board member to do what is in the best interest of the District, and in this situation, it is to follow the law.

Mr. Cloney stated that the Board will meet again on October 27 at 10:00am where the demographer will conduct the same presentation and the Board will ask for community input.

**ADJOURNMENT:**

The public hearing was closed and the meeting adjourned at 5:33 p.m.

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Ron Zufall, Clerk  
Board of Trustees

*Bd. Min. 10-24-23 //*

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Jim Cloney, Executive Secretary  
Board of Trustees



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

**October 27, 2023  
UNADOPTED MINUTES**

A special meeting of the Governing Board of the Shasta Union High School District was called to order at 10:00 a.m. by Trustee Vericker in the Shasta Union High School District Large Conference Room. Trustee Vericker led the pledge of allegiance and Superintendent Jim Cloney recited the mission and vision statements.

**ROLL CALL:** Trustees Jamie Vericker, Mike Doran and Andrea Hoheisel were present. Also present: Superintendent Jim Cloney, Chief Business Official David Flores and Associate Superintendent of Instructional Services Leo Perez.

**RES. 23-200** That the Board approve the agenda, as presented. (Motion Hoheisel, second Doran, carried 3-0)

**RES. 23-201** That the meeting adjourn. (Motion Hoheisel, second Doran, carried 3-0)

**PUBLIC COMMENT:**

There were no comments.

**DISCUSSION:**

Public Hearing – Trustee Area Boundaries: At 10:00 a.m., Trustee Vericker declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the composition of trustee area boundaries pursuant to Elections Code section 10010(a)(1). There were no comments, and the public hearing was declared closed.

Trustee Area Boundaries: National Demographics Corporation (NDC) Demographer Jeff Tilton conducted a presentation regarding the demographic process to draw trustee-area boundaries. He provided background on the California Voting Rights Act (CVRA) and its impact on school Districts. Mr. Tilton reported that CVRA makes it significantly easier for plaintiffs to force jurisdictions from an “at large” to a “by-trustee area” election system. He stated that in order for a district to switch from an “at large” to a “by-trustee area” election process, a series of Board meetings must be held. Mr. Tilton stated that today’s meeting is the second public hearing and the purpose of the meeting is to educate the community and solicit input from the public. He reported that he will start drafting maps this afternoon and that they will be posted online by November 7, allowing the public time to review them. The Board will review the maps at the November 14 regular Board meeting and the November 27 special Board meeting. The maps will consist of five trustee areas based on census data.

Attorney Tom Gauthier asked Mr. Tilton to explain the prison adjusted data. Mr. Tilton stated that they use the previous residence of any inmate incarcerated in a California prison for census data. Trustee Hoheisel inquired what year the data is from and how these numbers affect the census. Mr. Tilton stated that the census data is from 2020. Mr. Cloney inquired from Mr. Tilton’s experience if this number has a small or significant effect on census data. Mr. Tilton stated that overall it is rather insignificant. Trustee Doran stated that there is nothing the Board can do regarding how the census data is produced under federal and state law.

Mr. Gauthier stated that the maps will be drawn to reflect the different communities and what makes sense for the District. Trustee Doran stated that he chose to run as a Board member to serve his community and that it is the Board’s responsibility to comply with the law and do what is right for the teachers and the budget. He stated that he probably won’t run again, but there is a chance he will. Trustee Doran stated that going from an “at large” to a “by-trustee area” election system is not in a Board member’s self-interest politically because it shrinks an individual Board member’s demographics.

**DISCUSSION (continued):**

Trustee Area Boundaries: Jim Cloney stated that it was discussed at the last meeting that a multimember trustee area consisting of three boundaries is considered a form of “at large” voting under CVRA. Mr. Gauthier echoed Mr. Cloney’s statements and noted that it would not prevent a demand letter.

**ADJOURNMENT:**

The meeting adjourned at 10:21 a.m.

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Ron Zufall, Clerk  
Board of Trustees

*Bd. Min. 10-27-23 //*

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Jim Cloney, Executive Secretary  
Board of Trustees

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Trustee Absences

**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. The below absences are up for approval.

October 19, 2023 Special Board meeting  
Trustee Vericker

October 24, 2023 Special Board meeting  
Trustee Vericker  
Trustee Pepple

October 27, 2023 special Board meeting  
Trustee Pepple  
Trustee Zufall

**REFERENCES:**

Board Bylaw 9250/Ed. Code 35120c



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Monthly Financial Report

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

**RECOMMENDATION:**

- ☐ Action
- ☐ Discussion
- ☒ Information

**BACKGROUND:**

Comparing between actual expenditures through October 31<sup>st</sup>, 2023 to our June Adopted Budget, there are little surprises. We have received 16% of our revenues, which is typical for this time of year. Expenditures in total are 28% of budget. We are a third of the way through the fiscal year. Expenditures are trending just below where we are in the fiscal year which is what we want to see. We don't want to see expenditures outpacing the fiscal year, this would imply we are under budget. The services and operating category will trend ahead due to some bills in this category being paid at the start of the year, such as our insurance premium.

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

		2023-2024 Adopted Budget (A)	2023-2024 Actuals 10/31/2023 (B)	2023-2024 Remaining Balance (C) = (A) - (B)	33.33% of FY Complete (D) = (B) / (A)
<b>REVENUES</b>					% Spent or Received
Revenue Limit Sources	8010 - 8099	54,940,400	7,174,876	47,765,524	13%
Federal Revenues	8100 - 8299	6,778,448	2,546,457	4,231,991	38%
Other State Revenues	8300 - 8599	5,727,558	1,177,749	4,549,809	21%
Other Local Revenues	8600 - 8799	6,636,601	1,379,261	5,257,340	21%
Interfund Transfers In/Other Sources	8910 - 8979	662,000	0	662,000	0%
<b>TOTAL REVENUES</b>		<b>74,745,007</b>	<b>12,278,342</b>	<b>62,466,665</b>	<b>16%</b>
<b>EXPENDITURES</b>					
Certificated Salaries	1000 - 1999	25,643,456	6,934,232	18,709,224	27%
Classified Salaries	2000 - 2999	11,280,121	3,512,338	7,767,783	31%
Employee Benefits	3000 - 3999	20,025,862	4,581,644	15,444,218	23%
Books and Supplies	4000 - 4999	6,953,244	1,598,192	5,355,052	23%
Services, Other Operating Expenses	5000 - 5999	5,955,384	3,545,019	2,410,365	60%
Capital Outlay	6000 - 6599	2,811,213	507,658	2,303,555	18%
Other Outgo	7100 - 7299	1,079,770	123,531	956,239	11%
Direct Support / Indirect Costs	7300 - 7399	(138,906)	289	(139,195)	0%
Debt Service	7438 - 7439	473,681	0	473,681	0%
Interfund Transfers Out/Other Uses	7610 - 7699	631,000	66,349	564,651	11%
<b>TOTAL EXPENDITURES</b>		<b>74,714,825</b>	<b>20,869,253</b>	<b>53,845,572</b>	<b>28%</b>
NET INCREASE/DECREASE IN FUND BALANCE		30,182	(8,590,911)		
<b>BEGINNING BALANCE</b>		<b>27,478,430</b>	<b>27,478,430</b>		
<b>ENDING BALANCE</b>		<b>27,508,612</b>	<b>18,887,519</b>		

**Components of Ending Fund Balance**

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

17,400			
2,615,019			
15,146,318			
-			
9,729,875			
27,508,612			

# SHASTA UNION HIGH SCHOOL DISTRICT

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

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

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

**BACKGROUND:**

District staff is recommending the contracting of services with the KYA Group for the installation of shade structures at Foothill, Enterprise, Shasta, and Pioneer schools using the CMAS contract. The KYA Group has provided the district with a proposal utilizing the State CMAS contract pricing, materials, and services. The CMAS contract is a state wide, competitively bid contract for multiple materials, and services for a variety of products. The proposal for your consideration is as follows;

Project Number 1-2-24207 for the shade structures in the amount of \$1,846,997. This work would be scheduled from May through September of 2024. We will utilize our Elementary and Secondary School Relief (ESSER III) funding, for which we have already received approval for this project. The ESSER III funding must be fully utilized by September of 2024.



**PREPARED FOR**

David Flores

Shasta Union High School District

530-241-3261

dflores@suhsd.net

11/03/2023

Shasta UHSD-Multiple  
Locations-Shade Structures

***Project Number*** 1-2-24207

CMAS 4-20-78-0089C

Contact

Megan Leyds

1800 E. McFadden Ave.

Santa Ana, CA

(949)245-8557

Megan.Leyds@theKYAgroup.com

Pages 6

CA LICENSE #984827 B + C15

DIR #1000003379



Proposal: 1-2-24207

To: Shasta Union High School District  
2200 Eureka Way Ste. B  
Redding  
California  
96001

Date: November 3, 2023

Terms: Net 30

CMAS 4-20-78-0089C

c/o: Shasta Union High School District

RA: Megan Leyds

RA Phone: (949)245-8557

RA Email: Megan.Leyds@theKYAgroup.com

Site: Shasta UHSD

Address: 3411 Churn Creek 96002-EHS  
96001

#### Site Qualifications and General Scope of Work

DIR # 1000003379

##### Scope of Work

###### Foothill High School

- Supply and apply DSA Metal Shade Structure
- Remove existing vegetation and soil to create seat wall with new landscape turf

###### Shasta High School

- Supply and apply DSA Metal Shade Structure

###### Enterprise High School

- Supply and apply TWO DSA Metal Shade Structure

###### Pioneer High School

- Supply and apply DSA Metal Shade Structure

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

Initials \_\_\_\_\_

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Complete and Initial all pages*

**Proposal Number 1-2-24207**



# SCOPE OF WORK - PRICING

Shasta UHSD-Multiple Locations-Shade Structures	Quantity	U/M	Price	Value
<u>MULTIPLAY SYNTHETIC TURF - MULTIPLAY</u>	3,500.00	SF	\$3.56	\$12,460.00
<u>178799 SYNTHETIC TURF TAPE - SINGLE-LAYER 12"X3</u>	3.00	EA	\$186.52	\$559.56
<u>233519 SYNTHETIC TURF ADHESIVE - 5 GAL</u>	10.00	EA	\$341.07	\$3,410.70
<u>3/4IN CL 2 BASE P CLASS 2 AGGREGATE BASE- PERMEABLE</u>	55.00	CY	\$101.44	\$5,579.20
<u>DSAMET1510 DSA-PC METAL STRUCTURE</u>	6,000.00	SF	\$157.18	\$943,080.00
<u>DSAMETFOOT DSA-PC METAL STRUCTURE CAGE FOOTING SYSTEM</u>	1,080.00	SF	\$82.76	\$89,380.80
<u>24010620 COMPOSITE HEADER BOARD 2" X 4" X 20'</u>	220.00	LF	\$3.11	\$684.20
<u>24011025 COMPOSITE HEADER STAKES</u>	2.00	EA	\$101.44	\$202.88
<u>UPGRADE WITH DESIGN WORK</u>	38,000.00	SF	\$4.00	\$152,000.00
<u>Site Assessment Coordinator</u>	300.00	HRS	\$149.56	\$44,868.00
<u>Dumpster Service</u>	8.00	EA	\$788.17	\$6,305.36
<u>Turf Application (Standard)</u>	3,300.00	SF	\$4.63	\$15,279.00
<u>Clear, Grub and Haul</u>	3,300.00	SF	\$2.70	\$8,910.00
<u>Substrate Prep</u>	10,000.00	SF	\$1.54	\$15,400.00
<u>Substrate Compaction</u>	10,000.00	SF	\$1.24	\$12,400.00
<u>Application of Concrete</u>	6,000.00	SF	\$8.60	\$51,600.00
<u>Application of Aggregate Base</u>	10,000.00	SF	\$2.32	\$23,200.00
<u>Application of Headerboard</u>	220.00	LF	\$5.40	\$1,188.00
<u>Application of Playground Equipment</u>	4,000.00	HRS	\$100.09	\$400,360.00
<u>Freight</u>	1.00	EA	\$42,793.63	\$42,793.63
<u>Bonding</u>	1.00	EA	\$17,335.67	\$17,335.67
Total Price				\$1,846,997.00

Initials \_\_\_\_\_

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**Proposal Number 1-2-24207**





# CONDITIONS AND WARRANTY

## 1) Proposal:

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

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

## 2) Purchase:

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

## 3) Standard Exclusions:

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

## 4) Insurance Requirements:

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

## 5) Payment:

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

## 6) Lien Releases:

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

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

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

## 8) Manufacturing and Delivery:

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

Initials \_\_\_\_\_

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**Proposal Number 1-2-24207**



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

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

10) Concealed Conditions:

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

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

11) Changes in the Work:

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

12) Warranty; Limitations of Liability:

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

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

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

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

13) Indemnification:

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

14) Delegation: Subcontractors:

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

Initials \_\_\_\_\_

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

*Proposal Number 1-2-24207*



15) Force Majeure: Impracticability:

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

16) Dispute Resolution:

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

17) Entire Agreement: No Reliance:

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

18) No Third-Party Beneficiaries:

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

19) Governing Law:

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

20) Assignment:

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

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

KYA Services LLC

Accepted by:

Signature:

Signature:

*Megan Leyds*

By: (Print)

By: (Print)

Megan Leyds

Title:

Title:

Regional Advisor

Date:

Date:

November 03, 2023

Initials \_\_\_\_\_

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

*Proposal Number 1-2-24207*

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

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**RESOLUTION AUTHORIZING CONTRACTS TO PURCHASE SHADE STRUCTURES**

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**WHEREAS**, the Shasta Union High School District (“District”) needs to purchase and install shade structures for Foothill High School, Shasta High School, Enterprise High School and Pioneer High School (“Equipment”);

**WHEREAS**, the District wishes to procure the Equipment by entering into one separate agreements:

Proposal 1-2-24207: CMAS# KYA 4-20-78-0089C (“CMAS”) contract with KYA Services LLC. (“KYA Group”) which includes shade structures and installation:

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

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

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

**WHEREAS**, the Board finds and declares that it would be in the District’s best interests to purchase services and materials for multiple shade structures from KYA Group’s CMAS; and

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

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

1. The recitals above are true and correct.

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

PASSED AND ADOPTED by the Board of Trustees of the Shasta Union High School District at its regular meeting held on \_\_\_\_\_, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: \_\_\_\_\_, 2023

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

CERTIFIED TO BE A TRUE  
AND CORRECT COPY:

\_\_\_\_\_  
Clerk, Board of Trustees  
Shasta Union High School District

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Foothill High School Sports Boosters Kick-Off Classic Fundraiser Event on April 20, 2024

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

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

**BACKGROUND:**

Board Policy 7400, Consumption of Alcohol at Events Held at District Facilities, requires the Board to approve “special events” where alcohol will be consumed. Foothill High School Sports Boosters is seeking Board approval to host a Kick-Off Classic Fundraiser event on Foothill High School’s campus on April 20, 2024 where beer and wine will be served pursuant to Board Policy 1330 and 7400.

Event Description:

Foothill High School Sports Boosters is hosting a football fundraiser "Kick-Off Classic" on Saturday, April 20, 2024. The event is scheduled from 4:30pm to 11:00pm. A No-Host bar will be available for the purchase of beer and wine. This is a 21 and over event. No one under 21 will be permitted.

All on campus events where alcohol is being served carries a \$150,000 deductible. The normal district deductible is \$10,000.

**REFERENCES:**

BP 1330 and 7400



**Shasta Union High School District**  
Application for Use of School Facility/Field  
\*\*Please allow 2 weeks prior to event for approvals\*\*

Site FHS



**APPLICANT:**

Requesting Organization Foothill Sports Boosters Phone: 530-209-8852  
Responsible Person: Ronnie Knowles Email: fhssportsboosters@gmail.com  
Address: PO Box 643 Palo Cedro, CA Zip Code: 96073  
Nature of Activity: Kick-Off Classic  
Participants Expected: 500 Spectators Expected: \_\_\_\_\_  
Applicant has received or will receive for the activities herein listed contributions, cash collections, registration fees, admission fees, tuition, donations or other receipts estimated. \$ \_\_\_\_\_  
The net proceeds will be used for: Football Program  
Is the use non-exclusive and open to the public? ☒ Yes ☐ No

**EVENT INFORMATION:**

Facility Requested Big Gym Date(s) of Event: April 19-21 2024  
Event Start Time: 4:30pm Event End Time: 11:00pm Time entering building: 8:00am

**EQUIPMENT REQUESTED**

Screen	<input type="checkbox"/>	Scoreboard	<input type="checkbox"/>	Restrooms	<input checked="" type="checkbox"/>
Heat/Air	<input checked="" type="checkbox"/>	PA System	<input checked="" type="checkbox"/>	Swim Lanes	<input type="checkbox"/>
Bases	<input type="checkbox"/>	Schematic	<input type="checkbox"/> (additional fees may apply)	Kitchen	<input type="checkbox"/> (additional fees may apply)
Tables: #	<u>70</u>	Chairs: #	<u>500</u>		

**Event Details:**

This is our main fundraiser for the football program. We will be serving food and drinks. We will also have raffle prizes along with silent auction items. We need to get in on Friday to set up a little and be able to get in on Saturday early to finish up set and make any last minute arrangements. Clean up will be Sunday morning.

**REQUIRED CERTIFICATION:**

1. To the fullest extent permitted by law, Applicant shall defend, indemnify and hold harmless Shasta Union High School District (SUHSD), its elected or appointed officials, employees, agents and volunteers against any and all claims, demands, losses, damages, court costs, attorney fees, expenses, or costs of any kind or character arising out of use of SUHSD facilities by the Applicant, their employees, agents or guests, regardless of any active or passive negligence on the part of SUHSD its elected or appointed officials, employees, agents and volunteers

2. **Insurance Required of Applicant:** Prior to use of the facility, the Applicant is required to provide a Certificate of Liability Insurance and Additional Insured Endorsement to the Certificate Holder as follows:

- **Certificate Holder:** Shasta Union High School District  
Its elected or appointed officials, employees, agents & volunteers  
2220 Eureka Way, Suite B  
Redding, CA 96001
- **Commercial General Liability or Personal Liability** on an occurrence form with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate for all groups except:
  - a. **Seasonal Sports/Recreation Leagues, Sober Grad Organizations, or Private Events with 500+ attendees;** Minimum limit of \$2,000,000 each occurrence / \$2,000,000 general aggregate.
  - b. **Year Round Sports/Recreation Leagues;** Minimum limit of \$5,000,000 each occurrence / \$5,000,000 general aggregate.
  - c. **Use of Swimming Pool** Minimum limit of \$10,000,000 each occurrence / \$10,000,000 general aggregate.
- **Additional Insured Endorsement:** The endorsement must name the **Shasta Union High School District, it's elected or appointed officials, employees, agents and volunteers as Additional Insured** (or Additional Covered Party) under the general liability policy. Forms CG 2026 or CG 2011 or equivalent required. For purposes of the CG 2011 only, this Agreement shall be deemed to be a lease. Blanket Additional Insured forms are acceptable when accompanied with an approved Facility Use Agreement.
- **Evidence of Primary Insurance** (either by endorsement or the actual page(s) of the policy typically found in the "Other Insurance" section of policy): **Applicants** insurance shall be **primary insurance** as respects to the Shasta Union High School District, it's elected or appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the Shasta Union High School District, its elected or appointed officials, employees, agents and volunteers shall be excess and shall not contribute with it.

3. Applicant hereby certifies that he/she has received and read the rules, regulations, conditions, terms and that he/she and the applicant which he/she represents, will abide by them and will conform to all applicable provisions of the Constitution and laws of California and to all other rules and regulations of the California Department of Education and its authorized agents which may be communicated to the applicant and to the best of my knowledge the school property for use of which this application is hereby made will not be used for the commission of any crime or any act which is prohibited by law.
4. The undersigned states that, to the best of their knowledge, the school property for use of which application is hereby made will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the Government of the United States by force, violence or other unlawful means.

That Foothill Sports Boosters, the organization on whose behalf they are making application for use of school property, does not, to the best of their knowledge, advocate the overthrow of the Government of the United States or of the State of California by force, violence, or other unlawful means, and that, to the best of their knowledge, it is not a Communist action organization or Communist front organization required by law to be registered with the Attorney General of the United States. This statement is made under the penalties of perjury and per Education Code Section 38135.

  
Authorized Applicant Signature

10/16/2023

Date

5. All facility use applications must include a "SUHSD Facilities Use Charges" form. Charges are determined by District personnel in consultation with requesting organization. Deposits are required upon demand by SUHSD and balance/full payment is due by event date. Refunds will be made upon cancellation with at least 48 hour advance notice. No refund of deposit will be made for cancellations within 48 hours of event.
6. **FOR RENTAL OF ATHLETIC FACILITY- WARNING: Use of steroid to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damaged liver function. Men and women using steroids may develop fertility problems, personality changes and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use or exchange of anabolic steroids.**
7. I have read SUHSD Board Policy 1330. I am authorized by the organization listed on this application to enter into agreement with SUHSD for facility use. I understand the responsibility required of me and the members of the petitioning organization to abide by all rules and regulations stated in Board Policy 1330.
8. In executing this declaration the applicant certifies that he/she has been duly authorized by the herein set forth applicant to act in its behalf in making application for use of said facilities.

Signature of Applicant /Representative Romy Kroll Date 10/16/2023

Applicant Address PO Box 643, Palo Cedro, CA Telephone (530) 209-8852

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY:**

Facility available: ☐ Yes ☐ No

School employee support required for this rental: ☐ Yes ☐ No

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

*Site Administrator (or Designee)*

**Insurance Certificate:**

Limits Adequate ☐ Yes ☐ No

Additional Insured Endorsement ☐ Yes ☐ No

Primary Wording Provided ☐ Yes ☐ No

Record Date: \_\_\_\_\_ Date to Maintenance: \_\_\_\_\_

Custodial Fees: \_\_\_\_\_ / \_\_\_\_\_ X \_\_\_\_\_ = \$ \_\_\_\_\_  
(# Staff) (Hours worked) (Total hours) (Hourly rate) (Total Cost)

Invoice Date: \_\_\_\_\_

INVOICE TOTAL: \$ \_\_\_\_\_

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** School Plans for Student Achievement

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

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

**BACKGROUND:**

The purpose of the School Plan for Student Achievement is to create a cycle of continuous improvement of student performance and to ensure that all students succeed in reaching academic standards set by the State Board of Education. The School Plans address strategies and activities that are planned to accomplish these goals.

**REFERENCES:**

Education Code Sections 41507, 41572 and 64001

The School Plans for Student Achievement 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:** Supplemental Book Adoption 2<sup>nd</sup> Reading

**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:

Juniors CP/AP: *The Anthropocene Reviewed*, John Green © 2021

The Board conducted a first reading of the book at the October 10, 2023 regular Board meeting. 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 23-24 school year.

Title: THE ANTHROPOCENE REVIEWED - ESSAYS ON A HUMAN-

Author: JOHN GREEN CENTERED PLANET

Publisher: PENGUIN PUB.

Edition: 1st Copyright Date: 2021 List Price: \$15.45

Approximate Number Needed: 150 Total Estimated Cost of Adoption: \$2318.00

Subject or Course in which the supplementary text will be utilized: ENGLISH

Grade level and ability group: JUNIOR CP/AP

Lexile Level: \_\_\_\_\_

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

10 YRS

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

THIS TEXT IS A COMPILATION OF SHORT ESSAYS REVIEWING  
VARIOUS RANDOM SUBJECTS (THE QWERTY KEYBOARD, SUNSETS,  
etc.). THE BRIEF NATURE AND THE WRITING STYLE IS PERFECT  
FOR HIGH SCHOOL STUDENTS.

What criteria were used to evaluate this book?

THE RELEVANCE OF THE MATERIAL TO H.S. STUDENTS, IN  
ADDITION TO THE WRITING STYLE. ADDITIONALLY, IT IS  
WHOLE SOME AND LACKS CONTROVERSY.

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

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



Title: THE ANTHROPOCENE REVIEWED - ESSAYS ON A HUMAN-CENTREED PLANET  
Author: JOHN GREEN  
Publisher: PENGUIN

Recommended for adoption by:

EHS Department Chair	<u>Robbin Jack</u> Print Name	<u>[Signature]</u> Signature
FHS Department Chair	<u>Claire Hamar</u> Print Name	<u>[Signature]</u> Signature
SHS Department Chair	<u>Jim Jordan</u> Print Name	<u>[Signature]</u> Signature
District Department Chair:	<u>Andrea Cota</u> Print Name	<u>[Signature]</u> 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 \_\_\_\_\_  
Date \_\_\_\_\_

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Information Technology (IT) Job Descriptions

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

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

**BACKGROUND:**

Approve three new job descriptions for our IT Department: Programmer I, Senior Programmer of C&I Integration and Senior Network/Systems Engineer. These positions are being added to increase efficiency in the IT Department, to cover services to meet student needs, to better meet Department needs and to cover contract needs.

## **Shasta Union High School District Programmer I**

### **DEFINITION:**

Under the supervision of the Director of Information Technology or others, participates in programming, coding, testing and maintaining assigned computer systems and programs; maintains, enhances, upgrades, and secures District data systems; assists in prioritizing and managing programming requests; analyzes needs.

**ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.** Other duties may be assigned.

- Participates in programming, coding, testing and maintaining assigned computer systems and programs; troubleshoots, identifies and evaluates system and program problems and malfunctions; diagnoses and provide solutions or routes complex problems to appropriate personnel as needed.
- Reviews, analyzes and modifies existing systems and programs as necessary; prioritizes and responds to help desk work requests concerning existing computer systems and programs; compiles and edits programs and make necessary adjustments.
- Assists with SQL scripts and procedures necessary to maintain databases.
- Develops complex applications, queries, forms and reports to support instructional and operational needs of the District.
- Installs, configures and tests software applications and system interface programs.
- Designs, develops and implements new system applications, custom software systems and architecture for databases as appropriate; consults with users to provide technical support and to determine systems and program requirements and objectives.
- Maintains, monitors and analyzes District data systems security; troubleshoots technical problems, and responds to District needs for growth in storage and services.
- Participates in the development of specifications for hardware and software systems; coordinates, designs and implements in-house requests for new software functionalities.
- Evaluates, prioritizes, and coordinates programming requests and support activities; assure productive and sustainable use of resources.
- Analyzes data processing procedures, systems, and organizational structure; recommends, designs, and implements solutions to increase process automation, improve data integrity, and enhance system functionality.
- Communicates with administrators, department staff, vendors, service providers and other outside organizations to coordinate activities, resolve issues and to set up online payments.
- Prepares and maintains a variety of records and reports related to assigned activities.
- Operates a variety of office equipment including a computer and assigned software.
- Drives a vehicle to various sites to troubleshoot software and hardware related problems.
- Attends and participates in meetings, conferences and in-service trainings; maintains current knowledge of technological advances and industry trends.

### **QUALIFICATIONS GUIDE**

#### **Knowledge of:**

- Principles, practices and techniques of database structures, computer programming and system design.
- Advanced computer programming systems, utilities and applications utilized.

- Applicable programming languages.
- Methods and procedures of operating computers and peripheral equipment.
- Principles and techniques of systems analysis.
- Technical aspects of field of specialty.
- Techniques of testing and debugging computer programs.
- Record-keeping and report preparation techniques.
- Interpersonal skills using tact, patience and courtesy.

#### Ability to:

- Program, code, test and maintain assigned computer systems and programs.
- Review, analyze and modify existing systems and programs as necessary.
- Design, develop and implement new system applications as appropriate.
- Modify and participate in the development of SQL queries and stored procedures.
- Research and compile application and system requirements for software customization.
- Troubleshoot and repair system malfunctions.
- Provide technical assistance to computer systems users.
- Detect errors in data and program structure, logic and coding.
- Test and de-bug programs for accuracy and reliability.
- Understand and communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Meet schedules and time lines.
- Work independently with little direction.
- Prioritize and schedule work.

#### EDUCATION/EXPERIENCE:

Any combination of experience equivalent to: AA degree in computer science, information systems or related field and one - two years increasingly responsible programming experience.

#### LICENSES AND OTHER REQUIREMENTS:

- Valid California Class C driver's license.

#### PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Hearing and speaking to exchange information in person or on the telephone.
- Seeing to view a computer monitor.
- Dexterity of hands and fingers to operate a computer keyboard.
- Lifting, carrying, pushing and pulling objects up to 25 pounds.
- Bending at the waist, kneeling or crouching.

#### WORK ENVIRONMENT:

Indoor/Office environment. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Pending Board approval

**Shasta Union High School District**  
**Senior Programmer of C&I Integration**

**DEFINITION:**

Under the supervision of the Director of Information Technology, maintains, enhances, upgrades, and secures District data systems; performs system analysis and application programming; designs complex reports and programs; assists end-users in the operation of systems; performs related work as required.

**Supervisory Responsibilities:**

- Will review, mentor, or oversee the work of computer programmers, technicians, and software engineering staff.

**Duties/Responsibilities:**

- Collaborates with clients and/or internal teams to understand user needs; drafts initial proposals and designs of software to meet these needs.
- Assesses feasibility of design and project parameters within time and cost constraints.
- Analyzes user needs and designs software for client use.
- Develops complex applications, queries, forms and reports to support instructional and operational needs of the District.
- Installs, configures and tests software applications and system interface programs.
- Designs, develops and implements new system applications, custom software systems and architecture for databases as appropriate; consults with users to provide technical support and to determine systems and program requirements and objectives.
- Develops code and designs software applications based on user specifications.
- Modifies existing software to correct errors or improve performance.
- Monitors and assists with software testing and validation procedures and programming.
- Monitors and assists with software installation; ensures applications operate within established specifications.
- Gathers and evaluates user feedback and modifies software for better usability.
- Designs databases for specific applications.
- Determines required system performance standards and hardware configurations based on client specifications, budget, security needs, and other parameters.
- Collaborates with systems analysts, engineers, and programmers to design systems to support applications.
- Advises clients on software maintenance.
- Performs other duties as assigned.

**Required Skills/Abilities:**

- Excellent problem-solving and analytical skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills.
- Extensive knowledge of coding languages and systems.
- Ability to learn new coding languages and technologies.
- Proficient with Microsoft Office Suite or related software.
- Excellent Power Shell skills
- Excellent SQL skills

**Education and Experience:**

- Bachelors degree in Computer Science, Engineering, or related field is desired.
- Three to five years of experience as a software developer, programmer, or engineer required.

**Physical Requirements:**

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift 15 pounds at times.
- Must maintain valid Ca. driver license

Pending Board approval



## **Shasta Union High School District Senior Network/Systems Engineer**

**Job Purpose Statement:** Under the supervision of the Director of Information Technology, position is responsible for the ongoing maintenance, development, and support of the network and systems. Essential duties include the research, installation, analysis, security, maintenance, and documentation of the network and computing platforms. Cross-functional position will participate in the planning, deployment, security, support, analysis, documentation, and maintenance of technical infrastructure including servers and desktop functions as related to the network.

### **Essential Job Functions:**

- Plans, researches, reviews, recommends, and implements expansions for Local (LAN) and Wide (WAN) area networks to include inter- and intra- campus communications systems for data, video, and voice communications.
- Evaluates enterprise networking components and infrastructure; develops detailed analysis reports and recommendations for network and data communications systems.
- Performs communication and networking LAN/WAN systems analysis and design planning for integration of new and existing computer/information systems in collaboration with other technical staff.
- Evaluates customer requests or projects; analyzes requirements and pertinent technical information to develop and implement quality, cost-effective solutions. Provides written and verbal customer relations communications to customers on status of requests.
- Performs planning, deployment, security, support, analysis, documentation, and maintenance of technical infrastructure and servers responsible for services including email, Web, hosting, LAN, data processing, applications, application and web development, and terminal services.
- Configures, tests, and maintains LAN/WAN configurations including TCP/IP, protocol, switches, routers, wireless, LAN interface cards, and other LAN/WAN interconnect equipment in collaboration with WAN Specialists.
- Develops and maintains network documentation.
- Participates in set-up, monitoring, and maintenance of selected network monitoring systems to assure highest possible levels of network “uptime”, maximizes network throughout, and assists technical support personnel in quickly isolating any outages.
- Coordinates and provides technical direction, technical support, and training to appropriate external and internal technical and administrative staff.
- Analyzes and participates in the development of security standardization and implementation of security controls for LAN/WAN and attached systems.
- Coordinates network system changes with appropriate support staff to assure uninterrupted computer services to the organization and its customers.
- Participates in the development and enforcement of communications and networking systems, desktop, server, and other network device standards and policies for connected computing environments.

- Participates in the development and implementation of enterprise-wide short and long-range communications and networking strategies.
- Prepares necessary records for departmental support.
- Provides budget preparation assistance regarding network and systems.
- Researches, reviews, and incorporates trends, innovations, and practices in both microcomputer and networking technology.
- Travels to work sites, training classes, and conferences.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.

### **Job Requirements - Qualifications:**

- **Education/Experience:** Education equivalent to a Bachelor's degree from an accredited college or university with major course work in Computer Science, Management Information Systems, or a closely related field is desired. Three to five years of current professional experience in information technology network administration or systems support may be substituted. While not required, the following will be highly regarded: experience with Juniper, Cisco, and Ruckus networking equipment; knowledge of Microsoft Windows Server, Cisco VoIP, Rubrik Backup systems, Palo Alto Firewalls, Linux, Office 365, MS SQL Server, Google Apps Admin Console, VMware, vCenter, CrowdStrike.

### **Skills, Knowledge and/or Abilities:**

Skills to research, plan, design, organize, test, implement and maintain network system activities and services; evaluate customer requests, analyze requirements and information, and develop and implement quality solutions; isolate and resolve hardware and software problems, develop solutions for network connectivity; create plans for network configuration and equipment installation; present information clearly both orally and in writing; define and prioritize goals and objectives; develop action plans and schedule people and tasks to accomplish goals; solve problems and make decisions on available information and take action; stay abreast of trends, innovations and practices in both microcomputer and networking technology; communicate effectively and build credibility and rapport with technical and non-technical staff; act interpersonally using tact, patience and courtesy; work with people to build high morale and group commitments to goals and objectives; develop and conduct training sessions.

Knowledge of local and wide area network communications, including but not limited to, MPLS, Metro Ethernet, and other methods of network connectivity. Familiar with the maintenance, configuration, and operation of enterprise wireless access points, switches (including VLANs), firewalls, intrusion detection systems, and network wiring (including fiber optic cabling and TIA standard CAT6). Familiar with the operation of Cisco, HP Aruba Networking, and Ruckus wireless devices, as well as the operation of Rubrik and VMware; familiar with the operation of network security systems; network security management; access and authentication; data integrity; business recovery; operating environment requirements and physical security.

Ability to sit for prolonged periods, maintain and verify completeness of records, meet schedules and deadlines, communicate with persons with varied cultural and educational backgrounds, communicate in oral and written form. Significant physical abilities include reaching/handling, talking/hearing conversations, visual acuity/depth perception/visual accommodation.

**Licenses, Certifications, Bonding, and/or Testing Required:** TB Test clearance, Criminal Justice Fingerprint Clearance. Required to operate own vehicle during the course of employment, must possess a valid California Driver's License and evidence of insurability.

Pending Board approval

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** 2023-24 Salary Schedule Updates

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

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

**BACKGROUND:**

The following salary schedule changes are retroactive to July 1, 2023.

1. Addition of the Programmer I position to the ESP Salary Schedule, range 38.
2. Addition of the Senior Programmer of C&I Integration to the Supervisory Salary Schedule, range 5.
3. Addition of the Senior Network Systems Engineer to the Supervisory Salary Schedule, range 6.

District staff recommends approval of these range changes.

**SHASTA UNION HIGH SCHOOL DISTRICT  
ESP/SSEA SALARY CLASSIFICATIONS  
7/1/23**

**Appendix A**

<b>RANGE</b>	<b>CLASSIFICATION</b>	<b>STEP 1</b>	<b>STEP 5</b>
<b>19</b>	PROJECT SECRETARY	17.62	21.41
<b>20</b>	ACCOUNT CLERK I	18.06	21.96
<b>22</b>	INSTRUCTIONAL PARA SPECIAL ED (RSP/SDC) TITLE I INDIAN ED	18.99	23.08
<b>24</b>	AT RISK PARAPROFESSIONAL ATTENDANCE TECHNICIAN DISTRICT RECEPTIONIST SDCI PARAPROFESSIONAL BILINGUAL INSTRUCTIONAL PARA INSTRUCTIONAL PARA - DIGITAL HS LIBRARY MEDIA TECHNICIAN SOA II - SCHOOL OFFICE ASST II TRANSPORTATION SECRETARY PROJECT ASSISTANT	19.95	24.25
<b>25</b>	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	20.44	24.85
<b>26</b>	SPECIAL EDUCATION DATA ASST ACCOUNT CLERK II	20.95	25.46
<b>28</b>	REGISTRAR	22.02	26.77
<b>29</b>	ALTERNATIVE ED SECRETARY I ACCOUNT CLERK III SCHOOL SECRETARY CONTINUATION SPECIAL EDUCATION SECRETARY	22.57	27.43
<b>30</b>	ALTERNATIVE ED SECRETARY II EDUCATIONAL SIGN LANG INTERPRETER PROGRAM ASSISTANT SPECIALIZED HEALTH CARE ASST TECHNOLOGY SUPPORT ASST I	23.13	28.11
<b>31</b>	PAYROLL TECHNICIAN	23.72	28.83
<b>33</b>	ACCOUNTING TECHNICIAN TECHNOLOGY SUPPORT ASSISTANT II	24.91	30.28
<b>35</b>	COMPUTER SUPPORT TECHNICIAN	26.18	31.82
<b>38</b>	ACCOUNTANT COMPUTER SUPPORT TECHNICIAN II INDIAN ED. PROGRAM SPECIALIST PROGRAMMER I WORKABILITY PROGRAM ASSISTANT	28.18	34.26

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

~5.92% EFFECTIVE 7/1/22

~2.08% EFFECTIVE 7/1/22

~6.17% EFFECTIVE 7/1/23

# ESP HOURLY SALARY SCHEDULE 7/1/23

## Appendix A

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	LGV 6 5.00%	LGV 10 5.00%	LGV 15 5.00%	LGV 20 5.00%	LGV 25 7.50%	LGV 30 7.50%
19	17.62	18.50	19.42	20.39	21.41	22.49	23.61	24.79	26.03	27.98	30.08
20	18.06	18.97	19.91	20.91	21.96	23.05	24.21	25.42	26.69	28.69	30.84
21	18.51	19.43	20.40	21.42	22.50	23.62	24.80	26.04	27.34	29.39	31.60
22	18.99	19.94	20.94	21.98	23.08	24.24	25.45	26.72	28.06	30.16	32.42
23	19.46	20.43	21.46	22.53	23.66	24.84	26.08	27.38	28.75	30.91	33.23
24	19.95	20.95	22.00	23.10	24.25	25.46	26.74	28.07	29.48	31.69	34.06
25	20.44	21.46	22.54	23.66	24.85	26.09	27.39	28.76	30.20	32.47	34.90
26	20.95	22.00	23.10	24.25	25.46	26.74	28.07	29.48	30.95	33.27	35.77
27	21.48	22.55	23.68	24.86	26.10	27.41	28.78	30.22	31.73	34.11	36.67
28	22.02	23.12	24.28	25.49	26.77	28.10	29.51	30.99	32.53	34.98	37.60
29	22.57	23.69	24.88	26.12	27.43	28.80	30.24	31.75	33.34	35.84	38.53
30	23.13	24.28	25.50	26.77	28.11	29.52	30.99	32.54	34.17	36.73	39.49
31	23.72	24.90	26.15	27.46	28.83	30.27	31.78	33.37	35.04	37.67	40.50
32	24.31	25.52	26.80	28.14	29.55	31.02	32.58	34.20	35.91	38.61	41.50
33	24.91	26.15	27.46	28.83	30.28	31.79	33.38	35.05	36.80	39.56	42.53
34	25.52	26.80	28.14	29.55	31.03	32.58	34.21	35.92	37.71	40.54	43.58
35	26.18	27.49	28.86	30.30	31.82	33.41	35.08	36.84	38.68	41.58	44.70
36	26.83	28.17	29.58	31.06	32.61	34.24	35.96	37.75	39.64	42.62	45.81
37	27.50	28.88	30.32	31.84	33.43	35.10	36.86	38.70	40.64	43.68	46.96
38	28.18	29.59	31.07	32.62	34.26	35.97	37.77	39.66	41.64	44.76	48.12
40	28.18	29.55	31.09	32.58	36.05	37.86	39.75	41.74	43.82	47.11	50.64

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

~6.17% EFFECTIVE 7/1/23

PENDING BOARD APPROVAL ON 11/14/23

SHASTA UNION HIGH SCHOOL DISTRICT

SUPERVISORY SALARY SCHEDULE  
EFFECTIVE 7.1.23

							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	\$24.34	\$25.56	\$26.81	\$28.17	\$29.60	\$31.08	\$32.64	\$34.28	\$35.98	\$38.66
2	DISTRICT APP SYSTEM SUPV SUPV OF PAYROLL & BENEFITS SNR. TECH SUPP SUPV	\$34.87	\$36.59	\$38.41	\$40.33	\$42.34	\$44.49	\$46.71	\$49.03	\$51.50	\$55.34
3	INFO TECH SUPV	\$47.39	\$49.74	\$52.24	\$54.86	\$57.60	\$60.51	\$63.52	\$66.71	\$70.03	\$75.27
4	CENTRAL KITCH SUPV	\$26.64	\$27.99	\$29.40	\$30.83	\$32.38	\$34.00	\$35.72	\$37.48	\$39.38	\$42.31
5	SUPV OF TRANSP SUPV OF M & O SENIOR PROGRAMMER OF C&I INTEGRATION	\$36.77	\$38.58	\$40.53	\$42.53	\$44.67	\$46.91	\$49.26	\$51.72	\$54.31	\$58.38
6	SENIOR NETWORK SYSTEMS ENGINEER	\$41.59	\$43.69	\$45.87	\$48.14	\$50.57	\$53.12	\$55.78	\$58.55	\$61.47	\$66.09
8	CUSTODIAL OPERATIONS SUPV	\$31.48	\$33.07	\$34.73	\$36.47	\$38.26	\$40.19	\$42.20	\$44.29	\$46.51	\$50.02
9	BUSINESS SERVICES MGR	\$49.66	\$52.14	\$54.74	\$57.48	\$60.36	\$63.37	\$66.55	\$69.87	\$73.36	\$78.50
10	MENTAL HEALTH COORDINATOR	\$59.82	\$62.77	\$65.93	\$69.19	\$72.67	\$76.33	\$80.14	\$84.13	\$88.33	\$94.95
*POSITIONS CURRENTLY UNFILLED/INACTIVE											
6	ACCOUNTING & BUDGET SUPV	\$41.59	\$43.69	\$45.87	\$48.14	\$50.57	\$53.12	\$55.78	\$58.55	\$61.47	\$66.09
7	*PROJECT COORD.	\$26.64	\$27.99	\$29.40	\$30.83	\$32.38	\$34.00	\$35.72	\$37.48	\$39.38	\$42.31
8	*SCHL MAINT SUPV	\$31.48	\$33.07	\$34.73	\$36.47	\$38.26	\$40.19	\$42.20	\$44.29	\$46.51	\$50.02

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

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

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

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

~3.00% EFFECTIVE 7/1/18  
~1.00% EFFECTIVE 7/1/19  
~3.00% EFFECTIVE 7/1/20  
~5.92% EFFECTIVE 7/1/22  
~2.08% EFFECTIVE 7/1/22  
~6.17% EFFECTIVE 7/1/23

PENDING BOARD APPROVAL ON 11/14/2023