



San Juan
Unified School District

San Juan Unified School District
Regular Meeting of the Board of Education
3738 Walnut Avenue, Carmichael, California 95608

Zima Creason, President
Pam Costa, Vice President
Steve Miller, Clerk
Ben Avey, Member
Paula Villescaz, Member
Tanya Kravchuk, Member
Saul Hernandez, Member

PUBLIC PARTICIPATION GUIDELINES

Board of Education meetings are held in person in the board room located at 3738 Walnut Avenue, Carmichael, California. Alternatively, you can view the board meeting on YouTube from a computer, mobile device or tablet. The YouTube link can be found on the district's [YouTube channel](#) or by visiting <https://www.sanjuan.edu/boardmeeting> where the link will be posted approximately 15 minutes prior to the start of the meeting. The district has taken the following steps to assist the public in offering public comment:

1. **In Person Public Comment.** Public comment may be offered in person during the board meeting at the district office located at 3738 Walnut Avenue, Carmichael, California. Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Please be aware that public comments, including your name, become part of the public record.
2. **Online Submission of Public Comment.** Members of the public may submit written comments by using the comment form located on the district website at <http://www.sanjuan.edu/boardmeeting>. If you wish to submit a written comment on more than one agenda item, please submit a separate form for each item on which you are commenting. Written comments are limited to 1,500 characters. Comments will be provided to the members of the board.

The business to be considered at this board meeting is on the following agenda:

Board of Education Agenda
February 14, 2023

A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS – 5:45 p.m.

1. Visitor Comments (for closed session agenda items only)
Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Public comments, including your name, become part of the public record.

B. CLOSED SESSION – 5:45 p.m.

1. Student expulsions in two cases and student enrollment in one case (Education Code section 48918[f]).

C. RECONVENE OPEN SESSION/PLEDGE OF ALLEGIANCE – 6:30 p.m.

D. APPROVAL OF THE MINUTES – January 24, 2023, regular meeting, pages 2486-2489.

E. ORGANIZATIONS/ANNOUNCEMENTS – 6:35 p.m.

1. **High School Student Council Reports**
2. **Staff Reports**
3. **Board-appointed/District Committees**
4. **Employee Organizations**
5. **Other District Organizations**
6. **Closed Session/Expulsion Actions** (Government Code section 54957.1)

F. VISITOR COMMENTS – 6:50 p.m.

Board Bylaw 9323 limits visitor comments to two (2) minutes per speaker, with no more than 30 minutes per single topic. Time will be extended for any speaker who uses an interpreter. Public comments, including your name, become part of the public record.

G. CONSENT CALENDAR – G-1/G-8 – 7:20 p.m.

Action: The administration recommends that the consent calendar, G-1 through G-8, regarding regular business items, be approved. Any item may be removed for further discussion and separate action following consideration of remaining agenda items.

1. *Personnel – appointments, leaves of absence, separations and job description/salary range change.
2. *Purchasing Report – purchase orders and service agreements, change orders, construction and public works bids and zero dollar contract.
3. *Business/Financial Report – warrants and payroll.
4. Acceptance of the following gifts:

Laurel Ruff Transition School: from Columbian Foundation Supporting People with Intellectual Disabilities: \$2,108.20.

Mesa Verde High School: from A.D.E. General Construction – for boys volleyball banner sponsorship: \$500.

Nutrition Services: from GT Carriers Inc. – for 2,626 cases of carryout trays for school meal service: \$32,400.
5. *Approval to dispose of surplus property pursuant to Board Policy 3270 and Education Code sections 17545 and 17546.
6. *Approval of Early Head Start and Head Start year 2 budget modifications/carryover funds.
7. *Approval of one member to the Community Advisory Committee (CAC) for Special Education.
8. *Approval of the proposed revisions to the Use of School Facilities Handbook and fees.

*Material provided.

H. CONSENT CALENDAR (continued, if necessary)

Discussion and action on the items removed from the consent calendar.

I. BUSINESS ITEMS

1. Public Hearing: Camp Winthers Fee Increase – 7:25 p.m.

(Schnepf)

Material provided.

Public Hearing/Discussion: The superintendent is recommending that the board hear an update and hold a public hearing related to an increase in the fees for Camp Winthers summer camp programs and fall weekend group usage. Action anticipated: 02/28/2023.

2. Mid-Year Local Control and Accountability Plan (LCAP) Update – 7:40 p.m.

(Tornatore)

Material provided.

Report: regarding the 2022-2023 LCAP mid-year update.

3. Choices Charter School Mid-Year Local Control and Accountability Plan (LCAP) Update – 8:00 p.m.

(Ginter)

Material provided.

Report: regarding the 2022-2023 LCAP mid-year update for Choices Charter School.

4. Notice of Intent to Convey Permanent Easement at Sunrise Technical Center – 8:10 p.m.

(Camarda)

Material provided.

Action: The superintendent is recommending that the board adopt Resolution No. 4071, declaring the intent to convey a permanent easement at the Sunrise Technical Center to the Citrus Heights Water District and to call a public hearing to be held on February 28, 2023.

5. Recommendation for Reduction in Particular Kinds of Services (TK-12 Certificated) – 8:15 p.m.

(Oropallo)

Material provided.

Discussion: regarding Resolution No. 4066, reducing or discontinuing particular kinds of services and the corresponding amount of certificated staffing that will be reduced as a result; and Resolution No. 4067, establishing criteria to apply to break a tie in seniority for TK-12 certificated staff affected by program reductions and who have the same date of hire. Action anticipated: 02/28/2023.

6. Recommendation for Reduction in Particular Kinds of Services (Early Childhood Education) – 8:20 p.m.

(Oropallo)

Material provided.

Discussion: regarding Resolution No. 4068, reducing or discontinuing particular kinds of services and the corresponding amount of certificated staffing that will be reduced as a result; and Resolution No. 4069, establishing criteria to apply to break a tie in seniority for early childhood education certificated staff affected by program reductions and who have the same date of hire. Action anticipated: 02/28/2023.

7. Notice of Intent to Reduce Classified Positions – 8:25 p.m.

(Oropallo)

Material provided.

Discussion: regarding Resolution No. 4070, reducing or eliminating certain classified positions, effective June 30, 2023, due to lack of work and/or lack of funds. Action anticipated: 02/28/2023.

J. BOARD REPORTS – 8:30 p.m.

K. FUTURE AGENDA – 8:40 p.m.

The board may wish to identify items to be discussed at future meetings and the reasons therefore.

B. CLOSED SESSION (continued, if necessary)

Announcement of topics/announcement of actions.

L. ADJOURNMENT – 8:45 p.m.

The Board of Education welcomes and encourages the public's participation at the board meetings and has devoted time throughout the meeting for that purpose. You may comment on items included on this agenda; however, we ask that you limit your comments to two (2) minutes, so that as many people as possible may be heard (Education Code section 35145.5, Government Code section 54954.3). When an item indicates "material provided," the additional information is available prior to the meeting in the Information and Communication Office, 3738 Walnut Avenue, Carmichael, (916) 979-8281, or on the district website at www.sanjuan.edu.

A person with a disability may contact the Board of Education office at (916) 971-7111, or email stephanie.cunningham@sanjuan.edu at least 48 hours before the scheduled board meeting to request receipt of an agenda and other distributed writings in an appropriate alternative format, or to request disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public board meeting.

Translation and interpretation services will be made available upon request with advance notice. If you wish to utilize these services, please notify the Board of Education office at (916) 971-7111, or email stephanie.cunningham@sanjuan.edu at least 24 hours before the scheduled board meeting to allow for the scheduling of appropriate translation staff and other resources.

NOTE: The times indicated are approximate.

Mission Statement

Valuing diversity and excellence, the San Juan Unified School District's mission is to educate and inspire each student to succeed and responsibly contribute to a radically evolving world by providing innovative, rigorous, student-focused instruction and programs in a safe, caring and collaborative learning community.



San Juan Unified School District
Board of Education
3738 Walnut Avenue, Carmichael, California 95608

Board of Education Minutes
January 24, 2023

Regular Meeting
Board of Education
4:00 p.m.

Open Session/Call to Order/Workshop (A)

The January 24 regular meeting was called to order by the president, Zima Creason. The board meeting was held in person and was also streamed to the district's YouTube channel.

Roll Call

Present:
Zima Creason, president
Pam Costa, vice president
Steve Miller, clerk
Ben Avey, member
Paula Villescaz, member
Tanya Kravchuk, member
Saul Hernandez, member

Workshop: The Brown Act and Board Governance (A-1)

Chief of Staff Trent Allen introduced Attorney Bill Schuetz from Dannis Woliver Kelley who gave a detailed presentation on The Ralph M. Brown Act. Topics discussed included: the intent of the Brown Act, board role and conduct, committees, meetings, teleconference laws, communications, social media, agendas and closed session. Mr. Schuetz answered questions from the board. Mr. Avey inquired about virtual public comment and committees under the Brown Act. Ms. Kravchuk asked for clarification on non-agenda items. Ms. Creason inquired about public comment during special meetings, and she commented on serial meetings and the consequences of violating the Brown Act.

Mr. Allen then reviewed and discussed the Governance Handbook, specifically addressing the desired changes that were articulated by board members at the December 13 board meeting, regarding public input processes, recusal processes, proper reflection of a focus on academic success and establishing rules of order to further clarify meeting processes. Mr. Allen provided sample suggested language on each topic and board members provided feedback for further consideration. Mr. Allen said he would work on incorporating the feedback into the Governance Handbook and then bring the item back for further discussion/action at a future board meeting.

Announcement of Closed Session Topics/Closed Session Visitor Comments (B)

There were no closed session visitor comments.

Closed Session (C)

The workshop was recessed at 5:20 p.m. with the board convening in closed session at 5:30 p.m. to consider a student expulsion in one case and a student readmission in one case (Education Code section 48918[f]) and one personnel matter – superintendent's goals (Government Code section 54957).

Reconvene Open Session/Pledge of Allegiance (D)

At 6:30 p.m., the meeting was called back to order by the president, Zima Creason. Four members of the Del Campo High School Air Force Jr. ROTC led the group in the Pledge of Allegiance.

Minutes Approved (E)

It was moved by Ms. Costa, seconded by Ms. Kravchuk, that the minutes of the January 10 regular meeting be approved. MOTION CARRIED 6-0-1 [AYES: Creason, Costa, Miller, Avey, Kravchuk, Hernandez; NOES: None; ABSTAIN: Villescaz].

Recognition: 2023 Classified Employees of the Year (F-1a)

Assistant Superintendent of Human Resources Paul Oropallo introduced Michelle Fingold, Instructional Assistant - Visually Impaired (Casa Roble Fundamental High School); Sally Garcia, Custodian (District Office); and Rita Cornelison, Human Resources Analyst (District Office) as the 2023 Classified Employees of the Year.

Recognition: National School Counseling Week (F-1b)

It was moved by Ms. Costa, seconded by Ms. Kravchuk, to adopt Resolution No. A-419 proclaiming February 6-10 as National School Counseling Week. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Miller, Avey, Villescaz, Kravchuk, Hernandez].

High School Student Council Reports (F-2)

High School Student Council representatives Jordan Bickell from Del Campo High School and Navya Alqarwani from Bella Vista High School updated the board on the goals, activities and achievements at their respective schools.

Closed Session/Expulsion Actions (F-7)

Mr. Miller reported that the board voted unanimously to accept as written one stipulated expulsion in case number S-23 and one denied enrollment in case number RA-03.

Visitor Comments (G)

Paul Reyes invited schools to visit *The Wall That Heals*, a traveling replica of the Vietnam Veterans Memorial, which will be in Citrus Heights at the end of March.

Consent Calendar Approved (H-1 through H-5 and H-7 through H-14)

Ms. Kravchuk pulled items H-6 and H-15. Ms. Villescaz pulled item H-16. It was moved by Mr. Hernandez, seconded by Mr. Avey, that the consent calendar items H-1 through H-5 and H-7 through H-14 be approved. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Miller, Avey, Villescaz, Kravchuk, Hernandez].

Personnel (H-1)

Appointments, leaves of absence and separations – approved as submitted.

Purchasing Report (H-2)

Purchase orders and service agreements, change orders, construction and public works bids, zero dollar contract and bids/RFPs – approved as submitted.

Business/Financial Report (H-3)

Warrants and payroll – approved as submitted.

Gifts (H-4)

Acceptance of gifts to Mesa Verde High School.

Disposal of Surplus Property (H-5)

Approval to dispose of surplus property pursuant to board policy 3270 and Education Code sections 17545 and 17546.

LCAP ESSA Federal Addendum (H-7)

Approval of the updated Local Control and Accountability Plan (LCAP) Every Student Succeeds Act (ESSA) Federal Addendum as required by the California Department of Education (CDE).

Early Childhood Education Continued Funding Application (H-8)

Approval of 2023-2024 Continued Funding Application for the California State Preschool Program and General Center Child Care Program.

Early Head Start/Head Start Budget Modification/Carryover Funds (H-9)

Approval of Early Head Start and Head Start year 1 budget modification/carryover funds.

CAC Membership (H-10)

Approval of Katherine Morash to the Community Advisory Committee (CAC) for Special Education.

Resolution No. 4063: Authorizing Participation in the Federal Surplus Property Program (H-11)

Adoption of Resolution No. 4063 authorizing district representatives to acquire surplus property through the auspices of the California State Agency for Surplus Property.

Resolution No. 4062: Mariemont Elementary School Contract Award (H-12)

Adoption of Resolution No. 4062 awarding the lease-leaseback contract for the Mariemont Elementary School modernization and interim housing project nos. 130-9495-P1 and 130-9495-P2 to SB James Construction, pursuant to Education Code section 17406.

Lease Amendment: Visions In Education (H-13)

Approval of the third amendment to the lease agreement between San Juan Unified and Visions In Education.

Resolution No. 4064: Earl LeGette Elementary School Lease Amendments (H-14)

Adoption of Resolution No. 4064, approving the first amendment to the Site Lease agreement and fifth amendment to the Facilities Lease Agreement for Earl LeGette Elementary School new construction and modernization projects between San Juan Unified School District and Flint Builders, Inc.

Consent Calendar Continued (I)

Three items were removed from the consent calendar for further discussion and separate action:

School Accountability Report Cards (H-6) – Approval of the 2022-2023 School Accountability Report Cards (SARCs). Ms. Kravchuk and Mr. Avey asked questions and made comments regarding the item, which Superintendent Bassanelli addressed. It was moved by Ms. Costa, seconded by Ms. Kravchuk, that item H-6 be approved. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Miller, Avey, Villescaz, Kravchuk, Hernandez].

Resolution No. 4065: Katherine Johnson Middle School Lease Amendments (H-15) – Adoption of Resolution No. 4065, approving the first amendment to the Site Lease Agreement and fourth amendment to the Facilities Lease agreement for Katherine Johnson Middle School new construction project between San Juan Unified School District and Flint Builders, Inc. It was moved by Mr. Miller, seconded by Ms. Costa, that item H-15 be approved. MOTION CARRIED 6-0-1 [AYES: Creason, Costa, Miller, Avey, Villescaz, Hernandez; NOES: None; ABSTAIN: Kravchuk].

Certification of Absence: Paula Villescaz (H-16) – Certification that the January 10, 2023, regular meeting, absence of board member Paula Villescaz occurred due to medical reasons, pursuant to Education Code 35120(c) and Board Bylaw 9250. It was moved by Ms. Costa, seconded by Mr. Miller, that item H-16 be approved. MOTION CARRIED 6-0-1 [AYES: Creason, Costa, Miller, Avey, Kravchuk, Hernandez; NOES: None; ABSTAIN: Villescaz].

Bond Program Update (J-1)

Chief Operations Officer Frank Camarda introduced Director of Facilities, Construction and Modernization Nic Arps who presented a report on the district's past construction projects as well as current projects that are in various states of progress. Mr. Arps also shared information regarding furniture replacement in school classrooms, cafeterias and libraries. Staff answered questions from the board. Ms. Costa expressed thanks to the construction teams, staff and voters for their support. Mr. Miller shared his excitement about the bond projects. Mr. Hernandez provided background information about the bond program, noting that he is proud of the accelerated bond repayment process that the district utilizes. Ms. Kravchuk said she was impressed with the projects and asked clarifying questions regarding the Career Technical Education fabrication labs. Ms. Creason stated that modern facilities are great for staff and students, and she asked clarifying questions regarding the role of the Facilities Committee.

Government Affairs Update (J-2)

Executive Director of Labor Relations and Government Affairs Daniel Thigpen gave an informational presentation on the goals for San Juan Unified's Government Affairs program, significant K-12 legislation taking effect in 2023, and an overview of state education policy and budget matters to monitor during the current legislative cycle. Mr. Thigpen explained that the purpose of multi-year strategies for government affairs is to advance the interests of San Juan Unified students, staff, and families by building collaborative relationships with federal, state and local elected leaders, agencies, and other decision-makers whose partnerships and support are necessary to foster student achievement. Mr. Thigpen highlighted several of the approximately 105 bills pertaining to K-12 education that were passed by the state legislature and signed by

the governor during the 2022 legislative cycle. Mr. Thigpen also provided an overview of Governor Gavin Newsom's January 10, 2023, state budget. Board members made comments and posed questions, which Mr. Thigpen addressed.

Public Hearing: Conveyance of Permanent Easement at John Barrett Middle School (J-3)

Mr. Camarda presented the item. Ms. Creason declared the topic of conveying a permanent easement at John Barrett Middle School a public hearing and invited the public to speak. There being no questions or comments from the public, Ms. Creason declared the public hearing closed. It was moved by Ms. Villescaz, seconded by Ms. Kravchuk, to adopt Resolution No. 4058, conveying one permanent easement at John Barrett Middle School to the County of Sacramento. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Miller, Avey, Villescaz, Kravchuk, Hernandez].

Board Reports (K)

Ms. Villescaz thanked the San Juan community for welcoming her new baby and for all of the supportive texts, emails and words of encouragement she has received.

Mr. Avey provided an update regarding a meeting that took place at Orangevale Open K-8 to address the tree concerns.

Ms. Kravchuk said that she met with Director of Continuous Improvement and LCAP Gian Tornatore, and she shared information regarding LCAP Parent Advisory Committee (PAC) appointments and listening circles.

Ms. Creason reported that she visited Encina Preparatory High School, including the Future Teachers Club, and also Greer Elementary School, which she noted has many impressive programs.

Future Agenda (L)

Mr. Avey requested additional information about public access to school facilities during non-school hours.

Adjournment (M)

At 8:28 p.m., there being no further business, the regular meeting was adjourned.

Zima Creason, Board President

Melissa Bassanelli, Secretary

Approved: _____
:sc

HUMAN RESOURCES

The following reports are submitted for board approval

Personnel Pages	Page #
Appointments	
Management	
Certificated	1
Classified	1
Leaves of Absence	
Management	
Certificated	
Classified	1
Separations	
Management	
Certificated	
Classified	1-2
Pre-Retirement Reduced Workload	
Reassignments/Change in Work Year	
Errata	
Job Description/Salary Range Change	
Management	
Certificated	
Classified	2-5
Unrepresented	
Cabinet Contracts/Extension of Contract	
Recommendation to Extend A District Intern Credential	
Certificated	
Credential Approval Recommendations	
Certificated	
Charter School Personnel Actions	
Choices	

Agenda for the February 14, 2023 Board Meeting

1. APPOINTMENTS

CERTIFICATED

Type	Name	Status	Assignment	Location	Effective Date (s)
New Hire	Butcher, Sydnee	Temp	Counselor-9/12	Rio Americano	01/10/23 06/08/23
New Hire	Colmenares, Deisy	Temp	Teacher Kindergarten	Thomas Edison	01/24/23 06/08/23
New Hire	Jennings, Emily	Temp	Teacher Grade 6	Sierra Oaks	01/09/23 06/08/23
New Hire	Kitay, Tristina	Prob	Language/Speech/Hrg	Special Ed – Kenneth	02/01/23
Rehire	Bergen, Amber	Temp	Tch- Grade 9-12	Casa Roble	01/26/23 06/08/23

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
New Hire	Abbas, Rafah	Prob	Instructional Assistant I	Howe Avenue	01/23/23
New Hire	Alavi, Nazireh	Prob	Nutrition Services Worker II	Nutrition Services	01/24/23
New Hire	Ang, Adilio	Prob	Nutrition Services Worker I	Sierra Oaks	01/31/23
New Hire	Arita, Alisha	Prob	Instructional Assistant I	Pershing	01/31/23
New Hire	Banks, Latrice	Prob	Nutrition Services Cook	Mira Loma	01/31/23
New Hire	Barnett Katz, Daquan	Prob	Custodian	Mesa Verde	01/26/23
New Hire	Crandall, Carly	Prob	Secretary	Special Ed - Kenneth	01/31/23
New Hire	Gamez, John	Prob	Campus Monitor	Encina	01/23/23
New Hire	Hafizi, Zuhra	Prob	Inst Asst/Bilingual-Farsi	Sunrise Tech Center	01/17/23
New Hire	Hurtado Maldonado, Karina	Prob	Sch/Comm Resource Asst	English Lang Learning	01/24/23
New Hire	Jones, Lisa	Prob	Nutrition Services Worker I	Ottomon	01/31/23
New Hire	Kekahu, Kyra	Prob	Fiscal Technician I	Teaching & Learning	01/25/23
New Hire	Kozhokar, Daria	Prob	Inst Asst/Bil-Russian	Grand Oaks	01/24/23
New Hire	Pagan, Christina	Prob	Nutrition Services Worker II	Nutrition Services	01/31/23
New Hire	Perez, CB	Prob	Custodian	Carmichael	01/23/23
New Hire	Saetern, Lor	Prob	Junior Mechanic	Transportation	02/06/23
New Hire	Shimosaka, Thomas	Prob	Expdrlngprogs Site Facil	Pupil Personnel Services	01/26/23
New Hire	Taylor Van Rees, Amy	Prob	Instructional Assistant I	Starr King	01/24/23
New Hire	Vargas, Estephanie	Prob	Expd Lrng Progs Assistant	Pupil Personnel Services	01/30/23
New Hire	Wardlaw, Stefani	Prob	Account Clerk I	Early Childhood Education	02/01/23
New Hire	Wilson, Darius	Prob	Family and Comm Engment	Superintendent's Office	01/23/23
Rehire	Galvan Jr., Xavier	Prob	Campus Monitor	Katherine Johnson	02/13/23
Rehire	Moran, Sandra	Prob	School Playground Rec Aide	Del Dayo	01/17/23
Rehire	La Plante, Devin	Prob	Middle Sch Head Custodian	Arden	01/23/23
Rehire	Singh, Amrita	Prob	Accountant	Budget Services	01/26/23
Rehire	Smith, Marianne	Prob	Nutrition Services Worker I	Carnegie	01/30/23

2. LEAVES OF ABSENCE

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
Unpaid	Grosdidier, Jennifer	Perm	Bus Driver	Transportation	12/20/22 06/20/23

3. SEPARATIONS

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Alraes, Areej	Prob	Nutrition Services Worker I	Carnegie	12/20/22
Resignation	Arita, Alisha	Prob	Instructional Assistant I	Pershing	02/02/23
Resignation	Boone, Joy	Perm	Instructional Assistant I	Earl Legette	02/10/23
Resignation	Byrd-Smith, Philip	Prob	Instructional Assistant III	Will Rogers	01/20/23
Resignation	Criddle, Dorena	Perm	Nutrition Services Worker I	Mira Loma	01/13/23
Resignation	Crowe, William	Perm	Custodian	Casa Roble	02/10/23
Resignation	Dixson, Jessica	Perm	Instructional Assistant I	Starr King	01/13/23
Resignation	Doan, Jennifer	Prob	Instructional Assistant I	Mariemont	01/23/23
Resignation	Ferreira, Steven	Perm	Groundskeeper/Gardener	M&O - Building Maintenance	07/05/22
Resignation	Gonzales, Alfonso	Prob	Campus Monitor	General Davie Jr	01/18/23
Resignation	Hussain, Nebras	Prob	Instructional Assistant III	Kingswood	01/17/23
Resignation	Lindsay, Jamie	Prob	Bus Attendant	Transportation	01/12/23

Agenda for the February 14, 2023 Board Meeting

3. SEPARATIONS (Continued)

CLASSIFIED

Type	Name	Status	Assignment	Location	Effective Date (s)
Resignation	Mahabadi Mahabad, Moloud	Perm	Tech Support Specialist I	Technology Services	01/19/23
Resignation	Mahoney, Kristen	Perm	IA-Orthopedic/Visual	Ralph Richardson Center	12/31/22
Resignation	Mcguire, Shaliya	Prob	Nutrition Services Worker I	Del Campo	01/25/23
Resignation	Purdy, Michael	Perm	Middle Sch Head Custodian	Will Rogers	02/10/23
Resignation	Rice, Carrissa	Prob	Instructional Assistant I	Whitney Avenue	01/23/23
Resignation	Sahidi, Shokria	Prob	Non-Instructional Support	General Davie	01/31/23
Resignation	Smith, Marianne	Prob	Nutrition Services Worker I	Carnegie	01/30/23
Resignation	Stark, Desiree	Perm	Instructional Asstistant III	Skycrest	01/18/23
Resignation	Stirling, Tricia	Prob	Instructional Assistant I	Oakview	01/13/23
Resignation	Tolbert, Mary	Prob	Instructional Assistant I	Mariemont	01/31/23
Resignation	Vargas, Gretchen	Prob	Instructional Assistant I	Whitney Avenue	01/23/23
Resignation	Verdin, Jose	Prob	School/Com Interv Spec	Katherine Johnson	01/19/23
Retirement	Kulbidyuk, Stanislav	Perm	Lead Custodian	Mesa Verde	02/15/23
Retirement	Macalino, Enrique	Perm	Elem Head Custodian	Ottoman	02/09/23
Dismissal	CL #552	Perm	Instructional Assistant	Teaching & Learning	12/22/22
Dismissal	CL #553	Perm	Custodian	M&O - Building Maintenance	01/05/23
Dismissal	CL #554	Prob	Nutrition Services Worker	Nutrition Services	12/09/22
Dismissal	CL #556	Prob	Nutrition Services Worker	Nutrition Services	02/02/23

4. JOB DESCRIPTION / SALARY RANGE CHANGE

CLASSIFIED

Class Title	Unit	New/Update	Old Salary Range	New Salary Range	Effective Date (s)
Administrative Assistant (Confidential)	Conf	Update	N/A	N/A	02/15/2023



JOB DESCRIPTION

Position Code: See Below
Classified Group: Confidential
Salary Range: C-14 to C-22
Work Calendar: 001
Page 1 of 3

POSITION TITLE: Administrative Assistant (Confidential)

CLASS CODES:

926—Administrative Assistant I (Confidential)
928—Administrative Assistant II (Confidential)
935—Administrative Assistant IV (Confidential)
929—Administrative Assistant V (Confidential)
836—Administrative Assistant VI (Confidential)
839—Administrative Assistant VII Confidential)

CHARACTERISTICS OF THE CLASS:

This series describes ~~seven~~ six secretarial classes which may be categorized by the wide variety of difficult and responsible secretarial and administrative tasks assigned. The classes are distinguished by the degree of initiative, decision-making, direction received, the breadth of responsibility of the administrative unit and the level of administrator to whom assigned.

Administrative Assistant I (Conf) Serves as an assistant to an administrator with responsibility over a major function/department.

Administrative Assistant II (Conf) Serves as an assistant to a Senior Director with responsibility over a major function/department.

Administrative Assistant IV (Conf) Serves as an assistant to an Assistant Superintendent or an Executive Director.

Administrative Assistant V (Conf) Serves as an assistant to the General Counsel or an Associate Superintendent.

Administrative Assistant VI (Conf) Serves as an assistant to a Chief Officer.

Administrative Assistant VII (Conf) Serves as an assistant to a Deputy Superintendent.

These positions are considered confidential when incumbents, in the course of duties, have access to or possess information relating to employer-employee relations or negotiations. The degree of initiative, decision-making, direction received and the breadth of responsibility increases with the level of administrator.

DUTIES AND RESPONSIBILITIES: (Any one position may not include all of the duties listed; the listed examples do not include all duties and responsibilities that may be found in positions within this classification.):

1. Provides support to administrative personnel in performing a variety of office duties and specialized tasks, as assigned.
2. Prepares agendas and makes arrangements, such as schedules meetings, conferences, travel and appointments, and other related items.
3. Prepares reports, memos, letters, emails, and other documents using word processing, spreadsheet, database, or presentation software.
4. Composes correspondence independently or with only general direction and review.

5. Analyzes received memos, submissions, and correspondence for accuracy and plans for their distribution.
6. Prepares and/or compiles and summarizes annual budget information from departments and collaborates with fiscal services personnel as required.
7. Responsible for reviewing assigned budgets and submits updates and adjustments as directed.
8. Answers phone calls, provides information, and directs calls to appropriate parties or takes messages.
9. Explains division programs, policies and procedures to administrative personnel, other employees, and members of the community.
10. Compiles, transcribes, and distributes minutes of meetings.
11. Acts as liaison between office assigned and schools or departments.
12. Conducts research, compiles data and prepares reports for consideration and presentation by assigned administrator.
13. Maintains files, records and materials containing confidential information.
14. Maintains Keeps control files on matters in progress and expedites completion.
15. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Advanced education desirable with courses in business practice, English or human relations; previous secretarial or administrative assistant experience involving public contact.

Knowledge and Abilities:

- Knowledge of office practices and procedures
- Knowledge and skill in use of computers and associated software programs
- Knowledge of correct English usage, spelling, punctuation, grammar and composition
- Knowledge of interpersonal skills using tact, patience, and courtesy
- Knowledge of basic mathematical skills to prepare a variety of reports
- Ability to read and interpret division policies and procedures, directives, reports, legal opinions, and Education Code
- Ability to compose a variety of correspondence and minutes independently
- Ability to prepare documents, reports, spreadsheets and other documents utilizing software programs
- Ability to handle multiple tasks, work under pressure and work with priorities/deadlines subject to frequent change
- Ability to communicate effectively both verbally and in writing with administrators, staff, students and the community
- Ability to analyze situations and adopt an effective course of action
- Ability to establish and maintain effective working relationships with administrators, district employees, and the community
- Ability to establish and maintain records and reports, and maintain a confidentiality of privileged information obtained in the course of work
- Ability to work independently, with minimum direction, and make decisions within the framework of established guidelines
- Ability to establish priorities, plan and schedule work
- Ability to perform research, compiling information from a variety of sources
- Ability to illustrate a proficiency of software applications and skills related to the level of duties applicable
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

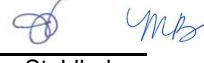
- Indoor office environment
- Moderate noise
- Frequent interruptions and significant distractions
- Contact with dissatisfied and/or uncooperative individuals

Typical Physical Characteristics: (with or without the use of aids, consideration will be given to reasonable accommodation).

- Communicate to exchange information in person, in small groups, and/or on the telephone
- Inspect documents and other written materials with fine print
- Move about facilities to conduct work, including sitting or standing for extended periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved:	10/31/1981
Revised:	6/13/1989
Revised:	8/10/1993
Revised:	2/27/1996 (Title change only)
Revised:	10/14/1996
Revised:	6/12/2002 (Added Adm. Asst. To Deputy Supt.)
Revised:	5/12/2009 (Changed job title of Assistant to Deputy Superintendent; updated duties)
Revised:	10/14/2009 (Add Administrative Assistant IV effective 7/1/09)
Revised:	8/10/2021 (Add Administrative Assistant V)
Revised:	<i>11/15/2022 (Add Admin. Asst. to Executive Director, Labor Relations and Government Affairs and Associate Supt.)</i>

APPROVED: 
Jennifer Stahlheber

Purchasing Contracts Report

The following reports are submitted for board approval/ratification:

	Inc	Page #
Purchase Orders & Service Agreements	✓	1
Change Orders	✓	2
Construction & Public Works Bids	✓	3
Piggyback Contracts	NA	
Zero Dollar Contract	✓	4
Bids/RFPs	NA	
Other	NA	
ERRATA	NA	



Purchasing Contracts Board Report
Purchase Orders, Service Agreements, and Contracts

January 11, 2023 - January 31, 2023

PO#	Date	Vendor Name	Description	Amount \$	Site/ Department
305590	1/30/2023	72 Hour LLC - Chevrolet of Watsonville	F650 Truck - replaces PO 304897	\$ 128,231.93	231 - Business Support Services
TBD	1/18/2023	K12 Insight	Software license for surveys and reporting - 3 year contract term: 2/1/23-1/31/26 - \$6,750 per year	\$ 20,250.00	030 - Communications
TBD	1/18/2023	Schools PLP	Prek-12 online course content and hosting service for 60 concurrent user licenses - Contract term 3/1/23 - 6/30/24	\$ 42,720.00	130 - Choices Charter
TBD	1/17/2023	Active Internet Technologies	Website design and support - Contract term 1/18/23 - 1/18/2027	\$ 22,750.00	130 - Choices Charter



Purchasing Contracts Board Report
Change Orders/Amendments

January 11, 2023 - January 31, 2023

Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
						\$ -		
						\$ -		
						\$ -		

Service Agreement Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
						\$ -		
						\$ -		

Other Contract Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
304195	1/14/2023	Campbell Keller	Additional items for Rio Full Site Furniture Replacement project 208-9306-N1	\$ 975,037.62	\$ 1,234,089.93	\$ 730,516.33	\$ 2,939,643.88	216 - Facilities
205758	1/23/2023	Lionakis	Additional scope for K. Johnson New Construction project 055-9512-P1	\$ 2,500,000.00	\$ 70,800.00	\$ 65,500.00	\$ 2,636,300.00	216 - Facilities
206188	1/26/2023	RJ Commercial Flooring Company, Inc.	Additional scope for Will Rogers (paint, floors, furniture project 060-9233-P1	\$ 1,024,268.18		\$ 12,211.00	\$ 1,036,479.18	216 - Facilities
304585	1/28/2023	Statewide Education Wrap Up Program	Additional insurance builder's risk Inc 1 for Arcade New Construction project 001-9512-P1	\$ 1,823,241.07		\$ 1,000.00	\$ 1,824,241.07	216 - Facilities
							\$ -	

Lease Amendments/Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
						\$ -		

General Contract Change Orders

PO#	Date	Vendor Name	Description	Original PO Amount \$	Previous Approved C/O Totals \$	Current C/O for Approval Amount \$	New Contract Amount \$	Responsibility
206545	1/5/2023	Kiz Construction	Additional scope for Lichen Kinder DM project 159-9233-P2	\$ 697,000.00		\$ 51,392.00	\$ 748,392.00	217 - Facilities
208643	1/28/2023	BRCO Construction, Inc.	Additional scope for Mira Loma Outdoor Learning project 205-9513-P1	\$ 3,166,500.00	\$ 158,943.00	\$ 43,933.00	\$ 3,369,376.00	216 - Facilities



Purchasing Contracts Board Report
Construction and Public Works Bids and Contracts

January 11, 2023 - January 31, 2023

Upon evaluation of the bids/contracts staff has awarded the following in accordance with all legal guidelines.

General Contract

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility

Other Contracts

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility
23	1/20/2023	TBD	Piggyback	Campbell Keller	Contract for in wall MP tables for Arlington Furniture project 103-9306-J1	\$ 140,483.15	216 - Facilities
24	1/20/2023	TBD	Piggyback	Campbell Keller	Contract for in wall MP tables and furniture for Pasteur Furniture project 065-9306-N1	\$ 132,418.93	216 - Facilities
26	1/20/2023	TBD	Piggyback	Campbell Keller	Furniture for Legette New Construction project 127-9512-P1	\$ 389,313.64	216 - Facilities
14	1/27/2023	TBD	CMAS	RJ Commercial Flooring Company, Inc.	CMAS for replacement of flooring for Arlington MP room project 103-9349-23DM	\$ 143,290.23	212 - Facilities
14	1/27/2023	TBD	CMAS	RJ Commercial Flooring Company, Inc.	CMAS for replacement of flooring for Kingswood MP room project 126-9349-23DM	\$ 138,133.42	212 - Facilities

New Addendum to Master Agreements

Fund	Date	PO#	Bid #	Vendor Name	Description	Amount \$	Responsibility



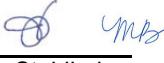
**Purchasing Contracts Board Report
Board Pre-Approval
Zero Dollar**

January 11, 2023 - January 31, 2023

Fund	Date	Site/ Department	Vendor Name	Description
01	1/17/2023	OSLA	Council on American-Islamic Relations, Sacramento Valley/Central California (CAIR)	The Sacramento County Afgan Support Grant will fund the Saturday Academy for high school newcomer students.

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: G-3
MEETING DATE: 02/14/2023

APPROVED: 
Jennifer Stahlheber

Business and Financial Report

The following reports are submitted for board approval/ratification:

	Inc	Page #
Easements/Leases		
Notices of Completion		
Quarterly Investment Report		
Warrants & Payroll	✓	1
Budget Revisions		
E-Rate		
ERRATA		

SAN JUAN UNIFIED SCHOOL DISTRICT
Accounting Services

WARRANTS & PAYROLL

VENDOR AND CONTRACT WARRANTS		
	Fund	January 2023
01	General Fund	\$ 7,694,351.32
09	Charter Schools	19,078.05
10	Special Ed Pass-Thru	89,920.00
11	Adult Education	56,524.93
12	Child Development	272,256.54
13	Food Service/Cafeteria	924,761.69
14	Deferred Maintenance	84,013.41
21	Building Fund	26,898.02
22	Measure S Building Fund	1,899.62
23	Measure J Building Fund	16,772.03
24	Measure N Building Fund	987,561.27
25	Capital Facilities	2,162.40
26	Measure P Building Fund	7,378,615.28
35	State Schools Facilities Fund	-
40	Sp Res FD -- Capital Outlay Proj	-
67	Self Insurance	697,358.88
95	Student Body	-
TOTALS		\$ 18,252,173.44

PAYROLL AND BENEFITS		
	All Funds	January 2023
	Certificated Payroll	\$ 22,803,441.47
	Classified Payroll	9,172,885.66
	Benefits	15,615,518.36
TOTALS		\$ 47,591,845.49

GRAND TOTAL \$ 65,844,018.93

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: G-5

MEETING DATE: 02/14/2023

SUBJECT: Surplus Property

CHECK ONE:

- For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Business Support Services

ACTION REQUESTED:

The superintendent is recommending that the board approve the disposal of surplus property pursuant to Board Policy 3270.

RATIONALE/BACKGROUND:

The Governing Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district. The superintendent or designee shall arrange for the sale or disposal of district personal property in accordance with board policy and the requirements or state law.

The superintendent or designee shall identify to the board all items not needed by the district together with their estimated value and a recommended disposition.

ATTACHMENT(S):

A: List of Surplus Property

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: \$ _____ N/A

Additional Budget: \$ _____ N/A

Funding Source: _____ N/A

(unrestricted base, supplemental, other restricted, etc.)

Current Year Only Ongoing

LCAP/STRATEGIC PLAN:

Goal: _____ N/A Focus: _____ N/A

Action: _____ N/A

Strategic Plan: _____ N/A

PREPARED BY: Jennifer Stahlheber, Chief Financial Officer



APPROVED BY: Melissa Bassanelli, Superintendent of Schools



The following District property is unusable, obsolete, or no longer needed. The items are to be disposed of by sale, recycled, donated, or discarded as required by Board Policy 3270 Education Code 17545 and 17546.

Location/Site	Make	Model	Description	Fixed Asset / Serial #	Disposition
Cameron Ranch	Apple	Mac Book	Computer	1100015125	ewaste
Cameron Ranch	Apple	Mac Book	Computer	20171550	ewaste
Cameron Ranch	Apple	Mac Book	Computer	1100014190	ewaste
Cameron Ranch	Apple	Mac Book	Computer	1300018412	ewaste
Cameron Ranch	Apple	Mac Book	Computer	1100014583	ewaste
Cameron Ranch	HP	Chromebook	Computer	20226093	ewaste
Cameron Ranch	HP	Chromebook	Computer	20225223	ewaste
Cameron Ranch	HP	Chromebook	Computer	20217474	ewaste
Cameron Ranch	HP	LaserJet	Printer	20177228	ewaste
Cameron Ranch	HP	LaserJet	Printer	20177284	ewaste
Cameron Ranch	HP	LaserJet	Printer	N/A	ewaste
Cameron Ranch	HP	LaserJet	Printer	N/A	ewaste
Cameron Ranch	HP	LaserJet	Printer	N/A	ewaste
Cameron Ranch		Anywhere	Chrome Cart	20177959	ewaste
DO / West Wing	Sharp	Sharp LC-70LE660U	Large Flat Screen TV		ewaste
Dyer Kelly - SPED	Apple	iPad	26 - iPads	N/A	ewaste
Dyer Kelly - SPED			Charging Cart	N/A	ewaste
General Davie	HP	Laser Jet Pro 400	MFP Copier / Fax	20181997	ewaste
Mira Loma			VCR		ewaste
Mira Loma	HP		Tower	1100015330	ewaste
Mira Loma	HP		Tower	600002909	ewaste
Mira Loma			2 - Telephones (Desktop & Wall Mount)		ewaste
Mira Loma	HP		Laptop		ewaste
Mira Loma	HP		Laptop	1100013759	ewaste
Mira Loma			Printer	20186397	ewaste

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: G-6

MEETING DATE: 02/14/2023

SUBJECT: Early Head Start (EHS)/Head Start (HS) Year 2 Budget Modification/Carryover Funds

CHECK ONE:

For Discussion:

For Action:

Report:

Workshop:

Recognition:

Emergency Action:

DEPARTMENT: Early Childhood Education (ECE)

ACTION REQUESTED:

The superintendent is recommending that the board approve the Early Head Start and Head Start Year 2 Budget Modifications/Carryover Funds.

RATIONALE/BACKGROUND:

The purpose of this item is to get approval of the Early Head Start and Head Start budget modifications and Year 2 carryover funds for both programs serving San Juan Unified School District's (SJUSD) earliest learners. Each year the SJUSD'S Early Childhood Education department is awarded federal grant funds to support both Early Head Start and Head Start programs. The purpose of ECE requesting to use these funds is to be able to fund projects to improve the safety of all facilities in need of repairs (rust, rotted wood, storage sheds, outdoor improvements, security gates, cracked cement, shade and playground structures). ECE would also like to use these carry over funds to provide materials in the classroom to support the social emotional needs of all students in both programs.

The Office of Head Start has now approved the carryover of unspent funds from prior years. Our carryover request was required by the Office of Head Start to be requested after the Year 1 carryover was approved at the board meeting on January 24, 2023. We are now asking for approval to carry over funds from the 2021-2022 school year. You will see in the attached documents the fiscal impact on the Early Childhood Education Department and the amounts that will be carried over.

ATTACHMENT(S):

A: Fiscal Impact Summary

B: Fiscal Impact Summary Acronyms List

C: SETA Head Start Request for Program Approach Change and/or Budget Modification (Early Head Start)

D: SETA Head Start Request for Program Approach Change and/or Budget Modification (Head Start)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: \$1,727,726.00

Additional Budget: \$ N/A

Funding Source: Please see attached

(Unrestricted Base, Supplemental, other restricted, etc.)

Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A

Action: N/A

Strategic Plan: N/A

PREPARED BY: Lisa Teal, Program Manager, Early Childhood Education

APPROVED BY: Amberlee Townsend-Snider, Assistant Superintendent, Elementary Education and Programs

Melissa Bassanelli, Superintendent of Schools *YMB*

Early Head Start/Head Start Year 2 Budget Mod/Carryover Funds
Fiscal Impact Summary Attachment

Funding Source	25% Non-Federal Current Budget			Total
	Current Budget	Match	Current Budget	
Head Start Budget Modification	\$ -	\$ -	\$ -	\$ -
Head Start Budget Carryover from Y2	\$ 1,302,021			\$ 1,302,021
Match Met with current CCTR, CACFP and RQT Programs		\$ 325,506	\$ 325,506	
HS TTA Budget Modification	\$ -	\$ -	\$ -	\$ -
HS TTA Carryover from Y2	\$ 2,642			\$ 2,642
Match Met with current CCTR, CACFP and RQT Programs		\$ 661	\$ 661	
Early Head Start Budget Modification	\$ -	\$ -	\$ -	\$ -
Early Head Start Budget Carryover from Y2	\$ 62,643			\$ 62,643
Match Met with current CCTR, CACFP and RQT Programs		\$ 15,661	\$ 15,661	
EHS TTA Budget Modification	\$ -	\$ -	\$ -	\$ -
EHS TTA Carryover from Y1	\$ 14,873			\$ 14,873
Match Met with current CCTR, CACFP and RQT Programs		\$ 3,719	\$ 3,719	
Total Current Budget	\$ 1,382,179	\$ 345,547	\$ 1,727,726	

*Our grant requires that 25% of our total budget for HS/EHS be comprised of non-federal (SETA) monies. Please see acronyms sheet for where the mtch will come from for each program.

*HS is Ca State Preschool, RQT and CCFP; EHS is CCTR, and CCRF.

Acronyms

EHS – Early Head Start (pregnancy - three years)

What is Early Head Start?

The Office of Head Start (OHS) helps young children from low-income families prepare to succeed in school through local programs. Head Start and Early Head Start programs promote children's development through services that support early learning health, and family well-being.

HS – Head Start (three - five years)

What is Head Start?

The Office of Head Start (OHS) helps young children from low-income families prepare to succeed in school through local programs. Head Start and Early Head Start programs promote children's development through services that support early learning health, and family well-being.

BASIC – Base Budget

Base budget used to help cover program personnel, fringe benefits, supplies, indirect costs, as well as other program expenses.

T&TA – Training and Technical Assistance (\$33,400)

Training and Technical Assistance funds will be used for the following:

1. Conferences for both staff and parent committee representatives are budgeted in the Training and Technical Assistance (T&TA) budget. The California Head Start Association Conferences of Family Engagement, Research, Education, Health, and Management offer opportunities for staff to stay apprised of mandates, best practices and training related to performance standards.
2. Training and staff development costs include:
 - Teaching Pyramid to increase student social emotional support teachers with managing classroom behaviors.
 - Technology training to increase parent skills and techniques on how to help their children navigate technology devices.
 - Ready Rosie to provide on-going training that will allow teachers and parents access to Ready Rosie resources.
 - Ages and Stages Questionnaire: Social-Emotional (ASQ/SE) to provide training and support to staff to provide reliable developmental and social emotional screening for children birth to 6.

- Centralized screening training to implement the redesign of the screening room procedures to be compliant with current health standards.
- Staff overtime needed for required CPR training and recertification
- Centralized screening to redesign the screening room procedures to be compliant with current health standards.
- Training and support for cultural awareness and promoting staff health & wellness
- ECE staff retreat is designed to include strategies to strengthen relationships among staff and ECE support network; provide training on program developments and requirements; inform staff of the program goals and expectations for the year.

CSPP – California State Preschool Program

What is a CSPP?

California State Preschool Program (CSPP) is an age and developmentally appropriate program designed to facilitate the transition to kindergarten for three (3) and four (4) old children in educational development, health services, social services, nutritional services, parent education and parent participation.

CCTR – General Child Care and Development Program

What is CCTR in child care?

The California Department of Social Services (CDSS) Child Care and Development Division (CCDD) administered applications for approximately \$207 million **General Child Care and Development** (CCTR) program funds to provide direct services for California children from birth to age three and for children that are school-age.

CACFP – Child Adult Care Food Program

What is the purpose of CACFP?

The Child and Adult Care Food Program (CACFP) is a federal program that provides reimbursements for nutritious meals and snacks to eligible children and adults who are enrolled for care at participating child care centers, day care homes, and adult day care centers.

RQT – Raising Quality Together

What is RQT?

Raising Quality Together (RQT) is **Sacramento County's Quality Rating and Improvement System**. The primary purposes of RQT are to: Help families identify high-quality early learning settings. Assist early learning programs, directors and staff with their efforts to provide high-quality early care and education.

CDE – California Department of Education

What is the purpose of CDE?

The CDE's mission is **to provide a world-class education for all students, from early childhood to adulthood.** The CDE serves our state by innovating and collaborating with educators, schools, parents, and community partners, preparing students to live, work, and thrive in a highly connected world.

ECE – Early Childhood Education

What is Early Childhood Education?

At its most basic level, Early Childhood Education (ECE) encompasses all forms of education, both formal and informal. Early Childhood Education serves families from pregnancy through age eight. This education is fundamental to the development of a child. It can significantly shape the later years of an individual's life.

HB – Home Based

What is Home Based?

Children and parents receive Early Head Start and Head Start services right in their own home! Home visitors come once a week and work with parents and their children. Together, the home visitor and parents watch and think about the child. They plan ways to help the child learn using parent-child interactions, daily routines, and household materials. A small group of children, parents, and their home visitors also gets together on a monthly basis for group socializations.

SETA – Sacramento Education & Training Agency

Who is SETA?

The Sacramento Employment & Training Agency (SETA) Head Start mission is to improve the lives of low-income children by providing quality comprehensive child development services that are family focused, including education, health, nutrition and mental health. SETA and its delegate agencies serve over 5,500 children and families each year.

CDSS - California Department of Social Services

Who is California Department of Social Services?

The California Department of Social Services is **one of 16 departments and offices in the California Health and Human Services Agency.** The department is comprised of more than 4,200 employees who are responsible for the oversight and administration of programs serving California's most vulnerable residents.



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651SO (Basic) - Year 2
+COLA Date: 10/10/2022

- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: 8/1/21-07/31/22

Does this involve the purchase of a fixed asset? Yes No
(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No
(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: _____ to Program Year _____
(Requires ACF approval)

- Change in service days / Calendar Change
 Change in Centers / Temporary Closure
 Class-size Waiver Request (to enroll up to 24 children in a class(es))
(Requires ACF approval)
 One-time Health and Safety Program Improvement Funding Request (pending available funds)
 Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.

SJUSD EHS is requesting the transfer of (\$70,350) from the Supplies Category, (\$19,631) from the Fringe Benefits Category, and (\$351) from the Indirects category to be transferred to Personnel Category \$90,332. Total transfer amount is \$90,332.00

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Personnel category was overspent by \$90,332.00, the Fringe Category was underspent by \$19,631.00, the Other category was underspent by ~~\$351.00~~. The transfer of \$90,332 would help cover the overages spent in Personnel Category. ~~\$351.00~~

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>08/01/21-07/31/22</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel	\$1,117,415	\$90,332	\$1,207,747
Fringe Benefits	\$576,287	(\$19,631)	\$556,656
Travel			
Equipment			
Supplies	\$208,228	(\$70,350)	\$137,878
Contractual			
Construction			
Other	\$122,665	(\$351)	\$122,314
TOTAL	\$2,024,595	0	\$2,024,595
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
	N/A	N/A	N/A
Please describe how agency will obtain the Non-Federal Share: N/A			

HEAD START-EARLY HEAD START BUDGET

Agreement #

22C6651S0/ Basic

Fiscal Year: 2021-2022

Budget Period:

Grantee/Delegate: San Juan Unified School District

City: Carmichael

Phone: 916-971-5912

Program contact: Lisa Teal

Chair: Kara Long

HEAD START # of children enrolled:

of handicapped:

EARLY HEAD START # of children enrolled:

of handicapped:

of Class Sites:

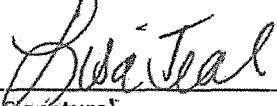
of Classes:

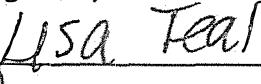
Cost Categories	Head Start Budget	Head Start Expenditures	Head Start Remaining	Head Start Budget Modification	EHS Budget	EHS Expenditures	EHS Remaining	EHS Budget Modification
Personnel see attached Schedule A. Personnel	\$ 5,015,734	\$ 4,634,248.58	\$ 381,485.42	\$ (381,485.00)	\$ 1,117,415	\$ 1,207,747.10	\$ (90,332.10)	\$ 90,332.00
Fringe Benefits See attached Schedule B - @ approx.	\$ 2,913,255	\$ 2,487,535.50	\$ 425,719.50	\$ (425,720.00)	\$ 576,287	\$ 556,655.34	\$ 19,631.66	\$ (19,631.00)
Travel see attached Schedule C. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment see attached Schedule D. Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies see attached Schedule E. Supplies	\$ 569,988	\$ 194,799.61	\$ 375,188.39	\$ 926,833.00	\$ 208,228	\$ 75,235.36	\$ 132,992.64	\$ (70,350.00)
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other see attached Schedule H. Other	\$ 142,877	\$ 124,700.12	\$ 18,176.88	\$ (18,177.00)	\$ 36,667	\$ 37,089.04	\$ (422.04)	\$ 422.00
TOTAL DIRECT CHARGES	\$ 8,641,854	\$ 7,441,283.81	\$ 1,200,570.19	\$ 1,938,597.00	\$ 1,876,726.84	\$ 61,870.16	\$ -	\$ -
Indirect Charges	\$ 321,189	\$ 219,738.05	\$ 101,450.95	\$ (101,451.00)	\$ 85,998.00	\$ 85,224.37	\$ 773.63	\$ (773.00)
TOTAL	\$ 8,963,043	\$ 7,661,021.86	\$ 1,302,021.14	\$ -	\$ 2,024,595	\$ 1,961,951.21	\$ 62,643.79	\$ -



- M.** I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/01/22


(Authorized Signature)


(Typed Name)


(Title)

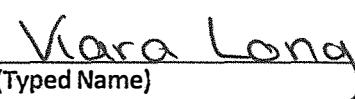


APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023


(Signature of Chairperson, Policy Committee)


(Typed Name)

APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING: _____

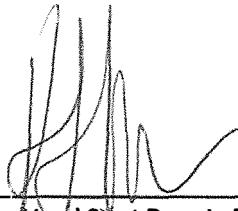
DATE: _____

(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE: 13/23



(Denise Lee, Head Start Deputy Director)

Karen Griffith

For Internal Use Only

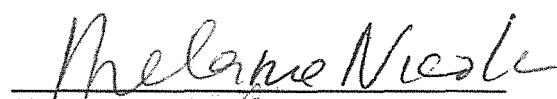
Tracking:

Date Received: _____

Date Approved: 12/22/22

Date Approved: 1/17/23

Comments:



(CFS Program Officer/Administration)



(Victor Han, Fiscal Manager)



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651S0 (Basic) Year 2 Date: 10/11/2022

+ecva

-
- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: _____

Does this involve the purchase of a fixed asset? Yes No

(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No

(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: 8/1/21-07/31/22 to Program Year 8/1/2022-7/31/2023
(Requires ACF approval)

- Change in service days / Calendar Change

- Change in Centers / Temporary Closure

- Class-size Waiver Request (to enroll up to 24 children in a class(es))
(Requires ACF approval)

- One-time Health and Safety Program Improvement Funding Request (pending available funds)

- Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.

SJUSD EHS is requesting that any unused Basic grant funds in Year 2, 2021-2022, a total of \$ 62,643 be carried over to Year 3, 2022-2023.

3

HEAD START-EARLY HEAD START BUDGET

Agreement #

21C6651SO/ Basic

Fiscal Year: 2021-2022

Budget Period:

Grantee/Delegate: San Juan Unified School District

City: Carmichael

Phone: 916-971-5912

Program contact: Lisa Teal

Chair: Kara Long

HEAD START

of children enrolled:

of handicapped:

EARLY HEAD START

#

of handicapped:

of Class Sites:

of Classes:

Cost Categories	Head Start Modified Budget	Head Start LTD Expenditures	Head Start Carryover to FY 2022-23		EHS Modified Budget	EHS LTD Expenditures	EHS Carryover to FY 2022-23	
Personnel see attached Schedule A. Personnel	\$ 4,634,249	\$ 4,634,248.58	\$ (0)		\$ 1,207,747	\$ 1,207,747.10	\$ (0)	
Fringe Benefits See attached Schedule B - @ approx.	\$ 2,487,535	\$ 2,487,535.50	\$ -		\$ 556,656	\$ 556,655.34	\$ 1	
Travel see attached Schedule C. Travel	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Equipment see attached Schedule D. Equipment	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Supplies see attached Schedule E. Supplies	\$ 1,496,821	\$ 194,799.61	\$ 1,302,021		\$ 137,878.00	\$ 75,235.36	\$ 62,643	
Contractual	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Construction	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Other see attached Schedule H. Other	\$ 124,700.00	\$ 124,700.12	\$ (0)		\$ 37,089.00	\$ 37,089.04	\$ (0)	
TOTAL DIRECT CHARGES	\$ 8,743,305.00	\$ 7,441,283.81	\$ 1,302,021		\$ 1,939,370.00	\$ 1,876,726.84	\$ 62,643	
Indirect Charges	\$ 219,738.00	\$ 219,738.05	\$ (0)		\$ 85,225.00	\$ 85,224.37	\$ 0	
TOTAL	\$ 8,963,043.00	\$ 7,661,021.86	\$ 1,302,021		\$ 2,024,595	\$ 1,961,951.21	\$ 62,643	

Requested Carryover to FY 2022-2023

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Remaining funds that are being requested for carryover into current year 2022-2023 will be used towards updating current classrooms and the purchase of technology (computers, printers, tablets) for use in classroom instruction and to replace outdated technology.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>08/01/21-07/31/22</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Contractual			
Construction			
Other			
TOTAL			
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
		\$15,661	
Please describe how agency will obtain the Non-Federal Share: The Non-Federal Share amount of \$ 15,661 (.25 X \$ 62,643) will be met via CCTR CACFP and RQT programs and funding that are in collaboration with the Early Head Start program at San Juan USD.			

- IV. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22

Lisa Teal
(Authorized Signature)

Lisa Teal
(Typed Name)

ECE Program Manager
(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023

Kara Long
(Signature of Chairperson, Policy Committee)

Kara Long
(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING: _____

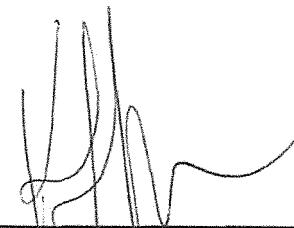
DATE: _____
(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE:

13/22


(Denise Lee, Head Start Deputy Director)
Karen Griffitts

For Internal Use Only

Tracking:

Date Received:

12/22/22

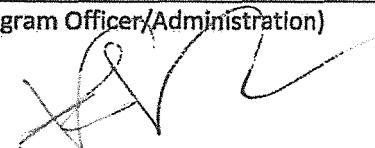
Date Approved:

12/22/22

Date Approved:

1/4/23

Comments:


(CFS Program Officer/Administration)

(Victor Han, Fiscal Manager)



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651SO (TTA) - Year 2 Date: 10/10/2022

-
- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: 8/1/21-07/31/22

Does this involve the purchase of a fixed asset? Yes No

(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No

(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: _____ to Program Year: _____
(Requires ACF approval)

- Change in service days / Calendar Change

- Change in Centers / Temporary Closure

- Class-size Waiver Request (to enroll up to 24 children in a class(es)
(Requires ACF approval)

- One-time Health and Safety Program Improvement Funding Request (pending available funds)

- Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.

SJUSD EHS is requesting the transfer of \$4,156 to be transferred into the Supplies Category from Personnel Category (\$103), Fringe Category (\$124), and Other Category (\$3,929).

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Personnel category was underspent by \$103, the Fringe Category was underspent by \$124, the Other Category was underspent by \$3,929. The transfer of \$4,156 into Supplies category will make these funds available for use towards non-salary and paroll-related expenses.

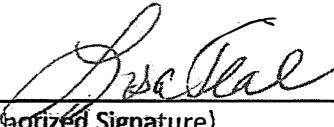
IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>08/01/21-07/31/22</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel	\$1,062	(\$103)	\$959
Fringe Benefits	\$318	(\$124)	\$194
Travel			
Equipment			
Supplies	\$17,570	\$4,156	\$21,726
Contractual			
Construction			
Other	\$11,962	(\$3,929)	\$8,033
TOTAL	\$30,912	0	\$30,912
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
	N/A	N/A	N/A
Please describe how agency will obtain the Non-Federal Share:			
N/A			

- IV. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22


(Authorized Signature)

Lisa Teal
(Typed Name)

ACE Program Manager
(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING:

January 18, 2023

DATE: 1-20-2023

Viv Long

(Signature of Chairperson, Policy Committee)

Viv Long
(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING:

DATE:

(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE: 1/3/23

(Denise Lee, Head Start Deputy Director)

Karen Griffin

For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 1/3/23

Date Approved: 1/3/23

Comments:

Melanie Nicolson
(CFS Program Officer/Administration)

Victor Han
(Victor Han, Fiscal Manager)



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651S0 (TTA) - Year 2 Date: 10/11/2022

-
- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: _____

Does this involve the purchase of a fixed asset? Yes No

(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No

(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: 8/1/21-07/31/22 to Program Year 8/1/2022-7/31/2023
(Requires ACF approval)

- Change in service days / Calendar Change
 Change in Centers / Temporary Closure
 Class-size Waiver Request (to enroll up to 24 children in a class(es))
(Requires ACF approval)
 One-time Health and Safety Program Improvement Funding Request (pending available funds)
 Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.
SJUSD EHS is requesting that any unused Training and Technical Assistance grant funds of \$14,874 be carried over from original project period of 08/01/21 - 07/31/22 to current year 08/01/22-07/31/23

W/873

HEAD START-EARLY HEAD START BUDGET

Agreement #

22C6651SO T/TA

Fiscal Year: 2021-2022

Budget Period:

Grantee/Delegate: San Juan Unified School District

City: Carmichael

Phone: 916-971-5912

Program contact: Usa Teal

Chair: Kara Long

HEAD START	# of children enrolled: # of handicapped:	EARLY HEAD START	# of children enrolled: # of handicapped:	# of Class Sites: # of Classes:
------------	--	------------------	--	------------------------------------

Cost Categories	Head Start Modified Budget	Head Start LTD Expenditures	Head Start Carryover to FY 2022-23		EHS Modified Budget	EHS LTD Expenditures	EHS Carryover to FY 2022-23	
Personnel see attached Schedule A. Personnel	\$ 6,886.00	\$ 6,885.73	\$ 0		\$ 959.00	\$ 959.40	\$ (0)	
Fringe Benefits See attached Schedule B - @ approx.	\$ 1,629.00	\$ 1,629.39	\$ (0)		\$ 194.00	\$ 194.46	\$ (0)	
Travel see attached Schedule C. Travel	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Equipment see attached Schedule D. Equipment	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Supplies see attached Schedule E. Supplies	\$ 11,168.00	\$ 8,525.95	\$ 2,642		\$ 21,726.00	\$ 6,852.11	\$ 14,873	
Contractual see attached Schedule F. Contractual	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Construction see attached Schedule G. Construction	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Other see attached Schedule H. Other	\$ 13,717.00	\$ 13,716.70	\$ 0		\$ 8,033.00	\$ 8,032.52	\$ 0	
TOTAL DIRECT CHARGES	\$ 33,400.00	\$ 30,757.77	\$ 2,642		\$ 30,912.00	\$ 16,038.49	\$ 14,873	
Indirect Charges			\$ -				\$ -	
TOTAL	\$ 33,400.00	\$ 30,757.77	\$ 2,642		\$ 30,912.00	\$ 16,038.49	\$ 14,873	

Requested Carryover to FY 2022-2023

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Remaining funds that are being requested for carryover into current year 2022-2023 will be used towards towards the expense of facilitating classroom and administrative staff trainings including the purchase of supplies for use during training and staff development.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>08/01/21-07/31/22</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Contractual			
Construction			
Other			
TOTAL			
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
		\$3,718.50	

Please describe how agency will obtain the Non-Federal Share:
The Non-Federal Share amount of \$ 3,718.50 (.25 X \$ 14,874) will be met via CCTR CACFP and RQT programs and funding that are in collaboration with the Early Head Start program at San Juan USD.

SP/ia

N. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 1/21/22

Lesa Teal
(Authorized Signature)

Lesa Teal
(Typed Name)

ECE Program Manager
(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023

Kara Long
(Signature of Chairperson, Policy Committee)

Kara Long
(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING: _____

DATE: _____

(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE:

11/3/23

(Denise Lee, Head Start Deputy Director)

Karen Griffith

For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 11/3/22

Date Approved: 11/3/23

Comments:

(CFS Program Officer/Administration)

(Victor Han, Fiscal Manager)



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651SO (Basic) Year 2 TCOA Date: 10/10/2022

- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: 8/1/21-07/31/22

Does this involve the purchase of a fixed asset? Yes No
(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No
(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: _____ to Program Year _____
(Requires ACF approval)

- Change in service days / Calendar Change

- Change in Centers / Temporary Closure

- Class-size Waiver Request (to enroll up to 24 children in a class(es))
(Requires ACF approval)

- One-time Health and Safety Program Improvement Funding Request (pending available funds)

- Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.

SJUSD HS is requesting the transfer of \$926,833, the total remaining funds in Personnel (\$381,485), the remaining funds in Fringe Benefits (\$425,720), and the total remaining funds in Other (\$119,628) cost categories be moved into Supplies.

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Personnel category was underspent by \$381,485.00, the Fringe Benefits category was underspent by \$425,720.00, and the Other category was underspent by \$119,628.00 . The transfer of \$926,833 into Supplies category will make these funds available for use towards non-salary and payroll-related expenses.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year 08/01/21-07/31/22		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel	\$5,015,734	(\$381,485)	\$4,634,249
Fringe Benefits	\$2,913,255	(\$425,720)	\$2,487,535
Travel			
Equipment			
Supplies	\$569,988	\$926,833	\$1,496,821
Contractual			
Construction			
Other	\$464,066	(\$119,628)	\$344,438
TOTAL	\$8,963,043	0	\$8,963,043
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
	N/A	N/A	N/A
Please describe how agency will obtain the Non-Federal Share:			
N/A			

- M. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22

Lisa Teal

(Authorized Signature)

Lisa Teal

(Typed Name)

ECE Program Manager

(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023 Mu Chen

(Signature of Chairperson, Policy Committee)

Kara Long

(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

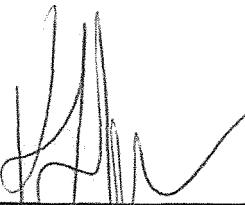
DATE OF MEETING: _____

DATE: _____
(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE: 11/4/23


(Denise Lee, Head Start Deputy Director)
Karen Griffin

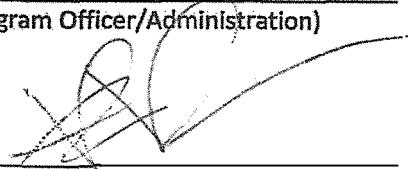
For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 12/20/22

Date Approved: 11/14/23


(CFS Program Officer/Administration)

(Victor Han, Fiscal Manager)

Comments:



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651SO (Basic) - Year 2 + COLA Date: 10/10/2022

- I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: _____

Does this involve the purchase of a fixed asset? Yes No
(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No
(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: 8/1/21-07/31/22 to Program Year 8/1/22-7/31/23
(Requires ACF approval)

- Change in service days / Calendar Change
 Change in Centers / Temporary Closure
 Class-size Waiver Request (to enroll up to 24 children in a class(es))
(Requires ACF approval)
 One-time Health and Safety Program Improvement Funding Request (pending available funds)
 Other: _____

- II. Please identify what is in the original agreement and describe the change being requested.

SJUSD HS is requesting that any unused Basic grant funds in Year 2, 2021-2022, a total of \$1,302,021 be carried over to Year 3, 2022-2023.

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Remaining funds that are being requested for carryover into current year 2022-2023 will be used towards updating current classrooms (to include classroom furniture) and the purchase of items to replace outdated technology for use in classroom instruction and enrollment purposes. Additionally, a copier machine is required at program sites in place of individual printers due to printer shortages and back orders.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year N/A		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Contractual			
Construction			
Other			
TOTAL			
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
		\$325,505	
Please describe how agency will obtain the Non-Federal Share: The Non-Federal Share amount of \$325,505 (.25 X \$1,302,021) will be met via CSPP, CACFP and RQT programs and funding that are in collaboration with the Head Start program at San Juan USD.			

- IV. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22

(Authorized Signature)

(Typed Name)

Lisa Teal

(Title)

ECE Program Manager



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023

(Signature of Chairperson, Policy Committee)

Kara Long

(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING: _____

DATE: _____

(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE:

13/23

(Denise Lee, Head Start Deputy Director)


Karen Griffon

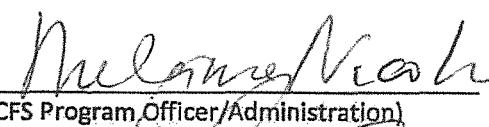
For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 10/22/22

Date Approved: 11/23


(CFS Program Officer/Administration)


(Victor Han, Fiscal Manager)

Comments:



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651S0 (TTA) - Jan 2 Date: 10/10/2022

I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

Program Options

Budget Modification (changing the dollar amount between cost categories)

For Program Year: 8/1/21-07/31/22

*Does this involve the purchase of a fixed asset? Yes No
(ACF approval required for all fixed asset purchases)*

*Will the project be over \$250,000? Yes No
(1303 Facilities Renovation/Repair Application will be required)*

Budget Carryover

*From Program Year: _____ to Program Year _____
(Requires ACF approval)*

Change in service days / Calendar Change

Change in Centers / Temporary Closure

Class-size Waiver Request (to enroll up to 24 children in a class(es)
(Requires ACF approval)

One-time Health and Safety Program Improvement Funding Request (pending available funds)

Other: _____

II. Please identify what is in the original agreement and describe the change being requested.

SJUSD HS is requesting the transfer of \$3,258.00, the total remaining funds in Personnel (\$2,565) and the remaining funds in Fringe Benefits (\$693) be moved to Supplies category \$1,541 and Other Category \$1,717.

HEAD START-EARLY HEAD START BUDGET

Agreement #

22C6651SO T/TA

Fiscal Year: 2021-2022

Budget Period:

Grantee/Delegate: San Juan Unified School District

City: Carmichael

Phone: 916-971-5912

Program contact: Lisa Teal

Chair: Kara Long

HEAD START
of children enrolled:
of handicapped:

EARLY HEAD START
of children enrolled:
of handicapped:

of Class Sites:
of Classes:

Cost Categories	Head Start Budget	Head Start Expenditures	Head Start Remaining	Head Start Budget Modification	EHS Budget	EHS Expenditures	EHS Remaining	EHS Budget Modification
Personnel see attached Schedule A. Personnel	\$ 9,451	\$ 6,885.73	\$ 2,565.27	\$ (2,565.00)	\$ 1,062	\$ 959.40	\$ 102.60	\$ (103.00)
Fringe Benefits See attached Schedule B - @ approx.	\$ 2,322	\$ 1,629.39	\$ 692.61	\$ (693.00)	\$ 318	\$ 194.46	\$ 123.54	\$ (124.00)
Travel see attached Schedule C. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment see attached Schedule D. Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies see attached Schedule E. Supplies	\$ 9,627	\$ 8,525.95	\$ 1,101.05	\$ 1,541.00	\$ 17,570	\$ 6,852.11	\$ 10,717.89	\$ 4,156.00
Contractual see attached Schedule F. Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction see attached Schedule G. Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other see attached Schedule H. Other	\$ 12,000	\$ 13,716.70	\$ (1,716.70)	\$ 1,717.00	\$ 11,962	\$ 8,032.52	\$ 3,929.48	\$ (3,929.00)
TOTAL DIRECT CHARGES	\$ 33,400	\$ 30,757.77	\$ 2,642.23		\$ 30,912.00	\$ 16,038.49	\$ 14,873.51	
Indirect Charges								
TOTAL	\$ 33,400	\$ 30,757.77	\$ 2,642.23		\$ 30,912.00	\$ 16,038.49	\$ 14,873.51	

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Personnel category was underspent by \$2,565.00, the Fringe category was underspent by \$693.00, and Other category was over spent by \$1,717.00. The transfer of \$1,541 into Supplies category will make these funds available for use towards non-salary and payroll-related expenses.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>08/01/21-07/31/22</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel	\$9,451	(\$2,565)	\$6,886
Fringe Benefits	\$2,322	(\$693)	\$1,629
Travel			
Equipment			
Supplies	\$9,627	\$1,541	\$11,168
Contractual			
Construction			
Other	\$12,000	\$1,717	\$13,717
TOTAL	\$33,400	0	\$33,400
<i>Non-Federal Share (for Carryover Requests Only)</i>			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
	N/A	N/A	N/A
Please describe how agency will obtain the Non-Federal Share:			
N/A			

- IV. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22

(Authorized Signature)

(Typed Name)

(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING:

DATE: 1-20-2023

Mark SBS

(Signature of Chairperson, Policy Committee)

Viara Long
(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING:

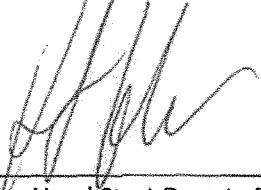
DATE:

(Signature of Chairperson, Board of Trustee or Board of Directors)

(Typed Name)

APPROVED BY GRANTEE:

DATE: 1/3/23



(Denise Lee, Head Start Deputy Director)


For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 1/3/23

Date Approved: 1/3/23



(CFS Program Officer/Administration)


(Victor Han, Fiscal Manager)

Comments:



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: Head Start Early Head Start Both

Agreement Number: 22C6651S0 (TTA) - Year 2 Date: 10/10/2022

I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
 Budget Modification (changing the dollar amount between cost categories)

For Program Year: _____

Does this involve the purchase of a fixed asset? Yes No
(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No
(1303 Facilities Renovation/Repair Application will be required)

- Budget Carryover

From Program Year: 8/1/21-07/31/22 to Program Year 8/1/22-7/31/23
(Requires ACF approval)

- Change in service days / Calendar Change
 Change in Centers / Temporary Closure
 Class-size Waiver Request (to enroll up to 24 children in a class(es)
(Requires ACF approval)
 One-time Health and Safety Program Improvement Funding Request (pending available funds)
 Other: _____

II. Please identify what is in the original agreement and describe the change being requested.

SJUSD HS is requesting that any unused Training and Technical Assistance grant funds of \$2,642 be carried over from original project period of 08/01/21-07/31/22 to current year 08/01/22-07/31/23

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION
(Continued)

III. The requested changes are justified based on the following:

Remaining funds that are being requested for carryover into current year 2022-2023 will be used towards updating current classrooms (to include classroom furniture) and the purchase of items to replace outdated technology for use in classroom instruction and enrollment purposes. Additionally, a copier machine is required at program sites in place of individual printers due to printer shortages and back orders.

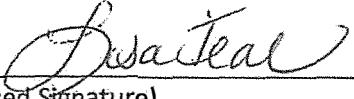
IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year <u>N/A</u>		Grant #: 09CH010182	
Cost Category/Item Description	Original Budget	Budget Modification	Updated Budget
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Contractual			
Construction			
Other			
TOTAL			
Non-Federal Share (for Carryover Requests Only)			
Non-Federal Share	Original Budget	Budget Modification	Updated Budget
		\$661	
Please describe how agency will obtain the Non-Federal Share: The Non-Federal Share amount of \$661 (.25 X \$2,642) will be met via CSPP, CACFP and RQT programs and funding that are in collaboration with the Head Start program at San Juan USD.			

- IV. I am authorizing that this request be submitted to SETA on behalf of the program referenced above and do so pursuant to the Resolution Authorizing Execution of Service Provider Subgrant/Delegate Agency Agreement/Service Contract from the Sacramento Employment and Training Agency included in this agreement contract.

DATE: 12/21/22


(Authorized Signature)

Lisa Teal
(Typed Name)

ECE Program Manager
(Title)



APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: January 18, 2023

DATE: 1-20-2023


(Signature of Chairperson, Policy Committee)

Karen Long
(Typed Name)



APPROVED BY GOVERNING BODY (See instructions if required):

DATE OF MEETING: _____

DATE: _____

(Signature of Chairperson, Board of Trustee or Board of Directors)

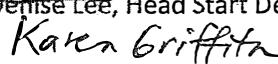
(Typed Name)

APPROVED BY GRANTEE:

DATE:

1/3/23



(Denise Lee, Head Start Deputy Director)


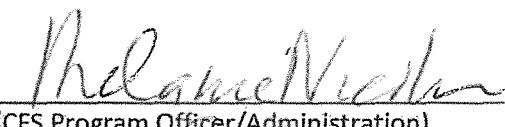
For Internal Use Only

Tracking:

Date Received: _____

Date Approved: 1/3/23

Date Approved: 1/3/23



(CFS Program Officer/Administration)


(Victor Han, Fiscal Manager)

Comments:

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: G-7

MEETING DATE: 02/14/2023

SUBJECT: New Member to the Community
Advisory Committee (CAC) for Special Education

DEPARTMENT: Special Education

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

ACTION REQUESTED:

The superintendent is recommending that the board approve following member to the CAC for Special Education: Lisa Sotelo.

RATIONALE/BACKGROUND:

The Board of Education approves members of the CAC for Special Education in accordance with Education Code sections 56190-56193. The committee bylaws specify that the membership shall represent parents, staff and the community.

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: \$ N/A

Additional Budget: \$ N/A

Funding Source: N/A

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A

Action: N/A

Strategic Plan: N/A

PREPARED BY: Vanessa Adolphson, Director, Special Education

APPROVED BY: Debra Calvin, Ed.D., Associate Superintendent, Educational Services 
Melissa Bassanelli, Superintendent of Schools 

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

SUBJECT: Proposed Revisions to the Use of School Facilities Handbook

DEPARTMENT: Facilities

AGENDA ITEM: G-8

MEETING DATE: 02/14/2023

CHECK ONE:

For Discussion:

For Action:

Report:

Workshop:

Recognition:

Emergency Action:

ACTION REQUESTED:

The superintendent is recommending that the board approve the proposed updates to the Use of School Facilities Handbook and fees. Portions of the Use of School Facilities Handbook and fees were last updated in January 2022.

RATIONALE/BACKGROUND:

The Board of Education recognizes that San Juan Unified School District facilities are a community resource to be used primarily for school programs and activities. The board authorizes the use of school facilities by community groups for purposes provided for in the Civic Center Act (Ed. Code, section 38130 et seq.) when such use does not interfere with school activities.

The board authorizes the use of district facilities for events on Monday through Friday (excluding holidays) without charge to school or district related organizations, associations, clubs or other groups whose activities are directly related to, or for the benefit of, district schools or students, and to certain other groups as described in Board Policy 3513. Other organizations or groups requesting the use of school facilities under the Civic Center Act or district related groups seeking use of facilities on Saturday, Sunday or holidays shall be charged at least direct costs.

ATTACHMENT(S):

A: Use of School Facilities Handbook with Proposed Revisions

BOARD COMMITTEE ACTION/COMMENT:

Facilities Committee: 11/02/2021, 01/04/2022, 02/07/2023

PREVIOUS STAFF/BOARD ACTION:

Board of Education: 10/22/2020, 01/11/2022

Superintendent's Cabinet: 01/03/2022, 02/06/2023

FISCAL IMPACT:

Current Budget: N/A

Additional Budget: N/A

Funding Source: N/A

(Unrestricted Base, Supplemental, other restricted, etc.)

Current Year Only Ongoing:

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A

Action: N/A

Strategic Plan: N/A

PREPARED BY: Frank Camarda, Chief Operations Officer 

APPROVED BY: Melissa Bassanelli, Superintendent of Schools 



San Juan
Unified School District

Use of School Facilities ~~and Grounds~~ Handbook

916-971-5790 | CivicPermitsFacilitiesUse@sanjuan.edu



Contents

Use of School Facilities and Grounds	42
Types of Facility and Grounds Use	4
User Group Classification	5
Schedule of Fees	9
Insurance Requirements.....	10
<u>Food Handling Requirements.....</u>	10
Use of Facilities Permit Request Application Process	11
<u>Approval or Denial of Permit</u>	12
Important Facility and Grounds Use Information	12



San Juan Unified School District

<u>The Performing Arts Rental Policies and Procedures</u>	<u>17</u>	<u>The Performing Arts Rental Policies and Procedures</u>	<u>13</u>
<u>Theater Rules.....</u>	<u>17</u>		
<u>Concession Stand Checkin & Checkout Form Example</u>	<u>15</u>		
<u>Varsity Field Maintenance Form Example</u>	<u>16</u>		

Use of School Facilities ~~and Grounds~~

Thank you for your interest in using San Juan Unified School District ("SJUSD") facilities ~~and grounds~~. SJUSD works with hundreds of community organizations to make available school buildings/grounds for public, literary, scientific, recreational, or educational meetings, or for the discussion of matters of general or public interest.

The handbook is designed to help users of SJUSD facilities ~~and grounds~~ to determine if their event/program qualifies to use school facilities ~~or grounds~~, how to submit a [Facilities or Grounds Use application permit request](#), an overview of the fee structure, review of the insurance requirements and other important information. We encourage you to read the entire handbook before submitting your [application permit request](#).

We hope you find this information helpful in processing your [application permit](#) request. If you have any suggestions for improvement, please email us at CivicPermitsFacilitiesUse@sanjuan.edu.

This facilities ~~and grounds~~-handbook follows the applicable law as defined in the California Education Code sections 10900 through 10914.5 and sections 38130 through 38138, referred to as the "Civic Center Act".

Types of Facility and Grounds Use

School facilities ~~and grounds~~, subject to SJUSD policies and regulations, may be made available to citizens and community groups as a civic center for the following purposes (Education Code § 38131.):

1. Public, literary, scientific, recreational, educational or public agency meetings.
2. The discussion of matters of general or public interest.
3. The conduct of religious services for temporary periods, on a one-time basis or renewal basis, by any church or religious organization.
4. ~~Child care~~Childcare programs to provide supervision and activities for children of preschool and elementary school age.
5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies.
6. Supervised recreational activities including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youths may participate regardless of religious belief or denomination.
7. A community youth center.
8. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization.
9. Other purposes deemed appropriate by the governing board.
10. State laws prohibit the use of school facilities and grounds for subversive, immoral, offensive, or harmful purposes. State laws also limit the use of the school facilities and grounds for denominational or sectarian activities. The use of the school facilities and grounds shall not be granted to persons, forums, corporations, groups, clubs, or associations which:
 - (a) May, by use, be reasonably expected to expose the property of SJUSD to damage through riot, mob action, or violence of any kind.
 - (b) Use the property in a manner which will be adverse to the best interest of SJUSD.
 - (c) Use of facilities and grounds for a purpose not consistent with the Civic Center Act and/or adopted Board Policies.
11. Groups or persons using school facilities and grounds under the provisions of this policy shall be liable for any property damages caused by the activity. The Board shall charge the amount necessary to repair the damages and may deny the group further use of the school facilities and grounds (Education Code § 38134).

-User Group Classification

The priorities for renting facilities and grounds will be determined by SJUSD for any Facilities ~~or Grounds~~ Use requests other than SJUSD instructional and related activities based on the following classifications. Additional fees beyond rental fees may be required for all users. (See "Schedule of Fees," p. 7.)

Understanding the meaning of recreation programs:

- Youth programs.
- Primary purpose is participation and having fun.
- All youth can play, it is not based on ability.
- Costs can be waived if the player cannot afford it.
- The program is within the district boundaries and has boundaries to participate.
- The sport is during the season (park and recreation sport season).
- The sport is not all year around.

Recreational seasons by sport:

- Baseball/Softball February - May
- Basketball November - March
- Cheer August - November
- Football August - November
- Lacrosse February - May
- Rugby February - June
- Soccer August - November
- Volleyball August - October
- Wrestling November - March

Category 1: Civic and Program Partner Events

Events that are Monday through Friday (excluding holidays, for weekend and holiday use see category 2) will generally have no charge. These events support a direct relationship to SJUSD programs for youth; and have no gate fee, event admission, or fundraising component. Category 1 includes:

- Activities and programs of SJUSD directly related to SJUSD's instructional and educational ~~program~~program.
- Activities or events designed to serve the youth and citizens of SJUSD, which are planned and directed by school-related programs, including parent ~~clubs~~clubs.
- Events that do not require payment of membership fees, event fees, or gate ~~fees~~fees.
- Public meetings/hearings or elections.
- Student based charitable fund-raising events (funds must be run through student body).
- Community advisory councils.
- Events by Boy Scouts, Girl Scouts, or community colleges and their related organizations.
- ~~Supervised~~rRecreational activities including, but not limited to, local youth sports known as recreational, supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination (such as little league, softball league, football league, and other league sports).
- Events by service organizations park district with Joint use agreements.

SJUSD FEES:

Application fee

Nutrition Service fee (if applicable)

Custodial Service fee (if applicable)

Site Supervisor fee (if applicable)

Category 2: Community Event

Activities under this category will be charged a fee based on the direct cost to SJUSD. Please note, Category 1 events that are held on Saturday, Sunday or holidays will be charged a direct cost fee. Category 2 includes:

- Charitable fund-raising activities run through the Associated Student Body ("ASB"), which are beneficial to SJUSD programs and require net receipts of admission fees or gate fees to be expended for the welfare of SJUSD students only.*
- Events with no direct ties to SJUSD program that serve youth groups, run by organizations, agencies, associations, clubs, or groups that use school facilities or grounds and whose primary purpose is to provide programs and/or services without serving as a funding source for the organization, agency, association, club, or group.



- Local recreational youth programs on Saturday or Sunday (where tryouts are not required)._
- Athletic events, competitions, or performances for youth (not known as recreational-type programs where tryouts are not required)._
- Community events, church events, theater/music /dance practices and programs that don't charge participation or admission fees and are within our district boundaries.
- Events by service organizations park districts with joint use agreements **
- PTA, boosters and other affiliation group events on Saturday, Sunday, or holidays **

SJUSD FEES: (See page 7 Category 2 & Utility)

Application fee

HVAC fee

Nutrition Service fee

Custodial fee

Site Supervisor fee

Stadium: lighting

Performing Arts Center: sound system, lighting

* No direct use fees

** No direct use fee except pools, performing arts centers, stadiums, and turf fields/tracks.

Category 3: Fair Market Event

Organizations, agencies, associations, clubs, persons, or groups that use SJUSD facilities or grounds for business purposes or revenue generation. *These events are not necessarily youth focused and provide no direct support to SJUSD programs.*

- Events requiring payment of membership fees, event participation fees, or gate fees.
- Fundraising events where the funding is not run through the ASB.
- 3rd party athletic events, competitions, performances, and tournaments not run through the ASB, elementary school parent teacher organizations, or any organization with direct ties to SJUSD where all funds benefit SJUSD only.
- Adult-focused programs
- For profit events or personal finance-generating events
- Activities by organizations, agencies, associations, clubs, persons, or groups selling any product or service, or conducting any other type of commercial business or function.
- Events by organizations, agencies, associations, clubs, persons, or groups where admission fees are charged, or contributions are solicited, and the net receipts are not expended for the welfare of SJUSD students or for charitable purposes.
- Community events, church events, theater/music/dance practices and programs that charge participation and/or admission fees.
- Programs that are not within our district boundaries

SJUSD FEES: (See page 7 Category 3 & Utility)

Application fee

HVAC fee

Nutrition Service fee

Custodial fee

Site Supervisor

Stadium: lighting

Performance Art Center: sound system, lighting

Schedule of Fees

A **non-refundable application fee of \$20.00, per permit, is required. Certain rental fees do not apply to Category 1 events.**

Facility	Category 2 Direct Cost per hour	Category 3 Fair Market Cost per hour	Utility Lights/HVAC Cost per hour
Aquatic Center (March-October)	\$565.00	\$1230.00	n/a
Aquatic Center (November-February)	\$8900.00	\$16180.00	n/a
Athletic Field – <u>(Elementary or Middle School)</u> Recreational <u>Only ONLY on Weekends, or Holidays, or NOT in your season}</u>		\$6.00	
Athletic Field -(Elementary or Middle School)	\$12.00	\$24.00	n/a
Athletic Field -(Jr. Varsity High School)	\$17.00	\$33.00	n/a
Athletic Field -(Varsity High School)	\$22.00	\$44.00	n/a
Cafeteria (High School)	\$29.00	\$60.00	\$10.00
Classrooms	\$13.00	\$31.00	\$5.00
Concession Stands/Snack Shack	\$20.00	\$40.00	n/a
Flex Room (Small)	\$20.00	\$40.00	\$10.00
Flex Room (Large)	\$25.00	\$50.00	\$15.00
Gym -(Small)	\$33.00	\$66.00	\$20.00
Gym (Large)	\$55.00	\$110.00	\$25.00
<u>Gym (Middle School)</u>	<u>\$33.00</u>	<u>\$66.00</u>	<u>\$20.00</u>
Kitchens	\$15.00	\$30.00	n/a
Library/Music Room/Dance Room	\$17.00	\$39.00	\$5.00
Locker Rooms	\$15.00	\$30.00	n/a
<u>Multipurpose Room (Elementary School) Recreational ONLY on Weekends, Holidays, NOT in your season</u>		<u>\$14.50</u>	
Multipurpose Room (Elementary School)	\$29.00	\$58.00	\$10.00
<u>Multipurpose Room (Middle School) Recreational ONLY on Weekends, Holidays, NOT in your season</u>		<u>\$16.50</u>	
Multipurpose Room (Middle School)	\$33.00	\$66.00	\$10.00
Outdoor Flex Space (Small)	\$17.00	\$33.00	n/a
Outdoor Flex Space (Large)	\$22.00	\$44.00	n/a

Parking Lot (<u>when only using parking lot</u>)	\$17.00	\$33.00	n/a
Restrooms (<u>when only using restroom</u>)	\$10.00	\$20.00	n/a
Stadiums (Bella Vista, Casa Roble, Del Campo, El Camino, <u>Mesa Verde</u> , and San Juan)	\$80.00	\$1 <u>56</u> 0.00	\$25.00
Tennis/ <u>Pickle Ball</u> -Court Complex	\$17.00	\$33.00	n/a
Turf Fields/ Track (Encina, <u>Mesa Verde</u> , Mira Loma and Rio Americano)	\$50.00	\$100.00	n/a

Additional Fees (three-hour minimum):

Site Supervisor \$507.00 per hour

Custodian: \$4350.500 per hour

Nutrition Services: \$326.50 per hour

Contracted Tech Services Audio Visual Technician Oversite: \$12075.00 per hour (supervision only)

Utility cost (L-if applicable)

Accepted Payment Types:

Cash is only accepted for the application fee; all other payments must be made in check form to San Juan Unified School District

Insurance Requirements

SJUSD requires a certificate of insurance showing the policy is written on a per occurrence basis without aggregate limits. San Juan Unified School District must be listed as the certificate holder and as the additional insured with a copy of the endorsement attached. A copy of the certificate and endorsement must be uploaded into Civic Permits our Use of Facilities online system before a permit is approved. All Food Truck require insurance uploaded too. User shall indemnify, defend, and hold harmless the District, its officers, employees, agents and volunteers, from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the User's performance of its obligations under this agreement or out of the operations conducted by User, except for such loss or damage arising from the sole negligence or willful misconduct of the District. In the event the district is made a party to any action, lawsuit, or other adversarial proceeding arising from User's performance of this agreement, the User shall provide a defense to the District, or at the District's option, reimburse the District for its costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.

Each Occurrence	\$1,000,000
Damage to Rented Premises/Fire Damage	minimum \$100,000
Medical Expenses	Any coverage
Personal & Adv. Injury	Any coverage
General Aggregate	\$2,000,000
Products Comp/Op Aggregate	\$1,000,000

Food Truck insurance uploaded too

Food Handling Requirements in Concession Stands/Snack Bar

All Concession Stands/Snack bar use will require a Manager Certification and each person working in the concession stand/snack bar will need a food handling certificate to be uploaded into the Civic Permit Use of Facilities online system prior to use. Each person working in the snack bar will be required to have their food handling certificate on them. Any violations and/or fines assessed to the school district will be charged to the user group, and group and may affect future use of the facilities.

Pursuant to SB 602 enacted into law in 2010 and SB 303 in 2011, Health and Safety Code 113790 et seq., ("California Food Handler Card Law"), food handlers, as defined, will be required to obtain a food handler card after taking a food safety training course and passing an assessment. This document was compiled by a stakeholder working group comprised of members of the California Retail Food Safety Coalition (CRFSC), the California Conference of Directors of Environmental Health (CCDEH), the California Restaurant Association (CRA) and the American National Standards Institute (ANSI).

To view the Food Handler Card Law, visit: Senate Bill 303 or go to http://www.leginfo.ca.gov/pub/11-12/bill/sen/sb_0301-0350/sb_303_bill_20110906_chaptered. If you are looking to take the Manager Certification and Food Handling Certificate below is a link. <https://www.servsafe.com/ServSafe-Food-Handler>

Use of Facilities Permit Request Application-Process

To request the use of a SJUSD facility or grounds, an authorized representative of the requesting organization, agency, association, club, or group must create an account in Civic Permits. Civic Permits is an our Use of Facilities online system that SJUSD partners with to facilitate the permitting process. for SJUSD

(<https://www.sanjuan.edu/civicpermits>https://www.sanjuan.edu/use_of_facilities). Once an account is created, an authorized representative must submit all dates, times and locations of use requested and upload the required insurance documents, written authorization from group (if applicable), statement indicating that the group will uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts, and life guardlifeguard certificate(s) (if renting a pool). If applicable, all fees must be paid 10 days BEFORE the permit will be approved and usage of our facilities is permitted. An APPROVED use permit must be present at all times during the event.

The Facilities Business Department is responsible for processing the permits, scheduling site supervisor, custodial and nutrition service workers, calculating fees, and creating an invoice in Civic Permits in our Use of Facilities online system.

When fees have been paid and the proper required documentation is received, the Facilities Business Department will approve the permit in Civic Permits our Use of Facilities online system. -The user must print out it's the permit and have the permit on-hand during the event.

A potential user must submit its permit request through our Use of Facilities online system Civic Permits at least 21 twenty-one (21) working days prior to event. -If requests are turned in less than -21 working days prior, there is no guarantee rental will be approved. Permit requests can only be made 6 months in advance. If the event duration falls under 2 different categories, the group must fill out a permit per category. True-up programs must be paid on the 10th of the following month. All true-up events must be put on a separate permit.

Approval or Denial of a Use of Facilities Permit

Approval of Permit

Once a permit request is submitted, it is sent to the site's Use of Facilities administrator for review. (in the below order) All Middle Schools and Elementary Schools go directly to the Facilities Business Department. High Schools permits are reviewed as shown below.

- If athletic space is needed, the permit request is passed on to the site's Athletic director for space availability.
- If Custodial is needed, the permit request is passed on to Custodial at the site for approval.
- If Nutrition services are needed, the permit request is passed on to Nutrition service worker at

~~the site for approval.~~

- If Site Supervisor is needed, the permit requested is passed on to supervisor for approval.
 -
 -

Once all site staff have reviewed the permit request, it is processed through the Facilities Business Department for final approval.

- Insurance is checked
- Event eligibility is determined
- Invoice is created
- Approval is granted

Denial of Permit

The Facilities Business Department cannot approve any requests if:

- ~~t~~The request is incomplete or has not met the conditions outlined in “[User Groups](#) Use of Facilities [Permit Request Process](#)” and [Grounds Application Procedures](#)” section of the manual;
- ~~t~~The request to reserve space contains a material misrepresentation or materially false statement;
- ~~t~~The request is not received sufficiently in advance of the proposed event or activity to permit necessary evaluation and to determine the appropriate location. In general, if the request is received at least ~~t~~Twenty-one (21) business days prior to the proposed event, timing should not be a factor;
- ~~t~~Payment must be complete 10 days prior to event
- ~~t~~Insurance must be submitted at the time of request
- ~~t~~The use or activity intended by the request is prohibited by law or proposes behaviors or conduct proscribed as prohibited in this policy;
- ~~t~~The applicant has previously damaged facilities or grounds and has not paid for repairs;
- ~~t~~The applicant has a previously committed significant or repeated violation of these policies;
- ~~t~~The use or activity would present an unreasonable health or safety danger; or
- ~~t~~The request to use facilities or grounds conflicts with a preexisting reservation and no reasonable alternative time or place is available.
- If the request is to hold birthdays, weddings, or funerals.

~~Permit Must Be On-Hand During Event~~

~~If approved, the user must print out its permit in Civic Permits our Use of Facilities online system and have the permit on hand during the event.~~

Important Facility and Grounds Use Information

Access

Entry for the rental group on the day and time of scheduled use requires the presence of the user group or a designated and approved representative.

- A representative of the user group, approved by both the user group and the Facilities Business Department, must be present throughout the user group's entire use of the facility or facility or grounds.
- The user group may not enter the facility or grounds before the rental is scheduled to begin. This ~~includes, but~~includes but is not limited to the following purposes: catering, set-up, loading equipment or scenery, dressing room and restroom use.
- If the user group must have equipment delivered or picked-up at times other than their scheduled use, arrangements must be made in advance with the Facilities Business Department. The user group will be billed for the time involved in the delivery/pick-up. Delivery vehicles should make deliveries to the loading dock area.

Advertising (non-school affiliated organizations)

No signage, posters, flyers or advertisements for any event may be posted in or on the facilities or grounds without the prior approval of the Facilities Business Department. If permission is granted, the user group is responsible for installing and removing the promotional materials.

Animals

Animals of all types and kinds are prohibited on all District facilities and grounds except as provided below:

- Service animals accompanying a disabled person (or service animals in training) are uniformly and automatically exempted from this policy in accordance with the Americans with Disabilities Act, 28 CFR Part 35 et seq., and applicable state law.
- It is the express intention of SJUSD that this policy meets requirements of the California Vehicle Code § 21113.

Appeals Process

This process will allow the user to request a change in event category. An appeal may be submitted to the Facilities Business Department for review. The request must be in writing and state why you feel your category should be changed. You will be notified within ten (10) business days of SJUSD's decision.

Availability

Facilities not available for public use or rental use include computer labs and weight rooms. SJUSD does not rent facilities or grounds on ~~weekends before and during~~ school holidays.

AV Oversight

The oversight person is badged by SJUSD and is trained on the do's and don'ts with district equipment. The AV Oversight is required if the user group wants to use the AV equipment. to use the PAC equipment that cost the district millions of dollars. The AV oversight is not an AV technician and may not know how to work the equipment.

Cafeteria Use

Use of school kitchens may be granted to eligible groups when such use will not interfere with the regular school nutrition services program. **When the kitchen area is used, a nutrition services employee must be assigned to ensure sanitation, safety, and proper operation of equipment.** This employee will act in a supervisory capacity only. The user group is responsible for preparation and cleanup. (See "Schedule of Fees," p. 7.)

Cancellations

Please notify the Facilities Business Department of an event cancelation one week prior to the event. Failure to notify may result in forfeit of fees associated with the event/use.

Complaints

Any complaints regarding a permitted user's event that are directly in violation of any of the articles of the Use of School Facilities and Grounds Handbook, Board Policy 1330, or Administrative Regulation 1330, may result in suspension or revocation of use permits.

Compliments/Comments

Any compliments, comments, or concerns regarding your event may be submitted via email or telephonically to our

Facilities Business Department.

Concession Stands

Prior to use and after use, the site supervisor/custodian with the permit holder, will inspect all equipment and cleanliness. All damage and extra cleaning required after use is at the expense of the permit holder. For the Concession Stand Check In Form, please see Page 15. Everybody in the concession stand must have a food handling certificate and have it on site while working.

Custodial

See "Schedule of Fees," p. 7.

Damages

Applicant will be financially liable for any damage or loss of equipment during facilities or grounds usage. All labor needed to fix or reverse damage will be charged to the user group at cost plus 15%.

Decorations

Any decorating, covering up, or changes to the facility or grounds shall be approved prior to the event. Installation and removal of decorations shall be the sole responsibility of the user.

- All decorations must be flameproof or fire retardant and may not be hung from light fixtures, ceilings, heat detectors, emergency lights, exit signs, acoustical ceiling tiles or applied to the floor.
- The use of cellophane, all tapes, nails, staples, screws, and similar materials is not allowed on walls, ceilings, theater seats, furniture, or floors. Insufficient removal of any items will result in additional cleaning charges.
- All plants, trees, and shrubs must be in waterproof containers and must be carefully placed so as not to damage floors, tables, or block fire exits.
- Rice, birdseed, confetti, hay bales, and similar items are not permitted on any SJUSD facilities or grounds, or surrounding sidewalks and parking lots.

SJUSD Representative

SJUSD personnel shall be assigned to a user group commensurate with the type of permit category, hours of operation and use of District facilities and grounds.

Emergency (district 24-hour phone number)

During your event if you can't find staff or staff didn't show up for your event call 916 971-7000, this is a 24-hour phone number. Make sure to give them your location and permit number.

Employees

Individuals not working in their capacity as a SJUSD employee who wish to rent SJUSD facilities must go through the normal use permit process. The schedule of fees is applicable to the potential user requesting the facility.

Equipment

No structures may be erected (including tents) or assembled on school premises, nor may any extraordinary electrical, mechanical, or other equipment be brought thereon.

Field Use

User groups who use outside facilities or grounds shall have the option of using SJUSD restroom facilities or renting Porta-Potties.

- If rental is for a period in excess of four hours, the user group will be required to pay for the use of restroom facilities or Porta-Potties.
- If choosing to use SJUSD restroom facilities, a SJUSD representative must be present during the entire event and the appropriate fees for this service must be paid prior to the event.

- If the user group chooses to rent Porta-Potties, the user group assumes full responsibility for them.
 - The user group must show proof of Porta-Potties rental to the site administrator at least one working day prior to the event.
 - The user group must also inform custodial of the delivery and removal dates for the Porta-Potties.
 - The user group must secure the Porta-Potties to the greatest extent possible. This includes adding a padlock and chaining to the fence to avoid tipping.
- •

For the Varsity High School ~~Baseball~~ Field Maintenance form, please see page 176.

Use of SJUSD Operated Stadiums

All stadium events are subject to the SJUSD's Stadium Governing Committee's approval. Potential user groups may use the track when such use does not impair the condition for student use, does not conflict with use by schools of the SJUSD and is consistent with the SJUSD's stadium guidelines outlined in Administrative Regulation 3513. The stadium governing committee shall be the determining body regarding the use of the track and stadium stands by potential user groups. Vehicles of all types, except authorized vehicles, are prohibited from using the track at any time.

Fireworks

Fireworks sales, displays or use are strictly prohibited on school grounds.

Fire Safety

At no time may the maximum occupancy be exceeded. The use of smoke machines, fog, haze, etc. is not allowed on any facility since the use of such items interferes with the building's fire detection system. All scenery, props and draperies must be flame-proofed before installation. The use of any pyrotechnics or open flame at any time is strictly prohibited on SJUSD properties. All grills or similar items must be at least 20 feet away from any structure.

Gambling

Gambling on the premises is prohibited. Gambling shall be defined as any game of skill, chance or raffle, played with cards or any other device for money or any other representative item of value.

Key Control

Key control is mandatory. Under no circumstances is a non-SJUSD individual or a student authorized to be in possession of keys to SJUSD facilities or grounds unless authorized. Control of keys shall remain in sole care, custody and control of approved individuals. Grand master keys must be secured to the greatest extent possible and never loaned to students or non-SJUSD individuals. If keys on loan are lost, it is the user group's responsibility to pay to re-key the entire facility.

Permit Must Be On-Hand During Event

If approved, the user must print out its permit in our Use of Facilities online system and have the permit on-hand during the event.

Performing Arts Center AV Use

~~Use of the school PAC AV equipment may be granted to eligible groups when such use will not interfere with regular school programs. When the AV equipment is in use, an AV Oversight employee must be assigned to ensure all equipment is handled properly and safely.~~

Pool Use:

Lifeguard certificate is required and must be added to [civic center our Use of Facilities online permit system permits](#) prior to usage.

Priority

SJUSD reserves the right to change requested dates/times at any time when that use will interfere with regular school

programs/activities.

Repairs

For repairs, email what isn't working or needs repair to facilitiesuse@sanjuan.edu, in the message include site, location, and pictures if you have them.

Revocation of Permit

Any violations of law, SJUSD policy and/or procedure will result in the immediate revocation of the use permit and removal of the user group from SJUSD property.

- Applications will also be denied if ~~past history~~history of use by an organization has resulted in:
 - Violation of Board Policy _____ • ~~C~~onsistent lack of supervision, Inconvenience for school use, adverse behavior, damage to property, non-payment of fees.
 - ~~Inconvenience for school use~~ • ~~Adverse behavior~~
 - ~~Damages to property~~ • ~~Non payment of fees~~
- The user group shall be responsible for the orderly conduct of all persons using the facility or grounds during the event. SJUSD reserves the right to remove, or have removed, any person behaving in an unlawful, disrespectful, or objectionable manner. Fights, vandalism, or destructive behavior on the part of any member of a user group or its audience will be grounds for immediate cancellation of the event and all future events by the user group. In this case, all fees will be forfeited.
- Smoking/tobacco products, consumption of alcoholic beverages and use of weapons, including knives, firearms, or explosives are not permitted on District property.

School Equipment

A use permit does not authorize the use of certain SJUSD, or student body equipment. Arrangements for supervision and operation of any equipment shall be made by the applicant with the school administrator. SJUSD recommends "checking in and out" equipment with the site representative to ensure equipment is in working order before and after the event.

Self-Help/Partnerships

~~SJUSD has a self-help program, for people that would like to do things on sites. All work has to be approved through our maintenance and operations department. You can email your request to facilitiesuse@sanjuan.edu and we will submit this for you.~~

Summer Use

~~Requests for summer use of facilities~~Use of Facilities and grounds must be submitted to the site administrator beginning May 15th and before the end of the school year.

Yearly Renewal

~~Applications are valid for a period of one year, ending on the last day of the SJUSD's fiscal period, June 30th. USE PERMITS MUST BE RENEWED EACH YEAR.~~

Waiver of Rental Fees

Rental Fees can only be waived by the Facilities Business Department. Site Supervisor, Custodial, Nutrition Service, and utilities fees still apply.

The Performing Arts Rental Policies and Procedures

Theater Rental Rates:

El Camino, Mesa Verde, Rio and San Juan	Category 2 Direct Cost per hour	Category 3 Fair Market Cost per hour	Utility Lights/HVAC Cost per hour
Facility Rental Fee	\$125.00	\$250.00	\$25.00
Black Box Theatre	\$29.00	\$60.00	\$10.00
<u>Audio Audio Tech Services</u> Visual <u>Supervision Oversight</u> <u>Technician (supervisor oversite only,)*</u> <u>Mandatory) -*</u>	\$120 75 .00	\$120 75 .00	n/a
Site Supervisor *	\$50 7 .00	\$50 7 .00	n/a
Custodial/Supplies *	\$43. 50 50.00	\$43. 50 50.00	n/a
Nutrition Services *	326.50	326.50	n/a

IMPORTANT NOTE:

The AV Oversight is not allowed to touch/alter equipment or assist the renting group with any technical issues except in the case of an emergency. This role requires minimal technical expertise, which allows for anyone in our district to be appointed to AV Oversight. These staff members are required to go to trainings where they learn basic AV Oversight information, such as how to properly turn equipment on/off and ensure that everything is running smoothly. This position exists to protect our equipment from being mishandled- not as a technician who operates equipment at a high level.

* 3-Hour Minimum Required, Per Day

Contracted Audio Visual Technician: \$120.00 per hour

Equipment Rental:

	Category 2 Direct Cost	Category 3 Fair Market Cost
Grand Piano – Per Day	\$200.00	\$200.00
Chairs – Per Item, Per Day	\$1.00	\$1.00
Music Stands – Per Item, Per Day	\$1.00	\$1.00

Theater Rules

Important Information

It is the responsibility of the user to ensure a safe environment by following and enforcing SJUSD theater rules. These facilities are used as learning centers, equipment is used as a tool for learning and the theater is used throughout the year for student education.

General Safety

- No running is permitted in the theater or the theater lobby.
- No feet are permitted on the theater chairs.

- No sitting on tables or counters.
- No leaning against or standing on handrails.

Fire Safety

- At no time may the maximum seating occupancy in the theater auditorium be exceeded. Seating occupancy is as follows:
 - ⊖ El Camino Fundamental High School— 605
 - ⊖ Mesa Verde High School— 665
 - ⊖ Rio Americano High School— 356
 - ⊖ San Juan High School – 759
- The user group will not obstruct or restrict the use of any doors, exits, hallways or aisles in the facility.

Facility Use

- Food and beverages are permitted in the lobby and the green room only. No food or beverage is permitted in the audience seating area or on the stage. Bottled water is the only exception to this rule.
- Receptions involving the serving of food and drink prior to or following events require approval from the Facilities Business Department and must be arranged in advance. Additional charges will apply if additional cleaning is required.
- The SJUSD retains the right to all concessions within its facilities and grounds. If a user group is granted permission to sell concessions or merchandise the following rules and restrictions will apply:
 - ⊖ Advance notice of intent to sell concessions must be given to the Facilities Business Department no less than Twenty-one (21) days prior to the event.
 - ⊖ All items for sale must be approved by the Facilities Business Department in advance.
 - ⊖ All items for sale must be related to the event. No merchandising or retail sales of items unrelated to an event or performance is allowed.
 - ⊖ The SJUSD reserves the right to restrict or not permit the sale of any items at the sole discretion of the Facilities Business Department.
 - ⊖

Coordination

- The user group or its designated representative must coordinate the needs of all aspects of the user group's event with the Facilities Business Department.
- To ensure protection of all in-house equipment and the professional presentation of events, all user groups are required to utilize the theater technical staff for their events, at the rates outlined in the Theater Rental Rates.
- No changes or modifications to the fixed equipment or facilities may be made, nor may any equipment be removed from the theater or altered. Any structural or electrical changes may be made only by theater staff with the Facilities Business Department's approval and only by qualified staff or licensed contractors. All labor needed to make such changes and reverse them will be charged to the user group at the technical staff rate or, in the case of an outside contractor, cost plus 15%.
- All scenic units, props, and electrical equipment, etc. provided by the user group are subject to a safety inspection by the Facilities Business Department or its designated representative. The SJUSD reserves the right to prohibit the use of any scenery, property, or equipment that is deemed to be unsafe. Equipment judged to be unsafe must be brought up to minimum standards or be removed from the premises.
- **Specialized needs for lights or sound must be arranged at least two weeks in advance with the Facilities Business Department. A three hour daily minimum is required for use of technician.**

- No tripods, cable, or equipment of any kind will be allowed in the audience seating area without the prior approval of the Facilities Business Department. Under no circumstances shall the view of the audience be obstructed.
- The theater facility will not be used for long-term storage of sets, props or costumes. Run-of-event storage will be provided as available and by prior arrangement with the Facilities Business Department. Items left in the facility after the rental becomes the property of the SJUSD unless previous arrangements have been made with the Facilities Business Department. The SJUSD assumes no responsibility for stored or abandoned property or materials at any time. The user group will be responsible for any costs associated with the removal and/or disposal of abandoned property or materials.
- All sound checks on performance days must be conducted at least sixty (60) minutes before the show. No exceptions to this rule will be permitted.
- No user group or member is permitted in the theater control booth without the permission of theater staff.
- For reasons of safety, no one with the user group under the age of 18 years may be onstage without adult supervision. User groups with large numbers of children must maintain a minimum ratio of one adult for every ten children on the stage. If a minor's presence is not immediately required on the stage for rehearsal or performance, they should be waiting in the green room or dressing rooms and not on the stage.

Important Reminders

It is the responsibility of the facility or grounds user to be familiar with board policy and administrative regulation for facility use and the articles of this handbook.

SJUSD sites may not allow use of their facilities or grounds without an APPROVED permit.

User groups are not authorized to use the facilities or grounds without an APPROVED permit.

All use requests must be processed through Civic Permits [our Use of Facilities online system](#) on the San Juan Unified School District Website. Facilities cannot be reserved at school site.

If you have any questions or need clarification, please contact the Facilities Business Department at 916-971-5790 or email CivicPermitsFacilitiesUse@sanjuan.edu

Annual Review of the Use of Facilities Policy

The Use of School Facilities and Grounds handbook is reviewed annually by SJUSD staff and the SJUSD's Facilities Committee.

Concession Stand Check In and Out

Directions: This form must be signed by the User Group and SJUSD staff before use and after. Prior to unlocking the Snack Shack, the SJUSD employee and User Group go through each item listed. Clean prior to use is initialed by User group, Cleaning after use is initialed after use. Make sure to fill out each line item, if items are stored in the snack shack, they must be listed on the form prior to use and check after use
CUSTODIAL MUST SEND PICTURE TO UOF, AFTER COMPLETED

Site Name:

Date:



Of Units Before _____

Number of Units After _____

Clean Prior to Use _____

Clean After Use _____



Clean Prior to Use _____

Clean After Use _____

Notes: _____



Items in Fridge prior to use & after use

Clean Prior to Use

Clean After Use



Clean Prior to Use

Clean After Use

Notes:

Sink

Clean Prior to Use

Clean After Use

Counter

Clean Prior to Use

Clean After Use

Floors

Clean Prior to Use

Clean After Use

Storage

Items in Storage Prior

Items after in Storage

User group and SJUSD employee must print name, sign and date prior to use and after

SJUSD Employee Print Name User Group Person Print Name

SJUSD Signature and Date Prior to Use User Group Signature and Date Prior to Use

SJUSD Signature and Date After Use User Group Signature and Date After Use

Baseball Varsity Field Maintenance Form

Field Clean-Up

Dugouts- Swept Up, No Trash, Hose Out Every Other Week

1. Baselines – Dirt Swept and Blown off Infield Grass, Holes Filled in with Rake, roll w/ Roller, Finishing Rake Over Top of Baseline

2. Infield – Bases Removed, Dirt Swept off Infield Grass, Field Dragged (best done in circles), Finishing Rake Next to Infield Grass, Field Watered (Note: Field will probably need to be spike dragged at least once during the summer. Done with car.) Also, might need to roll parts of the infield that get the most wear (ex. rounding first and sliding area at second).

3. Home plate – Wet Dirt, Rake Dirt in Towards Plate, Use Tamp in Batter's Boxes and Catcher's Holes, Finishing Rake, Roll Entire Area Every Other Week

4. Pitcher's Mound – Sweep All Dirt Off Grass Back onto Mound, Wet Dirt, Rake Dirt Up Towards Rubber, Move Dirt Over Holes (Pivot and Landing Area), Tamp Dirt, Finishing Rake

5. Infield Grass – Water, Mow once a week, Mow in Different Directions each time you mow (Home to 1st, then Home to 3rd), Field will need to be fertilized at least once, if not twice this summer.

Field Clean-Up Assignment Sheet

1st Baseline –

3rd Baseline –

Home Plate –

Mound –

Bullpens-

Dugouts –

Drag –

Water-

Important Reminders

It is the responsibility of the facility or grounds user to be familiar with board policy and administrative regulation for facility use and the articles of this handbook.

SJUSD sites may not allow use of their facilities or grounds without an APPROVED permit.

User groups are not authorized to use the facilities or grounds without an APPROVED permit.

All use requests must be processed through our Use of Facilities online system on the San Juan Unified School District Website. Facilities cannot be reserved at school site.

If you have any questions or need clarification, please contact the Facilities Business Department at 916-971-5790 or email @ FacilitiesUse@sanjuan.edu

Annual Review of the Use of Facilities Policy

The Use of School Facilities and Grounds handbook is reviewed annually by

SJUSD staff and the SJUSD's Facilities Committee.

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-1

MEETING DATE: 02/14/2023

SUBJECT: Public Hearing: Camp Winthers Fee Increase

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Division of Teaching and Learning

ACTION REQUESTED:

The superintendent is recommending that the board hear an update and hold a public hearing related to an increase in the fees for Camp Winthers summer camp programs and fall, weekend group usage.

Action Anticipated: 02/28/2023

RATIONALE/BACKGROUND:

Environmental education programs have been conducted at Camp Winthers since 1957 and is owned and operated by the San Juan Unified School District. The fees and rates for the Camp Winthers summer program and the fall/weekend camp rental components have been static for more than a decade. Meanwhile, operating costs have continued to rise. Camp Winthers fees are significantly lower than comparable programs in the region. This is a feature that has kept the program accessible to families who otherwise would not be able to afford summer camp. However, the current revenue structure is running at a deficit. The recommendation is to incrementally increase fees over the next few years to help cover the actual operating cost of the summer camp program.

ATTACHMENT(S):

- A: Presentation
- B: Comparative Cost Summary
- C: Current Cost
- D: Estimated Revenue

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 01/23/2023, 02/06/2023

FISCAL IMPACT:

Current Budget: \$ N/A

Additional Budget: \$ N/A

Funding Source: N/A

(Unrestricted Base, Supplemental, other restricted, etc.)

Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: 1&2 Focus: All

Action: N/A

Strategic Plan: N/A

PREPARED BY:

John Infelise, Program Coordinator, Camp Winthers
Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs ^{KS}

APPROVED BY:

Melissa Bassanelli, Superintendent of Schools *MAB*



Camp Winthers Fee Increase

San Juan Unified School District
Board of Education
February 14, 2023



Camp Winthers

Historical Information

- Purchased in 1957 for \$4,000
- Over 600 students attend every summer
- Traditional Sierra summer camp: canoeing, kayaking, archery, hiking, campfires, sleeping under the stars and more
- Generations of families have experienced Camp Winthers
- Weekend and fall retreats for school and other special interest groups



Mission

- Promote an active and healthy outdoor lifestyle
- Develop social skills
- Create opportunities to work as a team in a new environment
- Build life skills

2



2023 Summer Programs

- Outdoor skills
- Recreation sports
- Art in nature
- Family and Community Engagement (FACE) family camp
- San Juan Expanded Learning Opportunity (ELO) camp



3



The need for a rate increase for all programs:

- Rates have not been reviewed for many years
- Operational costs have increased, especially in these past two years
- There is a need to build in a maintenance and capital improvement reserve
- The current price is markedly below comparable camps (Attachment B)



4



Camp Winthers Goals:

- Remain accessible to as many San Juan Unified students as possible
- Propose an across-the-board increase in rates for all programs
- Offer San Juan Unified students a slightly reduced rate as an incentive
(Attachment C)
- Assess and adjust rates yearly



5

Recommended Increase in Rates

	2022 Rates	Proposed 2023 Rates
Summer camp	\$320 for all students	\$450 SJUSD students \$550 non-SJUSD students
Weekend retreat	\$25 SJUSD students \$50 non-SJUSD students	\$35 SJUSD students \$85 non-SJUSD students

6



Attachment D



System and Site Improvements

Assembly Bill 179 - \$1,000,000

- Bathhouse remodels
- Arts and crafts gazebo
- Water system upgrade
- A-frame bathroom additions



7



Partnerships

- Flint Builders – Challenge course
- McCarthy Construction – Ga-Ga Pits
- Kitchell – Painted cabins
- Other construction partners are supporting other projects



8



Future Goals

- Expanded weekend/fall usage by San Juan Unified schools
- Offer winter snow shoeing adventures
- Build a disc golf course
- Explore mountain bike camp opportunities



9



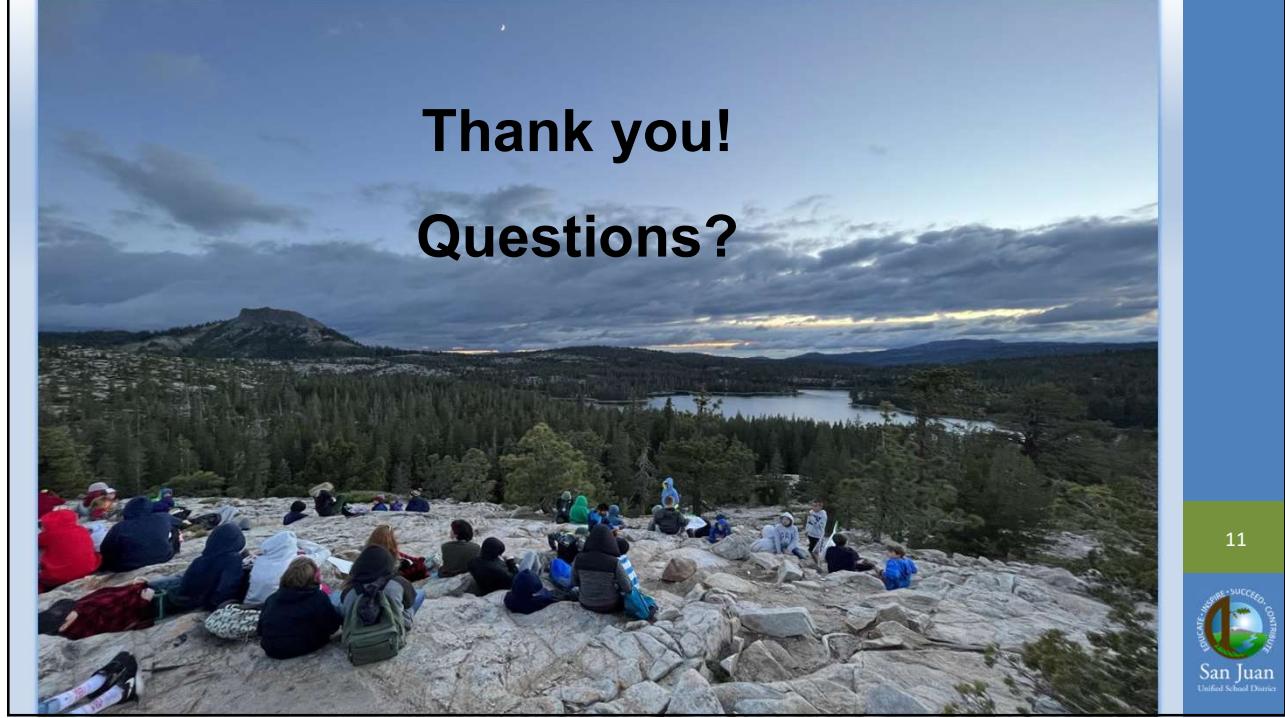
Next Steps

- Following the 2023 summer camp season, review
 - actual revenue
 - actual expenditures
- Make recommendations for future revenue increases, if warranted
- Review and adjust staffing salary rates to recruit and retain staff



10





Thank you!
Questions?

11



Comparative Cost Summary

Camp	Program length	Rates
Camp Ocean Pines	5 nights	\$1,850
Grizzly Creek Ranch	5 nights	\$970-1,100
Mountain Meadow Ranch	10 nights	\$4,300
Camp Augusta	7 nights	\$2,175
Sierra Sleep Away	5 nights	\$1,450
Deer Crossing	10 nights	\$4,200
Walton Grizzly Lodge	6 nights	\$2,250
Kennolyn Camp	5 nights	\$2,800
Canyon Creek Summer camp	10 nights	\$4,200
Mountain Camp	5 nights	\$2,300
Skylake Yosemite camp	10 nights	\$4,325
CAMP WINTHERS	4 nights; Transportation included	\$320
CAMP WINTHERS, Music Camp	5 nights, Transportation included	\$350

Camp Winthers
Current Revenue & Expenses

2022 Revenue

	Rate:		No. of Campers		Sub. Total
Summer Camp	\$	320.00	383	\$	122,560.00
Music Camp	\$	350.00	56	\$	19,600.00
Weekend Retreats (Non SJUSD)	\$	50.00	545	\$	27,250.00
Weekend Retreats (SJUSD)	\$	25.00	318	\$	7,950.00
				Total:	\$ 177,360.00

2022 Expenses

Certificated Salaries	\$ 50,000.00
Classified Salaries	\$ 161,216.00
Benefits	\$ 75,000.00
Materials & Supplies	\$ 31,500.00
Food	\$ 28,000.00
Operating Totals	\$ 39,000.00
Indirect Totals	\$ 4,000.00
	Total: \$ 388,716.00

2022 Revenue vs. Expenses: -\$211,356.00

<i>2023 Estimated Revenue</i>			
2023 Fees:	Estimated Campers	Total Revenue	
Summer Camp (SJUSD)	\$450.00	300	\$ 135,000.00
Summer Camp (Non SJUSD)	\$550.00	300	\$ 165,000.00
Weekend Retreats (Non SJUSD)	\$85.00	545	\$ 46,325.00
Weekend Retreats (SJUSD)	\$35.00	318	\$ 11,130.00
		Total:	\$ 357,455.00
<i>2023 Estimated Expenses</i>			
Certificated Salaries		\$	56,000.00
Classified Salaries		\$	165,000.00
Benefits		\$	88,000.00
Materials & Supplies		\$	31,500.00
Food		\$	28,000.00
Operating Totals		\$	39,000.00
Indirect Totals		\$	10,000.00
		Total:	\$ 417,500.00
2023 Revenue minus 2023 Expenses:			\$ (60,045.00)
Fund balance/Carryover from 2021-22:			\$ 159,590.29
			Net Profit/Loss: \$ 99,545.29

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-2

MEETING DATE: 02/14/2023

SUBJECT: 2022-23 Local Control and Accountability Plan (LCAP)
Mid-Year Update

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Division of Teaching and Learning

ACTION REQUESTED:

The superintendent is recommending that the board review the 2022-23 LCAP mid-year update.

RATIONALE/BACKGROUND:

The 2021-2024 LCAP is a three-year plan that supports the continuous improvement of student performance within the eight state priorities, especially for our historically underrepresented populations with an emphasis on English learner, low income, and foster youth students. The LCAP is updated yearly based on a review of multiple sources of data that includes input gathered from consulting with our educational partners, state and local data, practitioner experience, and research. On June 28, 2022, the governing board adopted the 2022-23 LCAP. This presentation is a 2022-23 LCAP mid-year update that will include:

- An overview of the LCAP
- Available mid-year data related to metrics identified in the 2022-23 LCAP
- Mid-year expenditures on actions identified in the 2022-23 LCAP

ATTACHMENT(S):

- A: Presentation
B: 2022 California School Dashboard Results
C: 2022-23 LCAP Metrics and Data
D: 2022-23 LCAP Goals, Actions, and Expenditures

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Board of Education: 06/28/2022
Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: \$342,916,951
Funding Source: Base, Supplemental, and Categorical Funds
Year 1 (FY 2021-22) = \$311,474,600
Year 2 (FY 2022-23) = \$342,916,951
Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: All Focus: N/A
Action: All Strategic Plan: N/A

PREPARED BY: Gianfranco Tornatore, Director, Continuous Improvement and LCAP

APPROVED BY: Melissa Bassanelli, Superintendent of Schools 

Local Control and Accountability Plan (LCAP)

2022-23 Mid-Year Update

Presented to Board of Education

February 14, 2023



Agenda

California School Dashboard

- Changes to the Dashboard
- Dashboard data
- Differentiated Assistance

LCAP Background

- Local Control Funding Formula (LCFF)
- Eight State Priorities
- LCAP Purpose
- San Juan LCAP Goals

Community Engagement

- Education Code
- Educational Partners
- Engagement Strategy

LCAP Mid-Year Update

- Metrics
- Actions
- Expenditures



Release of the 2022 California School Dashboard

Local Control and Accountability Plan Mid-Year Update

3



Changes to the Dashboard

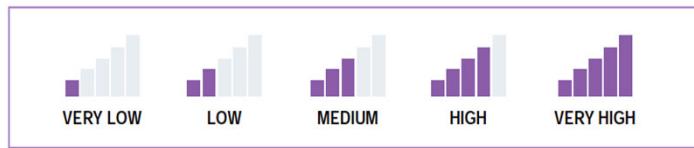
Prior Years – “Change”

Difference between current year performance and prior year performance



2022 Dashboard – “Status”

Current Year Performance



Local Control and Accountability Plan Mid-Year Update

4



Dashboard Data

Data presented to board of education on October 25th, 2022.

English Language Arts

Low

Mathematics

Low

Chronic Absenteeism

Very High

Suspension Rate

High

Additional data released on December 15th, 2022, on the California School Dashboard.

Graduation Rate

Medium

English Learner Progress

Medium

College/Career

Not Reported in 2022

* See attachment B for a summary of the 2022 Dashboard results.

Local Control and Accountability Plan Mid-Year Update

5



Differentiated Assistance (DA)

LCFF state priority areas and related Dashboard indicators used to determine DA eligibility.

LCFF State Priority Areas	Dashboard Indicator
Priority 4 - Pupil Achievement	English Language Arts (ELA), Math, English Learner Progress
Priority 5 - Pupil Engagement	Graduation Rate, Chronic Absenteeism
Priority 6 - School Climate	Suspension Rate

Student groups, state priority areas, and Dashboard indicators where San Juan met the criteria for DA.

Student Groups	State Priority Areas and Dashboard Indicators
African American	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
English Learner	Priority 4, 5 - ELA, math, chronic absenteeism
Foster Youth	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
Homeless	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
Students with Disabilities	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism

Local Control and Accountability Plan Mid-Year Update

6



Local Control and Accountability Plan (LCAP) Background



Local Control Funding Formula (LCFF)



Every student generates a base grant, which funds basic educational costs, such as teacher salaries, retirement costs, instructional materials, etc.



Every student who is low-income, learning English, or in foster care generates 20% more funding above the base grant. These funds must be spent on increasing and improving services for these high-need student groups in order to improve their achievement.



In districts where at least 55% of students are high-need, those high-need students above the 55% enrollment threshold generate an extra 50% of the base grant. These funds must also be spent to increase or improve services for high-need students in order to improve their achievement.



Eight State Priority Areas

Conditions for Learning

- Basic Services
- Implementation of State Standards
- Course Access

Engagement

- Parent Engagement
- Pupil Engagement
- School Climate

Pupil Outcomes

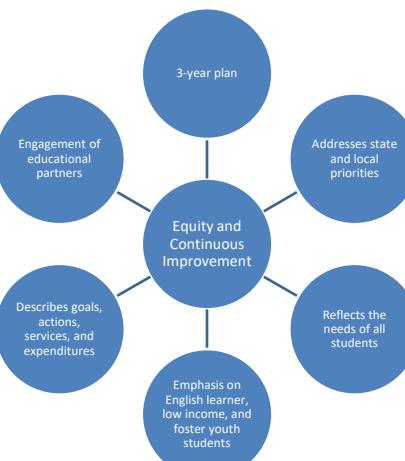
- Pupil Achievement
- Other Pupil Outcomes

Local Control and Accountability Plan Mid-Year Update

9



Local Control and Accountability Plan (LCAP)



Local Control and Accountability Plan Mid-Year Update

10



Continuous Improvement



Build on the work we have done.



Analyze multiple sources of data.



Refine actions based on what we learn.

Local Control and Accountability Plan Mid-Year Update

11



San Juan LCAP Goals

1. Connected Schools

Caring staff actively build community relationships, identify assets and needs, and connect students and families with resources to help them access the best opportunities our schools have to offer.

2. Healthy Environments

All staff cultivate inclusive, safe, equitable, culturally responsive and healthy environments by integrating social and emotional learning to ensure essential student development.

3. Engaging Academics

All educators engage and support each student in a challenging and broad course of study that builds skills, knowledge and experiences preparing all to be critical thinkers who communicate effectively, collaborate and are civic minded.

4. Clear Pathways

Our whole school community engages each student in discovering their limitless potential, and through coordinated efforts prepares them for college, career, and bright futures filled with opportunity.

5. Graduation and College/Career Readiness for Foster Youth and Students with Disabilities

Increase the percentage of foster youth students and students with disabilities who graduate and are college/career ready so that all students are prepared for college, career, and bright futures filled with opportunity.

Local Control and Accountability Plan Mid-Year Update

12



Community Engagement

Local Control and Accountability Plan Mid-Year Update

13



Education Code

California Education Code requires that districts shall:

"consult with teachers, principals, administrators, other school personnel, local bargaining units of the school district, parents, and pupils in developing a local control and accountability plan." [Section 52060(g)]

Local Control and Accountability Plan Mid-Year Update

14

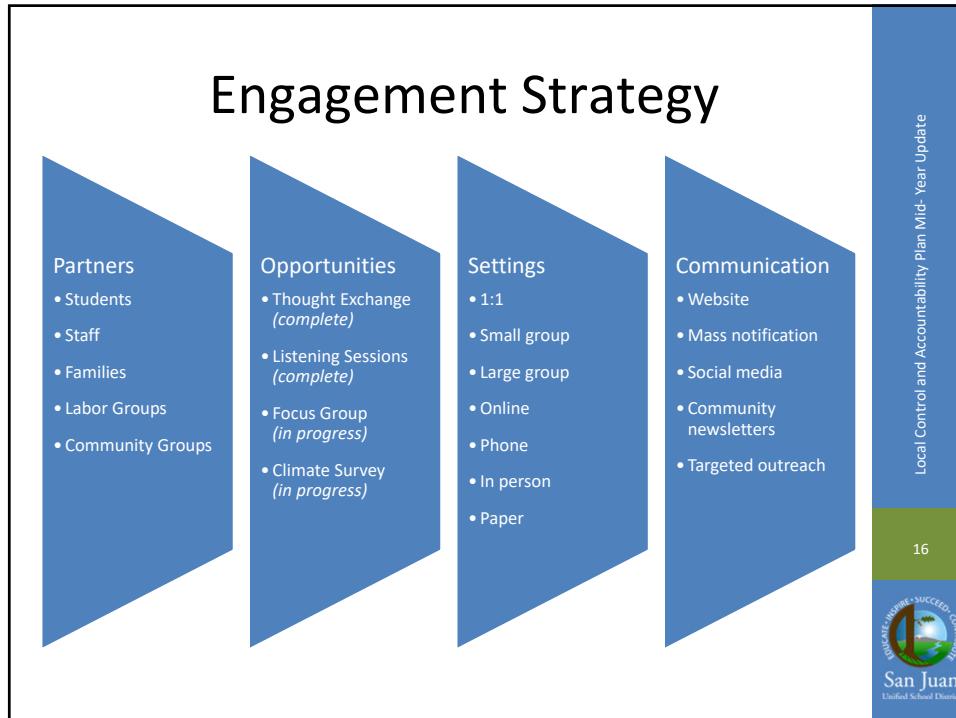


Educational Partners

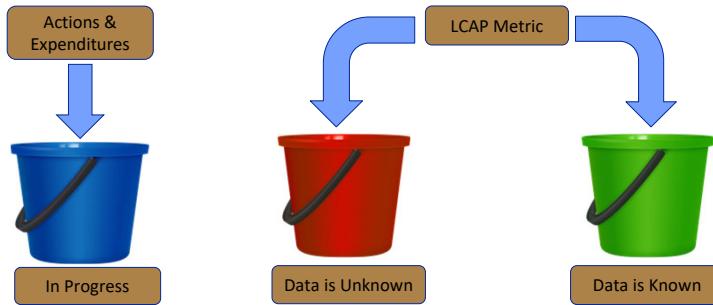
Students	Families	Staff/Labor Groups	Community Partners
<ul style="list-style-type: none"> • All districtwide • African American • Black Student Unions • Elementary, Middle, and High School • Brown Student Union • English learner • English Learner Student Leadership • Foster Youth • LGBTQ+ • Long-term English Language Learners • McKinney Vento (homeless) • Prevention Services • Refugee/Newcomer Students • San Juan Youth Voice Advocates • Students with disabilities • Students with a Voice • Superintendent's Student Advisory Council 	<ul style="list-style-type: none"> • All districtwide • African American • American Indian Education Program Parent Advisory Committee • Curriculum and Standards • District English Language Advisory Committee • Dual Identity Special Education/English Learner Committee • English Language Advisory Committee • Facilities Committee • Foster Youth • Local Control and Accountability Plan Parent Advisory Committee • McKinney Vento (homeless) • Refugee/Newcomer Parents • School Site Council • Special Education • Superintendent's Parent Advisory Committee • Talleres Familiares 	<ul style="list-style-type: none"> • All districtwide • African American • California School Employees Association • Confidential • Division of Teaching and Learning • Extended Cabinet • Foster Youth • McKinney Vento (homeless) • Prevention Services • San Juan Administrators Association • San Juan Supervisors Association • San Juan Professional Educators Coalition • San Juan Teachers Association • Special Education Local Plan Area • Teamsters 	<p>Equity Community Collaborative:</p> <ul style="list-style-type: none"> • Black Youth Leadership Project • Improve Your Tomorrow • Jewish Community Relations Council • National Association for the Advancement of Colored People • Project Optimism • Sacramento Area Youth Speaks • Sacramento Racial and Social Justice Professional Development Team • Special Team of Role Models • TRIO • United College Action Network • Youth Development Network <p>English Learner:</p> <ul style="list-style-type: none"> • Aging Up • Court Appointed Student Advocates <p>Foster Youth:</p> <ul style="list-style-type: none"> • Carmichael Homeless Assistance Resource Team • Sacramento Kindness Campaign  <p>Local Control and Accountability Plan Mid-Year Update</p>

15

Engagement Strategy



LCAP Mid-Year Update: Actions and Metrics

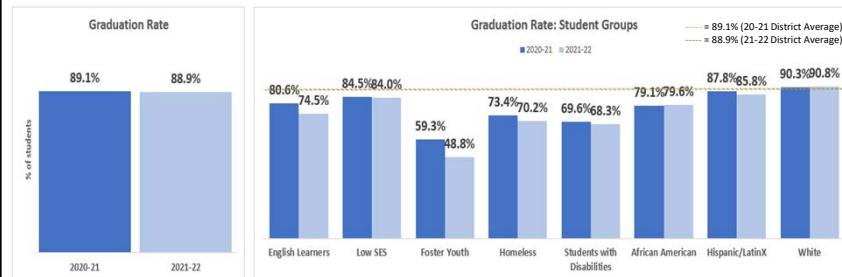


* See attachment C for available mid-year 2022-23 LCAP metrics and data

** See attachment D for mid-year 2022-23 LCAP goals, actions, and expenditures

Metrics and Data

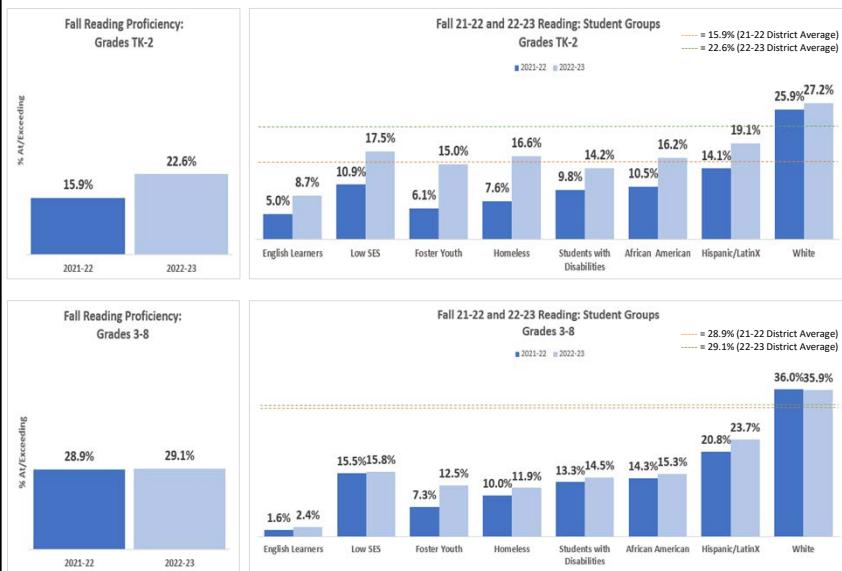
Graduation Rate



Local Control and Accountability Plan Mid-Year Update



English Language Arts



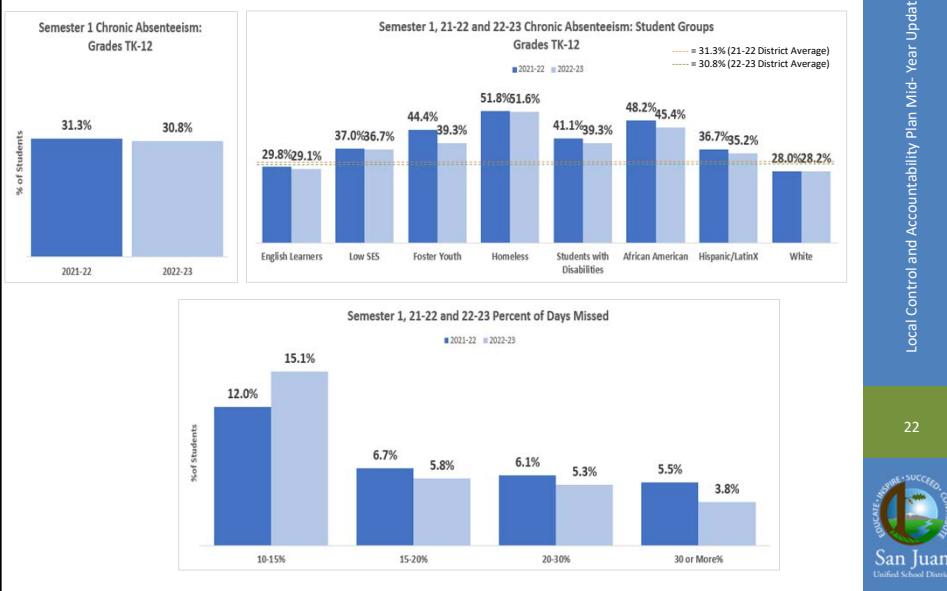
Local Control and Accountability Plan Mid-Year Update



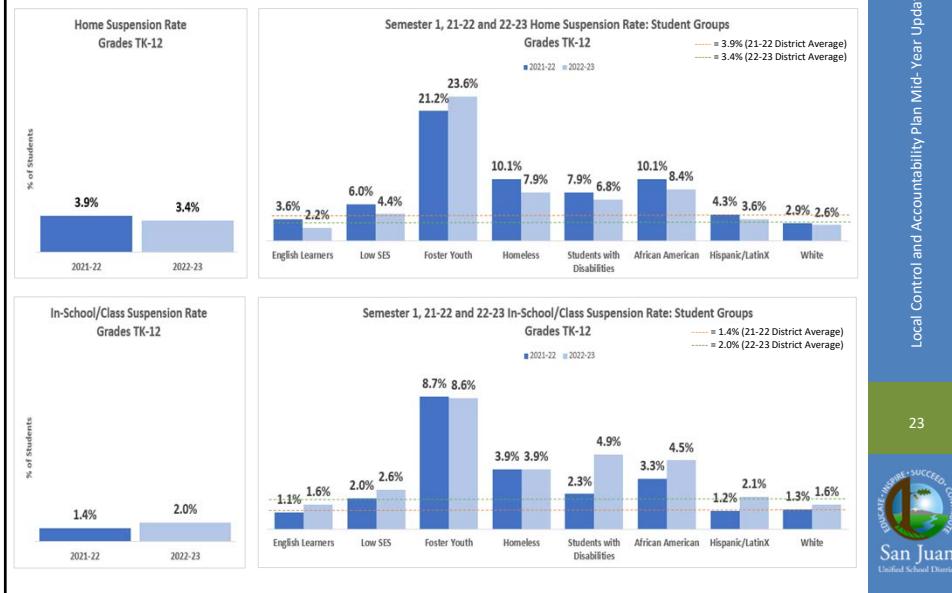
Mathematics



Chronic Absenteeism



Suspensions



Actions:

Responding to the Data

Local Control and Accountability Plan Mid-Year Update

24



English Language Arts and Mathematics

Professional learning, coaching, network collaboration

Tier 1 and 2 interventions

Differentiated instruction

Targeted small group instruction

Instructional Assistants

Local Control and Accountability Plan Mid-Year Update

25



English Language Proficiency

Summer and extended day programs

Integrated and designated ELD instruction

Central staff support

Professional learning

Parent engagement workshops

Local Control and Accountability Plan Mid-Year Update

26



Chronic Absenteeism

Transportation

Staff and
community
partnerships

Communication to
students and
families

Access to
resources,
programs, services

Home language
support

Local Control and Accountability Plan Mid-Year Update

27



Suspension

Direct services and
professional
development

Counseling and
mentoring

Social,
emotional, mental
health support

Alternative
practices to
suspension

Safety planning,
training,
supervision

Local Control and Accountability Plan Mid-Year Update

28



Graduation

Exposure to post-secondary opportunities

Credit Recovery and Grade Improvement

Student and family support

Special outreach and recruitment

Community partnerships

Local Control and Accountability Plan Mid-Year Update

29



San Juan
Unified School District

Budget Overview

Local Control and Accountability Plan Mid-Year Update

30



San Juan
Unified School District

Expenditure Update

Approved LCAP Budget As of 6/28/22	Current LCAP Budget As of 1/9/23	LCAP Expenditures As of 1/9/23
\$327,869,571	\$342,916,951	\$299,172,220

Challenges

- Hiring qualified staff
- Hiring diverse staff
- Staff shortage

Actions

- Recruitment
- Retention
- Career development
- Continuity of services to students and families

Progress

- 566 new employees hired
- 4.5% increase in classified staff diversity
- 68 Cultivating Leaders mentees

Local Control and Accountability Plan Mid-Year Update

31



Next Steps

Analyze

- Identify educational partner key themes
- Review state and local data

Revise

- Refine existing actions
- Develop new actions
- Target funds strategically

Present

- Present plan to LCAP Parent Advisory Committee (PAC) and English learner PAC for review and comment
- Present plan to local governing board at a public hearing for review, comment, and adoption

Local Control and Accountability Plan Mid-Year Update

32



Board Discussion

Local Control and Accountability Plan Mid-Year Update

33



Attachment B:

2022 California School Dashboard Results

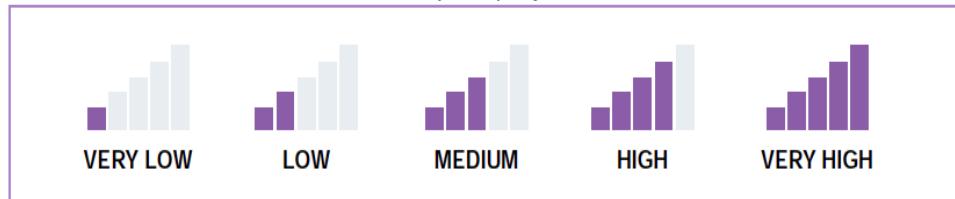
Changes to the Dashboard

The California School Dashboard reports how districts and schools are performing on multiple state and local measures that make up California's accountability system. In prior years, the Dashboard reported performance levels using colors: blue, green, yellow, orange, and red. These performance levels were determined using two years of data and reported the difference between current year performance ("status") and prior year performance to show growth or decline ("change") over time. Because the pandemic interrupted the statewide data collection, assessment, and accountability systems, the 2022 Dashboard is a restart of California's accountability system and only reports current year performance using one of five purple levels. The multicolored Dashboard that reports change in performance will return in 2023.

Prior Years: "Change" – Difference between current year performance and prior year performance



2022 Dashboard: "Status" – Current year performance



Participation Rate Penalty

In 2021-22, a new penalty went into place for districts and schools not meeting a 95 percent participation rate on the CAASPP ELA and math. If a district, school, or student group did not meet the 95 percent participation rate requirement on the CAASPP, a penalty was applied to the academic indicator on the CA School Dashboard. In comparison to the penalty that was applied in previous years, this new penalty calculation has resulted in lower performance levels in ELA and math than in prior years.

Statewide Indicators

The sections below provide a description and the results of each Dashboard indicator by student group, year, and status. The CDE is advising that 2022 data be viewed as a new baseline and not be compared to previous year data because of the pandemic's impact on teaching, learning, and testing. Please note, that 2019 data has been included below not as a comparison for improvement, but rather for context to understand the impact the pandemic had on teaching, learning, and testing for our student groups. Additional information can be found at <https://www.caschooldashboard.org/>.

Academic Performance

Academic Performance contains two measures: ELA and mathematics. They are based on student performance on the CAASPP, which are taken each spring by students in grades three through eight and grade eleven. These indicators show the number of points above or below students are from meeting grade-level standards.

English Language Arts/Literacy			
Student Group	2019	2022	2022 Status
All	-14	-23.6	Low
African American	-68.2	-81.9	Very Low
English Learner	-72.8	-85.2	Very Low
Foster Youth	-68.8	-112.2*	Very Low
Hispanic	-41.8	-45.5	Low
Homeless	-75.3	-90.8*	Very Low
Socioeconomically Disadvantaged	-50	-62.5	Low
Students with Disabilities	-100.3	-106.5*	Very Low
White	-1.9	-2.8	Medium

*95 percent participation rate penalty applied.

Mathematics			
Student Group	2019	2022	2022 Status
All	-38.9	-60.1	Low
African American	-104.8	-124.8	Very Low
English Learner	-88.5	-110.6	Very Low
Foster Youth	-100.4	-153.3*	Very Low
Hispanic	-73.3	-86.4	Low
Homeless	-107.3	-126.9*	Very Low
Socioeconomically Disadvantaged	-76	-97.7	Very Low
Students with Disabilities	-128.4	-134.8*	Very Low
White	-20.4	-37.8	Low

*95 percent participation rate penalty applied.

Chronic Absenteeism

The Chronic Absenteeism Indicator shows the percentage of TK-8th grade students who were absent for 10 percent or more of the instructional days they were enrolled to attend. This includes COVID related absences, non-COVID related absences, excused absences, unexcused absences, and out-of-school suspensions.

Chronic Absenteeism			
Student Group	2019	2022	2022 Status
All	13.6%	37.6%	Very High
African American	29.5%	60.9%	Very High
English Learner	11.9%	36.6%	Very High
Foster Youth	29.2%	49.7%	Very High
Hispanic	15.5%	45.0%	Very High
Homeless	35.7%	65.1%	Very High
Socioeconomically Disadvantaged	18.7%	46.8%	Very High
Students with Disabilities	20.2%	48.0%	Very High
White	10.6%	31.9%	Very High

College/Career Readiness

The College/Career Readiness (CCR) Indicator shows the percentage of students who graduate from high school better prepared for college or a career. It uses many different measures of college and career preparedness, such as completion of coursework and work experience to exam results.

Note: The CCR Indicator is not reported on the 2022 Dashboard due to the impact of COVID-19 on the administration of the 2020-21 statewide summative assessments. Reporting of this measure will resume in 2023.

Graduation Rate

The Graduation Rate Indicator shows the percentage of students who graduate high school with a regular high school diploma in either four or five years. This indicator includes students from the cohort class of 2022 as well as students from the cohort class of 2021 who graduated in their fifth year of high school.

Graduation Rate			
Student Group	2019	2022	2022 Status
All	88.2%	87.6%	Medium
African American	79.7%	80.2%	Medium
English Learner	74.0%	71.5%	Low
Foster Youth	55.1%	65.5%	Very Low
Hispanic	85.9%	88.6%	Medium
Homeless	72.1%	71.9%	Low
Socioeconomically Disadvantaged	83.9%	83.1%	Medium
Students with Disabilities	66.9%	72.0%	Low
White	89.9%	88.9%	Medium

English Learner Progress

The English Learner Progress Indicator (ELPI) shows the percentage of English learner students who are progressing towards English language proficiency. This indicator measures proficiency by comparing results from the current English Language Proficiency Assessments for California (ELPAC) Summative to the prior year ELPAC Summative results.

English Learner Progress			
Student Group	2019	2022	2022 Status
English Learner	51.9%	51.8%	Medium

Suspension Rate

The Suspension Rate Indicator shows the percentage of students who were suspended for at least one full day during the school year. A student is counted as suspended in the suspension rate only once, regardless of multiple suspension or multiple days of suspension.

Suspension Rate			
Student Group	2019	2022	2022 Status
All	6.1%	5.7%	High
African American	15.5%	13.3%	Very High
English Learner	4.6%	4.8%	High
Foster Youth	19.9%	15.2%	Very High
Hispanic	6.1%	5.9%	High
Homeless	13.3%	11.9%	Very High
Socioeconomically Disadvantaged	8.2%	7.6%	High
Students with Disabilities	9.5%	8.8%	Very High
White	5.0%	4.6%	High

Differentiated Assistance

Differentiated Assistance (DA) is provided to assist Local Education Agencies (LEA) in improving student performance for student groups with “very low” performance levels in two or more Local Control Funding Formula (LCFF) state priority areas and related Dashboard indicators.

LCFF state priority areas and related Dashboard indicators used to determine DA eligibility.

LCFF State Priority Areas	Dashboard Indicator
Priority 4 - Pupil Achievement	ELA, Math, ELPI
Priority 5 - Pupil Engagement	Graduation Rate, Chronic Absenteeism
Priority 6 - School Climate	Suspension Rate

Student groups, state priority areas, and Dashboard indicators where San Juan met the criteria for DA.

Student Groups	State Priority Areas and Dashboard Indicators
African American	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
English Learner	Priority 4, 5 - ELA, math, chronic absenteeism
Foster Youth	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
Homeless	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism
Students with Disabilities	Priority 4, 5, 6 - ELA, math, suspension, chronic absenteeism

LCAP Metrics and Data

DEFINITION KEY	
Disparity	Maximum difference between any subgroup compared to the overall rate.
All	All Students
AA	African American
HIS	Hispanic
EL	English Learner
WH	White
RFEP	Reclassified Fluent English Proficient
SED	Socioeconomically Disadvantaged
SWD	Students with Disabilities
FY	Foster Youth
HM	Homeless

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
1	Chronic Absenteeism: Percentage of students who are chronically absent in grades TK-8.	2018-19 All 13 AA 25.7 HIS 14.7 WH 10.6 EL 12.4 RFEP 5.9 FY 25.0 SWD 19.2 SED 17.7 HM 26.6 Disparity 13.6	All 32.7 AA 50.7 HIS 38.9 WH 28.7 EL 30.0 RFEP 23.1 FY 41.0 SWD 40.4 SED 38.2 HM 53.2 Disparity 20.5	All 32.5 AA 48.2 HIS 37.5 WH 29.4 EL 29.6 RFEP 23.4 FY 38.5 SWD 39.0 SED 38.2 HM 53.1 Disparity 20.6	All: <10% Disparity: <8.6%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
1	Attendance: Attendance rates for students in TK-8	2018-19 All 95.2 AA 93.2 HIS 94.8 WH 95.5 EL 95.0 RFEP 96.6 FY 92.6 SWD 93.8 SED 94.3 HM 92.7 Disparity 2.6	All 90.6 AA 84.9 HIS 89.5 WH 91.6 EL 91.5 RFEP 93.4 FY 88.8 SWD 88.3 SED 89.2 HM 84.1 Disparity 6.5	All 87.4 AA 82.7 HIS 85.9 WH 88.1 EL 89.9 RFEP 86.4 FY 83.1 SWD 84.4 SED 86.5 HM 85.2 Disparity 4.7	All: >95% Disparity: <2%
1	Parent and Family Engagement: District ratings on the parent and family engagement tool in all three areas: (1) building relationships, (2) building partnerships, and (3) seeking input for decision making.	2018-19 Relationships: Level 2 Partnerships: Level 3 Input: Level 3	Relationships: Level 3 Partnerships: Level 3 Input: Level 3	Unavailable - Administered in the Spring.	All: Level 3 or higher
1	Participation, Engagement, and Motivation: Percentage of schools where at least 3/4 of students, parents, and staff respond "agree" or "strongly agree" to Participation/Engagement/Motivation.	2019-20 Students 50.8% of schools Staff 73.0% of schools Parents 92.1% of schools	Students 52.2% of schools Staff 80.6% of schools Parents 61.2% of schools	Unavailable - Data available in the Spring.	All: >70% of schools where 3/4 of students, staff, and parents respond "agree" or "strongly agree"
1	High Expectations and Caring Relationships: Percentage of schools where at least 3/4 of students, parents, and staff respond "agree" or "strongly agree" to High Expectations/Caring Relationships.	2019-20 Students 76.2% of schools Staff 85.7% of schools Parents 93.7% of schools	Students 67.2% of schools Staff 83.6% of schools Parents 88.1% of schools	Unavailable - Data available in the Spring.	All: >85% of schools where 3/4 of students, staff, and parents respond "agree" or "strongly agree"

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
1	Staffing Ethnic Diversity: Percentage of staff reflects the ethnic diversity of the student population for SJUSD.	2019-20 Non-White Certificated 21.0% Non-White Classified 26.0%	Non-White Certificated 19.87% Non-White Classified 27.63%	Non-White Certificated 19.85% Non-White Classified 32.09%	Non-White Certificated: 24.0% Non-White Classified: 29.0%
1	Parent Engagement in Leadership Roles: Parent Engagement in Leadership Roles: Percentage of parents of EL, LI, FY, and SWD in leadership roles (e.g. School Site Council, ELAC, DELAC, CAC, LCAP PAC, SPAC, etc.).	2019-20 36.40%	34.64%	Unavailable - Data available in the Spring.	>45%
2	Suspension Rate: Percent of students who have one or more days of home/in-school suspension	2018-19 All 6.74 AA 15.49 HIS 7.05 WH 5.65 EL 5.52 RFEP 5.68 SWD 10.69 FY 21.05 SED 9.14 HM 14.73 Disparity 14.31	All 3.86% AA 10.09% HIS 4.25% WH 2.86% EL 3.56% RFEP 2.78% SWD 7.87% FY 21.15% SED 5.98% HM 10.12% Disparity: 17.29%.	All 3.74% AA 8.45% HIS 4.11% WH 3.00% EL 2.95% RFEP 3.58% SWD 5.95% FY 15.71% SED 4.93% HM 6.90% Disparity: 11.97%.	All: <4.7% Disparity: <9.3%
2	Suspension: Number of days of instruction lost to home/in-school suspension per 100 students	2018-19 All 16.9 AA 48.4 HIS 17.5 WH 12.8 EL 13.7	All 8.28 days AA 23.02 days HIS 9.07 days WH 5.89 days EL 13.04 days	All 6.79 days AA 17.09 days HIS 7.41 days WH 5.12 days EL 4.44 days	All: <14.9 days Disparity: <47 days

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		RFEP 13.7 SWD 31.4 FY 70.2 SED 24.4 HM 48.1 Disparity 53.3	RFEP 6.16 days SWD 17.43 days FY 52.40 days SED 13.03 days HM 20.53 days Disparity: 44.12 days	RFEP 5.03 days SWD 12.73 days FY 41.01 days SED 8.60 days HM 14.96 days Disparity: 34.22 days	
2	Expulsion Rate: Percentage of students expelled from school.	2018-19 All 0.07 AA 0.19 HIS 0.10 WH 0.04 EL 0.04 SWD 0.03 FY 0.20 SED 0.09 HM 0.15 Disparity 0.13	All 0.001 AA 0.003 HIS 0.001 WH 0.001 EL 0.0 SWD 0.002 FY 0.01 SED 0.001 HM 0.002 Disparity 0.009	Unavailable - Not yet released.	Maintain Levels
2	High School Dropout Rate: Percentage of high school students who dropout (based on the 4-year cohort outcomes)	2018-19 All 6.6 AA 11.8 HIS 7.5 WH 5.5 EL 18.4 SWD 13.4 SED 9.6 FY 37.0 HM 20.5	All 8.4 AA 13 HIS 8.3 WH 7.5 EL 16 SWD 13.5 SED 11.6 FY 25 HM 20.2	Unavailable - Not yet released.	All: <5.6% Disparity: <25.4%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		Disparity 30.4	Disparity 16.6		
2	Middle School Dropout Rate: Number of middle school students (grades 6-8) who dropout of school.	2018-19 24 students	 11 students	Unavailable - Not yet released.	<20 Students
2	School Culture and Sense of Belonging: Percentage of schools where at least 3/4 of students, parents, and staff respond "agree" or "strongly agree" to School Culture/Sense of Belonging.	2019-20 Students 79.4% of schools Staff 88.9% of schools Parents 46.0% of schools	 Students 50.7% of schools Staff 70.1% of schools Parents 79.1% of schools	Unavailable - Data available in the Spring.	Increase of 5% of schools where 3/4 of students, staff, and parents respond "agree" or "strongly agree"
2	Safety: Percentage of schools where at least 3/4 of students, parents, and staff respond "agree" or "strongly agree" to Safety.	2019-20 Students 82.5% of schools Staff 82.5% of schools Parents 95.2% of schools	 Students 52.2% of schools Staff 70.1% of schools Parents 89.6% of schools	Unavailable - Data available in the Spring.	All: >85% of schools where 3/4 of students, staff, and parents respond "agree" or "strongly agree"
2	School Facilities: All schools meet or exceed a "Good" rating on the Facilities Inspection tool.	2019-20 100%	 99.82%	Unavailable - Not yet released.	100%
3	English Language Arts State Assessment: Percentage of students who meet or exceed the ELA standards as measured by CAASPP (and i-Ready in 2020-2021).	2018-19 CAASPP: Grades 3-8, 11 All 46.6 AA 24.7 HIS 34.9 WH 53.7 EL 6.37 SWD 15.7 SED 31.5 FY 21.1	 CAASPP: Grades 3-8, 11 All 42.62% AA 20.7% HIS 33.68% WH 51.32% EL 7.74% SWD 14.19% SED 27.43% FY 20.0%	Unavailable - Assessment administered in the Spring.	All: >55.6% Disparity: <30.23%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		HM 22.3 Disparity 40.23%	HM 18.15% Disparity 34.88%		
3	Math State Assessment: Percentage of students who meet or exceed math standards as measured by CAASPP (and i-Ready in 2020-2021).	2018-19 CAASPP: Grades 3-8, 11 All 37.2 AA 14.3 HIS 23.9 WH 44.9 EL 7.98 SED 22.9 SWD 13.1 FY 16.8 HM 13.1 Disparity 29.22	CAASPP: Grades 3-8, 11 All 29.55% AA 10.37% HIS 20.01% WH 37.28% EL 5.29% SWD 10.28% SED 16.56% FY 11.11% HM 9.52% Disparity 24.26%	Unavailable - Assessment administered in the Spring.	All: >46.2% Disparity: <19.22%
3	Science Standards: Percentage of students who meet or exceed the science standards.	2021-22 CAAST: Grades 5, 8, and once in HS All 30.51% AA 9.51% HIS 21.72% WH 37.89% EL 1.81% SWD 11.81% SED 17.85% FY 11.54% HM 11.49% Disparity 28.7%	CAAST: Grades 5, 8, and once in HS All 30.51% AA 9.51% HIS 21.72% WH 37.89% EL 1.81% SWD 11.81% SED 17.85% FY 11.54% HM 11.49% Disparity 28.7%	Unavailable - Assessment administered in the Spring.	All: Increase by 5% Disparity: <10%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
3	English Language Progress: Percentage of English language learners who demonstrate improvement using ELPI levels on the ELPAC.	2018-19 52.55%	51.80%	Unavailable - Not yet released.	>61.5%
3	English Language Learner Reclassification: Percentage of English language learners who are reclassified to Fluent English Proficient.	2020-21 5.2%	6.53%	Unavailable - Not yet released.	>5.5%
3	Standards Access: Percentage of students who have access to standards-aligned instructional materials.	2019-20 100%	100%	Unavailable - Not yet released.	100%
3	Credentialed Staffing: Percentage of teachers properly credentialed and appropriately assigned.	2019-20 100%	71.8%	Unavailable - Not yet released.	>95%
3	Text Level / i-Ready Reading K-2: Percentage of students who meet or exceed the ELA standards measured by site text level assessment or i-Ready reading assessment.	2018-19 Text Level All 57.8 AA 46.4 HIS 52.8 WH 63.4 EL 35.9 SED 47.6 SWD 30.6 FY 39.0 HM 41.3 Disparity 27.2	Text Level / i-Ready All 41.1 AA 28.0 HIS 36.8 WH 49.4 EL 20.1 SED 33.1 SWD 26.3 FY 45.5 HM 25.2 Disparity 21	Text Level / i-Ready All 22.6 AA 16.2 HIS 19.1 WH 27.2 EL 8.7 SED 17.5 SWD 14.2 FY 15.0 HM 16.6 Disparity 13.9	All: >65.8% Disparity: <17.2%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
3	Integrated Math 1 Completion: Percentage of Grade 9 students who successfully pass IM1 with a C or better by the end of their grade 9 year.	2018-19 All 61.4 AA 38.3 HIS 52.7 WH 66.8 EL 34.2 RFEP 65.5 FY 15.4 SED 49.1 SWD 34.0 HM 33.5 Disparity 46.0	All 59.3 AA 53 HIS 51.7 WH 63.8 EL 43.7 RFEP 66.2 FY 21.4 SED 50.6 SWD 41.1 HM 38 Disparity 37.8	All 53.2 AA 41.0 HIS 44.8 WH 57.5 EL 33.3 RFEP 61.2 FY 54.5 SED 42.0 SWD 36.1 HM 31.3 Disparity 21.9	All: >64.4% Disparity: <41%
4	Graduation Rate: Percentage of students who graduate high school within 4 years.	2018-19 All 88.0 AA 79.2 HIS 85.5 WH 89.6 EL 71.3 SWD 67.5 SED 82.6 FY 53.7 HM 68.7 Disparity 34.3	All 87.4 AA 80 HIS 88.3 WH 88.9 EL 69.5 SWD 70.6 SED 82.7 FY 60.7 HM 71.8 Disparity 26.7	Unavailable - Not yet released.	All: >89% Disparity: <29.3%
4	College and Career Indicator (CCI Rate): Percentage of students placed in the "Prepared" level by the state's college and career indicator.	2018-19 All 41.1 AA 16.1 HIS 31.8	Unavailable - No Dashboard data available.	Unavailable - Not yet released.	All: >47.1% Disparity: <29.1%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		WH 44.9 EL 8.0 RFEP 5.68 SWD 4.5 FY 2.0 SED 25.9 HM 13.9 Disparity 39.1			
4	A-G Completion: Percentage of graduating seniors who meet the A-G college requirements.	2018-19 All 45.6 AA 23.9 HIS 37.0 WH 48.9 EL 9.5 SWD 4.3 SED 28.6 FY 0.0 HM 16.7 Disparity 45.6	All 40.7 AA 16.8 HIS 35.1 WH 45.4 EL 8.7 SWD 8.9 SED 26.8 FY 7.7 HM 17.2 Disparity 33	Unavailable - Not yet released.	All: >48.6 Disparity: <35.6
4	CTE Completion: Percentage of graduating seniors who complete at least one CTE pathway.	2018-19 All 8.9 AA 5.8 HIS 11.6 WH 7.4 EL 6.1 SWD 9.1 SED 10.6 FY 0.0	All 12.7 AA 12.3 HIS 11.5 WH 13.6 EL 7.2 SWD 12.8 SED 13.2 FY 7.7	Unavailable - Not yet released.	All: >11.9 Disparity: <3.9

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		HM 10.2 Disparity 8.9	HM 8.2 Disparity 5.5		
4	A-G AND CTE Completion: Percentage of graduating seniors who meet the A-G college requirements and complete at least one CTE pathway.	2018-19 All 4.3 AA 2.6 HIS 4.6 WH 3.6 EL 0.7 SWD 0.0 SED 3.7 FY 0.0 HM 5.6 Disparity 4.3	All 5.7 AA 1.3 HIS 4.6 WH 6.6 EL 0.5 SWD 1.6 SED 4.3 FY 0.0 HM 1.6 Disparity 5.7	Unavailable - Not yet released.	All: >7.3 Disparity: <3.6
4	A-G OR CTE Completion: Percentage of graduating seniors who meet the A-G college requirements or complete at least one CTE pathway.	2018-19 All 50.1 AA 27.1 HIS 44.1 WH 52.7 EL 15.0 SWD 13.4 SED 35.5 FY 0.0 HM 21.3 Disparity 50.1	All 47.8 AA 27.7 HIS 42.0 WH 52.3 EL 15.5 SWD 20.2 SED 35.6 FY 15.4 HM 23.8 Disparity 32.4	Unavailable - Not yet released.	All: >55.1% Disparity: <40.1%
4	College and Career Indicators (AP or IB Exam Performance): Percentage of	2018-19		Unavailable - Not yet released.	All: >30.3% Disparity: <16%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
	graduating seniors who receive a passing score on one or more AP or IB exams.	All 21.3 AA 6.9 HIS 15.3 WH 23.7 EL 24.7 SED 9.6 SWD 0.4 FY 0.3 HM 4.6 Disparity 21.0	All 18.6 AA 3.2 HIS 16.5 WH 20.9 EL 0.7 SWD 1.3 SED 9.9 FY 0.0 HM 5.5 Disparity 18.6		
4	College and Career Indicators (Early Assessment Program ELA): Percentage of grade 11 students who take the EAP and demonstrate preparedness for college and career (conditional or unconditional).	2018-19 All 52.6 AA 37.2 HIS 42.3 WH 57.2 EL 37.2 SED 35.8 SWD 12.3 FY 18.8 HM 27.5 Disparity 40.3	All 54.5 AA 43.5 HIS 41.8 WH 61.5 EL 2.2 SWD 16.1 SED 38.6 FY 14.3 HM 33.3 Disparity 52.3	Unavailable - Not yet released.	All: >59.6% Disparity: <30.3%
4	College and Career Indicators (Early Assessment Program Math): Percentage of grade 11 students who take the EAP and demonstrate preparedness for college and career (conditional or unconditional) as measured by the Early Assessment Program (EAP).	2018-19 All 31.2 AA 10.6 HIS 18.2 WH 35.8 EL 20.7 SED 16.3	All 27.0 AA 13.8 HIS 12.0 WH 32.9 EL 1.5 SWD 5.5	Unavailable - Not yet released.	All: >38.2% Disparity: <15.6%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		SWD 5.6 FY 5.6 HM 5.7 Disparity 25.6	SED 12.2 FY 0.0 HM 4.0 Disparity 27.0		
4	Broad Course of Study: Percentage of students in TK-5 who receive a broad course of study based on enrollment in ELA, math, science, social science, and PE.	2019-20 92.80%	89.50%	Unavailable - Data collected at end of trimester 2.	>95%
4	Broad Course of Study: Percentage of students in 6-8 who receive a broad course of study based on enrollment in ELA, math, science, social science, and PE.	2019-20 95.60%	94.90%	92.10%	Maintain Levels
4	Broad Course of Study: Percentage of 9-12 grade students who receive a broad course of study based on enrollment in course/graduation requirements in ELA, math, science, social science, foreign language, PE, and VAPA.	2019-20 ELA 96.9% Math 85.5% Sci 75.9% Soc 79.4% FL 51.7% VAPA 43.0% PE 60.2%	ELA 95.4% Math 87.1% Sci 74.5% Soc 81.2% FL 69.5% VAPA 43.9% PE 60.7%	ELA 94.5% Math 89.5% Sci 80.2% Soc 79.9% FL 56.0% VAPA 44.8% PE 59.9%	Maintain Levels
4	On Track for Graduation - Elementary Grades: Percentage of students who receive a 1 in English Language Arts or Math.	2019-20 All 23.1 AA 32.1 HIS 26.8 WH 17.6 EL 46.3 SED 32.3	All 25.5 AA 34.6 HIS 29.3 WH 18.2 EL 50.0 SED 34.4	Unavailable - Data collected at end of trimester 2.	All: <20.1% Disparity: <18.5%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
		SWD 25.8 FY 37.6 HM 39.4 Disparity 23.2	SWD 26.0 FY 30.2 HM 44.9 Disparity 24.5		
4	On Track for Graduation - Middle School Grades: Percentage of students who receive a D/F.	2019-20 All 28.4 AA 47.6 HIS 37.3 WH 22.6 EL 48.5 SED 40.4 SWD 41.0 FY 47.2 HM 58.9 Disparity 30.5	All 27.8 AA 44.3 HIS 33.7 WH 21.1 EL 49 SED 38.2 SWD 31.4 FY 50 HM 51.7 Disparity 23.9	All 28.8 AA 42.2 HIS 37.7 WH 22.7 EL 48.7 SED 40.8 SWD 30.3 FY 48.1 HM 58.4 Disparity 29.6	All: <21.4% Disparity: <23.0%
4	On Track for Graduation - High School Grades: Percentage of students who receive a D/F.	2019-20 All 29.3 AA 44.7 HIS 38.3 WH 25.0 EL 50.3 SED 40.5 SWD 42.9 FY 52.5 HM 54.5 Disparity 25.2	All 30.2 AA 47.4 HIS 37.8 WH 24.4 EL 53.7 SED 42.0 SWD 40.2 FY 44.7 HM 55.1 Disparity 24.8	All 32.2 AA 50.0 HIS 41.0 WH 26.1 EL 54.6 SED 45.3 SWD 41.0 FY 45.1 HM 58.5 Disparity 26.3	All: <22.3% Disparity: <19.0%

Goal	Metric	Baseline	Year 1 of 3 2021-22	Year 2 of 3 2022-23 (As of Semester 1)	Desired Outcome for 2023-24
5	Graduation Rate Indicator: The percentage of foster youth and students with disabilities who graduate high school.	2019-20 FY. 55.1% SWD 66.9%	FY - 60.7 SWD - 70.6	Unavailable - Not yet released.	FY: >58.1% SWD: >69.9%
5	College/Career Indicator: The percentage of foster youth and students with disabilities who graduate from high school and are placed in the "Prepared" level on the College/Career Indicator.	2019-20 FY 2% SWD 4.5%	Unavailable - No Dashboard data available.	Unavailable - Not yet released.	FY: >5% SWD: >7.5%

LCAP Goals, Actions, and Expenditures

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
1.1	Family and Community Engagement: Provide avenues where families are valued as active participants in building and maintaining strong school and home relationships. Provide information to parents on how to support instructional learning at home. Partner and build capacity with parents across our diverse district to take leadership roles that address specific school, region, and districtwide needs.	<ul style="list-style-type: none"> • Family engagement workshops • FACE Mobile • Neighborhood Learning Project • Family and Community Engagement (FACE) Personnel • Parent University, School Smarts, Family Literacy 	English Learner (EL), Low Income (LI), Foster Youth (FY)	\$664,960	\$493,781
1.2	Attendance Support for Homeless and Foster Youth: Wraparound services that provide additional support for students and families experiencing homelessness including attendance improvement, transportation, and connection to additional district and community resources that support student basic needs and academic achievement. Communication and marketing to families and students to ensure the success of these services.	<ul style="list-style-type: none"> • Homeless/McKinney-Vento (MKV) staff coordinating with the district's Attendance Improvement Program and Multi-Tiered System of Supports • Provide MKV students and families resources, supports, and interventions at regularly scheduled meetings in home language • Provide short-term transportation to MKV and foster youth using ride service contract • SacRT passes 	FY, LI	\$715,576	\$367,619
1.3	Accessible, Assets-Oriented, and Needs Responsive Schools for English Learners (EL): Provide responsive programs, curriculum, and instruction to support various EL student characteristics and experiences. Bilingual Instructional Assistants (BIAs) to provide scaffolded support using primary language to students with beginning, intermediate, and advanced level English proficiency.	Bilingual Instructional Assistants (BIA) and Translators <ul style="list-style-type: none"> • English learner academic support • Primary language scaffolds • Provide access to critical information related to safety, instruction, and home school connections 	EL	\$3,111,409	\$2,423,168

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
1.4	<p>Cultural Brokers: School community staff to connect families and students with resources and tools to navigate the American School System, provide culturally appropriate responses, and engage historically underserved populations in programs to improve academic and social-emotional outcomes.</p>	<p>School Community Resource Assistants (SCRA)</p> <ul style="list-style-type: none"> Partner with outside agencies to support post arrival transition for Newcomers and refugees Connect families and students with needed resources and tools to navigate the American system Provide extra support in the form of expanded learning after school and on Saturdays to accelerate English language proficiency 	EL, LI	\$947,932	\$585,046
1.5	<p>Workforce Diversity: Improve recruitment and retention efforts focused on increasing diversity of staff members who represent our student populations. Examine and revise policies, regulations, and practices to actively recruit diverse staff.</p>	<p>Recruitment</p> <ul style="list-style-type: none"> Focus on recruiting diverse staff at schools with diverse populations <p>Retention</p> <ul style="list-style-type: none"> Welcoming processes and systematize onboarding procedures <p>Support</p> <ul style="list-style-type: none"> “Cultivating Leaders Program” - Career development of current and future leaders through mentorship and professional development 	EL, FY, LI	\$360,233	\$170,371
2.1	<p>Multi-Tiered System of Supports for Social Emotional Health: Provide tier 1, 2, and 3 supports to sites through direct services to students along with professional development based on site need.</p>	<p>Counseling and Mentoring</p> <ul style="list-style-type: none"> Programs and services to support social, emotional, and mental health. <p>Regional Student Support Center staff* provide:</p> <ul style="list-style-type: none"> Social emotional support to socioeconomically disadvantaged (SED) students** at schools with more than 40% targeted students Ongoing support to sites implementing Positive Behavioral Interventions and Supports (PBIS), Social emotional learning (SEL), and Restorative Practices (RP) 	EL, FY, LI	\$5,277,167	\$4,204,056

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<p>* Regional Student Support Center Staff: Counselors, social workers, psychologists, mental health therapists, social emotional support technicians, and nurses</p> <p>**SED students who struggle with self-regulation, social skills, or other social, academic, and behavioral areas</p>			
2.2	<p>Prevention Services: Support school sites and students to reduce substance abuse and to create physically, socially, and emotionally safe environments.</p>	<p>Substance Abuse Prevention</p> <ul style="list-style-type: none"> Staff professional development and student education programs such as Teen Intervene, Botvin's Life Skills, Friday Night Live <p>Bullying Prevention</p> <ul style="list-style-type: none"> Staff to support social emotional learning programs and education for schools such as Second Step, Peer Mediators, Safe Schools Ambassadors, classroom educational presentations, professional development <p>Immunization and Vaccination Opportunities</p> <ul style="list-style-type: none"> Staff and resources to provide vaccinations at clinic Collaborate with ELICA Health Centers for vaccination and overall student health support Collaborate with Sacramento County Public Health to increase vaccination opportunities 	EL, FY, LI	\$304,994	\$226,298
2.3	<p>Inclusive School Climate and Equity: Build and create culturally responsive, psychologically, socially, emotionally, and academically safe environments by lifting student voice and providing professional development for staff.</p>	<p>College and Career Readiness</p> <ul style="list-style-type: none"> Bridge programs, mentoring, and college fairs Partnership with Equal Opportunity Schools (EOS), Early Academic Outreach Program (EAOP), United College Action Network (UCAN) 	EL, FY, LI	\$1,280,224	\$1,002,108

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<p>Mentoring</p> <ul style="list-style-type: none"> Wrap-around support services and programs for students such as Improve Your Tomorrow (IYT), United College Action Network (UCAN), Sacramento Area Youth Speaks (SAYS), Academic Talent Search (ATS), Project Optimism <p>Teaching and Learning</p> <ul style="list-style-type: none"> Training on cultural responsiveness and equity Curriculum and materials that reflect the diversity of ideas and norms within a multicultural and multiethnic society “Celebrating Black Excellence” – Honoring, celebrating, and taking action for cultivating Black excellence in San Juan <p>Student Voice</p> <ul style="list-style-type: none"> Student leadership groups such as Superintendent's Student Advisory Council (SSAC), Black Visionaries in Leadership (BVL), PRIDE PAK, and district council 			
2.4	<p>School Climate Assessment and Continuous Improvement: Provide professional development to support sites with alternative practices to suspension such as Positive Behavioral Interventions and Supports (PBIS), Restorative Practices (RP), social emotional learning (SEL).</p>	<p>School Site Professional Development (PD)</p> <ul style="list-style-type: none"> PBIS, RP, SEL <p>Learning Support Team</p> <ul style="list-style-type: none"> PD, materials, and supplies to remove barriers to learning such as transportation, attendance, family engagement, transiency, social-emotional and academic interventions, and trauma 	EL, FY, LI	\$317,402	\$200,198
2.5	<p>School Site Supports for Safe Environments: Provide and enhance staff trained in culturally responsive and restorative strategies to improve the safe environment of school sites including safety planning and training, safety systems, and student supervision.</p>	<p>Campus Supervision, Safety, Planning, and Training</p> <ul style="list-style-type: none"> 9 Community Safety Specialists Support sites with development, implementation and training of site safety plans and behavior response plans 	EL, FY, LI	\$2,641,512	\$2,083,073

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<ul style="list-style-type: none"> Collaborate with staff to address safety concerns, identify, and implement anger/stress relief resources and strategies, improve problem solving and student engagement Campus monitors 			
3.1	Math: Support practitioners in creating thinking-based classrooms with rich dialogue, engaging tasks, and targeted assessment. Strategies to incorporate real-world problem-solving situations, and equitable access to learning for all students such as culturally responsive teaching and Universal Design for Learning (UDL).	<p>iReady</p> <ul style="list-style-type: none"> iReady lessons and diagnostics PD, workshops, technology support <p>Math Support</p> <ul style="list-style-type: none"> PD, workshops, coaching, curriculum development, lesson study, drop-in support, and network collaboration <p>Staffing</p> <ul style="list-style-type: none"> Academic intervention support for K-8 Title I sites 	EL, FY, LI	\$532,649	\$451,044
3.2	Literacy: Support practitioners through meaningful professional learning around research-based assessment and literacy instruction that engages students, infuses principles of UDL, and meets students' specific needs in both English language arts and history-social science.	<p>Kindergarten Reading Screener</p> <ul style="list-style-type: none"> Universal screener to assess students' phonological awareness to determine an early risk factor for dyslexia <p>Literacy Professional Development</p> <ul style="list-style-type: none"> Evidence-based literacy instruction Instruction related to ELA and history-social science framework Effective instructional practices such as UDL 	EL, FY, LI	\$88,480	\$21,409
3.3	Intervention: Support implementation of interventions using relevant data to target instruction and monitor literacy and math.	<p>Multi-Tiered System of Support (MTSS)</p> <ul style="list-style-type: none"> Monitor and provide targeted Tier 1 and 2 academic interventions through a MTSS <p>Tutoring</p> <ul style="list-style-type: none"> Targeted small group instruction to students outside school hours 	EL, FY, LI	\$865,409	\$721,420

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
3.4	<p>Middle and High School Integrated Math Support: Provide high schools support with Integrated Math 1 (IM1) implementation and funds to support other academic and social-emotional needs. Provide middle school pilot math program to support targeted students in need of intervention.</p>	<p>IM1 Math Support</p> <ul style="list-style-type: none"> Programs and staff for additional instruction, remediation, and opportunities to learn mathematical concepts <p>Class Size Reduction</p> <ul style="list-style-type: none"> Staffing to reduce IM1 class sizes <p>Student/Counselor Ratio</p> <ul style="list-style-type: none"> Additional high school counselor FTE for academic and social emotional support 	EL, FY, LI	\$1,359,202	\$1,100,715
3.5	<p>Integrated and Designated English Language Development (ELD): Provide meaningful access for English learners (EL) through integrated & designated ELD instruction using the EL Roadmap. Implementation support for ELD focused on differentiated instructional strategies that target the academic and language needs of students with various EL profiles.</p>	<p>Integrated and Designated ELD PD</p> <ul style="list-style-type: none"> Guided Language Acquisition Design (GLAD) Standards and effective instructional strategies Language acquisition and content knowledge <p>Designated ELD courses, staff, and supplemental materials</p>	EL, FY, LI	\$8,227,647	\$7,149,435
3.6	Science: Support implementation of Next Generation Science Standards (NGSS), including adoption of new instructional materials, focusing on equitable access, engagement, and relevancy for all students.	<p>NGSS PD</p> <ul style="list-style-type: none"> Support with new instructional materials Develop literacy skills and culturally responsive practices 	All Students	\$54,181	\$1,654
3.7	Supplemental Arts and Physical Fitness: Provide access to before and after school programs, especially for our targeted groups; professional learning opportunities focused on differentiating instruction for all learners; ensure students have the materials and supplies needed for learning at school and at home; and enrichment opportunities that provide extended learning beyond the instructional day.	<p>PD, Enrichment, Materials and Supplies</p> <ul style="list-style-type: none"> Before and after school programs Professional learning Enrichment Activities: Cultural events and field work Equipment, Materials, Supplies, Musical instruments 	EL, FY, LI	\$52,800	\$42,800
3.8	Academic Supports: Provide central support and staffing for implementation of English language	<p>Central staffing to support implementation of:</p> <ul style="list-style-type: none"> Content standards using UDL framework 	EL, LI, FY	\$1,629,468	\$1,393,482

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
	development (ELD) and content standards to support K-12 teachers, administrators, and classified staff. This includes program specialists and teachers on special assignments (TOSAs) across all content areas including ELD to provide professional learning focused on data analysis, designated, and integrated ELD, and implementation of GLAD strategies for integrated ELD.	<ul style="list-style-type: none"> • Use of ELD standards with ELA standards, designated and integrated ELD, and use of EL data. • Project GLAD PD and incorporation of GLAD strategies for integrated ELD 			
3.9	School Site Innovation: Provide support to Title I schools focused on academic and social-emotional learning (i.e., instructional administrative support, co-teaching model, newcomer support).	<ul style="list-style-type: none"> • Instructional Administrative support (Vice Principals) • Dyer-Kelly co-teaching and newcomer program 	EL, LI	\$2,853,946	\$2,626,288
3.10	Professional Growth: In collaboration with San Juan Teachers Association (SJTA), provide peer support and training to new and veteran teachers in a system of professional growth.	<p>Center for Teacher Support (CTS)</p> <ul style="list-style-type: none"> • Support for first year teachers, interns, teachers with emergency credentials <p>System of Professional Growth (SPG)</p> <ul style="list-style-type: none"> • Support for veteran teachers <p>Beginning Teacher Support and Assessment/Peer Assistance Review (BTSA/PAR)</p> <ul style="list-style-type: none"> • Support for teachers not meeting standards 	EL, FY, LI	\$3,266,193	\$2,782,572
3.11	Instructional and Support Services: Provide instructional and support services for all students, and ensure staff are properly credentialed and appropriately assigned.	Certificated, classified, management staff not funded using LCFF supplemental that provide direct and support services to students	All Students	\$287,288,527	\$256,467,911
3.12	American Indian Education Program: This program addresses the unique cultural, language, and education related academic needs of American Indian and Alaska Native students. The services provided are tutoring, reading groups, and classroom visits, cultural programs and events, college prep programs, scholarship writing, student support and advocacy, and milestone celebrations.	<ul style="list-style-type: none"> • Tutoring • Reading groups • Classroom visits • Cultural programs and events • College prep programs • Scholarship writing • Student support and advocacy • Milestone celebrations 	LI / AI	\$29,386	\$2,416

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
4.1	<p>School Counseling: Develop and maintain a K-12 comprehensive school counseling curriculum to provide tier 1 support for all students (including graduation track and certificate of completion) focused on three domains: college/career readiness (CCR), academic and social emotional learning.</p>	<p>Counseling to Support Graduation, CCR, SEL</p> <ul style="list-style-type: none"> • Staffing to reduce student-counselor ratio • Develop and maintain a K-12 school counseling curriculum handbook, scope and sequence, and framework for Tier 1 lessons • Provide K-12 school counseling curriculum to all students (Tier 1) • Training for Transition Plans/Course of Study for students with Individual Education Plans (IEP) on Certificate of Completion 	EL, FY, LI	\$2,107,528	\$1,899,854
4.2	<p>Alignment of Resources for English Learner (EL)</p> <p>Programs and Services: Align interpreters and bilingual assistants to the six most commonly spoken languages other than English to support the academic success of our ELs and newcomers. Provide programs to meet the needs of specific populations: newcomers, long-term English learners (LTELs); grade-level programs such as English Language Proficiency Assessments for California (ELPAC) boot camp. Staff to translate foreign transcripts. School Community Resource Assistants to support families with understanding available school programs, internal and external resources, parent teacher conferences, etc. Translators to support students and families with Individualized Education Plan (IEP), enrollment, translation of documents, and interpretation.</p>	<p>Adult Ed Classes</p> <ul style="list-style-type: none"> • Provide English instruction for adults at multiple locations around the district <p>EL Central Support to Sites</p> <ul style="list-style-type: none"> • Monitor newcomer enrollments • Identify English Learners • Schedule for ELPAC testing • Transition support for new students • Enrollment in appropriate programs <p>World Language Proficiency Validation</p> <ul style="list-style-type: none"> • Provide ELs in grades 9-12 the opportunity to take a WL proficiency exam • Communicate to EL students and families about the opportunity to take a WL proficiency exam 	EL	\$1,005,252	\$554,230
4.3	<p>Post-Secondary Opportunities and Exposure: Expose students to opportunities through lessons in Naviance, counseling core instruction, and Career Technical Education (CTE) outreach so that all students will know and understand post-secondary opportunities such as community colleges, universities, military, trade schools, and career pathways where students can begin working immediately after graduation.</p>	<p>Test Fees</p> <ul style="list-style-type: none"> • Subsidize cost of Advanced Placement (AP) and International Baccalaureate (IB) test fees for socioeconomically disadvantaged qualified students • Subsidize cost of PSAT/NMSQT test fees for 10th and 11th grade students 	EL, FY, LI	\$445,339	\$274,090

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<p>Naviance</p> <ul style="list-style-type: none"> Provide students with post-secondary planning support at high and middle density high schools College Career Technicians to support Naviance lessons and engagement <p>Equal Opportunity Schools (EOS)</p> <ul style="list-style-type: none"> Increase enrollment of African American students in AP and IB courses 			
4.4	Alternative Education and Credit Recovery: Provide students with alternative education and credit recovery options to high school graduation. Exposure to college and career options to support students who want an alternative route to finish high school and/or who become credit deficient. Subsidize early childhood education program fees for low-income parents and pregnant teens.	<p>Alternative Continuation School (11th-12th)</p> <ul style="list-style-type: none"> Independent study school, continuation school, and an alternative independent school as an alternative to comprehensive high schools <p>Credit Recovery</p> <ul style="list-style-type: none"> Grade Improvement APEX <p>Early Childhood Education</p> <ul style="list-style-type: none"> Subsidize early childhood education program fees for socioeconomically disadvantaged parents and pregnant teens Provide infant toddler childcare for parenting students 	EL, FY, LI	\$2,014,831	\$1,789,545
4.5	Summer Opportunities and Enrichment: Intervention and enrichment opportunities for students who are at risk from not being on grade level.	<p>Summer Math Programs - Math Camp, Camp Invention, ELPAC Bootcamp, after school tutoring</p> <ul style="list-style-type: none"> Intervention for students who are at risk from being on grade level in grades 3-6 Focus on literacy, academic discourse, and communicating reasoning through interactive and engaging Science, Technology, Engineering, Mathematics (STEM) projects 	All Students	\$1,243,597	\$819,992

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<p>Summer Intersession</p> <ul style="list-style-type: none"> Extended school year (1-2 weeks in December and June) for high school students who want or need to improve a grade in a class <p>Newcomer and Long-term English Learner (LTEL) Summer School</p> <ul style="list-style-type: none"> Newcomer - Focus on language acquisition and connectedness to school LTEL - Credit recovery (APEX), language acquisition, and engagement 			
4.6	Early Childhood Education: Support all students and families by offering enrollment into summer programs focused on transitioning into the TK-12 system. Educate parents on the process for enrollment through the years and prepare students for the behavioral and educational elements of an elementary student. Promote community building into the transition.	<p>Transition into Kindergarten</p> <ul style="list-style-type: none"> Camp Kinder: 10 day camp prior to first day of kindergarten Teacher on Special Assignment (TOSA) to coordinate, monitor, and implement camp Professional learning around early literacy and transition from preschool to kindergarten 	EL, FY, LI	\$388,445	\$150,101
4.7	Advancement Via Individual Determination (AVID): Provide AVID program at secondary school sites to support students with college access and skill development to be successful in post-secondary.	<p>AVID</p> <ul style="list-style-type: none"> Special outreach and recruitment of targeted student groups in 7th-12th grade (e.g. first in family to attend college, EL, LI, FY) Tutors and instructional supports for students PD and AVID Summer Institute for teachers 	EL, FY, LI	\$1,863,355	\$1,557,148
4.8	Career Technical Education (CTE) Pathway Articulation and CTE Advancement: Provide students with opportunities to explore career pathways at the elementary and middle grades and experience pathways at the high school level.	<p>CTE</p> <ul style="list-style-type: none"> 6th-12th grade - Exposure to CTE pathways through school presentations, counselors, districtwide events 9th-12th grade - Funding for CTE programs 	All Students	\$3,724,385	\$2,844,984

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
4.9	K-8 College and Career Strength Finding/Career Planning & Support: Support all students in grades TK-8 in student career planning to include social emotional awareness, strengths finder, and self-discovery as they relate to and support the college and career Indicators.	<p>Naviance Strengths Explorer for K-8</p> <ul style="list-style-type: none"> • Strengthsfinder assessment to support awareness of strengths connected to College and Career Indicator • Pathway to Naviance engagement in grades 9-12 	EL	\$20,000	\$0
4.10	District System Supports for Continuous Improvement: Site funding to implement continuous improvement principles and practices with educational partners focused on improving and increasing services for targeted student groups. This includes staffing, professional learning, and supplies.	Staffing, professional learning, and supplies to support continuous improvement	EL, FY, LI	\$6,434,657	\$3,400,082
5.1	Foster Youth Staffing and Services: Wraparound supports for foster youth students focused on attendance, tutoring, academics, college and career guidance, transitioning from high school to college and career, and communication and marketing to families and students.	<p>Provide sufficient staff and resources focused on:</p> <ul style="list-style-type: none"> • Chronic Absenteeism: Collaborate with the Attendance Improvement Program (AIP) and McKinney-Vento (MKV) staff, and alternative education programs in SJUSD • Graduation Rate: Rapid enrollment, credit review, tutoring, credit recovery, AB167 eligibility, social-emotional supports, translators and interpreters for communication, maintain accurate records of FY • Post-Secondary Attendance: Collaboration with FY local agencies, community colleges, Career Technical Education providers 	FY	\$1,555,741	\$1,348,788
5.2	Student Lists: Identify current and former foster youth students by verifying state, county, and local student information data, and targeting enrollment and interdistrict transfer processes.	<p>Student Records</p> <ul style="list-style-type: none"> • Review state CALPADS student information database report for discrepancies • Update local San Juan Q-SIS student information database 	FY	\$11,009	\$833

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
5.3	<p>Special Outreach: Identify, recruit, place, and support foster youth students and students with disabilities in A-G, CTE, tutoring, and credit recovery courses/classes.</p>	<p>Admissions</p> <ul style="list-style-type: none"> Notification to FY team when new FY student enrolls Sharing information with FY and HS counselors Appropriate placement <p>Enrollment Meeting</p> <ul style="list-style-type: none"> Include case manager if student has IEP Share available resources, programs, and services Engage in Naviance <p>Ongoing Support</p> <ul style="list-style-type: none"> FY counselor, HS counselor, and Case Manager collaborate to provide ongoing support Engage with Naviance and focus on A-G, CTE, tutoring, credit recovery, co-taught classes <p>Professional Learning/Family Engagement</p> <ul style="list-style-type: none"> Connect teachers and families to FY resources, programs, and services Unconscious bias training 	FY/SWD	\$10,000	\$2,001
5.4	<p>Inclusive Practices: Support general and special education teams through professional learning and collaboration time to increase the use of inclusive practices for students with disabilities in general education environments.</p>	<p>Co-Teaching Model</p> <ul style="list-style-type: none"> General and special education teachers Access to learning and inclusive practices in general education classroom Professional learning <ul style="list-style-type: none"> UDL practices imbedded in all trainings Support effective and consistent co-teaching practices across schools Partnership with WestEd Collaboration time 	SWD	\$223,515	\$13,710

Goal / Action #	Action Title and Description	Examples of Programs and Services Included in Action	LCFF Target Student Group	Current Budget As of 1/9/23	Expenditures As of 1/9/23
		<ul style="list-style-type: none"> Central support for implementation of content standards to K-12 staff through the lens of a UDL framework 			
5.5	Enrollment in General Education: Revise student code process for students with disabilities to access required general education courses and meet graduation requirements.	Staffing: <ul style="list-style-type: none"> Access to general education classroom setting All students (general and special education) included in student-to-staff ratio Create opportunities for SWD to participate in core and elective classes 	SWD	\$0	\$0

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-3

MEETING DATE: 02/14/2023

SUBJECT: 2022-23 Local Control and Accountability Plan (LCAP)
Mid-Year Update – Choices Charter School

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Admissions and Family Services

ACTION REQUESTED:

The superintendent is recommending that the board review the 2022-23 LCAP mid-year update for Choices Charter School.

RATIONALE/BACKGROUND:

The 2021-2024 LCAP is a three-year plan that supports the continuous improvement of the student performance within the eight state priorities, with an emphasis on English Learner, low income, and foster youth students. The LCAP is updated yearly based on a review of multiple sources of data that includes input gathered from consultation with educational partners, state and local data, educator experience, and research. The governing board approved the 2022-2023 LCAP for Choices Charter School on June 28, 2022. This is the mid-year presentation for the 2022-2023 LCAP for Choices Charter School that will include:

- An Overview of the LCAP for Choices Charter School
- Mid-year data for the 2022-2023 Choices Charter School LCAP
- Budget overview of funding sources

ATTACHMENT(S):

A: Presentation

B: California Dashboard Results

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: \$3,077,182

Additional Budget: \$0

Funding Source: Unrestricted Base, Supplemental, other restricted, etc. Strategic Plan: N/A

Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: 1-4 Focus: N/A

Action: N/A

PREPARED BY: Brent Givens, School Director, Choices Charter School

Brian T. Ginter, Director, Admissions and Family Services

APPROVED BY: Debra Calvin, Ed.D., Associate Superintendent, Educational Services 

Melissa Bassanelli, Superintendent of Schools 

Local Control and Accountability Plan (LCAP)

2022-23 Mid-Year Update

Choices Charter School



Presented to San Juan Unified Board of
Education
February 14, 2023



1

Background

This update includes:

- Who we are – a brief overview
- Available mid-year data related to metrics identified in the 2022–23 LCAP
- Budget overview of LCAP funding sources
- Update on implementation of LCAP actions identified in the 2022–23 LCAP





Who are we?

- A free public charter school authorized by the San Juan Unified School District
- We serve 6th – 12th grades with approximately 250 students
- Independent Study Charter School with online curriculum & optional in-person support classes
- Small campus & positive climate
- Fully accredited by the Western Association of Schools and Colleges (WASC), 6-year term
- Full course catalog with Career Technical Education (CTE), Advanced Placement (AP) & Visual and Performing Arts (VAPA) courses
- 24-hour access to student information – grades, curriculum and class information through our online portal
- Free tutoring in all subjects
- We help students & families who may be at risk or need additional support for a variety of reasons





3



- Address the needs of all students with an emphasis on our English learner, low income, and foster youth students.





LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

4

Educational Partner Engagement for LCAP

Choices promotes community engagement through collaboration with the following educational partners:

- Advisory Council, consisting of teachers, parents, students, school administration, classified employees, and community members
- Family focus groups
- Parents and students
- School leadership team
- School staff
- San Juan Unified School District



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

5

School Focus and Key Themes

All students, including Socioeconomically Disadvantaged Students, English Learners, and Foster Youth, benefit from the focus on and implementation of:

- Expanded tutoring services
- College & career planning support
- School community engagement
- Technology resources
- Support for students with anxiety
- Mental health support for students
- Safe, flexible & caring learning environment



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

6

Budget Overview

Funding Source	As Adopted in 2022-23 Budget Overview for Parents
Total LCFF Base Funds	\$2,323,154.00
LCFF Supplemental	\$200,243.00
LCFF Concentration Grant	\$0
All Other State Funds	\$472,359.00
All Local Funds	\$5,252.00
All Federal Funds	\$0
Total Projected Revenue	\$3,001,008.00
Total Budgeted General Fund Expenditures	\$3,077,182.00



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

7

Successes

- Choices seamlessly transitioned to distance learning during the COVID-19 campus closure, and extremely strong 2021 English and Math SBA scores reflect this.
- No significant learning loss in English Language Arts occurred following the pandemic, as is demonstrated by strong 2022 English SBA scores that exceed state averages.
- Choices reaches all students in an equitable manner, as is seen by SBA scores: disadvantaged student subgroups either outperform All Students or lag behind them by fewer points than across the state.
- Choices offers a safe and caring learning environment; 100% of returning students in 2021 and 2022 reported feeling safe on campus during the previous year.
- While many Choices students cite anxiety as a primary reason for enrolling, roughly half of them later state that they feel less anxiety since they started to attend.



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

8

Challenges/Areas of Growth

The following Choices data points lag behind state averages; Choices is aware of these areas of need and is focused on growth through targeted action:

- Graduation Rate and College Career Indicator
 - Choices is actively promoting, through its WASC Graduation Outcomes, the accomplishment of individual goals through college and career planning and timely graduation. This process involves various practices, activities, and academic assignments that raise awareness, require reflection, and promote practical decision-making that builds a path toward the accomplishment of long-term objectives.
- Math SBA Scores
 - Two new dedicated Math teachers meet students where they are and assist them, with innovative practices and the support of a full-time tutor, to build skills while completing homework assignments.

LCAP funds will continue to target these areas of need where Choices expects to continue to experience incremental growth.



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

9

LCAP Metrics – Graduation Rate

Metric	Baseline	Year 1 2020-21	Year 2 2021-22	Desired Outcome 2023-24
Graduation Rate of Socioeconomically Disadvantaged Students	75% (2019-20) (Goal: Growth of at least 1% point per year)	75%	68%	78%
Graduation Rate of English Learners	73% (2019-20) (Goal: Growth of at least 1% point per year)	No data available for this student subgroup in 2020-21 due to insignificant sample size.	No data available for this student subgroup in 2021-22 due to insignificant sample size.	76%



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

10

LCAP Metrics – ELA

Metric	Baseline	Year 1 2020-21	Year 2 2021-22	Desired Outcome 2023-24
SBA ELA- Achievement Gap between <i>Socioeconomically Disadvantaged Students and All Students</i> in Percentage that Met or Exceeded Standard <i>Data type redefined as "Ever-EL" in 2022, in order to have a large enough sample size to track progress on public reports.</i>	6% points below performance of All Students (2018-19) (Goal: Reduction in gap by at least 1% point per year)	7% points above performance of All Students	9% points below performance of All Students	3% points below performance of All Students
SBA ELA- Achievement Gap between <i>English Learners and All Students</i> in Percentage that Met or Exceeded Standard <i>Data type redefined as "Ever-EL" in 2022, in order to have a large enough sample size to track progress on public reports.</i>	2% points below performance of All Students (2018-19) (Goal: Reduction in gap by at least 1% point per year or 0% performance gap.)	19% points above performance of All Students	1% points below performance of All Students	0% points performance gap



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

11

LCAP Metrics – Math

Metric	Baseline	Year 1 2020-21	Year 2 2021-22	Desired Outcome 2023-24
SBA Math- Achievement Gap between <i>Socioeconomically Disadvantaged Students and All Students</i> in Percentage that Met or Exceeded Standard	8% points below performance of All Students (2018-19) (Goal: Reduction in gap by at least 1% point per year)	11% points above performance of All Students	9% points below performance of All Students	5% points below performance of All Students
SBA Math- Achievement Gap between <i>English Learners and All Students</i> in Percentage that Met or Exceeded Standard <i>Data type redefined as "Ever-EL" in 2022, in order to have a large enough sample size to track progress on public reports.</i>	3% points above performance of All Students (2018-19) (Goal: Reduction in gap by at least 1% point per year or 0% performance gap.)	9% points above performance of All Students	3% points performance gap	0% points performance gap



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

12

LCAP Metrics – College Career

Metric	Baseline	Year 1 2020-21	Year 2 2021-22	Desired Outcome 2023-24
College Career Indicator- Achievement Gap between Socioeconomically Disadvantaged Students and All Students in Percentage that are College/Career Ready on the California School Dashboard	5% points <i>below</i> performance of All Students (2019-20) (Reduction in gap by at least 1% point per year)	No data published for this metric in 2020-21.	No data published for this metric in 2021-22.	2% points <i>below</i> performance of All Students
College Career Indicator- Achievement Gap between English Learners in Percentage that are College/Career Ready on the California School Dashboard	No data available for this student subgroup in 2019-20 due to insignificant sample size. (Goal is no achievement gap once sample size is large enough to track.)	No data published for this metric in 2020-21.	No data published for this metric in 2021-22.	0% points performance gap



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

13

LCAP Metrics – Chronic Absenteeism

Metric	Baseline	Year 1 2020-21	Year 2 2021-22	Desired Outcome 2023-24
Chronic Absenteeism- Achievement Gap between Socioeconomically Disadvantaged Students and All Students in Percentage of Chronic Absenteeism in grades 6-8	4% points <i>above</i> performance of All Students (2018-19) (Reduction in gap by at least 1% point per year)	No data published for this metric in 2020-21.	6% points <i>above</i> performance of All Students	2% points <i>above</i> performance of All Students
Chronic Absenteeism- Achievement Gap between English Learners and All Students in Percentage of Chronic Absenteeism in grades 6-8	No data available for this student subgroup in 2018-19 due to insignificant sample size. (Goal is no achievement gap once sample size is large enough to track.)	No data published for this metric in 2020-21.	No data available for this student subgroup in 2021-22 due to insignificant sample size.	0% points performance gap



LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

14

Board Discussion



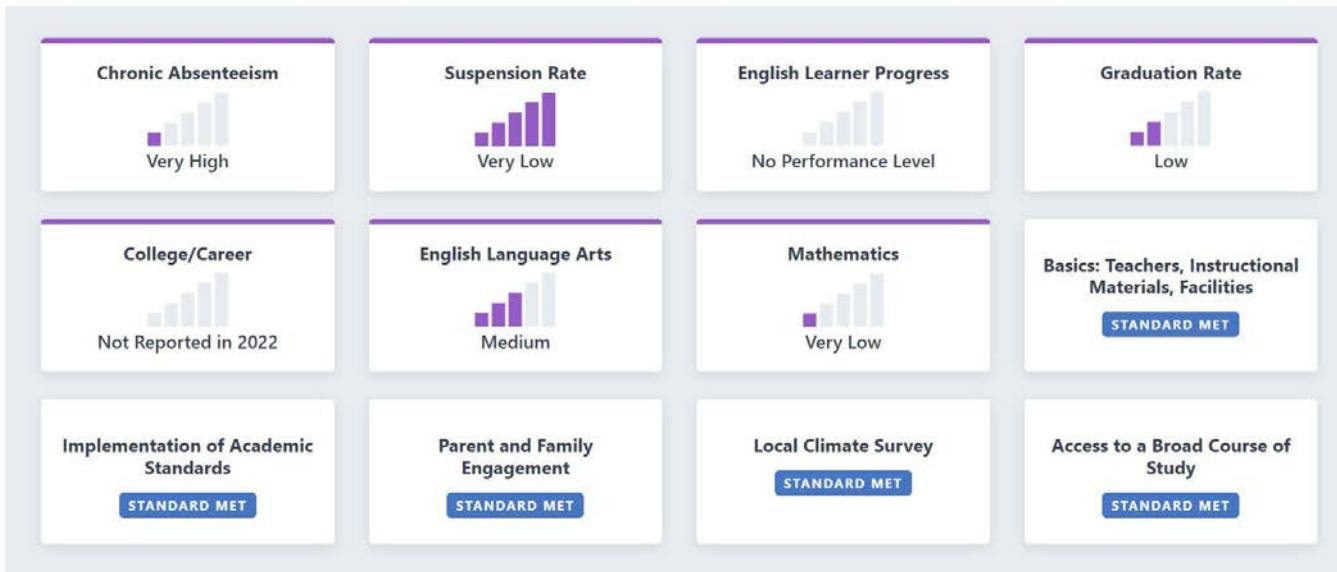
LOCAL CONTROL AND ACCOUNTABILITY PLAN - CHOICES CHARTER SCHOOL

15

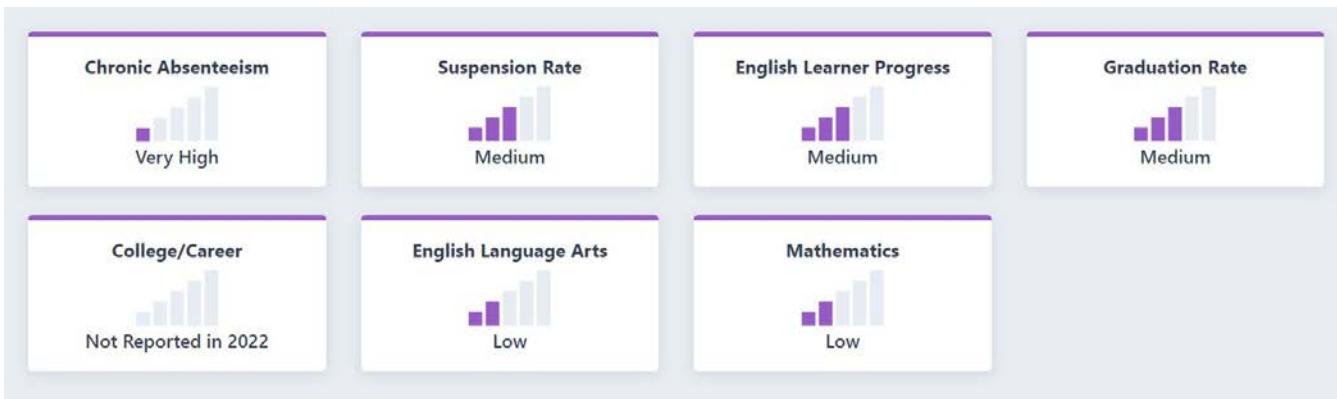
2022 California School Dashboard Data

Attachment B

San Juan Choices Charter School



State of California



In Summary:

- Choices Charter School (CCS) is in line with the state, experiencing high Chronic Absenteeism following the pandemic.
- CCS's Suspension Rate is extremely low in comparison to the state. Students are very rarely suspended or expelled.
- CCS's Graduation Rate is lower than the state average; however, 41% of CCS graduates state that they would not have graduated from high school had they not enrolled at CCS.
- CCS's English Language Arts proficiency is higher than that of the state, while Math proficiency lags behind the state.
- CCS has met all standards associated with local indicators.

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM I-4

MEETING DATE: 02/14/2023

SUBJECT: Intent to Convey Easement at Sunrise Technical Center to the Citrus Heights Water District

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Facilities

ACTION REQUESTED:

The superintendent is recommending the board adopt Resolution No. 4071 declaring the intent to convey a permanent easement at Sunrise Technical Center to the Citrus Heights Water District and to call a public hearing to be held on February 28, 2023.

RATIONALE/BACKGROUND:

The Citrus Heights Water District is requesting the granting of a permanent utility easement at Sunrise Technical Center, APN #257-0040-024-0000, for the purposes of construction of a water well and related appurtenances. This easement is necessary for the purposes of constructing, installing, maintaining, using, operating, inspecting, repairing, and servicing a water well, and related appurtenances and uses, as further described.

ATTACHMENT(S):

- A: Resolution No. 4071
B: Citrus Heights Water District Easement Agreement
C: Aerial Exhibit

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 02/06/2023

FISCAL IMPACT:

Current Budget: N/A
Additional Budget: N/A
Funding Source: N/A
(Unrestricted Base, Supplemental, other restricted, etc.)
Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A
Action: N/A

Strategic Plan: N/A

PREPARED BY: Frank Camarda, Chief Operations Officer 

APPROVED BY: Melissa Bassanelli, Superintendent of Schools 

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**Resolution No. 4071
RESOLUTION OF INTENTION TO CONVEY EASEMENT TO
CITRUS HEIGHTS WATER DISTRICT**

WHEREAS, San Juan Unified School District (“District”) owns real property located at 7322 Sunrise Boulevard, Citrus Heights, California, in the County of Sacramento, State of California, bearing Assessor’s Parcel Number (APN 257-0040-023-0000) and commonly known as Sunrise Technical Center;

WHEREAS, Citrus Heights Water District (“CHWD”) has requested that the District convey to CHWD an easement (“Easement”) for water utility purposes, over a small area of real property on APN 257-0040-023-0000 which is adjacent to CHWD parcel APN 257-0040-023-0000, located on Canelo Hills Drive, Citrus Heights, California, in the County of Sacramento, as generally described and depicted in Exhibit A (“Easement Area”);

WHEREAS, the purpose of the Easement is for CHWD to construct, maintain, and operate certain water utility infrastructure; and

WHEREAS, pursuant to Education Code section 17557, before so conveying property, a school district’s governing board must adopt a resolution in an open meeting by a two-thirds vote of all of its members declaring the intention to convey the property.

NOW, THEREFORE, the Board of Education of the San Juan Unified School District hereby finds, determines, declares, orders, and resolves as follows:

1. Recitals. The foregoing recitals are hereby adopted as true and correct.

2. Intent to Dedicate; Terms and Conditions. Pursuant to Education Code section 17556 et seq., it is the intention of the District to convey to CHWD the Easement generally described and depicted in the attached Exhibit A for the purposes described herein.

3. Public Hearing. On the 28th of February 2023, at the hour of 6:30p.m., or as soon thereafter as the matter can be heard, the District’s Board of Education shall hold a public hearing upon the question of making the conveyance of the Easement to CHWD pursuant to Education Code sections 17558 and 17559, at which time any interested person may appear and be heard thereon.

4. Notice of Adoption. Notice of adoption of this Resolution shall be given by posting a true copy of this Resolution in three (3) public places in the District not less than ten (10) days before the date of the public hearing described above. Notice of said public hearing shall be given by publishing the notice in a newspaper of general circulation published in the District or in a newspaper published in Sacramento County that has general circulation within the District not less than five (5) days before the date of the public hearing described above.

PASSED AND ADOPTED on February 14, 2023, at a regular meeting of the Board of Education by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

SAN JUAN UNIFIED SCHOOL DISTRICT

ATTESTED TO:

By: _____
Zima Creason, President
San Juan Unified School District
Board of Education

By: _____
Steve Miller, Clerk
San Juan Unified School District
Board of Education

EXHIBIT A

[Description of Easement]

EASEMENT AGREEMENT FOR CONSTRUCTION OF WATER WELL

San Juan Unified School District, a political subdivision of the State of California, who acquired title as Arcade School District of Sacramento County, a political subdivision of the State of California (hereinafter referred to as "Grantor"), does hereby agree to grant to **Citrus Heights Water District** a California irrigation district ("Grantee"), a permanent exclusive utility easement on Grantor's real property in the County of Sacramento, State of California, bearing Assessor's Parcel Number 257-0040-024-0000, for the purpose of constructing a water well and related appurtenances, as further described in the Grant of Permanent Exclusive Utility Easement attached hereto as **Exhibit "1"** and made a part hereof ("Permanent Easement"), and as bounded and described in **Exhibits "A"** and **"B"** to the Permanent Easement ("Easement Area"). Through this agreement, Grantee and Grantor are sometimes collectively referred to herein as "Parties" or individually as "Party."

COVENANTS, TERMS, CONDITIONS AND RESTRICTIONS

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantee and Grantor covenant and agree as follows:

1. **Permanent Easement.** Pursuant to the terms herein, Grantor shall sell, and Grantee shall purchase, the Permanent Easement for the purpose of constructing, installing, maintaining, using, operating, inspecting, repairing, and servicing a water well, and related appurtenances and uses, as further described in the Permanent Easement.
2. **Ownership of the Underlying Property.** Grantor reserves the rights and incidents of ownership of the underlying fee interest in the Easement Area, provided that such incidents of ownership shall not hinder, conflict, or interfere with, or otherwise frustrate the exercise of Grantee's rights hereunder.
3. **Purchase Price.** Grantee shall pay to Grantor One Hundred Fifteen Thousand Dollars (\$115,000.00) ("Purchase Price") in consideration of the Permanent Easement. The entire balance of the Purchase Price, less any credits due to Grantee, as expressly provided herein, shall be due from Grantee on the date of conveyance.
4. **Effective Date.** For purposes of this agreement, the "Effective Date" shall be the date upon which this agreement has been executed by all Parties.
5. **Compliance with Law.** Grantee shall use due care in the construction, operation and maintenance of the Easement Area, and all fixtures and appurtenances located within the Easement Area. Grantee and its contractors and subcontractors shall comply with the requirements of Education Code sections 45125.1 and 45125.2 during the use of the Permanent Easement and Easement Area by Grantee, its contractors, and subcontractors.
6. **Maintenance and Use of the Easement Area.** Grantee shall, at its sole cost and expense, maintain and keep the Easement Area in good order and condition. Grantee use of the Easement Area shall not interfere with the Owner's regular operation of its property.
7. **Indemnification.**
 - (a) Grantee shall indemnify, defend, and hold harmless Grantor, its Board, Board members, officers, employees, agents, representatives, and invitees, from and against any action, cause of action, suit, expense, demand, loss, damage, claim, cost, judgment, injury or liability whatsoever, including reasonable attorney's fees (collectively, "Liability"), resulting from Grantee's exercise of its rights under this Permanent Easement, including its access to and ingress and egress on the Easement Area. Notwithstanding the foregoing, Grantee shall not be required to indemnify any such parties from Liability caused by the sole negligent act or intentional misconduct of Grantee, its Board, Board members, officers, employees, agents, representatives, and/or invitees.

(b) Grantor shall indemnify, defend, and hold harmless Grantee, its Board members, officers, employees, agents, representatives, and invitees, from and against any action, cause of action, suit, expense, demand, loss, damage, claim, cost, judgment, injury or liability whatsoever, including reasonable attorney's fees, resulting from any interference by Grantor with Grantee's rights under the Permanent Easement, or any damage to Grantee's facilities or improvements caused by Grantor resulting from the negligence or willful misconduct of Grantor or any of Grantor's Board, Board members, officers, employees, agents, representatives, and/or invitees.

8. **Insurance.** Grantor shall keep all existing insurance policies insuring the Easement Area against property damage and liability, if any, in full force and effect pending this transaction. Upon recordation of the Permanent Easement, Grantee shall be responsible for maintaining all insurance for the Easement Area, including but not limited to all insurance in relation to constructing, installing, maintaining, using, operating, inspecting, repairing, and servicing a water well, and related appurtenances and uses. Grantee shall also provide the following:

a) General Liability

Grantee shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. Grantee's general liability policies shall be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that Grantor and its officers, officials, employees, and agents shall be additional insureds under such policies.

b) Auto Liability

Grantee shall provide auto liability coverage for owned, non-owned, and hired autos using ISO Business Auto Coverage form CA 00 01 (or equivalent) with a limit of no less than two million dollars (\$2,000,000) per accident.

9. **Allocation of Costs.** Grantee will pay any and all recording fees and County/City documentary transfer taxes incurred in connection with the recording of the Grant of Permanent Easement.

10. **Notices.** All notices under this Agreement must be in writing and will be effective: (a) immediately upon delivery in person or by email, provided delivery is made during regular business hours; or (b) upon the actual delivery to the recipient if delivered (i) by a reputable overnight courier service (such as Federal Express) providing confirmation of delivery or (ii) by certified mail. The inability to deliver because of a changed address of which no notice was given, or rejection or other refusal to accept any notice, shall be deemed to be the receipt of the notice as of the date of such inability to deliver or rejection or refusal to accept. Any notice to be given by any Party may be given by the counsel for such Party. All notices must be properly addressed and delivered to the Parties as applicable, at the addresses below or at such other addresses as either Party may designate by written notice.

If to Grantor: San Juan Unified School District
3738 Walnut Avenue
Carmichael, CA 95608
Frank.Camarda@sanjuan.edu

If to Grantee: Citrus Heights Water District
[Address]
Attention: _____
Email: _____
Phone (Office): _____

Phone (Cell): _____

11. **Recordation.** Upon full execution, the Permanent Easement shall be recorded in the Official Records of Sacramento County, State of California.

12. **Governing Law.** This agreement and the Permanent Easement shall be construed and governed in accordance with the laws of the State of California, without regard to principles of conflicts of law.

13. **Amendment.** No amendment, supplement or modification of this agreement or the Permanent Easement shall be binding unless executed in writing by the Parties and recorded in the Official Records of Sacramento County.

14. **Drafting Ambiguities; Headings.** The Parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this agreement, and the decision of whether or not to seek advice of counsel with respect to this agreement is a decision which is the sole responsibility of each Party. This agreement shall not be construed in favor of or against any Party by reason of the extent to which each Party participated in the drafting of the agreement. Headings in this agreement are for convenience only and are not to be used in the construction or interpretation of this agreement.

15. **Authority and Execution.** This agreement, which is valid only when executed by Grantee and Grantor, together with the Permanent Easement, constitutes the complete understanding and agreement of the Parties hereto and no oral representation shall in any manner vary the terms hereof or be binding. The effectiveness of this agreement and any amendment hereto is contingent upon approval or ratification by the Owner's Governing Board.

16. **Entire Agreement.** This agreement supersedes any and all oral or written agreements between the Parties regarding the Permanent Easement which are prior in time to this agreement, and this agreement, together with the Permanent Easement, contains the entire agreement between the Parties as to the subject matter hereof. The Parties shall not be bound by any prior understanding, agreement, promise, representation, or stipulation, express or implied, not specified herein.

17. **Severability.** If any one or more of the provisions of this agreement should be held invalid or unenforceable by a court of competent jurisdiction, then such provision or provisions shall be null and void and shall be deemed separate from the remaining provisions of this agreement, which remaining provisions shall continue in full force and effect, provided that the rights and obligations of the Parties contained herein are not materially prejudiced and the intentions of the Parties continue to be effective.

18. **Authorization.** Each Party represents to the other Party that such Party has authority under all applicable laws to enter into this agreement, that all of the procedural requirements imposed by law upon each Party for the approval and authorization of this agreement have been properly completed, and that the persons who have executed the agreement on behalf of each Party are authorized and empowered to execute said agreement.

19. **No Third-Party Beneficiaries.** Nothing in this agreement shall be construed to confer any third-party benefit on any other person not a party hereto, including but not limited to any broker, with respect to this agreement.

20. **Warrant of Signature Authority.** The Grantor warrants the signature appearing on this instrument of real property (i.e., Grant of Permanent Easement) has the legal and requisite signatory authority for the conveyance of Grantor's real property interest. Further, the Parties acknowledge and agree that this Grantee, which is a private corporation, is relying on said Warrant of Signature Authority when accepting this real property instrument for recordation.

Dated this _____ day of _____, 2023

GRANTOR

**San Juan Unified School District,
a California School District**

GRANTEE

**Citrus Heights Water District,
a California Irrigation District**

Recording requested by:
Citrus Heights Water District

When recorded return to:

Citrus Heights Water District
[Address]

A.P.N.:
Transfer Tax: \$ _____

GRANT OF PERMANENT EXCLUSIVE UTILITY EASEMENT

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **SAN JUAN UNIFIED SCHOOL DISTRICT, a school district organized and existing under the laws of the State of California** (“GRANTOR”), hereby grants to **CITRUS HEIGHTS WATER DISTRICT, a California irrigation district** (“GRANTEE”), its successors and assigns, a permanent and exclusive easement (the “Easement”) for general utility purposes, including but not limited to, the installation, construction, reconstruction, maintenance, operation, inspection, replacement, alteration, upgrade, repair and security of public utilities and facilities including injection and/or extraction wells, treatment systems, storage tanks, pump stations, power supply, generators, pipelines, conduits, valves, and perimeter walls and gates together with devices for inspection, monitoring, metering, measuring, regulating, protection, communications, electrical or other power, and any or all incidents and appurtenances thereto (collectively, the “Facilities”), over, under, upon, along and across all that real property, situated in the County of Sacramento, State of California, and more particularly described in Exhibit “A” and depicted in Exhibit “B” attached hereto, and made a part of this Grant of Easement (“Easement Area”), together with the right to fence the Easement Area, and including the reasonable right of ingress and egress to and from the Easement Area to access the Facilities. Grantee may park vehicles and store construction and other materials on the Easement Area.

Grantor shall make no use whatsoever of the Easement Area without the prior written consent of Grantee, which consent may be given or withheld in Grantee’s sole discretion.

The provisions and covenants hereof shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, and shall run with the land.

IN WITNESS HEREOF, GRANTOR has executed this Easement Deed this
____ day of _____, 2023.

**GRANTOR: SAN JUAN UNIFIED SCHOOL DISTRICT, a school district
organized and existing under the laws of the State of California**

By: _____

Name: _____

Title: _____

EXHIBIT "A" **WELL EASEMENT**

A portion of the parcel granted to the San Juan Unified School District in the Grant Deed recorded in the office of the Recorder of Sacramento County in Book 911223, Page 53 of Official Records, being located in the Northeast Quarter of Section 25, Township 10 North, Range 6 East, M.D.M., in the City of Citrus Heights, County of Sacramento, State of California, being more particularly described as follows:

Beginning at a point on the South line of said parcel granted to San Juan Unified School District being the Southwest corner of the parcel granted to the Citrus Heights Water District (formerly known as Citrus Heights Irrigation District) in the Grant Deed recorded in the office of the Recorder of Sacramento County in Book 911223, Page 56 of Official Records, said parcel granted to the Citrus Heights Water District is delineated on the Record of Survey filed in Book 50 of Surveys, at Page 10 in the office of the Recorder of Sacramento County, Thence, from said Point of Beginning, along the South line of said parcel granted to the San Juan Unified School District South $89^{\circ}53'52''$ West 157.54 feet;

Thence, leaving said South line, parallel to the right of way of Canelo Hills Drive as shown on said Record of Survey, North $00^{\circ}23'58''$ East 188.00 feet

Thence, parallel to the South line of the parcel granted to San Juan Unified School District North $89^{\circ}53'52''$ East 231.55 feet to the West line of Canelo Hills Drive as shown on said Record of Survey;

Thence, along said West line South $00^{\circ}23'58''$ West 158.00 feet to the North line of said parcel granted to the Citrus Heights Water District;

Thence, along the North and West lines of said parcel granted to the Citrus Heights Water District the following four (4) courses:

- 1) South $89^{\circ}53'52''$ West 24.01 feet;
- 2) North $45^{\circ}06'08''$ West 28.28 feet;
- 3) South $89^{\circ}53'52''$ West 29.83 feet;
- 4) South $00^{\circ}23'58''$ West 50.00 feet to the Point of Beginning.

Containing 0.930 Acres, more or less.

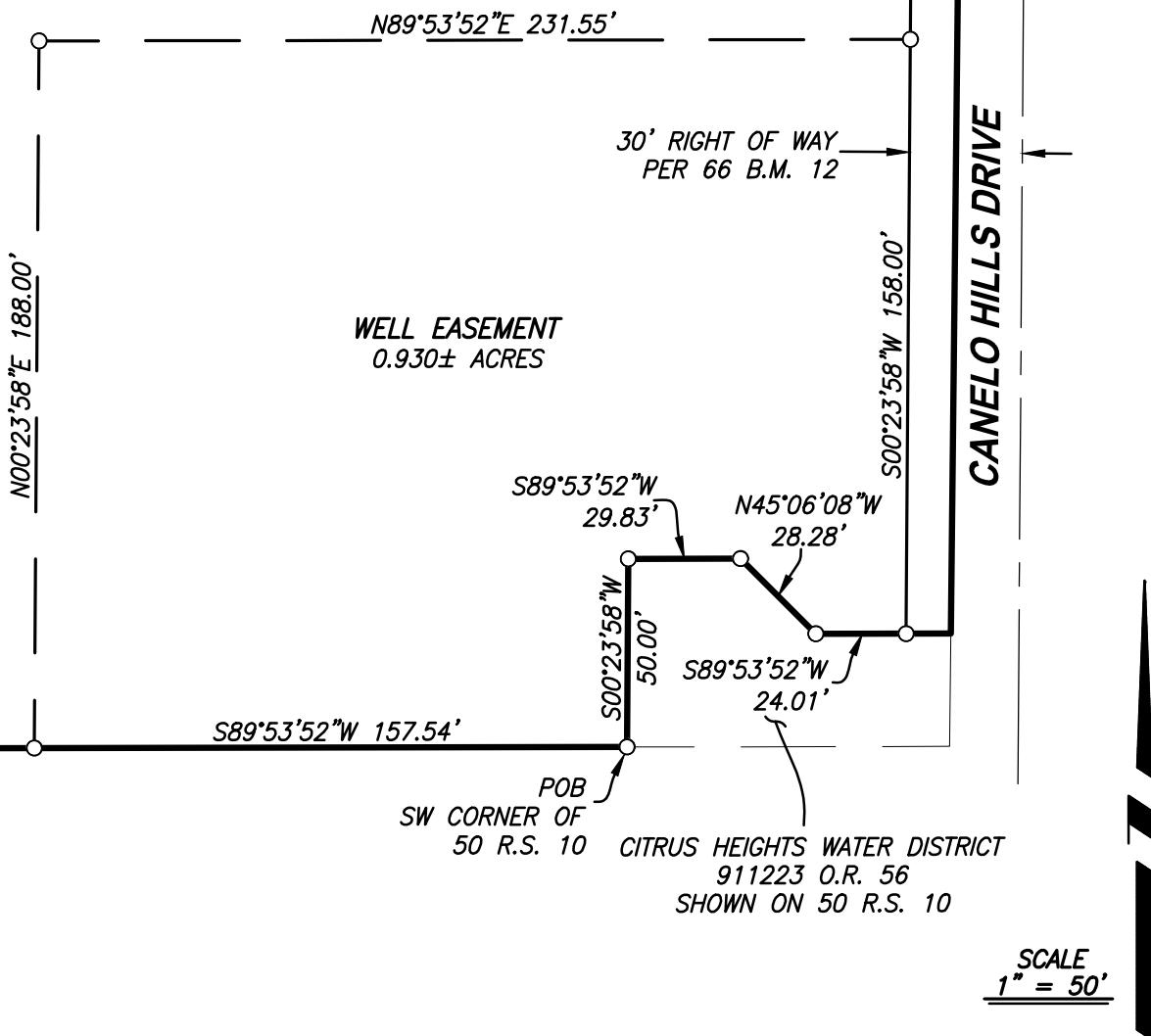


12/13/2022



EXHIBIT "B"

SAN JUAN USD
911223 O.R. 53



WELL EASEMENT
A PORTION OF BOOK 911223 O.R. PAGE 53
IN THE NW $\frac{1}{4}$ OF THE NW $\frac{1}{4}$ OF THE NE $\frac{1}{4}$
OF SECTION 25, T. 10N., R. 6E., M.D.M
CITY OF CITRUS HEIGHTS, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA

CenterPoint Engineering, Inc.

Civil Engineering & Land Surveying
4230 ROCKLIN ROAD, SUITE 200 • ROCKLIN, CA • 95677
Phone: 916-773-4006 Fax: 916-773-4498

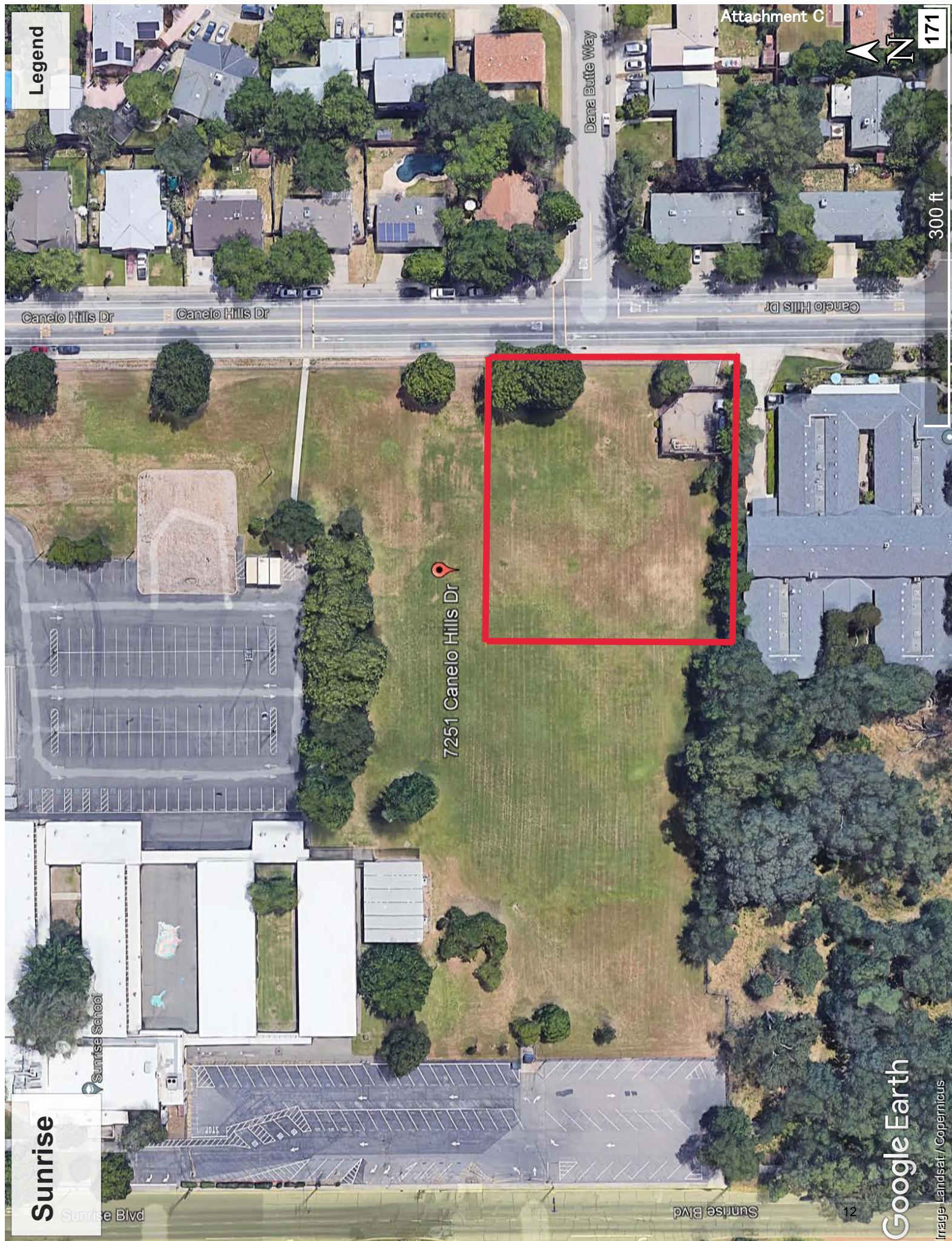
FILE: K:\264800\SURVEY\EXHIBIT B.dwg

DRAWN BY: BB
CHECKED BY: AE
SHEET: 1 OF 1
DATE: 12-13-22



Sunrise

Legend



Google Earth

Image Landsat / Copernicus

171

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-5

MEETING DATE: 02/14/2023

SUBJECT: Resolution Reducing or Discontinuing Particular Kinds of Services—TK-12 Certificated

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board discuss the adoption of:

1. Resolution No. 4066, reducing or discontinuing particular kinds of services, and the corresponding amount of certificated staffing that will be reduced as a result (attachment 1).
2. Resolution No. 4067, establishing criteria to apply to break a tie in seniority for certificated staff affected by program reductions and who have the same date of hire (attachment 2).

Action anticipated: 02/28/2023

RATIONALE/BACKGROUND:

Each year through a comprehensive student needs assessment, all school sites participate in a process to align student needs to site allocations. As the needs and resources (and often enrollment) change, staffing also changes. At the local level, each school site engages staff, students, parents, and educational partners in various ways to determine the most beneficial actions. Through the needs assessment process, the site determines what positions need to be eliminated, retained, or shifted. The elimination of (or planned elimination of) particular kinds of service (PKS) determines the PKS list.

The district is committed to building a sustainable budget that aligns resources with the Strategic Plan and Local Control Accountability Plan (LCAP). This is addressed through the collective work of our entire community and the district is fortunate to have families, local leaders and employees who recognize and value the importance of public education. Instructional leaders are continually evaluating allocation of resources and program delivery models. To best meet the needs of San Juan Unified School District students, changes to the delivery model for certain services have been recommended for the 2023-24 school year.

As a result of the need to make changes, certain kinds of services rendered by certificated employees have been identified to be eliminated or reduced. In order to meet statutory notice requirements for potential reassignments or layoffs, the board needs to adopt the two resolutions specified above.

ATTACHMENT(S):

- 1: Resolution No. 4066, reducing or discontinuing particular kinds of services.
- 2: Resolution No. 4067, establishing criteria to apply to break a tie in seniority for certificated staff affected by program reductions and who have the same date of hire.

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 01/30/2023, 02/06/2023

FISCAL IMPACT:

Current Budget: \$ N/A
Additional Budget: \$ N/A

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A
Action: N/A

Funding Source: N/A

(unrestricted base, supplemental, other restricted, etc.)

Current Year Only Ongoing

Strategic Plan: N/A

PREPARED BY: Deann Carlson, Director, Human Resources

APPROVED BY: Paul Oropallo, Assistant Superintendent, Human Resources
Melissa Bassanelli, Superintendent of Schools *Pao* *MB*

SAN JUAN UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 4066

BEFORE THE GOVERNING BOARD OF THE SAN JUAN UNIFIED SCHOOL DISTRICT

(Resolution reducing or discontinuing particular kinds of services)

WHEREAS the Governing Board of the San Juan Unified School District has decided to reduce or discontinue certain services of the district beginning no later than the commencement of the 2023-2024 school year, and

WHEREAS, as a result of said reduction or discontinuation of services, it will be necessary to decrease the number of certificated employees in the district, and

WHEREAS, California Education Code section 44955 states in part, “the services of no permanent employee may be terminated under the provisions of this section while any probationary employee, or any other employee with less seniority, is retained to render a service which said permanent employee is certificated and competent to render”.

NOW, THEREFORE, BE IT FOUND, ORDERED AND RESOLVED AS FOLLOWS:

1. That each of the foregoing recitals is true and correct.
2. The Superintendent is directed to take all appropriate action to implement this resolution. The Superintendent and his designees are directed and authorized to negotiate and sign layoff agreements with any employee in order to implement this resolution.
3. All services listed on Exhibit “A” which is attached and incorporated herein by reference, shall be reduced or discontinued not later than the beginning of the 2023-2024 school year in the amounts set forth in Exhibit “A”.
4. Teachers are deemed to be “certificated and competent” to teach any Regional Occupational Program (ROP)/Career Technical Education (CTE) class if the teacher meets BOTH criteria listed below.
 - a. Holds a valid credential issued by the State of California which is associated with the course(s) being taught, and
 - b. Has taught the course(s) for at least one semester in the current school year or any of the five preceding school years.
5. Teachers are deemed to be “certificated and competent” to teach any class that is not a Regional Occupational Program (ROP)/Career Technical Education (CTE) class if the teacher meets EITHER criteria listed below.
 - a. Holds a valid credential issued by the State of California which is associated with the course(s) being taught, or
 - b. If there is no credential issued by the State of California associated with the course(s) being taught, holds a valid multiple or single subject credential and

has taught the specific course(s) for at least one semester in the current school year or any of the five preceding school years.

6. Teachers will not be subject to layoff if they meet one or more of the following criteria.
 - a. Hold a valid credential authorizing special education service.
 - b. Hold a valid multiple subject credential AND a valid BCLAD (Bilingual Cross-cultural Language and Academic Development) in Spanish AND currently teach in a Dual-Immersion classroom;
 - c. Have experience teaching in a Montessori classroom for at least one semester in the current school year or any of the five preceding school years OR have Montessori training in the current school year or any of the five preceding school years. Such training must lead to certification by a program accredited by the Montessori Accreditation Council for Teacher Education (MACTE). On line Montessori training does not meet this criteria.
7. Certificated employees must have filed documents with Human Resources by January 27, 2023, evidencing credentials, certifications, authorizations, advanced degrees, or challenges to seniority in order for the information to be considered for these layoff proceedings.
8. The Assistant Superintendent of Human Resources or designee is directed to send notices to certificated employees that their services will not be required for the 2023-2024 school year and that said notices should be sent to the appropriate number of certificated employees in order to effectuate a reduction of the certificated staff in an amount equal to 38.24 full-time equivalent positions.

PASSED AND ADOPTED by the Governing Board of the San Juan Unified School District this _____ day of _____, 2023, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Zima Creason, President, Governing Board of the San Juan Unified School District

CLERK'S CERTIFICATE

I, Steve Miller, Clerk of the Governing Board of the San Juan Unified School District of Sacramento County, State of California, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the governing board of said school district on the _____ day of _____, 2023.

Steve Miller, Clerk, Governing Board of the San Juan Unified School District

**RESOLUTION REDUCING OR DISCONTINUING
PARTICULAR KINDS OF SERVICES
EXHIBIT A**

<u>Administrators, Central Office Support</u>	<u>FTEs</u>
Prog Spec-Special Educ	1.000
Psychologist	1.000
	Subtotal
	2.000

<u>TK-12 Certificated, Non-Administrative Positions</u>	<u>FTEs</u>
Art	0.260
Counselor K/6, Coyle Avenue Elementary	0.600
Counselor K/6, Greer Elementary	0.800
Counselor K/6, Greer Elementary	1.000
Counselor 7/8, Churchill Middle	0.500
English	1.790
Math	1.710
Music	0.260
Multiple Subject/Self-Contained	12.000
Physical Education	2.600
School Social Worker, Del Dayo Elementary	0.400
Science, Biology/Life	1.790
Social Science	2.130
Tch-ED, La Vista Center	1.000
Tch-Grad 7/8 (Title 1 funded), Arcade Middle	0.800
Tch-Grad 7/8, Sylvan Middle	1.000
Tch-Resource Specialist K/12, Oakview Elementary	0.200
Tch-Site Resource Elem, Del Paso Manor Elementary	1.000
Tch-Site Resource: Elem Intrv, Charles Peck Elementary	1.000
Tch-Site Resource: Elem Intrv, Dyer-Kelly Elementary	1.000
Tch-Site Resource: Elem Intrv, Grand Oaks Elementary	1.000
Tch-Site Resource: Elem Intrv, Kingswood K-8	1.000
Tch-Site Resource: Elem Intrv, Schweitzer Elementary	1.000
Tch-Site Resource: Elem Intrv, Skycrest Elementary	0.200
Tch-Site Resource-HS, Encina High School	1.000
Tch-Trv Elem Clsmr-Other, Coyle Elementary	0.200
	Subtotal
	36.240
	Total
	38.240

SAN JUAN UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 4067

BEFORE THE GOVERNING BOARD OF THE SAN JUAN UNIFIED SCHOOL DISTRICT

(Resolution specifying criteria used in determining the order of termination of certificated employees who first rendered paid service as a probationary teacher on the same date)

WHEREAS, the board anticipates that it will be necessary to terminate the services of certificated employees effective at the close of this school year: and

WHEREAS, this board has determined that as between certificated employees who first rendered paid service as a probationary teacher to the district on the same date, certain criteria should be used in determining the order of termination based upon the needs of the district and the students thereof.

NOW, THEREFORE, BE IT FOUND, ORDERED, AND RESOLVED AS FOLLOWS:

1. Each and all of the foregoing recitals are true and correct.
2. The criteria used to determine the order of termination of certificated employees who first rendered paid service as a probationary teacher to the district on the same date, and the weight to be given to such criteria, shall be the following:
 - a. Category I – Certifications and Experience

Need: To retain teachers with: greatest flexibility of assignment based on California credentials held; National Board Certification; and/or experience teaching at schools identified as District Designated Title I school.

Criteria	Points
Each full K-12 base credential (e.g., multiple subject, single subject, pupil personnel services, school nurse, librarian, school social worker)	4
Each foundational level base credential (If a full base credential is held, must be a different subject area)	3
Each active intern credential (If a base credential is held, must be a different subject area)	2
Each supplemental authorization	2
Other services credential (administration)	2
National Board Certification (active)	2
Taught at a District Designated Title 1 School during the 2022-23 school year	1
Each Board Resolution, GELAP, SELAP, PIP, STSP or Waiver	0

If there is still a tie after applying the above criteria, then Category II will be utilized.

b. Category II – District Teaching Experience

Need: To recognize certificated experience in the San Juan Unified School District under contract which is not reflected by the employee's seniority date.

Experience	Value
Each year or portion of a year of in-district experience as a certificated employee under contract prior to the employee's seniority date	Percentage of school year(s) served

If there is still a tie after applying Category II criteria, then Category III will be utilized.

c. Category III - Lottery

If any two or more certificated employees who first rendered paid service as a probationary employee on the same date still have the same number of points after application of points provided above, the ranking of such employees shall be determined by a lottery conducted by the Assistant Superintendent, Human Resources or designee.

3. The order of termination of certificated employees who first rendered paid service as a probationary teacher to the district on the same date as set forth above is based solely on the needs of this district and its students.
4. Notwithstanding any other provision of this resolution to the contrary, a certificated employee shall be retained to render any service for which there is no certificated employee retained in the district with a higher number of points, as determined by the procedure set forth above, or with more seniority, who is certificated and competent to render such service.
5. This resolution shall be for the purpose of determining the relative order of termination of certain certificated employees as part of a layoff of certificated employees effective at the end of the 2022-2023 school year. This resolution shall not be effective for any other purposes, including, but not limited to, order of reemployment offers or any subsequent layoffs of certificated employees.

PASSED AND ADOPTED by the Governing Board of the San Juan Unified School District this

____ day of _____, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Zima Creason, President, Governing Board of the San Juan Unified School District

CLERK'S CERTIFICATE

I, Steve Miller, clerk of the Governing Board of the San Juan Unified School District of Sacramento County, State of California, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the governing board of said school district on the _____ day of _____, 2023.

Steve Miller, Clerk, Governing Board of the San Juan Unified School District

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-6

MEETING DATE: 02/14/2023

SUBJECT: Resolution Reducing or Discontinuing Particular
Kinds of Services—Early Childhood Education

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board discuss the adoption of:

1. Resolution No. 4068 reducing or discontinuing certain certificated positions in the Early Childhood Education program effective June 30, 2023, because of lack of work and/or lack of funds. (Attachment No. 1)
2. Resolution No. 4069 establishing criteria to apply to break a tie in seniority for certificated staff affected by program reductions and who have the same date of hire (attachment No. 2)

Action anticipated: 02/28/2023

RATIONALE/BACKGROUND:

Early Childhood Education's (ECE) Head Start program is experiencing declining enrollment. As a result, certain kinds of services rendered by certificated employees in the Early Childhood Education program have been identified to discontinued or reduced.

The positions being reduced or discontinued by this Resolution are certificated positions. By Education Code section 8366, a district is able to layoff ECE employees at any time during the school year for lack of work or lack of funds. Notices will be sent to affected ECE teachers and layoffs will be effective on June 30, 2023.

ATTACHMENT(S):

- 1: Resolution No. 4068 reducing or discontinuing particular kinds of services
- 2: Resolution No. 4069 establishing criteria to apply to break a tie in seniority for certificated staff affected by program reductions and who have the same date of hire

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 01/30/2023, 02/06/2023

FISCAL IMPACT:

Current Budget: \$ N/A

Additional Budget: \$ N/A

Funding Source: N/A

(Unrestricted Base, Supplemental, other restricted, etc.)

Current Year Only On-going

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A

Action: N/A

Strategic Plan: N/A

PREPARED BY: Deann Carlson, Director, Human Resources

APPROVED BY: Paul Oropallo, Assistant Superintendent, Human Resources
Melissa Bassanelli, Superintendent of Schools *Pao* *MB*

SAN JUAN UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 4068

BEFORE THE GOVERNING BOARD OF THE SAN JUAN UNIFIED SCHOOL DISTRICT

(Resolution regarding reducing or discontinuing certain certificated services in the Early Childhood Education program)

WHEREAS the Governing Board of the San Juan Unified School District has decided to reduce or eliminate certain certificated services in the Early Childhood Education Program of the District as of June 30, 2022, due to a lack of work or a lack of funds, and

WHEREAS, the California Education Code, section 8366 applies to positions “requiring a child development permit for the supervision and instruction of children …”, and

WHEREAS, the California Education Code, section 8366 also states, “A district may lay off an employee required to have such a permit at any time during the school year for lack of work or lack of funds …”, and

WHEREAS, as a result of said reduction or elimination of certificated services in the Early Childhood Education Program due to lack of work or lack of funds, it will be necessary to decrease the number of certificated employees in the District:

NOW, THEREFORE, BE IT FOUND, ORDERED AND RESOLVED AS FOLLOWS:

1. That each of the foregoing recitals is true and correct.
2. The Superintendent is directed to take all appropriate action to implement this resolution. The Superintendent and his designees are directed and authorized to negotiate and sign layoff agreements with any employees in order to implement this resolution.
3. All services listed on Exhibit “A” which is attached and incorporated herein by reference, shall be reduced or discontinued not later than June 30, 2023 in the amounts set forth in Exhibit “A”.
4. The Assistant Superintendent of Human Resources or designee is directed to send notices to affected certificated employees that due to lack of work or lack of funds certain services now being provided by the District be reduced or discontinued to the extent as set forth in #3 above.

PASSED AND ADOPTED by the Governing Board of the San Juan Unified School District this _____ day of _____, 2023, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Zima Creason, President, Governing Board of the San Juan Unified School District

CLERK'S CERTIFICATE

I, Steve Miller, Clerk of the Governing Board of the San Juan Unified School District of Sacramento County, State of California, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the governing board of said school district on the _____ day of _____, 2023.

Steve Miller, Clerk, Governing Board of the San Juan Unified School District

**RESOLUTION REDUCING OR DISCONTINUING
PARTICULAR KINDS OF SERVICES
EXHIBIT A**

<u>Early Childhood Education Certificated, Non-Administrative Positions</u>	<u>FTEs</u>
TCH-CDPT	1.0000
TCH-PRE-SCHOOL TEACHER	6.2475
Total	7.2475

SAN JUAN UNIFIED SCHOOL DISTRICT**RESOLUTION NO. 4069****BEFORE THE GOVERNING BOARD OF THE SAN JUAN UNIFIED SCHOOL DISTRICT**

(Resolution specifying criteria used in determining the
order of termination of certificated Early Childhood Education employees
who first rendered paid service as a probationary teacher on the same date)

WHEREAS, the board anticipates that it will be necessary to terminate the services of certificated employees within the Early Childhood Education programs effective at the close of this school year: and

WHEREAS, this board has determined that as between such certificated employees who first rendered paid service as a probationary teacher to the district on the same date, certain criteria should be used in determining the order of termination based upon the needs of the district and the students thereof.

NOW, THEREFORE, BE IT FOUND, ORDERED, AND RESOLVED AS FOLLOWS:

1. Each and all of the foregoing recitals are true and correct.
2. The criteria used to determine the order of termination of such certificated employees who first rendered paid service as a probationary teacher to the district on the same date, and the weight to be given to such criteria, shall be the following:
 - a. Category I – Certifications and College/University Units

Need: To retain teachers with: greatest flexibility of assignment based on California credentials/permits held; and/or college/university units in infant/toddler classes.

Criteria	Points
Bachelor's degree or higher with either a K-12 Multiple Subject Teaching Credential or Child Development Program Director Permit or Child Development Site Supervisor Permit	4
Three or more infant/toddler units	3
Child Development Teacher or Master Teacher Permit	2
Child Development Associate Teacher Permit	1

If there is still a tie after applying the above criteria, then Category II will be utilized.

- b. Category II – District Teaching Experience

Need: To recognize certificated experience in the San Juan Unified School District under contract which is not reflected by the employee's seniority date.

Experience	Value
Each year or portion of a year of in-district experience as a certificated employee in the Early Childhood Education programs under contract prior to the employee's seniority date	Percentage of School year(s) served

If there is still a tie after applying Category II criteria, then Category III will be utilized.

c. Category III – District Experience as a Classified Employee

Need: To recognize classified ECE experience in the San Juan Unified School District.

Experience	Value
Each year or portion of a year of in-district experience as a Child Development Assistant in the Early Childhood Education programs	Percentage of School year(s) served

If there is still a tie after applying Category III criteria, then Category IV will be utilized.

d. Category IV - Lottery

If any two or more certificated employees who first rendered paid service as a probationary employee on the same date still have the same number of points after application of points provided above, the ranking of such employees shall be determined by a lottery conducted by the Assistant Superintendent, Human Resources or designee.

3. The order of termination of certificated employees who first rendered paid service as a probationary teacher to the district on the same date as set forth above is based solely on the needs of this district and its students.
4. This resolution shall be for the purpose of determining the relative order of termination of certain certificated employees within the Early Childhood Education programs as part of a layoff effective at the end of the 2022-2023 school year. This resolution shall not be effective for any other purposes.

PASSED AND ADOPTED by the Governing Board of the San Juan Unified School District this _____ day of _____, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Zima Creason, President, Governing Board of the San Juan Unified School District

CLERK'S CERTIFICATE

I, Steve Miller, clerk of the Governing Board of the San Juan Unified School District of Sacramento County, State of California, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the governing board of said school district on the _____ day of _____, 2023.

Steve Miller, Clerk, Governing Board of the San Juan Unified School District

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA ITEM: I-7
MEETING DATE: 02/14/2023

SUBJECT: Resolution Reducing or Discontinuing Certain Classified Services

CHECK ONE:
For Discussion:
For Action:
Report:
Workshop:
Recognition:
Emergency Action:

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board discuss the adoption of Resolution No. 4070, reducing or discontinuing certain classified positions effective June 30, 2023, because of lack of work and/or lack of funds.

Action anticipated: 02/28/2023

RATIONALE/BACKGROUND:

As a result of the need to align district programs and services with available funding, certain kinds of services rendered by classified employees have been identified to be reduced or discontinued because of lack of work or lack of funds as identified in Exhibit "A" attached.

ATTACHMENT(S):

- 1: Resolution No. 4070
2: Exhibit A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 01/30/2023, 02/06/2023

FISCAL IMPACT:

Current Budget: \$ N/A
Additional Budget: \$ N/A
Funding Source: N/A
(unrestricted base, supplemental, other restricted, etc.)
Current Year Only Ongoing

LCAP/STRATEGIC PLAN:

Goal: N/A Focus: N/A
Action: N/A
Strategic Plan: N/A

PREPARED BY: Deann Carlson, Director, Human Resources

APPROVED BY: Paul Oropallo, Assistant Superintendent, Human Resources
Melissa Bassanelli, Superintendent of Schools *Paul* *MBS*

**SAN JUAN UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 4070**

**RESOLUTION REDUCING OR DISCONTINUING CERTAIN CLASSIFIED
SERVICES BEFORE THE GOVERNING BOARD OF THE
SAN JUAN UNIFIED SCHOOL DISTRICT**

WHEREAS the governing board of the San Juan Unified School District has decided to reduce or discontinue certain classified services of the district as of June 30, 2023, and

WHEREAS, as a result of said reduction or discontinuation of classified services, it will be necessary to decrease the number of classified employees in the district:

NOW, THEREFORE, BE IT FOUND, ORDERED AND RESOLVED AS FOLLOWS:

1. That each of the foregoing recitals is true and correct;
2. All of those positions listed in Exhibit "A" which is attached and incorporated herein by reference shall be reduced or discontinued effective June 30, 2023, in the amounts as set forth in Exhibit "A."
3. The assistant superintendent of human resources or designee is authorized to send notices to affected classified employees that due to lack of work or lack of funds, certain services now being provided by the district will be reduced or discontinued to the extent as set forth in Exhibit "A."

PASSED AND ADOPTED by the governing board of the San Juan Unified School District this _____ day of _____, 2023, by the following votes:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Zima Creason, President, Governing Board of the San Juan Unified School District

CLERK'S CERTIFICATE

I, Steve Miller, Clerk of the governing board of the San Juan Unified School District of Sacramento County, State of California, do hereby certify that the foregoing is a full, true and correct copy of the resolution duly adopted at a regular meeting of the governing board of said school district on the _____ day of _____, 2023.

Steve Miller, Clerk, Governing Board of the San Juan Unified School District

EXHIBIT A - CLASSIFIED ELIMINATIONS AND REDUCTIONS
EFFECTIVE JUNE 30, 2023

Classified Management	Current FTE	FTE Cut	New FTE	Total # of Positions	# of Vacant Positions
Research Specialist I	1.0000	1.0000	0.0000	1	0
Subtotal	1.0000	1.0000	0.0000	1	0
Classified Non-management	Current FTE	FTE Cut	New FTE	Total # of Positions	# of Vacant Positions
Bilingual Instructional Assistant - Dari	1.0000	1.0000	0.0000	1	1
Bilingual Instructional Assistant - Farsi	1.5000	1.5000	0.0000	2	2
Bilingual Translator - Pashto	0.7500	0.7500	0.0000	1	1
Bus Driver	2.5080	2.5080	0.0000	3	3
Campus Monitor	4.3750	4.3750	0.0000	5	1
Campus Representative	0.7500	0.7500	0.0000	1	0
Child Development Assistant - IT/PRE	5.5000	5.5000	0.0000	7	5
Child Development Assistant - SA	0.3750	0.3750	0.0000	1	1
Clerk	0.6375	0.6375	0.0000	4	1
Clerk-CCS	1.0000	0.0000	1.0000	1	1
Culinary Arts Program Assistant	0.7500	0.7500	0.0000	1	1
Custodian	1.0000	1.0000	0.0000	1	0
Fiscal Tech II	3.0000	3.0000	0.0000	3	3
Instructional Assistant Academy	1.0000	1.0000	0.0000	1	1
Instructional Assistant I	20.7190	20.7190	0.0000	40	37
Instructional Assistant II - CCS	2.0000	2.0000	0.0000	2	2
Instructional Assistant III	1.5626	1.5626	0.0000	2	2
Intermediate Clerk Typist	3.1250	3.1250	0.0000	5	3
LCAP Specialist	1.0000	1.0000	0.0000	1	1
Mental Health Worker	2.0000	2.0000	0.0000	2	2
Non-Instructional School Aide	4.3562	4.7499	0.0000	12	11
Nutrition Services Worker I	4.2500	3.4375	0.8125	9	6
Prevention Assistant	0.5000	0.5000	0.0000	1	0
Project Planner Coordinator	1.0000	1.0000	0.0000	1	1
School/Community Intervention Assistant	6.7500	6.2500	0.5000	7	3
School/Community Intervention Specialist I	5.5000	5.5000	0.0000	6	0
School/Community Intervention Specialist II	5.0000	5.0000	0.0000	5	0
School/Community Prevention Specialist	2.0000	2.0000	0.0000	2	0
Social Emotional Support Tech	2.4375	2.4375	0.0000	3	2
School Playground Rec-Aide	1.8126	1.8126	0.0000	6	2
Subtotal	88.1584	86.2396	2.3125	136	93
Total	89.1584	87.2396	2.3125	137	93

**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2022-2023**

FEBRUARY 28

Recognition: Arts Education Month (March) – A	Townsend-Snider
Recognition: National School Social Work Week (Mar. 5-11) – A	Calvin
Equity Update – R	Calvin
Instructional Materials Update – R	Schnepp
Camp Winthers Fee Increase – A [Discussed 02/14/23]	Schnepp
Public Hearing: Sunrise Tech Center Conveyance of Easement to CHWD – A [Discussed 02/14/23]	Camarda
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/14/23]	Oropallo
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/14/23]	Oropallo
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/14/23]	Oropallo
2023 CSBA Delegate Assembly Election – A	Board

MARCH 14

San Juan Youth Voice Advocates (SJYVA) Listening Sessions – R	Calvin
Nutrition Services Update – R	Camarda
Second Interim Budget Report – R	Stahlheber
*Consolidated Application, Winter Report 2023 (Part II) – A	Calvin

MARCH 28

District K-12 Mathematics Update – R	Schnepp
Expanded Learning Opportunities Update (Secondary) – R	Schnepp
Governance Handbook – D [Discussed 01/24/23]	Allen
*Head Start and Early Head Start Grant Application 2022-2023 – A	Townsend-Snider
*Audit Report for Measures J, N, P and S – A	Stahlheber

APRIL 11

Recognition: Week of the Young Child (Apr. 15-21) – A	Townsend-Snider
Recognition: School Bus Driver's Appreciation Day (Apr. 25) – A	Oropallo
Instructional Materials Adoptions – D	Schnepp
New High School Courses – D	Schnepp
Williams Complaint Report – R	Simlick
Proposed Board Meeting Dates for 2023-2024 – A	Board
*Governance Handbook – A [Discussed 01/24/23 & 03/28/23]	Allen

APRIL 25

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 10) – A	Calvin
Expanded Learning Opportunities Update (Elementary) – R	Townsend-Snider
Technology Update – R	Skibitzki
*Instructional Materials Adoptions – A [Discussed 04/11/23]	Schnepp
*New High School Courses – A [Discussed 04/11/23]	Schnepp

MAY 9

Recognition: California Day of the Teacher (May 10) – A	Oropallo
Recognition: National Speech Pathologist Day (May 18) – A	Calvin
Recognition: Classified School Employee Week (May 21-27) – A	Oropallo
Enrollment/Attendance – R	Stahlheber
Hearing Officer's Recommendation-2023 RIF (if applicable) – A	Simlick
*Approval of CTE 2023 Advisory Committee Roster – A	Schnepp
*Head Start/Early Head Start COLA Funding Allocation 2023-2024 – A	Townsend-Snider
*Resolution: CSPP Continued Funding Application Designated Personnel 2023-2024 – A	Townsend-Snider

MAY 23

Recognition: National Science Bowl (if applicable) – A Schnepp
Recognition: Science Olympiad (if applicable) – A Schnepp
Recognition: Academic Decathlon (if applicable) – A Schnepp
Innovative Schools Update – R Townsend-Snider
Early Childhood Education Update – R Townsend-Snider
*Head Start/Early Head Start Contract Resolution FY 2023-2024 – A Townsend-Snider

JUNE 13

Public Hearing: LCAP – D Tornatore
Public Hearing: LCAP/Choices Charter School – D Ginter
Universal Prekindergarten Planning and Implementation Update – R Townsend-Snider
Early Literacy Support Block Grant Annual Report – R Townsend-Snider
Public Hearing: Adoption of the 2023-2024 Budget – D Stahlheber
Temporary Interfund Borrowing of Cash – A Stahlheber
*CIF Superintendent Designation of Representatives 2023-2024 – A Schnepp
*ECE Program Self-Evaluation for CDE – A Townsend-Snider

JUNE 27

California School Dashboard Local Indicators – R Tornatore
LCAP – A [Public Hearing 06/13/23] Tornatore
Choices Charter School California School Dashboard Local Indicators – R Ginter
LCAP Choices Charter School – A [Public Hearing 06/13/23] Ginter
Adoption of the 2023-2024 Budget – A [Public Hearing 06/13/23] Stahlheber
*2022-2023 Actuarial Report (OPEB) – A Oropallo
*Charter School 2021-2022 Audit Reports (Aspire, Atkinson, CMP, GIS, GV, OFY) – A Stahlheber
*CARES Act Budget Modification (ECE) – A Townsend-Snider
*2023-2024 School Plan for Student Achievement (SPSAs) – A Calvin

D=discussion; A=action; *=consent; R=report; PC=public comment