



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

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

Board of Education Agenda
November 19, 2024

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 virtually via livestream from a computer, mobile device or tablet at <https://www.sanjuan.edu/boardmeeting>. 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.

A. OPEN SESSION/CALL TO ORDER/ANNOUNCEMENT OF CLOSED SESSION TOPICS-5:30 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 - 5:30 p.m.

1. Student expulsion in one case (Education Code section 48918[f]).
2. Collective bargaining matters – discussion with negotiator Daniel Thigpen, Executive Director, Labor Relations and Government Affairs, regarding CSEA Chapter 127 General/Operations support, Chauffeurs/Teamsters Local No. 150 Transportation, Supervisors, Teachers and Certificated Supervisory units, and regarding non-represented groups: management and confidential units (Government Code section 54957.6).

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

D. APPROVAL OF MINUTES

1. Minutes - October 22, 2024, regular meeting

Action: The superintendent is recommending that the board approve the minutes for October 22, 2024, regular meeting, pages 2633 - 2637.

E. RECOGNITIONS - 6:35 p.m.

1. Resolution Honoring Board Member Saul Hernandez

Action: The superintendent is recommending that the board adopt Resolution No. A-444 recognizing

Board Member Saul Hernandez for his 12 years of service to San Juan Unified School District.

2. Resolution Honoring Board Member Paula Villescaz

Action: The superintendent is recommending that the board adopt Resolution No. A-445 recognizing Board Member Paula Villescaz for her more than eight years of service to San Juan Unified School District.

F. ORGANIZATIONS/ANNOUNCEMENTS - 6:40 p.m.

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

G. 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.

H. CONSENT CALENDAR - 7:20 p.m.

Action: The administration recommends that the consent calendar, H-1 through H-15, 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 Report

The superintendent is recommending that the board approve the personnel report and related items – appointments, leaves of absence, separations, reassignments/change in work year and job description/salary range change.

2. Purchasing Report

The superintendent is recommending that the board approve the purchasing report - purchase orders, service agreements and contracts; change orders/amendments; construction and public works bids and contracts; piggyback contracts; and zero dollar contracts.

3. Business/Financial Report

The superintendent is recommending that the board approve the business/financial report - warrants and payroll and notices of completion.

4. Gifts

The superintendent is recommending that the board accept the list of gifts.

5. Surplus Property

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

6. Naming of Softball Field at San Juan High School

The superintendent is recommending that the board approve naming the San Juan High School softball field for alumni Lex Von Bergen, Class of 1974, to read: Lex Von Bergen Field.

7. Amendment No. 1 to Joint Use Agreement Between Fulton El-Camino Recreation and Park District and San Juan Unified School District

The superintendent is recommending that the board adopt Resolution No. 4164, approving the proposed change to exhibit A of the joint use agreement between Fulton El-Camino Recreation and Park District (FECRPD) and San Juan Unified School District for the purpose of removing the old Creekside Adult School from the list of sites, and adding the new Katherine Johnson Middle School to the list in its place.

8. Gateway International School Phase II Project CEQA Categorical Exemption

The superintendent is recommending that the board approve the California Environmental Quality Act (CEQA) Notice of Exemption for phase two of the Gateway International School (GIS) campus project, located at 900 Morse Avenue, Sacramento, California.

9. Amendment No. 1 to Purchase Agreement for Districtwide Furniture (BP#25-202)

The superintendent is recommending that the board approve amendment No. 1 to the purchase agreement for the purchase and delivery of districtwide furniture, as outlined in bid package 25-202.

10. Katherine Johnson Middle School Lease Amendment No. 7

The superintendent is recommending that the board adopt Resolution No. 4160, approving the seventh amendment to the lease for the Katherine Johnson Middle School new construction project between San Juan Unified School District and Flint Design Build, LLC dba FLINT.

11. Arcade Middle School Lease Amendment No. 7

The superintendent is recommending that the board adopt Resolution No. 4161, approving the seventh amendment to the lease for the Arcade Middle School Project No. 001-9512-P1 between San Juan Unified School District and Clark & Sullivan Builders, Inc. dba Clark/Sullivan Construction.

12. Amendment No. 2 to Coleman California Montessori Project Charter Modernization Project

The superintendent is recommending the board adopt Resolution No. 4165, approving the second amendment to the lease agreement for the Coleman California Montessori Project Modernization Project #106-9495-P1 between the district and Core West, Inc., dba CORE Construction Services.

13. Encina High School Full Site Renovation Lease/Leaseback Amendment No. 1 Total Base Rent Phase No. 1 Light Modernization

The superintendent is recommending that the board adopt Resolution No. 4166, approving the first amendment to the lease for the Encina High School Full Renovation Project between San Juan Unified School District and Core West, Inc. dba Core Construction.

14. Continued Funding Application (CFA) for California State Preschool Program (CSPP)

The superintendent is recommending that the board adopt resolution No. 4167, approving the Continued Funding Application (CFA) for California State Preschool Program (CSPP).

15. American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) No-Cost Extension for Head Start

The superintendent is recommending that the board approve the ARP/CRRSA No-Cost Extension for

Head Start.

I. CONSENT CALENDAR (continued, if necessary)

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

J. BUSINESS ITEMS

1. Universal Prekindergarten (UPK) Update (Townsend-Snider) - 7:20 p.m.

Report: The superintendent is recommending that the board receive an update regarding the current progress for Universal Prekindergarten (UPK) in alignment with state legislation.

2. Dress Code Implementation Report (Schnepp) - 7:40 p.m.

Report: The superintendent is recommending that the board hear a report on the implementation of the districtwide dress code.

3. 2024-25 Meal Price Increases (Camarda) - 7:55 p.m.

Action: The superintendent is recommending that the board approve the proposed price increase of paid adult and student second meals for the 2024-25 school year.

4. 2025-2026 Legislative Principles and Priorities (Thigpen) - 8:05 p.m.

Discussion/Action: The superintendent is recommending that the board discuss and adopt the 2025-2026 Legislative Principles and Priorities.

5. Public Hearing: Conveyance of Easement at Katherine Johnson Middle School to the Sacramento Area Sewer District (Camarda) - 8:15 p.m.

Public Hearing/Action: The superintendent is recommending that the board call a public hearing to solicit public comment and adopt Resolution No. 4159 declaring the conveyance of a permanent construction easement at Katherine Johnson Middle School to the Sacramento Area Sewer District.

6. Intent to Convey Trail Easement at Katherine Johnson Middle School to the Fulton-El Camino Recreation and Park District (Camarda) - 8:20 p.m.

Action: The superintendent is recommending that the board adopt Resolution No. 4162, declaring the intent to convey a permanent trail easement at Katherine Johnson Middle School to the Fulton-El Camino Recreation and Park District and to call a public hearing to be held on December 17, 2024.

7. Tentative Agreement Between San Juan Unified School District and Teamsters Local No. 150 (Thigpen) - 8:25 p.m.

Discussion/Action: The superintendent is recommending the board approve the Teamsters Local No. 150 tentative agreement with the San Juan Unified School District.

8. Adjustments to Superintendent's Cabinet Salary Schedule and Contracts (Gaddis) - 8:30 p.m.

Action: The superintendent is recommending that the board approve the 2024-25 and 2025-26 adjustments to the Superintendent's Cabinet Salary Schedule and ratify the amendments to reflect the salary schedule adjustments.

9. Set Annual Organizational Meeting (Board) - 8:40 p.m.

Action: The superintendent is recommending that the board set Tuesday, December 17, 2024, at 6:30 p.m., as the date and time for the annual organizational meeting.

K. BOARD REPORTS - 8:45 p.m.

L. FUTURE AGENDA - 8:55 p.m.

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

1. Tentative future agenda items

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

M. CLOSED SESSION (continued, if necessary)

Announcement of topics/announcement of actions.

N. ADJOURNMENT - 9:00 p.m.

NOTE: The times indicated are approximate.

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).

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.

Mission Statement

We partner with our San Juan Unified community in setting high expectations for academic achievement rooted in equity and unity to create supportive learning experiences in which all students, families and staff can excel and thrive.

San Juan Unified Land Acknowledgement

The San Juan Unified School District acknowledges that our schools are located on the ancestral lands of the Nisenan and Miwok peoples, who continue to care for this land as they have since time immemorial. We deeply respect their ongoing connection to this land and recognize their resilience in preserving and revitalizing their cultures and traditions despite historical and ongoing challenges.

We recognize the profound injustices endured by their ancestors, including genocide, forced assimilation, and displacement, and we remain aware of the ongoing challenges and injustices they face today. As we advance in our commitment to equity and inclusion, we pledge to strengthen our connections by fostering a culture of understanding, respect, and active collaboration with their communities.



D
11/19/2024

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

**Board of Education Minutes
October 22, 2024**

Regular Meeting
Board of Education
5:30 p.m.

Open Session/Call to Order/Announcement of Closed Session Topics (A)

The October 22 regular meeting was called to order by the president, Pam Costa. The board meeting was held in person and was also livestreamed on the district website.

Closed Session Visitor Comments (A-1)

There were no closed session visitor comments.

Closed Session (B)

The meeting was then recessed with the board convening in closed session to consider a student expulsion in one case (Education Code section 48918[f]) and to discuss with negotiator Daniel Thigpen, Executive Director, Labor Relations and Government Affairs, regarding CSEA Chapter 127 General/Operations support, Chauffeurs/Teamsters Local No. 150 Transportation, Supervisors, Teachers and Certificated Supervisory units, and regarding non-represented groups: management and confidential units (Government Code section 54957.6).

Reconvene Open Session/Pledge of Allegiance (C)

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

Roll Call

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

Minutes Approved (D)

It was moved by Ms. Villescaz, seconded by Mr. Avey, that the minutes of the October 8 regular meeting be approved. MOTION CARRIED 6-0-1 [AYES: Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez; NOES: None; ABSTAIN: Creason].

Recognition: National School Psychology Week (E-1)

It was moved by Ms. Villescaz, seconded by Mr. Perez, to adopt Resolution No. A-443 proclaiming the week of November 11-15 as National School Psychology Week. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

High School Student Council Reports (F-1)

High School Student Council representatives Naina Jaduran from Bella Vista High School and Jason Perry and Bidaa Ahmad Saleh from Encina High School updated the board on the goals, activities and achievements at their respective schools.

Closed Session/Expulsion Actions (F-6)

Mr. Avey reported that the board voted unanimously to accept a hearing panel's recommendation of one expulsion in case number M-02.

Visitor Comments (G)

There were no general visitor comments.

Consent Calendar Approved (H-1/H-5)

It was moved by Mr. Hernandez, seconded by Ms. Kravchuk, that the consent calendar items H-1 through H-5 be approved. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Personnel (H-1)

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

Purchasing Report (H-2)

Purchase orders, service agreements and contracts; change orders/amendments; and piggyback contracts – approved as submitted.

Gifts (H-3)

Acceptance of gift to Encina High School.

Revisions to Board Policy and Exhibit 0420.41 Charter School Oversight (H-4)

Approval of revisions to Board Policy 0420.41 Charter School Oversight and Exhibit 0420.41 Charter School Responsibilities and Exhibit 0420.41 Charter School Responsibilities.

Ratification of Committee Members (H-5)

Ratification of the appointment of Georgia Klostrakis to the Curriculum, Standards, Instructional and Student Services (C&S) Committee and Paul Roy to the Facilities Committee.

Land Acknowledgement Update (J-1)

Assistant Superintendent of Educational Services, Harvey Oaxaca, Ed.D. presented the item and then introduced Director of Equity and Student Achievement Omar Field-Ridley and Program Specialist for English language arts and history-social science Heather Brandt who gave a presentation on the development of a land acknowledgement for school and district use. Mr. Field-Ridley spoke about Resolution No. 4143, the inclusion of tribes in the land acknowledgement and community feedback. Ms. Brandt talked about instructional practices related to the land acknowledgement and the teaching of accurate and inclusive history, and she discussed new recent legislation, Assembly Bill 1821. Mr. Field-Ridley discussed next steps.

Public Comments:

Maria Elena expressed support for the adoption of the land acknowledgement.

Lucero Soto expressed support for the adoption of the land acknowledgement.

Calvin Hedrick made comments about inclusivity and the land acknowledgement.

Kaylee Mize shared a historical story and expressed support for the land acknowledgement.

Josh Mize expressed support for the adoption of the land acknowledgement.

Kameiko Hostler spoke in support of the land acknowledgement.

Hattie Coleman expressed support for the land acknowledgement.

Sequoia Coleman spoke in support of the land acknowledgement.

Brianna Rose expressed support for the land acknowledgement.

Jessica Hilderbrand shared personal experiences and expressed support for the land acknowledgement.

Angelina Hinojosa spoke in support of the land acknowledgements.

Yahmonee Hedrick addressed the resistance to land acknowledgements, naming school districts who have adopted one.

Pyrose Bernasconi shared personal experiences as a native student.

Angela Luna spoke about native student suspension rates, the district's strategic plan and expressed support for the land acknowledgement.

Laura Yonemura emphasized that Nisenan needs to be removed from the land acknowledgement.

Tracy Tripp shared her personal experiences and expressed support for the land acknowledgement.

Susan Morla shared her personal experiences and expressed support for the land acknowledgement.

After 30 minutes of public comment, it was moved by Ms. Creason, seconded by Ms. Villescaz, to extend time to allow for the remainder of public comment. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Bernadette Smith spoke about the history of the land and expressed support for the land acknowledgement.

Viola Williams encouraged the adoption of the land acknowledgement.

It was moved by Mr. Hernandez, seconded by Ms. Villescaz, to adopt Resolution No. 4153, land acknowledgement for school and district use. MOTION CARRIED 5-2 [AYES: Costa, Hernandez, Avey, Villescaz, Creason, NOES: Kravchuk, Perez].

Public Hearing: Visions In Education Charter School Renewal Petition (J-2)

Dr. Oaxaca presented the topic and then introduced Visions In Education Charter School Chief Academic Officer Micah Studer and Director of Accountability and Data Services Soren Gutierrez, who gave a presentation about the Visions In Education charter school renewal petition. Dr. Studer and Mr. Gutierrez provided an overview of the charter school, including facts about programs and demographics, information about notable achievements and successes, and future goals. Ms. Costa declared the topic of the Visions In Education charter school renewal petition a public hearing and invited the public to speak. There being no comments, the public hearing was closed. Action was scheduled for December 17, 2024.

Cellphone Policy (J-3)

Chief of Staff Trent Allen gave a presentation regarding cellphone restriction policies and practices. Mr. Allen discussed research findings related to academic performance, classroom behaviors and safety, and he also provided information about the district's current policies and practices. Principal Michael Magliola and Teacher Katherine Seefloth shared details about the new cellphone policy implemented at Winston Churchill Middle School at the beginning of the school year, noting the successful rollout of the red/yellow/green zone approach. Mr. Allen then spoke about recent legislation, Assembly Bill 3216, which requires that all local education agencies to develop and approve a policy restricting student cellphone use, utilizing a comprehensive engagement strategy to gather input from stakeholders. Mr. Allen presented the proposed timeline for implementation in August 2025.

Board members provided input. Ms. Villescaz expressed support for more cellphone restrictions in classrooms, acknowledged the gap between the current policy and its practice, stressed the importance of incorporating student, staff, and parent voices, and noted the policy should be age-appropriate. Mr. Perez supported the idea of putting cellphones away during class but opposed locking them up, citing the need for accessibility in emergencies. Ms. Creason advocated for a more restrictive approach but suggested strengthening alternative communication mechanisms rather than enforcing a full ban. Ms. Creason also emphasized that communication is paramount, particularly in helping parents manage cellphone and social media use at home, and she suggested training for parents on how to protect their children. Mr. Avey shared that he believes a stricter approach is better, advocating for the elimination of opportunities for variance, and he acknowledged the need for cellphone use in emergencies and medical situations. Mr. Avey noted that limiting cellphone use has reduced bathroom meetups and students' ability to coordinate during class time, and he expressed support for the zone approach but

emphasized that rules should not be open to wide interpretation. Ms. Kravchuk expressed support for cellphone use when it is conducive to learning, advocated for uniformity across the district, and agreed with the zone approach while encouraging exploration of available options for pouches and other implementation ideas. Ms. Kravchuk also highlighted the issue of cellphone addiction and suggested that awareness assemblies would complement the policy. Mr. Hernandez shared a story about students receiving 1,000 cellphone notifications during one class period. Ms. Costa recounted a story about cellphone use during her recent visit to Winston Churchill Middle School, spoke about the creativity of her grandchildren in the absence of technology, and emphasized the importance of communication with the community. Mr. Allen summarized the guidance that board members provided regarding the establishment of a cellphone policy, which included the need for clarity, uniformity, communication, age-appropriateness and stakeholder participation.

2023-2024 End of Year Data Summary (J-4)

Interim Deputy Superintendent of Schools and Student Support Amy Slavensky, Ph.D. introduced Director of Continuous Improvement and LCAP Gianfranco Tornatore, Ed. D. and Assistant Director of Assessment, Evaluation and Planning Christopher Smith who gave a presentation on the 2023-2024 end of year data results, including the results of the 2024 California Assessment of Student Performance and Progress (CAASPP) tests. Dr. Tornatore shared information about the types of data, how it is reported and an update on the changes to the California School Dashboard, which includes the addition of California Science Test (CAST) performance. Mr. Smith presented the 2023-2024 end of year data results, focusing on English language arts, mathematics, English language proficiency, chronic absenteeism and suspension. Mr. Smith also presented data for specific student groups that are reported on the California School Dashboard. Dr. Tornatore explained how the district is responding to the data, noting the successes, areas for growth and actions to improve student outcomes. Principal Christina Allison shared information about the work that is taking place to improve academic achievement at Howe Avenue Elementary School.

Board members made comments and posed questions which staff addressed. Ms. Villescaz congratulated Howe Avenue Elementary School on its success, and she noted the district's growing gap between home and in-school suspension rates. Mr. Avey made comments about the effectiveness of certain actions and initiatives, the downward trend in English-Language Arts and math scores, and the impending decline in funding even though the need for resources remains high. Ms. Creason raised two points – understanding of why the district is trending this direction and the fundamental question of what we are teaching to. Ms. Kravchuk asked a clarifying question about long-term English learners (LTELs) and inquired about the ability to track the success of student programs. Mr. Hernandez shared a personal story and expressed confidence in the district's ability to improve. Ms. Costa expressed thanks for including the CAASPP sample questions in the board item, noting that people often underestimate the amount of reading required to take the test and that the test format can be confusing to some. Ms. Costa also acknowledged that, while everyone is disappointed with the results, the district is giving 100 percent effort. Ms. Costa also thanked Principal Allison for her uplifting presentation.

Public Hearing: Conveyance of Easement at Northridge Elementary School to Fair Oaks Water District (J-5)

Chief Operations Officer, Frank Camarda, presented the item. Ms. Costa declared the topic of conveying a temporary construction easement at Northridge Elementary School a public hearing and invited the public to speak. There being no questions or comments from the public, Ms. Costa declared the public hearing closed. It was moved by Ms. Creason, seconded by Ms. Kravchuk, to adopt Resolution No. 4157, conveying one temporary construction easement at Northridge Elementary School to the Fair Oaks Water District. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Intent to Convey Easement at Katherine Johnson Middle School to Sacramento Area Sewer District (J-6)

Mr. Camarda presented the item. It was moved by Mr. Avey, seconded by Ms. Villescaz, to adopt Resolution No. 4158, authorizing the intent to convey a permanent easement at Katherine Johnson Middle School to the Sacramento Area Sewer District and to call a public hearing to be held on November 19, 2024. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Reports (K)

Ms. Costa reported that she attended the Families Matter Conference at Arden Middle School, and she thanked the Family and Community Engagement team for organizing such a great event.

Future Agenda (L)

Ms. Kravchuk requested that the topic of high school parking fundraisers be added to a future agenda. Following board discussion, the item was not added to the future agenda due to lack of consensus. Superintendent Bassanelli said the topic could be addressed during a staff report, which the majority of board members supported.

Adjournment (N)

At 9:37 p.m., there being no further business, the regular meeting was adjourned.

Pam Costa, Board President

Melissa Bassanelli, Secretary

Approved: _____
:sc

DRAFT

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

AGENDA ITEM:

E.1

MEETING DATE:

11/19/2024

SUBJECT: Resolution Honoring Board Member Saul Hernandez

DEPARTMENT: Administration

ACTION REQUESTED:

Action: The superintendent is recommending that the board adopt Resolution No. A-444 recognizing Board Member Saul Hernandez for his 12 years of service to San Juan Unified School District.

RATIONALE/BACKGROUND:

Board member Saul Hernandez has served on the Board of Education from 2012 to 2024. The board is asked to recognize his many contributions to the students, staff and community of the San Juan Unified School District.

ATTACHMENT(S):

1. [Resolution No. A-444](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Trent Allen, APR, Chief of Staff

APPROVED BY: Melissa Bassanelli, Superintendent of Schools



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

RESOLUTION NO. A-444

Resolution Honoring Saul Hernandez

WHEREAS, Saul Hernandez has served the San Juan Unified School District Board of Education with dedication and integrity since his election in 2012; and

WHEREAS, Saul has brought a strong commitment to supporting student achievement and ensuring access for all students, particularly those from underserved and underrepresented communities; and

WHEREAS, Saul has been a passionate advocate for career and technical education, believing in the importance of providing students with diverse pathways to success, whether in college or the workforce; and

WHEREAS, Saul has actively engaged with families, students, and educators to promote transparency, accountability, and inclusivity in district decision-making processes; and

WHEREAS, Saul has demonstrated leadership in advancing the district's priorities of fiscal responsibility, student mental health, and overall well-being; and

WHEREAS, Saul has been a strong supporter of the district's bond measures and facilities improvements, playing a key role in ensuring that schools are modernized and students have access to safe, innovative, and effective learning environments, which have had a tremendous impact on the quality of education across the district; and

WHEREAS, Saul has provided valuable insights and leadership while serving on various district committees, including the Facilities, Transportation, and Finance Committee; and

WHEREAS, Saul has committed to supporting policies that ensure students are prepared for success in an evolving global economy by advocating for technology integration and enhanced educational resources; and

NOW, THEREFORE, BE IT RESOLVED that the San Juan Unified School District Board of Education hereby expresses its sincere appreciation to Saul Hernandez for his service and dedication to improving the educational experience for all students and families in the district, and we wish him continued success and fulfillment in all future endeavors.

Attested to this 19th day of November 2024

Melissa Bassanelli, Executive Secretary

Pam Costa, President

San Juan Unified Board of Education
Sacramento County, California

Ben Avey, Clerk

Paula Villescaz, Member

Tanya Kravchuk, Member

Manuel Perez, Member

Zima Creason, Member

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

AGENDA ITEM:

E.2

MEETING DATE:

11/19/2024

SUBJECT: Resolution Honoring Board Member Paula Villescnaz

DEPARTMENT: Administration

ACTION REQUESTED:

Action: The superintendent is recommending that the board adopt Resolution No. A-445 recognizing Board Member Paula Villescnaz for her more than eight years of service to San Juan Unified School District.

RATIONALE/BACKGROUND:

Board member Paula Villescnaz has served on the Board of Education from 2016 to 2024. The board is asked to recognize her many contributions to the students, staff and community of the San Juan Unified School District.

ATTACHMENT(S):

1. [Resolution No. A-445](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Trent Allen, APR, Chief of Staff

APPROVED BY: Melissa Bassanelli, Superintendent of Schools



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

RESOLUTION NO. A-445

Resolution Honoring Paula Villescaz

WHEREAS, Paula Villescaz is completing dedicated years of service to the San Juan Unified School District Board of Education; and

WHEREAS, Paula has faithfully and with great integrity served on the Board of Education since her election in 2016, bringing a steadfast commitment to equity and student success; and

WHEREAS, Paula served as Board President from 2020 to 2021, a time of unprecedented challenge as the district navigated the COVID-19 pandemic, and during her tenure, she demonstrated courageous leadership by working tirelessly with fellow board members, district staff, and public health officials to prioritize the safety of students, staff, and families while maintaining a focus on academic continuity and student well-being during the pandemic; and

WHEREAS, Paula has championed initiatives that support mental health, special education, and the well-being of all students, helping to create a nurturing environment for learning and growth; and

WHEREAS, Paula engaged in efforts above and beyond to secure state funding for Encina High School and Camp Winthers; and

WHEREAS, Paula has consistently worked to bridge communication between the district and the community, ensuring that diverse voices are heard and represented in decision-making processes; and

WHEREAS, Paula has provided valuable insights and leadership while serving on various district committees, including the Local Control and Accountability Plan Parent Advisory Committee; and

WHEREAS, Paula has actively supported school modernization projects, advocating for safe, innovative, and accessible learning environments for students and staff; and

WHEREAS, Paula has demonstrated a deep passion for public service, dedicating countless hours to improving the educational experience for students across the district; and

NOW, THEREFORE BE IT RESOLVED that the San Juan Unified School District Board of Education hereby expresses its sincere appreciation to Paula Villescaz for her remarkable service and dedication to the district's students, families, and staff, and we wish her continued success and fulfillment in all future endeavors.

Attested to this 19th day of November 2024

Pam Costa, President

Melissa Bassanelli, Executive Secretary

Saul Hernandez, Vice President

Ben Avey, Clerk

San Juan Unified Board of Education
Sacramento County, California

Tanya Kravchuk, Member

Manuel Perez, Member

Zima Creason, Member

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

AGENDA ITEM:

H.1

MEETING DATE:

11/19/2024

SUBJECT: Personnel Report

DEPARTMENT: Human Resources

ACTION REQUESTED:

The superintendent is recommending that the board approve the personnel report and related items – appointments, leaves of absence, separations, reassessments/change in work year and job description/salary range change.

RATIONALE/BACKGROUND:

The personnel report provides an accounting of recent appointments, leaves of absence, separations, reassessments or changes in work calendar, errata, job description changes, salary range changes, employment contracts and extensions, recommendations on credential and charter school personnel actions.

ATTACHMENT(S):

1. Personnel Pages

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Rebecca Toto, Ed.D., Assistant Superintendent, Human Resources

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

1. APPOINTMENTS**CERTIFICATED SUPERVISORY**

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|-----------|-------------------|--------|--------------------------------------|-----------------------|--------------------|
| New Hire | Wagner, Rosamaria | Prob | Vice Principal | Arden | 01/06/25 |
| Promotion | Pearson, Michelle | Perm | Vice Principal On Special Assignment | Teaching And Learning | 12/02/24 |
| Promotion | Smith, Aimee | Perm | Vice Principal | Sylvan | 12/02/24 |
| Promotion | Tateishi, Lindsay | Perm | Vice Principal | Churchill | 12/02/24 |
| Promotion | Thompson, Bo | Perm | Vice Principal | Katherine Johnson | 10/21/24 |
| Promotion | Wallace, Pamela | Perm | Vice Principal On Special Assignment | Teaching And Learning | 12/02/24 |

CERTIFICATED

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|----------|-------------------|--------|-----------------|---------------------|--------------------|
| New Hire | Hoppes, Megan | Temp | A/E Voc | Sunrise Tech Center | 10/22/24 06/11/25 |
| New Hire | Kennedy, Kathleen | Temp | Tch-Grad 9/12 | San Juan | 11/04/24 06/11/25 |
| Rehire | Ferrari, Jerilynn | Temp | Tch-Grad 7/8 | Barrett | 10/08/24 06/11/25 |
| Rehire | Gladys, Daniela | Temp | Teacher Grade 1 | Skycrest | 10/25/24 06/11/25 |
| Rehire | Ibrahim, Salwa | Prob | TCH-CDPT | General Davie | 10/08/24 |
| Rehire | Jimenez, Laura | Prob | Tch-Grad 7/8 | Sylvan | 10/14/24 |

CLASSIFIED

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|----------|----------------------|--------|------------------------------|----------------------------|--------------------|
| New Hire | Alejandre, Jesse | Prob | Custodian | Schweitzer | 10/22/24 |
| New Hire | Bawar, Haroon | Prob | Inst Asst/Bil-Pashto | Mira Loma | 11/04/24 |
| New Hire | Burns, Charles | Prob | Groundskeeper/Gardener | M&O - Building Maintenance | 11/04/24 |
| New Hire | Canty, Piper | Prob | Instructional Assistant I | Rio Americano | 10/25/24 |
| New Hire | Cervantes, Araseli | Prob | Custodian | Sierra Oaks | 10/21/24 |
| New Hire | Clark, Melissa | Prob | Parent/Family Sppt Ambass | Superintendents Office | 10/28/24 |
| New Hire | Clough, Dixie | Prob | Van Driver | Transportation | 10/14/24 |
| New Hire | Cox, Caitlin | Perm | Instructional Assistant I | Harry Dewey | 10/14/24 |
| New Hire | Currie, Kellie | Prob | Nutrition Services Worker II | Nutrition Services | 11/07/24 |
| New Hire | Daniewicz, Zachary | Prob | Warehouse/Delivery | Business Support Services | 10/15/24 |
| New Hire | Davis, Daniel | Prob | Instructional Assistant I | Skycrest | 10/14/24 |
| New Hire | Deboer-Marin, Sommer | Prob | Custodian | James Cowan | 11/04/24 |
| New Hire | Diaz, Gabriel | Prob | Expand Learn Prog Asst | Pupil Personnel Services | 10/14/24 |
| New Hire | Diaz, Jacqueline | Prob | School Playground Rec Aide | James Cowan | 10/29/24 |
| New Hire | Dietrich, Kacie | Prob | Instructional Assistant I | Gold River | 10/14/24 |
| New Hire | Freeze, Mari | Prob | HR Analyst, Position Control | Human Resources | 10/28/24 |
| New Hire | Fusfeld, Kelly | Prob | Instructional Assistant I | Earl Legette | 10/17/24 |
| New Hire | Gomez, Isabella | Prob | School Playground Rec Aide | Pasadena Avenue | 10/14/24 |
| New Hire | Gonzalez-Haro, Anna | Prob | Inst Asst/Bil-Spanish | Skycrest | 11/04/24 |
| New Hire | Janbaz, Masjidi | Prob | Inst Asst/Bil-Dari | Encina | 10/31/24 |
| New Hire | Jojo, Nathan A | Prob | Htg & Air Cond Tech II | M&O - Building Maintenance | 10/21/24 |
| New Hire | Laurent, Miranda | Prob | Instructional Assistant III | Coyle Avenue | 10/10/24 |
| New Hire | Marlatt, Logan | Prob | Instructional Assistant II | Laurel Ruff | 10/22/24 |
| New Hire | Mathews, Dana | Prob | Secretary | English Lang Learn - DO | 10/28/24 |
| New Hire | Matthies, Crystal | Prob | Instructional Assistant I | Skycrest | 10/29/24 |
| New Hire | Mayaar, Aarzo | Prob | Inst Asst/Bil-Dari | Arcade | 10/24/24 |
| New Hire | Merryweather, Nicole | Prob | Human Res Analyst(Conf) | Human Resources | 10/31/24 |
| New Hire | Montgomery, Jessica | Prob | Instructional Assistant I | Carmichael | 10/10/24 |
| New Hire | Morris, Rebbecca | Perm | Instructional Assistant III | Carmichael | 10/21/24 |
| New Hire | Ottaway, Monica | Prob | Adm Ast IV (Conf) | Student Support Services | 10/14/24 |
| New Hire | Perkins, Jessica | Prob | School Playground Rec Aide | Whitney Avenue | 10/11/24 |
| New Hire | Ponce, Annette | Prob | Payroll Specialist | Payroll | 10/22/24 |
| New Hire | Strellner, Ana | Prob | Instructional Assistant I | Skycrest | 10/22/24 |
| New Hire | Vasquez, Jassy | Prob | Inst Asst/Bil-Spanish | Mira Loma | 11/04/24 |
| New Hire | Villanueva, Eduardo | Prob | Tech Support Specialist I | Technology Services | 10/14/24 |
| New Hire | Wandick, Roneca | Prob | Custodian | Dyer-Kelly | 10/31/24 |
| New Hire | Weston, Ashley | Prob | Instructional Assistant III | Louis Pasteur | 10/21/24 |
| New Hire | Williams, Josiah | Prob | Expand Learning Prog Asst | Pupil Personnel Services | 10/14/24 |
| New Hire | Wood, Lily | Prob | Clerk | Whitney Avenue | 10/14/24 |
| New Hire | Wood, Sun | Prob | School Playground Rec Aide | Starr King | 10/21/24 |
| New Hire | York, Jesse | Prob | School Playground Rec Aide | Del Dayo | 10/11/24 |

1. APPOINTMENTS (Continued)**CLASSIFIED**

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|--------|------------------------|--------|------------------------------|--------------------------|--------------------|
| Rehire | Bursee, Emily | Prob | Secretary | Pupil Personnel Services | 10/14/24 |
| Rehire | Cosey, Dimitrius | Prob | Nutrition Services Worker II | Nutrition Services | 10/29/24 |
| Rehire | Goodson, Sirreon | Prob | Expand Learning Site Fac | Pupil Personnel Services | 11/04/24 |
| Rehire | Grodzik, Ivan | Prob | Elementary Head Custodian | Ottoman I | 10/16/24 |
| Rehire | Harden, Tianjan'e | Prob | Intermed Clerk Typist | Carnegie | 10/31/24 |
| Rehire | Kazmi, Mir Hakmatullah | Prob | Inst Asst/Bil-Dari | Starr King | 10/28/24 |
| Rehire | Layna, Shayla | Prob | Expand Learn Site Fac | Pupil Personnel Services | 10/08/24 |
| Rehire | Levchenko, Irina | Prob | Instructional Assistant I | Northridge | 10/15/24 |
| Rehire | Levis, Emily | Prob | Expand Learn Site Fac | Pupil Personnel Services | 10/30/24 |
| Rehire | Randolph, Alyssa | Prob | Payroll Technician I | Payroll | 10/08/24 |
| Rehire | Rayford, Safiya | Prob | Instructional Assistant III | Arcade | 11/04/24 |
| Rehire | Webb, Alicia | Prob | School Playground Rec Aide | Mission | 10/14/24 |
| Rehire | Wildermuth, Patricia | Prob | Expand Learn Site Fac | Pupil Personnel Services | 10/16/24 |
| Rehire | Wilson, Patricia | Prob | Instructional Assistant I | Mary Deterding | 10/28/24 |

2. LEAVES OF ABSENCE**CERTIFICATED**

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|------|----------------------|--------|----------------------|----------------------|--------------------|
| Paid | Allen, Melissa | Perm | Counselor Spec Prgm | LSC Region 2 | 09/30/24 11/08/24 |
| Paid | Bessemer, Lorena | Prob | School Social Worker | LSC Region 2 | 09/24/24 11/22/24 |
| Paid | Chino Mendoza, Erica | Prob | Counselor-9/12 | Mesa Verde | 09/25/24 03/03/25 |
| Paid | Gawthorne, Liberty | Prob | Teacher Grade 4 | Starr King | 09/30/24 03/28/25 |
| Paid | Gutierrez, Amanda | Perm | Lang/Speech/Hrg Spec | Special Ed - Kenneth | 09/25/24 03/03/25 |
| Paid | Miller, Stefany | Perm | Teacher Grade 2 | Mary Deterding | 10/04/24 11/15/24 |
| Paid | Zezulka, Elizabeth | Prob | School Social Worker | LSC Region 2 | 10/03/24 03/18/25 |

CLASSIFIED

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|--------|------------------------|--------|-----------------------------|---------------------------|--------------------|
| Paid | Angelo Seat, Kimberlie | Perm | Bus Driver | Transportation | 09/24/24 01/09/25 |
| Paid | Berry, Averi | Prob | Child Develop Assist-SA | Mariemont ECE | 10/01/24 12/20/24 |
| Paid | Briggman, Patricia | Perm | Elem School Secretary | Kingswood | 10/01/24 11/17/24 |
| Paid | Carlson, Theodore | Perm | Elementary Head Custodian | Arlington Heights | 08/23/24 11/07/24 |
| Paid | Gould, Samantha | Perm | Instructional Assistant I | Cameron Ranch | 10/01/24 04/10/25 |
| Paid | Marmol, Milagro | Perm | Custodian | Skycrest | 08/12/24 12/10/24 |
| Paid | Mc Lemore, Sheryl | Perm | Instructional Assistant II | Woodside | 09/27/24 11/18/24 |
| Unpaid | Hernandez, Martha | Prob | Instructional Assistant I | Orangevale | 09/16/24 04/17/25 |
| Unpaid | Reimers, Sarah | Perm | Instructional Assistant I | Pasadena Avenue | 10/01/24 12/10/24 |
| Unpaid | Stone, Denise | Prob | Instructional Assistant III | Ralph Richardson | 10/07/24 11/10/24 |
| Unpaid | Wardlaw, Stefani | Perm | Account Clerk I | Early Childhood Education | 10/03/24 11/21/24 |

3. SEPARATIONS**CERTIFICATED**

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|-------------|---------------------|--------|---------------------------|-----------------------|--------------------|
| Resignation | Ortiz Aguilar, Jose | Prob | Tch-Elem Specialist-Music | Teaching And Learning | 10/18/24 |
| Resignation | Ramalingam, Nitheen | Prob | Tch-Grad 9/12 | Mira Loma | 11/01/24 |

CLASSIFIED

| Type | Name | Status | Assignment | Location | Effective Date (s) |
|-------------|-------------------|--------|-----------------------------|------------------------|--------------------|
| Resignation | Botello, Alondra | Prob | Cultural Comm Spec | Superintendents Office | 10/16/24 |
| Resignation | Chavez, Gina | Prob | School Playground Rec Aide | James Cowan School | 10/11/24 |
| Resignation | Gonzales, Dolores | Perm | Campus Safety Monitor | Will Rogers | 10/11/24 |
| Resignation | Guevin, Hayley | Perm | Intermed Clerk Typist | Churchill | 10/11/24 |
| Resignation | Hoey, Garrett | Prob | Campus Safety Monitor | Oakview | 10/11/24 |
| Resignation | Lewis, Brian | Prob | School Community Specialist | Starr King | 10/11/24 |
| Resignation | Masudi, Mohammad | Perm | Inst Asst/Bil-Dari | Starr King | 10/24/24 |
| Resignation | Moulton, Bryce | Perm | Secretary | Special Ed - Kenneth | 10/11/24 |
| Resignation | Rahmati, Sahar | Perm | Nutrition Services Worker I | Del Campo | 10/11/24 |
| Resignation | Rezapour, Fatemeh | Perm | Non-Instruct Support Aide | Kingswood ECE | 10/18/24 |

3. SEPARATIONS (Continued)

| <u>CLASSIFIED</u> | | <u>Name</u> | <u>Status</u> | <u>Assignment</u> | <u>Location</u> | <u>Effective Date (s)</u> |
|-------------------|-------------|-----------------|---------------|----------------------------------|--------------------------|---------------------------|
| Type | Resignation | Schwan, Jasmine | Prob | Sign Language Interpreter | Harry Dewey | 10/28/24 |
| Dismissal | CL #609 | | Perm | Nutrition Services Worker | Nutrition Services | 06/04/24 |
| Dismissal | CL #610 | | Prob | Instructional Assistant I | Teaching And Learning | 10/18/24 |
| Suspension | CL #611 | | Perm | Maintenance And Operation Worker | M&O Building Maintenance | 12/09/24 12/13/24 |

4. REASSIGNMENTS / CHANGE IN WORK YEARCERTIFICATED SUPERVISORY

| <u>Type</u> | <u>Name</u> | <u>Status</u> | <u>Assignment</u> | <u>Location</u> | <u>Effective Date (s)</u> |
|--------------|----------------------|---------------|---|-----------------------|---------------------------|
| Reassignment | Schuermann, Michelle | Perm | Vice Principal On Special Assignment | Teaching And Learning | 12/02/24 |
| Reassignment | Stathem-Raney, Takoa | Perm | Program Specialist, English Learner & Multicultural Education | English Lang Learning | 10/21/24 |
| Reassignment | Strinden, Matthew | Perm | Vice Principal On Special Assignment | Teaching And Learning | 12/02/24 |

5. JOB DESCRIPTION / SALARY RANGE CHANGECLASSIFIED

| <u>Class Title</u> | <u>Unit</u> | <u>New/Update</u> | <u>Old Salary Range</u> | <u>New Salary Range</u> | <u>Effective Date (s)</u> |
|--|-------------|-------------------|-------------------------|-------------------------|---------------------------|
| Heating & Air Conditioning Technician II | CSEA | Update | 41 | 44 | 07/01/23 |
| Lead Heating & Air Conditioning Technician | CSEA | Update | 44 | 47 | 07/01/23 |



JOB DESCRIPTION

Position Code: 604
Bargaining Group: CSEA
Salary Range: 41 44
Work Calendar: 01
Page 1 of 3

POSITION TITLE: Heating and Air Conditioning Technician II

DEFINITION: Under general supervision, performs skilled electrical and mechanical work in the installation, maintenance, and repair of heating, ventilating, refrigeration, and air conditioning equipment.

DIRECTLY RESPONSIBLE TO: Supervisor, Mechanical Maintenance

SUPERVISION OVER: N/A

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

1. Diagnoses complex system malfunctions.
2. Designs and builds control systems for large boilers.
3. Repairs boiler/heating systems or refrigeration/air conditioning systems including reciprocating and centrifugal chillers up to 250 tons.
4. Troubleshoots and provides direction to district Heating and Air Conditioning Technician I employees.
5. Inspects, troubleshoots, cleans, and repairs low pressure boilers, gas, and electric heating systems including forced air, combination units, air handlers, heat pumps, heat strips, steam radiators, and others.
6. Disassembles and cleans controls, contacts, orifices, tubes, heating surfaces, filters, and component parts.
7. Performs soldering and brazing.
8. Maintains and repairs medium and low temperature refrigeration and air conditioning systems including window units, centrifugal and direct expansion chillers, and component parts such as cooling towers, water circulating components, evaporators, and condensers.
9. Installs and repairs condensate drain lines, hot water, gas, air, and refrigerant lines, valves, gas cocks, and other piping and valves.
10. Cleans and repairs heat exchangers and water storage tanks.
11. Calibrates, cleans, repairs, or replaces electrical, pneumatic, and low-voltage controls, thermostats, timers, safety controls and regulators
12. Maintains, troubleshoots, tests, and adjusts district Energy Management System (EMS)scheduling programs.
13. Overhauls, installs, and repairs pumps, motors, fans, compressors, valves, air handling and distribution equipment such as unit ventilators and other equipment.
14. Performs related electrical tasks such as replacing breakers, switches, magnetic starters, and transformers.
15. Services, cleans, and repairs wall and window type air conditioners.
16. Installs ducts and vents.
17. Repairs gas-fired kilns and water heaters and swimming pool heaters.
18. Performs chemical treatment of water.
19. Reads and interprets blueprints, diagrams, and schematics.
20. Fabricates parts.
21. Performs preventive maintenance on heating and cooling equipment.

22. Prepares rough sketches and diagrams, analyzes and recommends changes for operational efficiency.
23. Prepares reports on work completed.
24. Initiates, modifies, and closes work orders in automated system.
25. Ensures all work performed conforms to safety codes.
26. Cuts and threads pipe.
27. Installs and repairs walk in freezers and warehouse coolers.
28. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Completion of apprenticeship program, college, or technical school with courses in electrical and mechanical technology, principles of heating and cooling systems; experience with a variety of commercial heating and cooling systems, hot water boilers, chillers, pumps, motors, and electrical, pneumatic, and electronic controls; extensive journey level experience in the repair of air conditioning systems up to 250 tons and/or experience in the repair of large boiler and heating systems

Licenses and Certificates:

- Valid California Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license
- Possession of an EPA Section 608 Universal type refrigerant transition and recovery certification

Knowledge, Skills, and Abilities:

- Knowledge of the standard practices, methods, materials, tools, equipment, hazards, and safety precautions used in the repair of boilers, heating, ventilating, refrigeration, and air conditioning systems
- Knowledge of principles and theory of heating and air conditioning systems and the fundamentals of electricity and pneumatics
- Knowledge of applicable plumbing, safety, and electrical codes
- Knowledge applicable building, safety, and electrical codes
- Knowledge of the properties and characteristics of natural gas
- Knowledge and skill in use of computers and assorted software programs
- Ability to install, maintain, and repair a variety of heating and air conditioning equipment including related plumbing and electrical components
- Ability to accurately interpret blueprints, schematics, diagrams, instructional manuals, and OSHA requirements
- Ability to calibrate controls based on relationship of water temperature, air pressure, and outside air
- Ability to apply basic math concepts to compute heating and cooling loads
- Ability to use and learn district Energy Management System (EMS)
- Ability to keep records and prepare reports
- Ability to establish and maintain effective relationships with those contacted in the course of work
- Ability to understand and follow verbal and written instructions
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community

- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

- Indoor and outdoor work environment
- Seasonal hot/cold weather
- Loud noise from equipment
- Drive a vehicle to conduct work

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

- Inspect documents and other written materials with fine print
- Distinguish color coded wiring
- Hear to detect air leaks and diagnose equipment malfunctions
- Operate tools and equipment requiring repetitive hand movement and fine coordination
- Transport, move, and lift up objects weighing up to 75 pounds
- Move about schools and facilities to conduct work, including climbing, balancing, crawling under buildings, bending, stretching, stooping, kneeling, crouching, working in enclosed spaces, and remaining in a stationary position for long periods of time
- Ascend/descend ladders
- Communicate to exchange information in person, with small groups, and/or on the telephone

Hazards:

- Work near moving mechanical parts
- Work in high or precarious places
- Exposure to fumes and airborne particles, and toxic or caustic chemicals
- Risk of electric shock

Other Characteristics:

- Willingness to respond to emergency calls at night and/or on weekends

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: 8/9/2017
Adopted: 6/1/1972
Revised: 3/1/1977
Revised: 6/29/1982
Revised: 3/17/1995
Revised: 4/11/2000
Revised: 12/16/2016
Revised: TBD



JOB DESCRIPTION

Position Code: 609
Bargaining Group: CSEA
Salary Range: 44 47
Work Calendar: 01
Page 1 of 3

POSITION TITLE: Lead Heating and Air Conditioning Technician

DEFINITION: Under general supervision, performs skilled electrical and mechanical work in the installation, maintenance, and repair of heating, ventilating, refrigeration, and air conditioning equipment. This is the working lead level.

DIRECTLY RESPONSIBLE TO: Supervisor, Mechanical Maintenance

SUPERVISION OVER: N/A

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

1. Attends preconstruction meetings and inspects preconstruction blueprints in order to provide input for upcoming projects.
2. Establishes priorities for the shop; plans, assigns, inspects, and directs the work of district Heating and Air Conditioning Technicians.
3. Attends pre and post construction walkthroughs at sites for conformity with codes and regulations.
4. Computes time and material costs by estimating labor hours and ordering materials by telephone, fax, or online.
5. Conducts on-site surveys of work to be performed.
6. Maintains inventory of parts and supplies.
7. Coordinates with other shops and departments to complete work.
8. Ensures safety precautions are observed.
9. Diagnoses complex system malfunctions.
10. Designs and builds control systems for large boilers.
11. Repairs boiler/heating systems or refrigeration/air conditioning systems including reciprocating and centrifugal chillers up to 250 tons.
12. Troubleshoots and provides direction to district Heating and Air Conditioning Technician I and II employees.
13. Inspects, troubleshoots, cleans, and repairs low pressure boilers, gas, and electric heating systems including forced air, combination units, air handlers, heat pumps, heat strips, steam radiators, and others.
14. Disassembles and cleans controls, contacts, orifices, tubes, heating surfaces, filters, and component parts.
15. Performs soldering and brazing.
16. Maintains and repairs medium and low temperature refrigeration and air conditioning systems including window units, centrifugal and direct expansion chillers, and component parts such as cooling towers, water circulating components, evaporators, and condensers.
17. Installs and repairs condensate drain lines, hot water, gas, air, and refrigerant lines, valves, gas cocks, and other piping and valves.
18. Cleans and repairs heat exchangers and water storage tanks.
19. Calibrates, cleans, repairs, or replaces electrical, pneumatic, and low-voltage controls, thermostats, timers, safety controls and regulators.
20. Maintains, troubleshoots, tests, and adjusts district Energy Management System (EMS) scheduling programs.

21. Overhauls, installs, and repairs pumps, motors, fans, compressors, valves, air handling and distribution equipment such as unit ventilators and other equipment.
22. Performs related electrical tasks such as replacing breakers, switches, magnetic starters, and transformers.
23. Services, cleans, and repairs wall and window type air conditioners.
24. Installs ducts and vents.
25. Repairs gas-fired kilns and water heaters and swimming pool heaters.
26. Performs chemical treatment of water.
27. Reads and interprets blueprints, diagrams, and schematics.
28. Fabricates parts.
29. Performs preventive maintenance on heating and cooling equipment.
30. Prepares rough sketches and diagrams, analyzes and recommends changes for operational efficiency.
31. Prepares reports on work completed.
32. Initiates, modifies, and closes work orders in automated system.
33. Ensures all work performed conforms to safety codes.
34. Cuts and threads pipe.
35. Installs and repairs walk-in freezers and warehouse coolers.
36. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Completion of apprenticeship program, college, or technical school with courses in electrical and mechanical technology, principles of heating and cooling systems; experience with a variety of commercial heating and cooling systems, hot water boilers, chillers, pumps, motors, and electrical, pneumatic, and electronic controls; extensive journey level experience in the repair of air conditioning systems up to 250 tons and/or experience in the repair of large boiler and heating systems

Licenses and Certificates:

- Valid California Class C driver's license issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring this license
- Possession of an EPA Section 608 Universal type refrigerant transition and recovery certification

Knowledge, Skills, and Abilities:

- Knowledge of the standard practices, methods, materials, tools, equipment, hazards, and safety precautions used in the repair of boilers, heating, ventilating, refrigeration, and air conditioning systems
- Knowledge of principles and theory of heating and air conditioning systems and the fundamentals of electricity and pneumatics
- Knowledge of applicable plumbing, safety, and electrical codes
- Knowledge applicable building, safety, and electrical codes
- Knowledge of the properties and characteristics of natural gas
- Knowledge and skill in use of computers and assorted software programs
- Ability to install, maintain, and repair a variety of heating and air conditioning equipment including related plumbing and electrical components
- Ability to accurately interpret blueprints, schematics, diagrams, instructional manuals, and

Heating and Air Conditioning Technician II

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OSHA requirements

- Ability to calibrate controls based on relationship of water temperature, air pressure, and outside air
- Ability to apply basic math concepts to compute heating and cooling loads
- Ability to use and learn district Energy Management System (EMS)
- Ability to keep records and prepare reports
- Ability to establish and maintain effective relationships with those contacted in the course of work
- Ability to understand and follow verbal and written instructions
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

- Indoor and outdoor work environment
- Seasonal hot/cold weather
- Loud noise from equipment
- Drive a vehicle to conduct work

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

- Inspect documents and other written materials with fine print
- Distinguish color coded wiring
- Hear to detect air leaks and diagnose equipment malfunctions
- Operate tools and equipment requiring repetitive hand movement and fine coordination
- Transport, move, and lift up objects weighing up to 75 pounds
- Move about schools and facilities to conduct work, including climbing, balancing, crawling under buildings, bending, stretching, stooping, kneeling, crouching, working in enclosed spaces, and remaining in a stationary position for long periods of time
- Ascend/descend ladders
- Communicate to exchange information in person, with small groups, and/or on the telephone

Hazards:

- Work near moving mechanical parts
- Work in high, precarious places
- Exposure to fumes and airborne particles, and toxic or caustic chemicals
- Risk of electric shock

Other Characteristics:

- Willingness to respond to emergency calls at night and/or on weekends

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: 8/9/2017
Adopted: 6/1/1972
Revised: 3/1/1977

Heating and Air Conditioning Technician II

Page 4 of 4

Revised: 6/29/1982
Revised: 3/17/1995
Revised: 4/11/2000
Revised: 12/16/2016
Revised: TBD

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

AGENDA ITEM:

H.2

MEETING DATE:

11/19/2024

SUBJECT: Purchasing Report

DEPARTMENT: Fiscal Services

ACTION REQUESTED:

The superintendent is recommending that the board approve the purchasing report - purchase orders, service agreements and contracts; change orders/amendments; construction and public works bids and contracts; piggyback contracts; and zero dollar contracts.

RATIONALE/BACKGROUND:

Business Support Services and Facilities Accounting will combine a list of purchase orders and service agreements, change orders, construction and public works bids, piggyback contracts, zero-dollar contracts, bids and RFPs and other purchases in accordance with Education Code 3300 Expenditures and Purchases, 3311 Bids, 3311.1 Uniform Public Construction Cost Accounting Procedures and 3311.4 Procurement of Technological Equipment.

ATTACHMENT(S):

1. [Purchasing Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Laura Fry, Manager, Business Support Services

Cherie Chenoweth, Coordinator, Facilities Accounting Compliance

Joel Ryan, Chief Financial Officer

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

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

October 9, 2024 - November 5, 2024

| PO# | Date | Vendor Name | Description | Amount \$ | Site/ Department |
|------------|-------------|--|-----------------------------------|------------------|--------------------------|
| | TBD | 10/16/2024 Vision to Learn | Provide Vision Screening Services | \$ 250,000.00 | Student Support Services |
| PO25-03141 | 10/21/2024 | Valley Roofers & Waterproofers Joint Apprenticeship Training Committee | Apprenticeship Program | \$ 40,433.00 | SJ Adult Education |
| | TBD | 11/8/2024 Law Offices of Adrienne Konigar and Associates | Legal Counsel Services | \$1,000.00 | Legal Services |
| | | | | | |
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Purchasing Contracts Board Report
Change Orders/Amendments

October 9, 2024 - November 5, 2024

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 |
|------------|------------|--|--|-----------------------|---------------------------------|------------------------------------|------------------------|------------------|
| VR24-10507 | 10/21/2024 | Campbell Keller | Additional furniture for Mesa Furniture Replacement 210-9306-P1 project | \$ 646,673.77 | \$ 452,625.38 | \$ 981,449.15 | \$ 2,080,748.30 | 216 - Facilities |
| VR24-03105 | 10/25/2024 | ATC Group Services LLC DBA Atlas Technical | Additional DTSC scope for Arcade New Construction 001-9512-P1 project | \$ 99,338.00 | \$ 365,645.00 | \$ 184,719.00 | \$ 649,702.00 | 216 - Facilities |
| VR24-01319 | 10/25/2024 | Nacht & Lewis | Extension of existing canopy scope for Coleman MOD (CMP) 106-9495-P1 project | \$ 41,150.00 | \$ 960,560.00 | \$ 18,750.00 | \$ 1,020,460.00 | 216 - Facilities |
| VR24-01627 | 10/25/2024 | RMA Group | Additional soil testing for Arcade New Construction 001-9512-P1 | \$ 52,763.50 | \$ 291,592.50 | \$ 16,300.00 | \$ 360,656.00 | 216 - Facilities |
| VR24-01651 | 10/25/2024 | Aecom Technical Services, Inc | Additional DTSC scope for Arcade New Construction 001-9512-P1 project | \$ 9,150.00 | \$ 374,687.00 | \$ 188,575.00 | \$ 572,412.00 | 216 - Facilities |
| VR24-10694 | 10/25/2024 | Innovative Construction Services | CM services from Winterstein Portables 153-9568-24CIP project | \$ 10,000.00 | | \$ 171,400.00 | \$ 181,400.00 | 216 - Facilities |
| VR24-10618 | 10/25/2024 | Campbell Keller | Additional furniture for Carriage Furniture Replacement 171-9306-P1 project | \$ 156,380.08 | \$ 44,249.64 | \$ 602,101.50 | \$ 802,731.22 | 216 - Facilities |
| VR24-06130 | 10/31/2024 | Statewide Educational Wrap Up Program | Builders risk extended for Coleman MOD 106-9495-P1 project | \$ 412,809.22 | \$ 93,227.00 | \$ 7,539.00 | \$ 513,575.22 | 216 - Facilities |
| VR24-07941 | 11/3/2024 | Campbell Keller | Additional labor on Arcade New Construction 001-9512-P1 project | \$ 1,893,632.33 | \$ 158,765.06 | \$ 10,990.50 | \$ 2,063,387.89 | 216 - Facilities |
| VR24-08537 | 11/3/2024 | Campbell Keller | Additional labor on Mariemont MOD 130-9495-P1 project | \$ 1,622,479.92 | | \$ 8,792.40 | \$ 1,631,272.32 | 216 - Facilities |

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 |
|------------|------------|-------------------------------|--|-----------------------|---------------------------------|------------------------------------|------------------------|------------------|
| VR24-06896 | 10/31/2024 | Kiz Construction Inc | Final reconciliation executed CCD's 1-4 on Mesa Verde Student Safety (Fencing) 210-9716-P1 project | \$ 671,000.00 | \$ 48,892.00 | \$ 101.00 | \$ 719,993.00 | 216 - Facilities |
| VR24-08323 | 10/31/2024 | National Aquatic Service Inc. | Extended contract time and new pump replacement on El Camino DM (pool) 201 9565-24DM project | \$ 169,869.48 | | \$ 1,236.20 | \$ 171,105.68 | 216 - Facilities |

**Purchasing Contracts Board Report
Construction and Public Works Bids and Contracts**

October 9, 2024 - November 5, 2024

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 |
|------|------------|-----|--------|-------------|--|---------------|------------------|
| 23 | 10/16/2024 | TBD | 25-201 | Conti LLC | AV upgrade at Mesa gym project 210-9285-J1 | \$ 176,333.00 | 216 - Facilities |
| | | | | | | | |
| | | | | | | | |

Other Contracts

| Fund | Date | PO# | Bid # | Vendor Name | Description | Amount \$ | Responsibility |
|------|------------|-----|------------|----------------------------------|---|---------------|------------------|
| 26 | 10/17/2024 | TBD | Piggyback | Mobile Modular | Purchase of 2 classroom portable 30x32 for Laurel Ruff Portable project 163-9568-P1 | \$ 185,698.84 | 216 - Facilities |
| 26 | 10/25/2024 | TBD | RFP 24-220 | Architectural Nexus Inc | AE for Laurel Ruff Portable 163-9568-P1 Project | \$ 226,770.00 | 216 - Facilities |
| 26 | 10/25/2024 | TBD | RFP 24-220 | Warren Consulting Engineers Inc. | AE for Carnegie Student Safety (fencing) 061-9716-P1 project | \$ 132,290.00 | 216 - Facilities |
| | | | | | | | |

New Addendum to Master Agreements

| Fund | Date | PO# | Bid # | Vendor Name | Description | Amount \$ | Responsibility |
|------|------|-----|-------|-------------|-------------|-----------|----------------|
| | | | | | | | |
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Purchasing Contracts Board Report
Board Pre-Approval
Piggyback Contracts

October 9, 2024 - November 5, 2024

Staff has determined that purchasing through contracts issued by various state agencies within the State of California will save administrative time and expense, provide favorable pricing, and will be in the best interests of the district. District staff is requesting the Board of Education's authorization to piggyback on the approved bids in accordance with Public Contract Code Section 20118.

| Fund | Date | Piggyback #, Title | Vendor Name | Description | Term |
|------|------------|---------------------------------|----------------------|---|---------|
| ALL | 1/24/2024 | EdTech JPA, RFP No. 23/24-02 | Renaissance Learning | Assessment and Analytics Platforms | 5 years |
| ALL | 10/30/2024 | Omnia Contract# R230901 | EverDriven | Alternative Student Transportation services | 5 years |
| | | | | | |
| | | | | | |

Purchasing Contracts Board Report
Board Pre-Approval
Zero Dollar

October 9, 2024 - November 5, 2024

| Fund | Date | Site/ Department | Vendor Name | Description |
|------|-----------|---------------------|---|----------------------------|
| All | 11/1/2024 | F.A.C.E. | County of Sacramento Dept. of Child, Family and Adult Services | Foster Grandparent Program |
| All | 11/4/2024 | MTSS | WestEd | Professional Learning |
| | | | | |

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

AGENDA ITEM:

H.3

MEETING DATE:

11/19/2024

SUBJECT: Business/Financial Report

DEPARTMENT: Fiscal Services

ACTION REQUESTED:

The superintendent is recommending that the board approve the business/financial report - warrants and payroll and notices of completion.

RATIONALE/BACKGROUND:

In accordance with Education Code section 3460 Financial Report and Accountability, Fiscal Services will report the warrants and payroll expenditures for the prior month. In accordance with Education Code section 7400 Construction and Modernization of Facilities, Facilities accounting compliance will list any notices of completion for construction projects that have been finalized.

ATTACHMENT(S):

1. [Business Report](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Kristi Blandford, Director of Fiscal Services

Cherie Chenoweth, Coordinator, Facilities Accounting Compliance

Joel Ryan, Chief Financial Officer

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

SAN JUAN UNIFIED SCHOOL DISTRICT
Accounting Services

WARRANTS & PAYROLL

| VENDOR AND CONTRACT WARRANTS | | |
|-------------------------------------|----------------------------------|-------------------------|
| | Fund | September 2024 |
| 01 | General Fund | 13,659,282.23 |
| 09 | Charter Schools | 26,319.44 |
| 10 | Special Ed Pass-Thru | 633,044.35 |
| 11 | Adult Education | 21,001.63 |
| 12 | Child Development | 128,496.07 |
| 13 | Food Service/Cafeteria | 994,727.18 |
| 14 | Deferred Maintenance | 331,063.66 |
| 21 | Building Fund | 108,694.32 |
| 22 | Measure S Building Fund | - |
| 23 | Measure J Building Fund | 41,572.09 |
| 24 | Measure N Building Fund | - |
| 25 | Capital Facilities | 10,000.00 |
| 26 | Measure P Building Fund | 6,943,067.49 |
| 35 | State Schools Facilities Fund | - |
| 40 | Sp Res FD -- Capital Outlay Proj | - |
| 67 | Self Insurance | 35,000.00 |
| 95 | Student Body | - |
| TOTAL | | \$ 22,932,268.46 |

| PAYROLL AND BENEFITS | | |
|-----------------------------|------------------|-------------------------|
| | All Funds | September 2024 |
| Certificated Payroll | | \$ 25,102,756.45 |
| Classified Payroll | | 10,505,625.09 |
| Benefits | | 17,234,478.49 |
| TOTAL | | \$ 52,842,860.03 |

GRAND TOTAL \$ 75,775,128.49

SAN JUAN UNIFIED SCHOOL DISTRICT
Accounting Services

WARRANTS & PAYROLL

| VENDOR AND CONTRACT WARRANTS | | |
|-------------------------------------|----------------------------------|----------------------|
| | Fund | October 2024 |
| 01 | General Fund | 35,416,782.82 |
| 09 | Charter Schools | 9,331.66 |
| 10 | Special Ed Pass-Thru | 81,926.40 |
| 11 | Adult Education | 7,613.00 |
| 12 | Child Development | 72,736.66 |
| 13 | Food Service/Cafeteria | 1,914,640.05 |
| 14 | Deferred Maintenance | 77,261.24 |
| 21 | Building Fund | 202,836.93 |
| 22 | Measure S Building Fund | - |
| 23 | Measure J Building Fund | 1,575.00 |
| 24 | Measure N Building Fund | - |
| 25 | Capital Facilities | 12,782.08 |
| 26 | Measure P Building Fund | 12,590,277.78 |
| 35 | State Schools Facilities Fund | - |
| 40 | Sp Res FD -- Capital Outlay Proj | - |
| 67 | Self Insurance | 4,389,445.75 |
| 95 | Student Body | - |
| TOTAL | | 54,777,209.37 |

| PAYROLL AND BENEFITS | | |
|-----------------------------|----------------------|-------------------------|
| | All Funds | October 2024 |
| | Certificated Payroll | \$ 26,663,797.56 |
| | Classified Payroll | 10,529,309.05 |
| | Benefits | 17,473,151.85 |
| TOTAL | | \$ 54,666,258.46 |

GRAND TOTAL \$ 109,443,467.83

Notices of Completion - Board of Education

| CONTRACTOR | PROJECT | DATE OF ACCEPTANCE | DATE RECORDED |
|------------------------|---|--------------------|---------------|
| Sound & Signal, Inc. | <p>VR25-00902 Provide all labor, materials, equipment, tools, transportation and incidentals for Bogen Intercom upgrade from Quantum platform to Nyquist platform at Encina High School, 1400 Bell Street, Sacramento, CA 95825, located in the San Juan Unified School District. Vendor: Sound & Signal, Inc.</p> | 9/17/2024 | 10/4/2024 |
| L&H Airco | <p>PO# 307511 VR24-01208 Provide all labor, materials, equipment, tools, transportation and incidentals for HVAC controls upgrades of Alerton BACnet energy management systems across various sites, including Cottage ES, Mira Loma HS, Sierra Oaks ES, Will Rogers MS, San Juan HS, Green Oaks ES, Andrew Carnegie MS, San Juan Central, Mesa Verde HS, and Gold River Discovery Center, located in the San Juan Unified School District. Vendor: L&H Airco, Inc.</p> | 9/19/2024 | 10/8/2024 |
| DK Enterprises, Inc. | <p>VR24-008320 Provide all labor, materials, equipment, tools, transportation and incidentals for re-roof at the classrooms pods, MP, Administration, and Office Buildings at Gold River Discovery Center at 2200 Roaring Camp Drive, Gold River, CA 95670, located in the San Juan Unified School District. Vendor: DK Enterprises, Inc.</p> | 10/1/2024 | 10/8/2024 |
| Kiz Construction, Inc. | <p>VR24-06898 Provide all labor, materials, equipment, tools, transportation and incidentals for sitewide student safety fencing at Kingswood K-8, 5700 Primrose Drive, Citrus Heights, CA 95610, located in the San Juan Unified School District. Vendor: Kiz Construction, Inc.</p> | 9/26/2024 | 10/16/2024 |
| Kiz Construction, Inc. | <p>VR24-06896 Provide all labor, materials, equipment, tools, transportation and incidentals for sitewide security fencing at Mesa Verde HS, 7501 Carriage Drive, Citrus Heights, CA 95621, located in the San Juan Unified School District. Vendor: Kiz Construction, Inc.</p> | 9/26/2024 | 10/17/2024 |

Notices of Completion - Board of Education

| CONTRACTOR | PROJECT | DATE OF ACCEPTANCE | DATE RECORDED |
|------------------------|--|-------------------------------|--------------------------|
| Kiz Construction, Inc. | VR24-06899 Provide all labor, materials, equipment, tools, transportation and incidentals for sitewide student safety fencing at Lichen K-8, 8319 Lichen Drive, Citrus Heights, CA 95621, located in the San Juan Unified School District. Vendor: Kiz Construction, Inc. | 9/26/2024 | 10/17/2024 |
| Kiz Construction, Inc. | VR24-06900 Provide all labor, materials, equipment, tools, transportation and incidentals for sitewide security fencing at Arlington Heights ES, 6401 Trenton Way, Citrus Heights, CA 95621, located in the San Juan Unified School District. Vendor: Kiz Construction, Inc. | 9/26/2024 | 10/23/2024 |

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

AGENDA ITEM:

H.4

MEETING DATE:

11/19/2024

SUBJECT: Gifts

DEPARTMENT: Administration

ACTION REQUESTED:

The superintendent is recommending that the board accept the list of gifts.

RATIONALE/BACKGROUND:

Acceptance of the following gifts:

Encina High School: from Cindy Stangl - for sixteen coats/jackets/sweatshirts and six sweaters for clothes closet: \$150.

Family and Community Engagement: from Citrus Heights Kiwanis Foundation - for special education community social BBQ: \$150.

Lichen K-8 School: from Rotary Club of Citrus Heights/Al Fox - for various supplies: \$500; from Grupo Bimbo - for various snacks: \$400; from Citrus Heights Rotary Club - for 48 new Macmillan for Children fully illustrated dictionaries: \$672.

San Juan High School: from Clint Dewitt - for 2015 Kia Rio for CTE automotive department: \$15,000.

ATTACHMENT(S):

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Stephanie Cunningham, Administrative Assistant, Board of Education

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

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

AGENDA ITEM:

H.5

MEETING DATE:

11/19/2024

SUBJECT: Surplus Property

DEPARTMENT: Fiscal 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):

1. [Surplus Property](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Laura Fry, Manager, Business Support Services
Joel Ryan, 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 |
|-----------------|----------|-------------|-------------|---------------------------|-------------|
| District Office | | | 2 Scanners | N/A | eWaste |
| Carriage | Bretford | Netbook | COW Cart | 20175027 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018004 and 20172001 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018016 and 20172000 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300019688 and 20171999 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018015 and 20171998 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018002 and 20171997 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017988 and 20171996 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018001 and 20171995 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017992 and 20171889 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017994 and 20171888 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300019692 and 20171887 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018003 and 20171886 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018014 and 20171885 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018007 and 20175038 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018005 and 20175039 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018019 and 20171875 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018012 and 20171876 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 20171877 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018171 and 20171878 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300019583 and 20171879 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018018 and 20171880 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017998 and 20171881 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017999 and 20171882 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018023 and 20171884 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017989 and 20171883 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018022 and 20175037 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017997 and 20175036 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017996 and 20175035 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018010 and 20175034 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018006 and 20175033 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018020 and 20175032 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018017 and 20175031 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017990 (one tag only) | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300017995 and 20175030 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018011 and 20175029 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 1300018008 and 20175028 | eWaste |
| Carriage | Samsung | Chromebooks | Laptop | 10002117 | eWaste |
| Churchill | HP | Laser Jet | Printer | 20176222 | eWaste |
| Churchill | HP | Laser Jet | Printer | CNDY398036 | eWaste |
| Churchill | HP | Mitel 5330e | Iphone | VOIP02163 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20186009 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20186915 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20186011 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190385 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20185994 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190121 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190337 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190392 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190349 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190386 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190120 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190105 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190395 | eWaste |
| Dyer-Kelly | Benq | | Projector | 20190366 | eWaste |
| Dyer-Kelly | Benq | | Projector | SN: PDL3h0417000 | eWaste |
| Dyer-Kelly | Benq | | Projector | SN: PDBAH0020004E | eWaste |
| Dyer-Kelly | Benq | | Projector | SN: PDL3H01463000 | eWaste |
| Dyer-Kelly | Benq | | Projector | SN: PDV8F01146000 | eWaste |

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 |
|----------------------|-------------|------------------------------|--------------------|-------------------------------|--------------------|
| Dyer-Kelly | Benq | | Projector | SN: P003G03341000 | eWaste |
| Dyer-Kelly | Benq | | Projector | SN: PDA3h02620000 | eWaste |
| Dyer-Kelly | Sharp | | TV | SN: 905611871 | eWaste |
| Dyer-Kelly | Apple | IMAC | Desktop computer | SN: YM0323H3DWY | eWaste |
| Dyer-Kelly | Apple | IPAD | Tablet | SN: DLXFD3Z4DFHW | eWaste |
| Dyer-Kelly | ELMO | TT-02s | Projector | No 061466 | eWaste |
| Dyer-Kelly | Samsung | Chromebooks | Laptop | 20190370 SN: HY3A91ND325717T | eWaste |
| Dyer-Kelly | Samsung | Chromebooks | Laptop | 10002656 SN: HY3A91DD409788P | eWaste |
| Dyer-Kelly | Samsung | Chromebooks | Laptop | 20190371 SN: HY3A91KD310402D | eWaste |
| Dyer-Kelly | Samsung | Chromebooks | Laptop | 20190369 SN: HY3A91DD315810F | eWaste |
| Dyer-Kelly | Samsung | Chromebooks | Laptop | SN: HY3A91DD409532J | eWaste |
| Dyer-Kelly | Apple | | Computer | 20190376 | eWaste |
| Dyer-Kelly | Apple | | Computer | 20190365 | eWaste |
| Gold River | Apple | Macbook Pro | Laptop | C1M527J8DTY3 | eWaste |
| Gold River | Apple | Macbook Pro | Laptop | WQ026MT5ATM | eWaste |
| Gold River | Apple | Macbook Pro | Laptop | CO2JHVNDTY3 | eWaste |
| Gold River | HP | Enterprise M553 | Color Laser Jet | JPBCJ8810J | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | Fvf3aprhv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3axshv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3aqwhv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3b1shv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3ayshv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3apwhv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3aq4hv22 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvf3zzhv27 | eWaste |
| Mira Loma | Apple | Macbook Pro | Laptop | fvvv1aqhv27 | eWaste |
| Northridge | Apple | H3635LL/A | Cart | BF02pk13860200952 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174304 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174265 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174279 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20172871 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20172876 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174282 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174283 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174267 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174275 | eWaste |
| Northridge | Apple | IPAD | Tablet | 20174260 | eWaste |
| Northridge | Apple | IPAD | Tablet | 2017427 | eWaste |
| Northridge | Apple | IPAD | Tablet | 135321C00000007 | eWaste |
| Northridge | Apple | IPAD | Tablet | 135321A00000013 | eWaste |
| Northridge | Apple | IPAD | Tablet | 135321A00000012 | eWaste |
| Nutrition Svrs | Ford | Van | Ford VN 2013 | 1FTSS3EL2DBB01899 | Trade in |
| Nutrition Svrs | Ford | Van | Ford VN 2013 | 1FTSS3ELSDD801900 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K20EL260987 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K22EL260988 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K24EL260989 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K20EL260990 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K22EL260991 | Trade in |
| Nutrition Svrs | Ford | Sedan | Ford SD 2014 | 1FADP3K24EL260992 | Trade in |
| Pasteur | HP | Laser Jet 100 Color MFP M175 | Printer | N/A | eWaste |
| Schweitzer | Kyocera | W82000 | Copier | N483614493 | eWaste |
| Schweitzer | Apple | | Chrome Cart | 20183631 | eWaste |
| Schweitzer | HP | Hp Computer | Computer | 100066j7 | eWaste |
| Schweitzer | ELMO | | Projector | 3954035 | eWaste |
| Schweitzer | ELMO | | Projector | 20183999 | eWaste |
| Schweitzer | NEC | | Projector | 8201384eh | eWaste |
| Schweitzer | HP | | Monitor | 797044-001 | eWaste |
| Schweitzer | NEC | | Projector | 820138eh | eWaste |

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

AGENDA ITEM:

H.6

MEETING DATE:

11/19/2024

SUBJECT: Naming of Softball Field at San Juan High School

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

The superintendent is recommending that the board approve naming the San Juan High School softball field for alumni Lex Von Bergen, Class of 1974, to read: Lex Von Bergen Field.

RATIONALE/BACKGROUND:

The San Juan High School community, in partnership with San Juan High School's Class of 1974 and the Rotary Club of Citrus Heights, have collectively agreed upon the naming of the softball field to honor Lex Von Bergen, Class of 1974. Lex Von Bergen officially began playing softball at seven years old as a pitcher and was actively involved in supporting softball throughout her life. In 2019, Lex Von Bergen was diagnosed with Lou Gehrig's Disease and dedicated her life to advancing treatment for this disease. Lex Von Bergen has been a strong supporter of the Citrus Heights community, and naming this field will honor her accomplishments.

To gather community input, San Juan High School held an open Zoom meeting on September 26, 2024, for the community to share and hear the alumni proposal and recommend any other names. No other names were recommended.

ATTACHMENT(S):

BOARD COMMITTEE ACTION/COMMENT:

Facilities Committee: 10/01/2024

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/04/2024; 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs

APPROVED BY: Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools & Student Support
Melissa Bassanelli, Superintendent of Schools

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

AGENDA ITEM:

H.7

MEETING DATE:

11/19/2024

SUBJECT: Amendment No. 1 to Joint Use Agreement Between Fulton El-Camino Recreation and Park District and San Juan Unified School District

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4164, approving the proposed change to exhibit A of the joint use agreement between Fulton El-Camino Recreation and Park District (FECRPD) and San Juan Unified School District for the purpose of removing the old Creekside Adult School from the list of sites, and adding the new Katherine Johnson Middle School to the list in its place.

RATIONALE/BACKGROUND:

The joint use agreement between FECRPD and the district has been in effect since 02/23/1961 for the purposes of organizing, promoting and conducting programs for community recreation; establishing a system of playgrounds and recreation; and acquiring, construction, improving, maintaining and operating recreational centers for community use.

The district requests to amend the joint use agreement, specifically exhibit A, to update the list of Facilities included in the agreement. Creekside Adult Center will be removed, and Katherine Johnson Middle School will replace it.

ATTACHMENT(S):

1. [Resolution No. 4164](#)
2. [Redlined Fulton El Camino Recreation and Park District Joint Use Agreement](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Frank Camarda, Chief Operations Officer

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

Attachment 1

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**
**RESOLUTION ADOPTING THE FIRST AMENDMENT TO JOINT USE
AGREEMENT BETWEEN SAN JUAN UNIFIED SCHOOL DISTRICT AND THE
FULTON EL-CAMINO RECREATION AND PARK DISTRICT**

RESOLUTION NO. 4164

WHEREAS, on January 1, 2019, the District and the Fulton El-Camino Recreation and Park District (“FECRPD”) entered into a Joint Use Agreement (“JUA”) under which District and FECRPD agreed upon use of each other’s Facilities; and

WHEREAS, the Parties now desire to enter into an Amendment, attached hereto as Attachment 1, which revises the original agreement’s exhibit A, specifically removing Creekside Adult Center from the list of San Juan Unified District Sites, and replacing it with Katherine Johnson Middle School; and

WHEREAS, the Parties now desire to amend and update the contacts as listed under section 24 of the JUA; specifically updating names and titles listed under District and Park District, and

WHEREAS, upon approval of this Resolution, the First Amendment to the Joint Use Agreement will be ratified.

NOW THEREFORE, the San Juan Unified School District Board of Education by a majority vote of its members hereby resolves as follows:

1. The First Amendment to the Joint Use Agreement is hereby approved.
2. All other terms and conditions within the Joint Use Agreement remain the same.
3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED November 19, 2024, at a regular meeting of the Board of Education by the following vote:

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

SAN JUAN UNIFIED SCHOOL DISTRICT

By: _____
Pam Costa, President

Attachment 1

**San Juan Unified School District
Board of Education**

ATTESTED TO:

By: _____

**Ben Avey, Clerk
San Juan Unified School District
Board of Education**

JOINT USE AGREEMENT

This Joint Use Agreement (“Agreement”) is entered into as of 7/1/2019 (“Effective Date”) by and between San Juan Unified School District, a public school district organized and existing under the laws of the State of California (“District”) and Fulton-El Camino Recreation and Park District, a public recreation and park district and a political subdivision of the State of California located in Sacramento County (“Park District,” and together with the District, “Parties”).

RECITALS

WHEREAS, District and Park District desire to enter into a joint use agreement for use of each other’s Facilities, defined herein below;

WHEREAS, the Parties previously entered into the following agreements (the “Prior Agreements”):

- February 23, 1961 Joint Use Agreement
- February 1, 2011 Joint Use Agreement

WHEREAS, the Parties now wish to establish one comprehensive agreement, superseding all prior agreements, that addresses the Parties’ respective use of each other’s Facilities for youth activities and programs at the sites identified in ***Exhibit A*** to this Agreement;

WHEREAS, California Education Code sections 10900, *et seq.*, empower District and Park District to cooperate with each other and enter into agreements for the purpose of organizing, promoting, and conducting programs for community recreation; establishing a system of playgrounds and recreation; and acquiring, constructing, improving, maintaining, and operating recreational centers.

WHEREAS, Education Code section 17077.40 further authorizes the District to enter into joint use agreements with community organizations for the purposes of constructing libraries, multipurpose rooms and gymnasiums on school campuses where these facilities are used jointly for both school and community purposes; and

WHEREAS, the Parties have determined the terms of the Prior Agreements have either been fulfilled or have become inconsistent with the Parties’ desired intentions for use of the facilities in the future and the Parties desire to modify the terms of such Prior Agreements consistent with this Agreement; and

WHEREAS, the Parties desire to contract for the use and maintenance of each other’s Facilities for youth educational and community recreation purposes and for potential future improvements and construction of Facilities on District property.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the Parties agree as follows:

1. Facilities. This Agreement sets forth the terms of use by the Parties of certain Facilities owned by the other party located at the sites listed in ***Exhibit A*** attached hereto. The terms “Facility” or “Facilities” refer only to a facility or facilities located at the sites identified in ***Exhibit A*** including, any offices, multi-purpose rooms, classrooms, gymnasiums, playfields, playgrounds, stadiums, performing arts centers, turf fields, tracks, and swimming pools located on District property, and excluding all weight rooms located at District Facilities. Other real property owned by either party not expressly identified in ***Exhibit A*** (“Other Property”) shall not be considered Facilities subject to the terms of this Agreement. Use of Other Property shall be subject to separate agreement between the Parties. Use of Facilities for adult recreational programs shall not be subject to the terms of this Agreement and shall be subject to separate agreement between the Parties.
2. Term. The term of this Agreement shall commence on July 1, 2019 (“Effective Date”) and shall be for five (5) years (“Term”). This Agreement will automatically renew for five (5) additional five (5) year terms (each one, a “Renewal Term”) upon expiration of the initial term or then current term.
3. Superseding All Prior Agreements. This Agreement sets forth the entire understanding of the Parties relating to the Facilities, and supersedes all prior understandings relating to them, whether written or oral including but not limited to the Prior Agreements. The Prior Agreements are hereby deemed terminated and shall have no further effect. There are no obligations, commitments, representations, or warranties relating to the Facilities except those expressly set forth in this Agreement.
4. Priority of Use.
 - a. To facilitate scheduling of the Facilities in a manner consistent with this section and to address other issues that may arise, the Parties shall meet quarterly during the months of February, May, August, and November to determine the Facilities needed by each party (“Coordination Meeting”). Each party shall provide a list to the other party of anticipated Facility use for youth activities and programs for the upcoming quarter prior to the Coordination Meeting.
 - b. District Facilities. The District shall have exclusive use of District Facilities on all days in which school is in session from 7:30 am to 4:00 pm (“Regular School Hours”), absent any other agreement between the Parties determined pursuant to the District’s permit request process. The District shall have priority use of all Other Property, including park spaces adjacent to District schools (“Park Facilities”). The Park District shall have priority use over all parties except the District for youth activities and recreational programs at District Facilities, subject to making a request for

the District's Use of Facilities. Adult activities and recreational programs offered by Park District shall not have priority use over other parties and shall be scheduled in accordance with the District's permit request process outlined in the Use of School Facilities and Grounds Handbook, attached hereto as ***Exhibit B***.

- c. **Park District Facilities.** Park District shall have priority use of all Park District Facilities over all parties including the District, except that the District shall have priority use of all Park District Facilities adjacent to District schools during Regular School Hours. The District shall have priority use over all parties except the Park District, subject to making a request for facilities in a manner consistent with the facility reservation process required by the Park District.

5. **Facility Use Costs.** Outside of weekdays from 7:00 am to 9:00 pm, each party shall pay for direct costs of weekend and non-school day use of Facilities in accordance with the fee structure outlined in the District's Use of School Facilities and Grounds Handbook, attached hereto as ***Exhibit B***, and the Park District's fee structure attached hereto as ***Exhibit C***. Notwithstanding payment for direct costs, if applicable, Park District shall pay direct use fees for use of District swimming pools, performing arts centers, stadiums, turf fields and tracks in accordance with the fee structure outlined ***Exhibit B***. At each Coordination Meeting, the Parties shall determine any additional fee owed for use of the Facilities during the prior year and the owing party shall remit payment for such fees within thirty (30) days of the Coordination Meeting or prior to any scheduled event pursuant to the facility use process outlined in the Use of School Facilities and Grounds handbook.

6. **No Third Party Users.** All programs operated at a Facility by the non-owner of the Facility shall be operated under the direct supervision and control of the non-owner party. The non-owner party shall not permit any third party user to operate a program or otherwise use the Facilities as part of the non-owner party's use under this Agreement. For purposes of this Agreement, a third party user is any individual, organization, or other entity seeking to operate any program not operated by either Party. Any third party use of the Facilities shall, instead, be coordinated through the owner of the Facility.

7. **Alcoholic Beverages and Smoking.** The use and/or possession of tobacco, alcohol, and/or controlled substances are prohibited in or on District Facilities at all times. Smoking is prohibited on Park Facilities during Regular School Hours and shall only be permitted on Park District Facilities consistent with Park District policy during non-School Hours.

8. **Custodial.** After use, each party shall return the Facility to its condition prior to the party's use. If restrooms are open during use or other routine custodial service is required, the party using the Facility shall provide custodial services unless another arrangement is mutually agreed upon and confirmed in writing. If either party fails to return the Facility to its condition prior to the party's use, the party causing such failure shall pay for the costs associated with performing routine custodial services. The party owning the Facility shall

invoice the using party within thirty (30) days of such activity. The using party shall pay any invoice within thirty (30) days of receipt.

9. Utilities and Maintenance.

- a. Each party shall generally pay for all utilities and maintenance of its own Facilities. However, if use of the Facilities causes extraordinary utility usage or wear on the Facilities, the party causing such extraordinary impacts shall pay for the costs associated with their activity as agreed upon mutually by both Parties. The party owning the Facility shall invoice the using party within thirty (30) days of such activity. The using party shall pay any invoice within thirty (30) days of receipt. At the Coordination Meeting, the Parties shall discuss any anticipated events that will impact utility and maintenance costs.
- b. Park District shall maintain the sports fields situated outside the Howe Elementary School perimeter fence and improvements made by Park District on such grounds.
- c. Park District shall maintain future improvements made by Park District on the sports fields situated inside the perimeter fence and grounds at Cottage Elementary School.

10. Security. All Facilities shall be maintained in a secure manner by the using party. An employee of the using party shall be responsible for opening and locking the Facility, and setting any alarms (as applicable) after each use. Neither party shall duplicate keys to any Facility or provide copies of keys to any third parties or other users that are not employees of the Parties.

11. Damage to Property. Park District shall be responsible for the cost of repair and/or replacement of any damage to District Facilities, including fixtures and improvements with the District Facilities that are lost, damaged, or stolen during and/or as the result of Park District's use of District Facilities, normal wear and tear excepted. The Park District shall promptly notify District upon Park District's actual knowledge of any loss or damage to the District Facilities of which the Park District becomes aware during and/or in conjunction with Park District's use of same.

District shall be responsible for the cost of repair and/or replacement of any damage to Park Facilities, including fixtures and improvements that are lost, damaged, or stolen during and/or as the result of District's use of Park District's Facilities, normal wear and tear excepted. The District shall promptly notify Park District upon District's actual knowledge of any loss or damage to the Park District's Facilities of which the District becomes aware during and/or in conjunction with District's use of same.

12. Improvements. For so long as this Agreement is in place, Park District may make additional capital or non-capital improvements, including but not limited to construction

of fields, play apparatuses, and installation of irrigation, to any District Facility, subject to a separate agreement with the District. The separate agreement shall address, at a minimum, responsibility for all costs associated with any improvements, responsibility for compliance with California Environmental Quality Act (CEQA), the Division of State Architects (DSA), the Department of Toxic Substances Control (DTSC), or the California Department of Education (CDE), and the terms of construction delivery including contracting with the architect and contractor.

13. Indemnity. To the fullest extent permitted by law, Park District shall indemnify, defend and hold harmless District and each of District's officers, directors, officials, governing board, board members, employees, and authorized volunteers and agents from and against any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (Collectively "Claims"), including cost of defense, settlement, arbitration, and reasonable attorneys' fees, sustained by any person or to any person or to any property in, on, or about the Facilities resulting in injuries to or death of persons, including but not limited to employees of either party hereto, and damage to or destruction of property, including but not limited to the Facilities, arising out of, pertaining to, or resulting from the acts or omissions of Park District, its officers, directors, officials, governing board, board members, employees, authorized volunteers and agents, contractors, invitees, or guests.

To the fullest extent permitted by law, District shall indemnify, defend and hold harmless Park District and each of Park District's officers, directors, officials, employees, and authorized volunteers and agents from and against any and all Claims, including cost of defense, settlement, arbitration, and reasonable attorneys' fees, sustained by any person or to any person or to any property in, on, or about the Facilities resulting in injuries to or death of persons, including but not limited to employees of either party hereto, and damage to or destruction of property, including but not limited to the Facilities, arising out of, pertaining to, or resulting from the acts or omissions of District, its officers, directors, officials, governing board, board members, employees, authorized volunteers and agents, contractors, invitees, or guests.

It is the intention of the Parties that the provisions of this indemnity be interpreted to impose on each party responsibility to the other for the acts and omissions of their officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees or guests. It is also the intention of the Parties that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any Claims attributable to the fault of that party, its officers, directors, officials, employees, authorized volunteers and agents, contractors, invitees, or guests.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the Parties. Nothing in this section shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party. The provisions of this section shall survive the expiration or termination of the Agreement.

14. Insurance. Each party, at its sole cost and expense, shall carry commercial policies of insurance, or self-insure, its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for comprehensive general liability, which will insure District or Park District, as applicable, against liability for injury or death of persons and damage to the Facilities, as applicable. Each policy shall be for not less than \$2,000,000 per occurrence for any one person injured or killed, and not less than \$4,000,000 for property damage, and shall be maintained on an occurrence basis. Each party agrees to provide the other proof of such coverages on an annual basis, naming the other party as "additional insured" where appropriate and shall also provide thirty (30) days' advance written notice of any cancellation, termination or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in this Agreement is a material breach of contract and may be grounds for termination of the Agreement.

15. Termination. Either party may terminate this Agreement upon 30 days' written notice to the other party at any time, for any reason. Termination shall relieve both Parties of any further obligations under this Agreement.

16. Compliance with Law; Limitations Upon Use. Each party agrees to comply with all federal, state and local laws, statutes, codes, ordinances, rules, regulations, policies and requirements (collectively, "Law") regarding their respective use of the Facilities under this Agreement. The Parties further agree that they shall not cause Facilities to be used, occupied, or improved under this Agreement in any manner or for any purpose that is in any way in violation of any Law. If any license, permit, or other governmental authorization is required for either party's lawful use of the Facilities, such affected party shall procure and maintain same to the extent required by Law. Each party shall be solely and completely responsible for the safety of all persons and property associated with their respective use of the Facilities, and all materials, equipment, and supplies provided by such party during said use shall fully conform to all applicable Law.

17. Fingerprinting. To the extent that District determines it necessary that any employee, officer, or agent of Park District shall be required to submit fingerprints of any applicable employees, officers, or agents to the Department of Justice ("DOJ") in accordance with Education Code section 45125.1, Park District agrees to make said individuals available for fingerprinting and to pay all associated costs with the DOJ screening process, unless such employee, officer, or agent of Park District has completed the Park District's mandatory fingerprinting process. Park District further agrees that any persons who are not allowed by law to come into contact with District students as a result of said fingerprinting and screening shall be prohibited from accessing the District's Facilities during Regular School Hours and during District events.

18. Disputes. If a dispute arises relating to the interpretation of, enforcement of, or compliance with the terms of this Agreement, the Parties shall first attempt to resolve such dispute through informal discussions or other alternative means. Any party may convene such discussions by written notice, and shall reasonably accommodate the other party with

respect to scheduling any such discussion. If the dispute is not resolved in this manner within thirty (30) days of such written notice, it shall be referred to mediation in which both Parties must participate for a period not to exceed an additional thirty (30) days. This dispute resolution process shall be undertaken in good faith and exhausted prior to judicial review. However, compliance with this process does not waive any party's obligation to comply with, or right to assert as a defense, any applicable statutes of limitation or administrative procedures. The Parties may agree in writing to toll any applicable statutes of limitation for such period as may reasonably be necessary to complete the dispute resolution process outlined in this section.

19. Successors and Assignees. All terms and conditions of this Agreement shall be binding upon all successors-in-interest, only to the extent that a different school district or municipality is the successor-in-interest. If either party sells any or all of the Facilities subject to this Agreement, the terms of this Agreement shall remain in full force and effect as to any remaining Facilities not sold or leased, but the availability of use of the Facility being sold or leased shall not run with the land and notwithstanding Section 13, this Agreement shall automatically terminate as to that Facility upon sale or lease of the Facility to a third party.

20. Headings. The headings of this Agreement are for convenience purposes only and shall not limit or define the meaning of the provisions of this Agreement.

21. Governing Law and Venue. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California applicable to contracts to be performed wholly within this State. Any dispute arising from the terms and conditions of this Agreement shall be heard by a court of competent jurisdiction located within Sacramento County.

22. Attorneys' Fees and Costs. Any party may bring a suit or proceeding to enforce or require performance of the terms of this Agreement, and each party in that suit or proceeding shall be responsible for its own attorney's fees and costs.

23. Construction. The singular includes the plural, "shall" is mandatory, and "may" is permissive. The Parties acknowledge and agree that each of the Parties and each of the Parties' attorneys have participated fully in the negotiation and drafting of this Agreement. In cases of uncertainty as to the meaning, intent or interpretation of any provision of this Agreement, the Agreement shall be construed without regard to which of the Parties caused, or may have caused, the uncertainty to exist. No presumption shall arise from the fact that particular provisions were or may have been drafted by a specific party, and prior versions or drafts of this Agreement may be used to interpret the meaning or intent of this Agreement or any provision thereof.

24. Notices. Any notice to be given hereunder to either party shall be in writing and shall be given either by personal delivery (including express or courier service), by e-mail, by receipt-confirmed facsimile, by registered or certified mail, with return receipt requested and postage prepaid (excluding electronic messaging) and addressed as follows:

To District:

Frank Camarda
San Juan Unified School District
Attn.: Chief Operations Officer
6135 Sutter Avenue
Carmichael, CA 95608
Frank.Camarda@sanjuan.edu

Deleted:

Deleted: Assistant Superintendent Operations,

Deleted: Facilities, Transportation¶

With a copy to Legal Counsel:

Fhanysha Clark Gaddis, J.D., MPP
General Counsel
P.O. Box 477
Carmichael, CA 95609-0477
lsimlick@sanjuan.edu

Deleted: Linda C. T. Simlick

Deleted:

Megan E. Macy and Lauren Kawano
LOZANO SMITH
1 Capitol Mall, Suite 640 Sacramento, CA 95814
mmacy@lozanosmith.com
lkawano@lozanosmith.com

To Park District:

Emily Ballus
General Manager
2201 Cottage way Sacramento, CA
95825 mgrace@fecrpd.com

Deleted: Mike Grace

With a copy to Legal Counsel:

Mona G. Ebrahimi
Kronick, Moskovitz, Tiedemann & Girard
400 capital Mall, 17th Floor Sacramento, CA 95814
mebrahimi@kmtg.com

25. No Further Assurances. Nothing in this Agreement, whether express or implied, is intended to or shall do any of the following: (a) confer any benefits, rights or remedies under or by reason of this Agreement on any persons or entities other than the express Parties to this Agreement; (b) relieve or discharge the obligation or liability of any person

not an express party to this Agreement; or (c) give any person not an express party to this Agreement any right of subrogation or action against any party to this Agreement.

26. Amendments and Waivers. No amendment of, supplement to, or waiver of any obligations under this Agreement shall be enforceable or admissible unless set forth in writing signed by the party against which enforcement or admission is sought or signed by both Parties.

27. Entire Agreement. Consistent with Section 3, this Agreement sets forth the entire understanding of the Parties relating to the transactions it contemplates, and supersedes all prior understandings relating to them, whether written or oral. There are no obligations, commitments, representations, or warranties relating to them except those expressly set forth in this Agreement.

28. Severability. If any provision of this Agreement is held invalid, void or unenforceable by a court of competent jurisdiction, but the remainder of the Agreement can be enforced without failure of material consideration to any party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties.

29. Execution in Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and counterpart signature pages may be assembled to form a single document which shall be deemed an original document.

30. Authority to Sign. By signing below, each of the signatories represents and warrants that he or she has been duly authorized to execute this Agreement on behalf of the party on whose behalf he or she is signing.

31. Represented by Counsel. Each party hereto acknowledges that it has been represented by legal counsel, or had the opportunity to obtain legal counsel and consciously chose not to obtain it, in the negotiation, drafting, and execution of this Agreement.

[Signatures on Following Page]

IN WITNESS WHEREOF, this Agreement has been entered into, by and between the District and Park District as of the last date set forth below.

**SAN JUAN UNIFIED SCHOOL
DISTRICT**

By: Frank Camacho

Name: _____

Its: Assistant Superintendent Operations,
Facilities, Transportation

Date: _____, 2019

**FULTON-EL CAMINO RECREATION
AND PARK DISTRICT**

By: MICHAEL E. GRACE

Name: MICHAEL E. GRACE

Its: Park District Manager

Date: 6/5, 2019

APPROVED AS TO FORM

Linda C.T. Simlick _____
Linda C.T. Simlick Date
General Counsel, SJUSD

EXHIBIT A

San Juan Unified School District Sites:

- 1) Cottage Elementary School;
- 2) Katherine Johnson Middle School;
- 3) Dyer Kelly Elementary School;
- 4) Howe Avenue Elementary School.

Deleted: Creekside Adult Center

Fulton- El Camino Recreation and Park District Sites:

- 1) Cottage Park;
- 2) Howe Park.

EXHIBIT B

[Insert Use of School Facilities Handbook]

EXHIBIT C**Fulton-El Camino Recreation and Park District**

2201 Cottage Way, Sacramento, CA 95825

916.927.3802

Info@FECRPD.com

Schedule of Fees for San Juan Unified School District**Howe Park**

2201 Cottage Way, 95825

Conzelman Center

Hall

Hall & Theater

Boardroom

Classroom

Weekdays

Day

Evening

Weekends

Day & Evening

8AM - 5PM

5PM - 10PM

8AM to 1AM

\$200/3 hours

\$525/4 hours

\$200/3 hours

\$525/4 hours

\$75/3 hours

\$75/3 hours

\$25/2 hours

\$25/2 hours

\$25/2 hours

Softball Fields #1 & #2 (practice use)

With field prep and bases

Without field prep and bases

Additional for Lights

\$15 per hour- 2 hour minimum

\$10/hr \$10/hour- 2 hour minimum

N/A \$15 per hour \$15 per hour

Group Picnic Areas

#1

\$100/4 hours

\$100/4 hours

#2

\$75/4 hours

\$75/4 hours

#1 & #2

\$150/4 hours

\$150/4 hours

Tennis Courts (practice use)

Upper Courts 1, 2, 3, & 4

Additional for Lights

\$10/hour/2 courts

\$10/hour/2 courts

Cottage Park

3097 Cottage Way, 95825

Weekdays

Day

Evening

Weekends

Day & Evening

8AM - 5PM

6:30PM - 10PM

8AM to 1AM

N/A

\$25/hour

Community Building (after 6 pm)

Swimming Pool

1 to 100 people

\$135/hour

101 to 250 people

\$225/hour

Subject to mutually beneficial in-kind agreement

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

AGENDA ITEM:

H.8

MEETING DATE:

11/19/2024

SUBJECT: Gateway International School Phase II Project CEQA Categorical Exemption

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board approve the California Environmental Quality Act (CEQA) Notice of Exemption for phase two of the Gateway International School (GIS) campus project, located at 900 Morse Avenue, Sacramento, California.

RATIONALE/BACKGROUND:

The proposed project is located entirely within the Gateway International School campus at 900 Morse Avenue (APN: 286-3210-010) in Sacramento, California. The project area primarily spans approximately preexisting landscaped and paved areas within the school's boundaries. The project scope includes the addition of four modular classroom buildings, one modular restroom building, and two kindergarten classrooms. The scope also includes the replacement of a turf landscape area with a new kindergarten play area, the upgrade of existing turf playfields, and the addition of outdoor shade structures on existing hardcourt paved areas.

As the actions associated with the proposed project are not expected to result in a significant environmental impact, it is expected that this project is exempt under the Class XIV Categorical Exemption (Minor Additions to Schools), as described in the California Code of Regulations, Title 14, Section 15300 et seq.

ATTACHMENT(S):

1. [Gateway International School \(GIS\) Phase 2 Project CEQA Categorical Exemption](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction and Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

Memorandum



TO: Nicholas Arps
 P: (916) 971-5780
 E: nicholas.arps@sanjuan.edu

San Juan Unified School District
 6135 Sutter Avenue
 Carmichael, California 95608

FROM: Terracon Consultants, Inc.
DATE: October 11, 2024
RE: Gateway International School (GIS) Phase 2 Project
 CEQA Categorical Exemption
 Terracon Project No: NB247198

Project Information:

The proposed project is located entirely within Gateway International School's campus at 900 Morse Avenue (APN: 286-3210-010), in Sacramento, California. The project area primarily spans approximately preexisting landscaped and paved areas within the school's boundaries (**Exhibit 1**). The project scope includes the addition of four modular classroom buildings, one modular restroom building, and two kindergarten classrooms. The scope also includes the replacement of a turf landscape area with a new kindergarten play area, the upgrade of existing turf playfields, and the addition of outdoor shade structures on existing hardcourt paved areas.

As the actions associated with the proposed project are not expected to result in a significant environmental impact, it is expected that this project is exempt under the Class XIV Categorical Exemption (Minor Additions to Schools), as described in the California Code of Regulations, Title 14, Section 15300 et seq.

Legal Setting:

Categorical Exemptions (Cal. Code Regs. tit. 14 § 15300)

Projects that are not expected to result in a significant environmental impact may be Categorically Exempt from the California Environmental Quality Act (CEQA) review. As described in Cal. Code Regs. tit. 14 § 15300, *Section 21084 of the Public Resources Code requires these guidelines to include a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. In response to that mandate, the Secretary for Resources has found that the following classes of projects listed in this article do not have a significant effect on the environment, and they are declared to be categorically exempt from the requirement for the preparation of environmental documents.*

Like many school-renovation projects that do not involve increasing student capacity, the proposed project is not expected to result in any significant environmental impacts under CEQA.

Table 1 provides an abbreviated CEQA checklist, explaining why the implementation of the proposed project would not result in any significant environmental impacts.

Table 1. Abbreviated CEQA Environmental Checklist

| Impact Category | Description |
|---|---|
| Aesthetics | The proposed project would not result in impacts related to scenic vistas, state-listed scenic highways as the nearest scenic location is the California State Route 160, approximately 22 miles southwest of campus. Further, it would not require the installation of equipment that would be inconsistent with previous conditions; and would not result in an impact on Aesthetics. |
| Agriculture and Forestry Resources | The proposed project would not involve agricultural lands or Prime Farmland. |
| Air Quality | The proposed project would not result in the exposure of pollutants or odors to sensitive receptors. Although Sacramento County is in nonattainment status for PM-2.5 (2006) and 8-Hour Ozone (2015) criteria pollutants, the proposed project would not result in a significant net increase of such pollutants, nor would the project conflict with the Sacramento Metropolitan Air Quality Management District (SMAQMD)'s ability to comply with any applicable State Implementation Plan (SIP) as the emissions would be associated with the limited use of construction equipment. |
| Biological Resources | The project area is not expected to provide habitat for federally- or state-listed species, nor would it affect a Habitat Conservation Plan (HCP), Natural Community Conservation Planning (NCCP), or other sensitive biological resources as no habitat for listed species is present. |
| Cultural Resources | The project does not contain known historic properties and is not suspected of containing archaeological artifacts as the general area is previously developed. If archaeological or cultural resources are discovered onsite, work would cease immediately until consultation and approval to continue work was provided by a qualified archaeologist. |
| Energy | The proposed project would not result in an impact related to the wasteful or inefficient use of energy since the project will not require the use of equipment with high energy requirements during its operations. |

| | |
|--|---|
| Geology and Soils | The proposed project would not result in geological impacts. The project construction would take place on previously developed and disturbed land and would not result in new construction in unsafe soils. |
| Greenhouse Gas Emissions | Although greenhouse gases would be emitted during project construction, the overall effect would be negligible due to the short-term and limited scope of the project. It would not result in a significant impact on the environment, nor would it conflict with a plan, policy, or regulation aimed at reducing greenhouse gas emissions. |
| Hazards and Hazardous Materials | The proposed project would not involve the use or release of potentially hazardous substances. Abatement of Hazardous Materials Plan (AHMP) will be created prior to project construction to handle potential unexpected encounters with hazardous materials. |
| Hydrology and Water Quality | Local water quality impacts would be avoided by the usage of routing stormwater Best Management Practices (BMPs) during construction and material staging activities. |
| Land Use and Planning | The proposed project would not divide an established community, nor would it result in a conflict with a land use plan or zoning ordinance as the project does not modify existing land use. |
| Mineral Resources | The proposed project would not require the extraction of Mineral Resources. |
| Noise | The proposed project would not result in the exposure of excessive noise levels. Construction would not take place during the school year. Further, measures such as limiting construction to daytime hours and complying with County noise ordinances would avoid temporary construction-related noise impacts. The project would not result in any permanent noise impacts. |
| Population and Housing | The proposed project would not involve housing or population growth. |
| Public Services | The proposed project would not negatively affect public services and will likely improve the school's ability to provide resources for their students. |
| Recreation | The proposed project would not lead to the deterioration of existing recreational facilities, nor would it involve the construction of new facilities that would result in an adverse physical environmental consequence. |

| | |
|---|---|
| Transportation | The proposed project would not have a significant effect on transportation since the bulk of construction is not occurring near a main thoroughfare. Further, construction will occur outside of the school year when student traffic patterns will not be affected by the work. |
| Tribal Cultural Resources | The proposed project would not have the capability to impact a listed or eligible resource as there are no known relationships to the site; however, if resources are discovered during any ground disturbing activities, work will cease immediately and both federally and state recognized tribes will be contacted. |
| Wildfire | The proposed project does not involve Wildfire Hazards since the project will not increase fire loading. |
| Mandatory Findings of Significance | The proposed project does not have the potential to substantially degrade or reduce the habitat of a species or impact known resources. The project would not result in a cumulatively considerable contribution to a cumulative impact. |

Exceptions (Cal. Code Regs. tit. 14 § 15300.2)

It should be noted that six (6) exceptions are described, which if applicable to a project, would disqualify the project from the usage of a Categorical Exemption. These exceptions are:

(a) *Location.* Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

(b) *Cumulative Impact.* All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.

(c) *Significant Effect.* A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

(d) *Scenic Highways.* A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.

(e) *Hazardous Waste Sites.* A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.

(f) *Historical Resources.* A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

Categorical Exemption Class XIV – Minor Additions to Schools (Cal. Code Regs.tit. 14 § 15314)

Class 14 projects are described in § 15314 as “*minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than 25% or ten classrooms, whichever is less.*” The project would take place entirely within Gateway International School’s existing property and would not involve the addition of at least ten new classrooms, nor would it increase the school’s student capacity by more than 25%. The proposed project fits the description provided in Cal. Code Regs. tit. 14 § 15314.

Summary:

The proposed project would not result in any significant impacts to the environment (please see **Table 1**). The activities that make up the proposed project (addition of classrooms, restroom building, outdoor shade structures, the replacement of a turf landscape area, and the upgrade of existing turf playfields) meet both the description of a Class 14-exempt project as well as the criteria listed in the Exceptions to CEQA Categorical Exemptions. The project area is not located on a hazard waste site or other environmental feature of critical concern. The proposed project would not result in a significant impact, nor would it result in a cumulatively considerable contribution to a significant cumulative impact.

The long-term effect of the project will likely be the improvement of the school’s ability to accommodate its students. The project site is not in the vicinity of a Scenic Highway, and the project would not be expected to impact historical resources. No historic properties are known to exist in the project area; if artifacts were to be found during construction, work would stop immediately, and a qualified archeologist would be consulted with before work were to resume.

Avoidance and minimization measures would be incorporated to avoid impacts to biological resources. Such measures include limiting any tree removal to outside of the California nesting bird season (Feb 1 through Aug 31). Alternatively, if vegetation removal was needed during the nesting period, a nesting bird survey would be required. If nesting birds were found, the San Juan Unified School District would be responsible for establishing no-work buffers, as necessary, with the input of CDFW, before the commencement of construction or tree removal activities.

Considering the data summarized in this memorandum, it is Terracon’s opinion that the Gateway International School GIS Phase 2 Project is Categorically Exempt from CEQA documentation.

Sincerely,

Terracon Consultants, Inc.



J. Hunter Watkins
 Project Manager



Rachel Keane
 Senior Scientist

Enclosures:

- Exhibit 1 – Project Location
- Notice of Exemption (NOE) Form

**Legend**

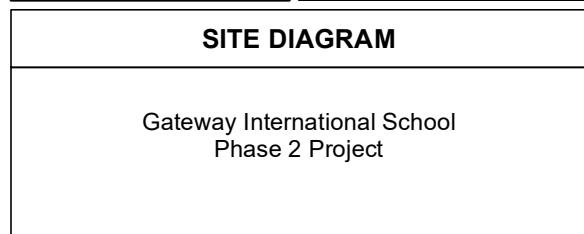
Site Boundary



0 75 150 300
Feet
1:1,800
1 inch equals 150 feet

DATA SOURCES:
ESRI WMS - World Aerial Imagery, OpenStreetMap

| | |
|--------------|----------|
| Project No.: | NB247198 |
| Date: | Oct 2024 |
| Drawn By: | AAG |
| Reviewed By: | JHW |



Notice of Exemption**Appendix E**

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Sacramento
600 8th Street
Sacramento, CA 95814

From: (Public Agency): San Juan USD
6135 Sutter Avenue
Carmichael, California 95608
(Address)

Project Title: Gateway International School (GIS) Phase 2 Project

Project Applicant: San Juan Unified School District

Project Location - Specific:

Gateway International School, 900 Morse Avenue, Sacramento, CA 95864

Project Location - City: Sacramento Project Location - County: Sacramento

Description of Nature, Purpose and Beneficiaries of Project:

Addition of four modular classroom buildings, one modular restroom building, and two kindergarten classrooms. Replacement of a landscape area with new kindergarten play area, upgrade existing turf playfields, and addition of outdoor shade structures on existing hardcourt.

Name of Public Agency Approving Project: San Juan Unified School District

Name of Person or Agency Carrying Out Project: San Juan Unified School District

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Minor Additions to Schools (Class 14)
- Statutory Exemptions. State code number:

Reasons why project is exempt:

Project would not result in a significant environmental impact and is not disqualified by any of the exceptions to CEQA Exemptions.

Lead Agency
Contact Person: Nicholas Arps Area Code/Telephone/Extension: (916) 971 - 5780

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

SUBJECT: Amendment No. 1 to Purchase Agreement for Districtwide Furniture (BP#25-202)

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board approve amendment No. 1 to the purchase agreement for the purchase and delivery of districtwide furniture, as outlined in bid package 25-202.

RATIONALE/BACKGROUND:

The purchase agreement ("Agreement") is a contract between the district and Campbell Keller, for the purchase and delivery of district wide furniture. The agreement will be effective until October 7, 2027, with two optional one-year extensions. The district will issue notices to proceed to trigger obligations under the agreement, based on project-specific needs. This first amendment clarifies that the Notice to Proceed (NTP) will initiate a collaborative process between the district and the vendor to determine the specific furniture items required for the project.

ATTACHMENT(S):

1. [Amendment No. 1 to BP #25-202, Districtwide Furniture](#)
2. [Redlined Purchase Agreement](#)
3. [Redlined Limited Notice to Proceed](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Board of Education: 10/08/2024

Superintendent's Cabinet: 09/30/2024, 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Cherie Chenoweth, Coordinator, Facilities Business and Compliance

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools



Attachment 1

San Juan Unified School District
Facilities Business Department
5320 Hemlock Street, Sacramento, California 95841
Telephone 916- 971-7283
Internet Web Site: www.sanjuan.edu

Melissa Bassanelli, Superintendent of Schools
Frank Camarda, Chief Operations Officer

Purchase Agreement Amendment #1
BP #25-202 Districtwide Furniture

Effective **November 19, 2024** the Purchase Agreement dated October 8, 2024 between the San Juan Unified School District and Jones Campbell Keller Co., Inc. dba Campbell Keller for the Districtwide Furniture (BP#25-202) and Notice to Proceed template is amended as follows:

This amendment clarifies that the Notice to Proceed (NTP) will initiate a collaborative process between the District and the Vendor to determine the specific furniture items required for the project.

The Purchase Agreement is modified:

1. Page 1, Item 1: **Notice to Proceed**. Vendor agrees that a Notice to Proceed shall trigger parties' obligations to purchase and deliver Items as described in that particular Notice to Proceed for the specified project. The date of commencement of parties' obligations is the date established in the Notice to Proceed. The date of commencement shall not be postponed by the failure to act of the Bidder or of persons or entities for whom the Bidder is responsible. District is only responsible for payment to Vendor for furniture identified in a Notice to Proceed. District is not responsible for payment to Vendor for furniture estimates included in the Bid Form.

To read: **Notice to Proceed**. Vendor agrees that a Limited Notice to Proceed (LNTP) shall trigger the process of determining the furniture items required for the specified project. Upon issuance of an LNTP, the parties shall collaborate to identify the furniture items necessary to meet the District's site-specific requirements. Vendor agrees to work with the District to develop a detailed furniture schedule, including itemized lists, quantities, and specifications to be incorporated in a final purchase order for each LNTP under this Agreement. The District shall provide any necessary site-specific information and requirements to facilitate this process. The date of commencement of parties' involvement is the date established in the LNTP. The date of commencement shall not be postponed by the failure to act of the Bidder or of persons or entities for whom the Bidder is responsible. District is only responsible for payment to Vendor for furniture identified in the final purchase order associated with the LNTP. District is not responsible for payment to Vendor for furniture estimates included in the Bid Form or LNTP.

2. Page 1, Item 2: **Location for Delivery**. Vendor agrees to deliver the Items to District at various locations within the District. Delivery locations will vary based on the installation location for the ordered items and be included in the Notice to Proceed.

To read: **Location for Delivery**. Vendor agrees to deliver the Items to District at various locations within the District. Delivery locations will vary based on the installation location for the ordered items and be included in the Notice to Proceed and associated Purchase Order.

3. Page 1, Item 3: **Time for Delivery**. Vendor shall satisfactorily and timely deliver the Items in full to the District as specified in the District's bid package documents for BP #25-202 ("Bid Package") and as identified in the Notice to Proceed, including but not limited to the Purchase

Specifications and any addenda. Time is of the essence in this Contract. If Vendor fails to satisfactorily and timely deliver the Items, the District may purchase items from other sources and recover damages from Vendor as allowed by applicable law, including but not limited to the purchase cost in excess of the contract price (see next section) and other costs incurred due to the Vendor's failure to timely deliver.

To read: **Time for Delivery.** Vendor shall satisfactorily and timely deliver the Items in full to the District as specified in the District's bid package documents for BP #25-202 ("Bid Package") and as identified in the Notice to Proceed **and associated Purchase Order**, including but not limited to the Purchase Specifications and any addenda. Time is of the essence in this Contract. If Vendor fails to satisfactorily and timely deliver the Items, the District may purchase items from other sources and recover damages from Vendor as allowed by applicable law, including but not limited to the purchase cost in excess of the contract price (see next section) and other costs incurred due to the Vendor's failure to timely deliver.

4. Page 2, Item 4: **Liquidated Damages.** Failure to complete the work within the time and in the manner provided for in this Contract for each individual Notice to Proceed shall subject the Vendor to liquidated damages. The actual occurrence of damages and the actual amount of the damages which the District would suffer if the Contract were not completed within the specified times set forth are dependent upon many circumstances and conditions which could prevail in various combinations and, from the nature of the case, it is impracticable and extremely difficult to fix the actual damages. Damages which the District would suffer in the event of delay include, but are not limited to, loss of the use of the Contract, disruption of activities, costs of administration, supervision and the incalculable inconvenience and loss suffered by the public.

Accordingly, the Parties agree that the amount herein set forth shall be the amount of damages which the District shall directly incur upon failure of the Vendor to complete the Contract within the time specified: \$100 (per classroom only), for each calendar day by which completion of the Contract is delayed beyond the Completion Deadline as specified in the Notice to Proceed.

To read: **Liquidated Damages.** Failure to complete the work within the time and in the manner provided for in this Contract for each individual Notice to Proceed **and/or associated Purchase Order** shall subject the Vendor to liquidated damages. The actual occurrence of damages and the actual amount of the damages which the District would suffer if the Contract were not completed within the specified times set forth are dependent upon many circumstances and conditions which could prevail in various combinations and, from the nature of the case, it is impracticable and extremely difficult to fix the actual damages. Damages which the District would suffer in the event of delay include, but are not limited to, loss of the use of the Contract, disruption of activities, costs of administration, supervision and the incalculable inconvenience and loss suffered by the public.

Accordingly, the Parties agree that the amount herein set forth shall be the amount of damages which the District shall directly incur upon failure of the Vendor to complete the Contract within the time specified: \$100 (per classroom only), for each calendar day by which completion of the Contract is delayed beyond the Completion Deadline as specified in the Notice to Proceed **and/or associated Purchase Order.**

5. Page 2, Item 7: **Termination.** The District may terminate the Contract for the District's convenience and without cause at any time between Notices to Proceed. Upon receipt of written notice from the District of such termination for the District's convenience, the Vendor shall complete all obligations under any Notice to Proceed issued prior to the effective date of the termination. In case of such termination for the District's convenience, the Vendor shall be entitled to receive payment for Items described in a Notice to Proceed issued prior to the effective date of the

termination.

To read: **Termination.** The District may terminate the Contract for the District's convenience and without cause at any time between Notices to Proceed. Upon receipt of written notice from the District of such termination for the District's convenience, the Vendor shall complete all obligations under any Notice to Proceed issued prior to the effective date of the termination. In case of such termination for the District's convenience, the Vendor shall be entitled to receive payment for Items described in a Notice to Proceed **and** issued **via Purchase Order** prior to the effective date of the termination.

The Notice to Proceed template is modified:

On behalf of the San Juan Unified School District, we are pleased to give you a Limited Notice to Proceed (LNTP) for ***Bid Package #25-202 Measure P- Furniture, [Project Specific Site(s)]***. This LNTP is issued pursuant to the Purchase Agreement between San Juan Unified School District ("District") and Jones Campbell Co., Inc. ("Vendor"), dated September 24, 2024, for the purchase and delivery of districtwide furniture as outlined in Bid Package 25-202 and specific to this LNTP. Please be informed that this LNTP does not constitute a commitment by the District to fund the project beyond the items/activities indicated herein.

Project Description:

[Brief description of the project, including scope of work and specific furniture items to be delivered]. See Exhibit A for additional information.

Project Commencement Date: [Start date for the project]

Completion Date: [Deadline for project completion]

Delivery Location: [List of delivery locations]

Delivery Schedule: [Timeline for delivery of furniture]

Contract Amount to Date (under LNTPs): [Total amount of all previous LNTPs issued to the Vendor]

| LNTP Date | LNTP No. – Site/Scope | Amount |
|-----------|-----------------------|--------|
| | | |
| | | |

Additional Requirements: [Any additional requirements or conditions specific to this project]

Please acknowledge receipt of this Limited Notice to Proceed by signing and returning a copy to the District. By signing below, Vendor acknowledges receipt of this Limited Notice to Proceed and agrees to commence work on the project in accordance with the terms and conditions outlined herein.

To read: On behalf of the San Juan Unified School District, we are pleased to give you a Limited Notice to Proceed (LNTP) for ***Bid Package #25-202 Measure P- Furniture, [Project Specific Site(s)]***. This LNTP initiates the process of determining the specific districtwide furniture items, as outlined in Bid Package 25-202, required for the specific project in this LNTP.

Pursuant to the Purchase Agreement dated October 8, 2024, between San Juan Unified School District ("District") and Jones Campbell Co., Inc. ("Vendor"), the parties shall collaborate to

identify the furniture items necessary to meet the District's site-specific requirements. Vendor agrees to work with the District to develop a detailed furniture schedule, including itemized lists, quantities, and specifications. The District shall provide any necessary site-specific information and requirements to facilitate this process.

The final cost for the list of furniture items determined through this collaborative process will be issued via a Purchase Order and presented to the District's Board as a consent item for approval.

Please be informed that this LNTP does not constitute a commitment by the District to fund the project beyond the **activities related to determining the specific furniture requirements**.

Project Description: [Brief description of the project, including **general** scope of work].

Completion Date: [Deadline for project completion]

Delivery Location: [School Site Address]

Delivery Schedule: [Timeline for delivery of furniture]

Contract Amount to Date:

| LNTP Date | Site | Budgeted Amount | Actual Amount |
|------------------------------------|------|-----------------|---------------|
| | | | |
| | | | |
| TOTAL PURCHASE ORDER AMOUNT | | | |
| REMAINING CONTRACT BALANCE | | | |

Additional Requirements: [Any additional requirements or conditions specific to this project]

In all other respects, the terms and conditions of said Purchase Agreement and Limited Notice to Proceed, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,
A school district organized and existing under
the laws of the State of California

By: _____
Nicholas Arps
Title: Director of Facilities, Construction &
Modernization

By: _____
Frank Camarda
Title: Chief Operations Officer

Jones Campbell Keller, Co. Inc. dba
Campbell Keller,
A California Corporation

By: _____
Craig Campbell
Title: President

Federal Tax Identification Number:
68-0408947

SAN JUAN UNIFIED SCHOOL DISTRICT**PURCHASE AGREEMENT**

This Agreement is made this 8th day of October, 2024, by and between **San Juan Unified School District**, “District,” and Jones Campbell Keller Co., Inc DBA Campbell Keller, “Vendor,” (“Agreement,” or “Contract”) with respect to the following recitals:

- A. District is a public school district organized and existing under the laws of the State of California.
- B. Vendor was the lowest responsible bidder for the District’s Bid Package #25-202 for the purchase and delivery of the items of equipment, materials, and supplies detailed in the Bid Package (defined below) provided by the District (“Items”).

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. Notice to Proceed. Vendor agrees that a Limited Notice to Proceed (LNTP) shall trigger the process of determining the furniture items required for the specified project. parties’ obligations to purchase and deliver Items as described in that particular Notice to Proceed for the specified project. Upon issuance of an LNTP, the parties shall collaborate to identify the furniture items necessary to meet the District's site-specific requirements. Vendor agrees to work with the District to develop a detailed furniture schedule, including itemized lists, quantities, and specifications to be incorporated in a final purchase order for each LNTP under this Agreement. The District shall provide any necessary site-specific information and requirements to facilitate this process. The date of commencement of parties’ obligations involvement is the date established in the LNTPNotice to Proceed. The date of commencement shall not be postponed by the failure to act of the Bidder or of persons or entities for whom the Bidder is responsible. District is only responsible for payment to Vendor for furniture identified in a Notice to Proceedthe final purchase order associated with the LNTP. District is not responsible for payment to Vendor for furniture estimates included in the Bid Form or LNTP.
2. Location for Delivery. Vendor agrees to deliver the Items to District at various locations within the District. Delivery locations will vary based on the installation location for the ordered items and be included in the Notice to Proceed and associated Purchase Order.
3. Time for Delivery. Vendor shall satisfactorily and timely deliver the Items in full to the District as specified in the District’s bid package documents for BP #25-202 (“Bid Package”) and as identified in the Notice to Proceed and associated Purchase Order, including but not limited to the Purchase Specifications and any addenda. Time is of the essence in this Contract. If Vendor fails to satisfactorily and timely deliver the Items, the District may purchase items from other sources and recover damages from Vendor as allowed by applicable law, including but not limited to the purchase cost in excess of the contract price (see next section) and other costs incurred due to the Vendor’s failure to timely deliver.

4. **Liquidated Damages.** Failure to complete the work within the time and in the manner provided for in this Contract for each individual Notice to Proceed and/or associated Purchase Order shall subject the Vendor to liquidated damages. The actual occurrence of damages and the actual amount of the damages which the District would suffer if the Contract were not completed within the specified times set forth are dependent upon many circumstances and conditions which could prevail in various combinations and, from the nature of the case, it is impracticable and extremely difficult to fix the actual damages. Damages which the District would suffer in the event of delay include, but are not limited to, loss of the use of the Contract, disruption of activities, costs of administration, supervision and the incalculable inconvenience and loss suffered by the public.

Accordingly, the Parties agree that the amount herein set forth shall be the amount of damages which the District shall directly incur upon failure of the Vendor to complete the Contract within the time specified: \$100 (per classroom only), for each calendar day by which completion of the Contract is delayed beyond the Completion Deadline as specified in the Notice to Proceed and/or associated Purchase Order.

If the District accepts any items or makes any payment under this Agreement after a default by reason of delays, the payment or payments shall in no respect constitute a waiver or modification of any Agreement provisions regarding time of completion and liquidated damages.

5. **Contract Term and Not-to-Exceed Price.** The term of this Contract is Three (3) year(s) from the date of award of the Contract by the District's governing board ("Term"). For every satisfactory and timely delivery of ordered Items, District agrees to pay Vendor based on the unit prices and taxes listed by Vendor in the Bid Form for those Items, with such payment being made within forty-five (45) calendar days following receipt of Vendor's invoice or satisfactory and timely delivery, whichever is later. The District's total purchases from Vendor under this Contract may not exceed Forty Million Two-Hundred Twenty-Seven Thousand Nine-Hundred Forty Dollars and Six Cents dollars (\$40,227,940.06). At any time during the Term, District may terminate the Contract for convenience effective upon Vendor's receipt of written notice of such termination; and such written notice may limit or delay the effective date of the termination. In addition, District may give written notice of termination of the Contract for cause in the event of a breach of the Contract by Vendor that Vendor failed to cure within seven (7) days after receiving a written demand for cure from District.
6. **Renewal of Term.** The District and Vendor may agree in writing to renew the term of this Agreement for up to two one-year extensions.
7. **Termination.** The District may terminate the Contract for the District's convenience and without cause at any time between Notices to Proceed. Upon receipt of written notice from the District of such termination for the District's convenience, the Vendor shall complete all obligations under any Notice to Proceed issued prior to the effective date of the termination. In case of such termination for the District's convenience, the Vendor shall be entitled to receive payment for Items described in a Notice to Proceed and issued via Purchase Order prior to the effective date of the termination.

8. **Conformance to Contract Documents.** Vendor agrees that the Items to be furnished pursuant to this Agreement (“Contract”) shall conform to all of the requirements set forth in the Contract Documents, as defined below.
9. **Indemnity.** Vendor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, governing board, and members of its governing board (collectively, the “District Parties”), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature, and description (collectively, the “Claims”) directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, breach of contract, or willful misconduct of Vendor, or Vendor’s employees, agents, or volunteers (collectively, the “Vendor Parties”), in the performance of, or failure to perform, Vendor’s obligations under this Contract or for any infringement of the patent rights, copyright or trademark of any person or persons in consequence of the use by the District of the Items supplied pursuant to this Contract.
10. **Transportation Charges.** Vendor agrees to deliver all Items prepaid unless otherwise specified. All costs for delivery and packaging of Items are the responsibility of Vendor unless otherwise stated in the Contract Documents, as defined below.
11. **Inspection.** All Items furnished must be in conformity with the Contract Documents and will be subject to inspection and approval by the District after delivery. District reserves the right to reject and return at the risk and expense of the Vendor any portion of the Items which may be defective or which fails to comply with the specifications in Contract Documents.
12. **Warranty.** The Vendor shall provide and maintain a comprehensive warranty program for all furniture delivered under this Agreement, matching the warranty terms and conditions offered by the furniture manufacturer. This program shall remain in effect for the entire duration of the manufacturer's warranty period.
 - A. The Vendor shall be solely responsible for handling all warranty claims, including but not limited to:
 1. Coordinating repairs or replacements directly with the manufacturer.
 2. Providing customer service and support to the District and its end-users.
 3. Managing all warranty paperwork and documentation.
 - B. The District shall have no obligation to participate in or oversee warranty claims, except to report issues to the Vendor. Upon request, Vendor shall provide District with periodic warranty performance reports.
13. **Insurance.** Without in any way limiting Vendor’s liability, or indemnification obligations set forth in Paragraph 6 above, Vendor shall secure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate, if applicable; and (iii) worker’s compensation insurance as required by Labor Code section 3200, *et seq.*, if applicable. Neither Vendor nor any of the Vendor Parties shall commence performing any portion of the Contract until

all required insurance has been obtained and certificates indicating the required coverages have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insureds. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If such a notice is not given or even if District receives a notice, District may, at its sole option, terminate this Agreement. All insurance policies shall include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive all rights of subrogation against District and/or the District Parties. A copy of the declarations page of Vendor's insurance policies shall be attached to this Agreement as proof of insurance.

14. Independent Contractor Status. Vendor is engaged in an independently established trade, occupation, or business to provide the Items required by this Agreement and is hereby retained to provide specialized services for District that are outside the usual course of District's business. Vendor is free from the control and direction of District in connection with the manner in which it provides the Items to District. Vendor understands and agrees that Vendor and the Vendor Parties shall not be considered officers, employees, agents, partners, or joint venturers of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.
15. Taxes. All payments made by District to Vendor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from amounts payable to Vendor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Vendor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Vendor and the Vendor Parties and otherwise in connection with this Agreement.
16. Fingerprinting Notice and Acknowledgement. Vendor and the Vendor Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1, and shall complete and submit the Fingerprinting Notice and Acknowledgement Form.
17. Confidential Information. Vendor shall maintain the confidentiality of, and protect from unauthorized disclosure, any and all individual student information received from the District, including but not limited to student names and other identifying information. Vendor shall not use such student information for any purpose other than carrying out the obligations under this Agreement. Upon termination of this Agreement, Vendor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.
18. Assignment/Successors and Assigns. Vendor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District. Subject to the foregoing, this

Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective parties.

19. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
20. Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties and approved by the District's governing board.
21. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its choice of law rules. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Sacramento, subject to transfer of venue under applicable State law, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.
22. Written Notice. Written notice shall be deemed to have been duly served by a Party if delivered in person, or sent by registered or certified or overnight mail, to the other Party's last business address known to the person who sends the notice.
23. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Vendor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406, and others. Vendor agrees that it shall comply with all legal requirements for the performance of duties under this Agreement and that failure to do so shall constitute material breach.
24. Non-Discrimination. There shall be no unlawful discrimination in the contracting of persons under this Agreement because of race, color, national origin, age, ancestry, religion, sex, or sexual orientation of such persons.
25. Attorneys' Fees. If any legal action is taken to interpret or enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.
26. Liability of District. Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incidental damages, including but not limited to lost profits in connection with this Agreement.
27. Time. Time is of the essence to this Agreement.
28. Waiver. No delay or omission by District in exercising any right under this Agreement shall operate as a waiver of that or any other right and no single or partial

exercise of any right shall preclude the District from any or further exercise of any right or remedy.

29. Entire Agreement. This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.
30. Execution of Other Documents. The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.
31. Execution in Counterparts. This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed agreement.
32. Warranty of Authority. The persons who have signed this Agreement warrant that they are legally authorized to do so on behalf of the respective parties, and by their signatures to bind the respective parties to this Agreement.
33. Forms. The following documents are incorporated into the Contract as the “Contract Documents”:
 - Bid Security.
 - Fingerprinting Notice, Acknowledgement, and Certification
 - Iran Contracting Act Certification.
 - Russian Sanctions Certification.
 - Workers’ Compensation Certification.
 - Drug-Free Workplace Certification.
 - Non-Collusion Affidavit

• The bid package issued by the District for the Contract (“Bid Package”), which shall include, but not be limited to, the Invitation for Bids, the Instructions to Bidders, the Purchase Specifications, the Bid Form including Bid Form Worksheets, this Agreement, and all addenda.
34. Mediation. A party to this Agreement shall, as a condition precedent to initiating any litigation against the other party, demand mediation of any dispute. The parties shall endeavor to include any third-party claimant in the mediation. The parties shall select a mediator and schedule the mediation within thirty (30) days of the initial demand for mediation. If the parties cannot agree on a mediator, the mediator shall be appointed by JAMS. The parties to the mediation, including the parties to this Agreement, shall pay equal shares of the mediator’s fees. Each party shall bear its own attorney’s fees related to the mediation.
35. Safety Regulations. All equipment and supplies furnished, and/or all work performed, shall meet all applicable safety regulations of the Division of Industrial Safety of the

State of California, and Health & Safety code of the State of California.

IN WITNESS WHEREOF the parties have executed this Agreement on the date first hereinabove written.

SAN JUAN UNIFIED SCHOOL DISTRICT

Vendor

By _____
[TITLE]

By _____
[TITLE]

FINGERPRINTING NOTICE AND ACKNOWLEDGMENT

[attach form]

WORKERS' COMPENSATION CERTIFICATE

[attach form]

DRUG-FREE WORKPLACE CERTIFICATION

[attach form]



San Juan Unified School District

Facilities Business Department

5320 Hemlock Street, Sacramento, California 95841

Telephone 916- 971-7283

Internet Web Site: www.sanjuan.edu

**Melissa Bassanelli, Superintendent of Schools
Frank Camarda, Chief Operations Officer**

[Date]

Jones Campbell Co., Inc.
DBA Campbell Keller
Attn: Craig Keller
PO Box 277788
Sacramento, CA 95827

RE: Limited Notice to Proceed
Bid Package #25-202
Measure P – Furniture

Dear Mr. Campbell,

On behalf of the San Juan Unified School District, we are pleased to give you a Limited Notice to Proceed (LNTP) for **Bid Package #25-202 Measure P- Furniture, [Project Specific Site(s)]**. This LNTP ~~is issued pursuant to the Purchase Agreement between San Juan Unified School District (“District”) and Jones Campbell Co., Inc. (“Vendor”), dated September 24, 2024, for the purchase and delivery of initiates the process of determining the specific districtwide furniture items, as outlined in Bid Package 25-202, required for the districtwide furniture as outlined in Bid Paekage 25-202 and specific project into this LNTP.~~

Pursuant to the Purchase Agreement dated October 8, 2024, between San Juan Unified School District (“District”) and Jones Campbell Co., Inc. (“Vendor”), the parties shall collaborate to identify the furniture items necessary to meet the District's site-specific requirements. Vendor agrees to work with the District to develop a detailed furniture schedule, including itemized lists, quantities, and specifications. The District shall provide any necessary site-specific information and requirements to facilitate this process.

The final cost for the list of furniture items determined through this collaborative process will be issued via a Purchase Order and presented to the District's Board as a consent item for approval.

Please be informed that this LNTP does not constitute a commitment by the District to fund the project beyond the ~~items/activitiesactivities related to determining the specific furniture requirements indicated herein.~~

Project Description:

~~[Brief description of the project, including general scope of work and specific furniture items to be delivered]. See Exhibit A for additional information.~~

Project Commencement Date: ~~[Start date for the project]~~

Completion Date: ~~[Deadline for project completion]~~

Delivery Location: ~~[List of delivery locationsSchool Site Address]~~

Delivery Schedule: ~~[Timeline for delivery of furniture]~~

Contract Amount to Date (under LNTPs): [Total amount of all previous LNTPs issued to the Vendor]

| LNTP Date | LNTP No.—Site/Scope | Budgeted Amount | Amount Actual Amount |
|------------------------------------|---------------------|-----------------|----------------------|
| | | | |
| | | | |
| TOTAL PURCHASE ORDER AMOUNT | | | |
| REMAINING CONTRACT BALANCE | | | |

Additional Requirements: [Any additional requirements or conditions specific to this project]

~~Please acknowledge receipt of this Limited Notice to Proceed by signing and returning a copy to the District.~~
~~By signing below, Vendor acknowledges receipt of this Limited Notice to Proceed and agrees to commence work on the project in accordance with the terms and conditions outlined herein.~~

We are looking forward to working with you on this project.

Very Truly Yours,

FOR THE SAN JUAN UNIFIED SCHOOL DISTRICT

Maria Mahon
 Procurement Analyst Construction & Bond

cc: Cherie Chenoweth, Coordinator Facilities Business & Compliance

Attachments:

1. ~~Exhibit A—List of Furniture Items / Sites~~

Limited Notice to Proceed Acknowledgement

Jones Campbell Co., Inc.

By:
 Craig Campbell
 (Please print)

President

(Signature)

San Juan Unified School District

By:
 Nicholas Arps
 Its: Director of Facilities Construction &
 Modernization

By:
 Frank Camarda
 Its: Chief Operations Officer

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

AGENDA ITEM:

H.10

MEETING DATE:

11/19/2024

SUBJECT: Katherine Johnson Middle School Lease Amendment No. 7

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4160, approving the seventh amendment to the lease for the Katherine Johnson Middle School new construction project between San Juan Unified School District and Flint Design Build, LLC dba FLINT.

RATIONALE/BACKGROUND:

The amendment is to increase the Facilities Lease District Contingency to cover ongoing unforeseen soil conditions which the district is required by law to remediate, in a manner approved by the State Department of Toxic Substances Control as outlined in amendment No. 7.

ATTACHMENT(S):

1. [Resolution No. 4160](#)
2. [Lease Amendment No. 7](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction and Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

RESOLUTION NO. 4160

**RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #7 FOR THE
KATHERINE JOHNSON MIDDLE SCHOOL PROJECT
SJUSD PROJECT #055-9512-P1**

WHEREAS, sections 17406 of the Education Code authorize school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process; and

WHEREAS, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Flint Builders Inc. for this Project, including preconstruction services in the amount of \$70,000.00 per resolution #4016; and

WHEREAS, the Facilities Lease has been amended to approve Total Base Rent (“TBR”) amounts, including associated contingencies and allowances and additional preconstruction services amounts, for increments 1A, 1B, and 2 and to include associated Lease Payment Schedules; and

WHEREAS, the District has encountered soil conditions constituting unexpected, differing site conditions on the Project site which the district is required by law to remediate, in a manner approved by the State Department of Toxic Substances Control, and which remediation must be done promptly to avoid further delay to the Project; and

WHEREAS, the cost to thoroughly remediate the differing conditions will largely exhaust the District Contingency (sometimes referred to as the “Owner Contingency”), leaving the district effectively without a contingency to address the types of matters generally covered by the District Contingency on a lease-leaseback project; and

WHEREAS, the district recommends supplementing the District Contingency by an additional one million, one hundred fifty thousand dollars (\$1,150,000.00), which the district believes will be sufficient to provide for a reasonable contingency in connection with remaining Project work; and

NOW, THEREFORE, the San Juan Unified School District Board of Education does hereby resolve as follows:

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

Section 2. The Board approves the Facilities Lease amendments stated in Amendment #7, including supplementing the District Contingency as recommended.

| | |
|--|------------------------|
| Original Facilities Lease Amount– Preconstruction Services | \$70,000.00 |
| Additional Authorized Preconstruction Services | \$25,000.00 |
| Approved Total Base Rent Through Amendment #6 | \$55,526,419.00 |
| Net Change by Amendment #7 | \$1,150,000.00 |
| Revised Total Base Rent | \$56,676,419.00 |

Attachment 1

| | |
|--|------------------------|
| Revised Facilities Lease Amount | \$56,771,419.00 |
|--|------------------------|

The foregoing findings and decision to award were made by the San Juan Unified School District Board of Education at a meeting of the Board on November 19, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Pam Costa, President,
San Juan Unified School District
Board of Education**

Attest:

**Ben Avey, Clerk
San Juan Unified School District
Board of Education**



San Juan Unified School District
Facilities Business Department
5320 Hemlock Street, Sacramento, California 95841
Telephone 916- 971-7283
Internet Web Site: www.sanjuan.edu

Melissa Bassanelli, Superintendent of Schools
Frank Camarda, Chief Operations Officer

Lease Amendment #07
Katherine Johnson Middle School New Construction
DSA App. # 02 - 120501/Facilities Lease Agreement# 305688
SJUSD Project # 055-9512-P1

Effective November 19, 2024, the Facilities Lease Agreement dated April 19, 2022 between the San Juan Unified School District and Flint Design Build, LLC dba FLINT for the Katherine Johnson Middle School New Construction is amended as follows:

- A. The last sentence in Section 4.4.2, Total Base Rent, is amended as follows: “*The TBR for the lease of the Project is (\$55,526,419.00) Fifty-Six Million Six Hundred Seventy-Six Thousand Four Hundred Nineteen Dollars and no cents (\$56,676,419.00) for Increment 1A, 1B and 2, subject to the provisions of any Contingency Funds set forth in this Article 4.*”
- B. The first sentence in Section 4.4.2.4.3 is amended as follows: “*District Contingency in the amount of Three Million Three Hundred Twelve Thousand Nine Hundred Two Dollars and zero cents (\$2,162,902.00) (\$3,312,902.00) which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease.*”
- C. Exhibit C Lease Payment Schedule / TBR Calculator is replaced in its entirety with the following:

| 22-216 Katherine Johnson Middle School New Construction Increment 1A, 1B, and 2 | | |
|--|---|---------------|
| EXHIBIT C | | |
| LEASE PAYMENT SCHEDULE | | |
| A | B | C |
| Item No | Month | Lease Payment |
| | Ph 1 - Preconstruction | |
| | Preconstruction Services (Original Pre-Construction Contract) | \$ 70,000 |
| | Preconstruction Services - Extended Inc 1A | \$ 25,000 |
| | Ph 2 - Increment 1A, B and 2 | |
| 1 | November 2022 Lease Payment - Inc 1A | \$ 240,421 |
| 2 | December 2022 Lease Payment - Inc 1A | \$ 229,723 |
| 3 | January 2023 Lease Payment - Inc 1A | \$ 229,723 |
| 4 | February 2023 Lease Payment - Inc 1B | \$ 1,315,471 |

Attachment 2

| | | | |
|------------------------------|--|----|-------------------|
| 5 | March 2023 Lease Payment - Inc 1B | \$ | 1,068,872 |
| 6 | April 2023 Lease Payment - Inc 1B | \$ | 1,068,872 |
| 7 | May 2023 Lease Payment - Inc 1B | \$ | 1,068,872 |
| 8 | June 2023 Lease Payment - Inc 1B | \$ | 1,068,872 |
| 9 | July 2023 Lease Payment - Inc 1B & 2 | \$ | 3,624,485 |
| 10 | August 2023 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 11 | September 2023 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 12 | October 2023 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 13 | November 2023 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 14 | December 2023 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 15 | January 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 16 | February 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 17 | March 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 18 | April 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 19 | May 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 20 | June 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 21 | July 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 22 | August 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 23 | September 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 24 | October 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 25 | November 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 26 | December 2024 Lease Payment - Inc 2 | \$ | 2,179,589 |
| 27 | January 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 28 | February 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 29 | March 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 30 | April 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 31 | May 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 32 | June 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 33 | July 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 34 | August 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 35 | September 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 36 | October 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 37 | November 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,847 |
| 38 | December 2025 Post Construction Payment (Inc 1A & B, 2) | \$ | 291,849 |
| Total Lease Payments | | \$ | 50,470,490 |
| <u>Contingencies:</u> | | | |
| | Construction Contingency 3% (Inc 1A) | \$ | 21,131 |
| | Construction Contingency 3% (Inc 1B) | \$ | 194,774 |
| | Construction Contingency 3% (Inc 2) | \$ | 1,197,538 |
| | Total Construction Contingency | \$ | 1,413,443 |
| | | | |
| | Owner Contingency - 5% (Inc 1A) | \$ | 39,919 |
| | Owner Contingency - 5% (Inc 1B) | \$ | 324,624 |
| | Owner Contingency - 2% (Inc 2) | \$ | 798,359 |
| | Owner Contingency - Amendment 6 Increase | \$ | 1,000,000 |
| | Owner Contingency - Amendment 7 Increase | \$ | 1,150,000 |
| | Total Owner Contingency | \$ | 3,312,902 |
| | | | |
| | Owner Allowances Inc 1A | \$ | 159,728 |
| | Owner Allowances Inc 1B | \$ | 1,315,456 |
| | Owner Allowances Inc 2 | \$ | 4,400 |

Attachment 2

| | | |
|--|--|---------------|
| | Total Owner Allowances | \$ 1,479,584 |
| | Total Contingencies and Allowances Amount | \$ 6,205,929 |
| | Total Increment 1A, 1B and 2 TBR (Excludes Pre-Construction Services) | \$ 56,676,419 |

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,
A school district organized and existing under the
laws of the State of California

Flint Design Build, LLC dba FLINT
A California Corporation

By: _____
Nicholas Arps
Title: Director of Facilities, Construction &
Modernization

By: _____
John Stump
Title: President

By: _____
Frank Camarda
Title: Chief Operations Officer

Federal Tax Identification Number:
87-3520676

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

AGENDA ITEM:

H.11

MEETING DATE:

11/19/2024

SUBJECT: Arcade Middle School Lease Amendment No. 7

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4161, approving the seventh amendment to the lease for the Arcade Middle School Project No. 001-9512-P1 between San Juan Unified School District and Clark & Sullivan Builders, Inc. dba Clark/Sullivan Construction.

RATIONALE/BACKGROUND:

The amendment is to increase the Facilities Lease Owner Contingency to cover ongoing unforeseen soil conditions the district is required by law to remediate, in a manner approved by the State Department of Toxic Substances Control as outlined in amendment No. 7.

ATTACHMENT(S):

1. [Resolution No. 4161](#)
2. [Lease Amendment No. 7](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction & Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

RESOLUTION NO. 4161

**RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #7 FOR THE
ARCADE FUNDAMENTAL MIDDLE SCHOOL PROJECT
SJUSD PROJECT #001-9512-P1**

WHEREAS, sections 17406 of the Education Code authorize school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process; and

WHEREAS, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Clark & Sullivan Builders, Inc. dba Clark/Sullivan Construction for this project, including preconstruction services in the amount of \$74,800.00 per resolution #4019; and

WHEREAS, the Facilities Lease has been amended to approve Total Base Rent (“TBR”) amounts, including associated contingencies and allowances and additional preconstruction services amounts, for increments 1, 2 and to include associated Lease Payment Schedules; and

WHEREAS, the District has encountered soil conditions constituting unexpected, differing site conditions on the Project site which the district is required by law to remediate, in a manner approved by the State Department of Toxic Substances Control, and which remediation must be done promptly to avoid further delay to the Project; and

WHEREAS, the cost to thoroughly remediate the differing conditions will largely exhaust the District Contingency (sometimes referred to as the “Owner Contingency”), leaving the district effectively without a contingency to address the types of matters generally covered by the District Contingency on a lease-leaseback project; and

WHEREAS, the district recommends supplementing the District Contingency by an additional two million, four hundred sixteen thousand, one hundred sixteen dollars (\$2,416,116.00), which the district believes will be sufficient to provide for a reasonable contingency in connection with remaining Project work; and

WHEREAS, the district recommends reducing the Construction Contingency by four hundred thousand dollars (\$400,000.00), which the district believes will be sufficient to provide for a reasonable contingency in connection with remaining Project work; and

NOW, THEREFORE, the San Juan Unified School District Board of Education does hereby resolve as follows:

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

Section 2. The Board approves the Facilities Lease amendments stated in Amendment No.7, including supplementing the District Contingency as recommended.

| | |
|--|--------------|
| Original Facilities Lease Amount– Preconstruction Services | \$74,800.00 |
| Approved Total Base Rent Through Amendment #6 | \$55,336,848 |

Attachment 1

| | |
|---|------------------------|
| <u>Net Change by Amendment #7</u> | \$2,016,116.00 |
| <u>Revised Total Base Rent</u> | \$57,352,964.00 |
| <u>Revised Facilities Lease Amount</u> | \$57,427,764.00 |

The foregoing findings and decision to award were made by the San Juan Unified School District Board of Education at a meeting of the Board on November 19, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Pam Costa, President,
San Juan Unified School District
Board of Education**

Attest:

**Ben Avey, Clerk
San Juan Unified School District
Board of Education**



San Juan Unified School District

Facilities Business Department

5320 Hemlock Street, Sacramento, California 95841

Telephone 916- 971-7283

Internet Web Site: www.sanjuan.edu

Melissa Bassanelli, Superintendent of Schools
Frank Camarda, Chief Operations Officer

Lease Amendment #07
Arcade MS - New Construction
DSA App. # 02 – 120476 / Facilities Lease Agreement# 208553
SJUSD Project # 001-9512-P1

Effective November 19, 2024, the Facilities Lease Agreement dated May 10, 2022, between the San Juan Unified School District and Clark/Sullivan Construction for the Arcade Fundamental MS – New Construction is amended as follows:

- A. The last sentence in Section 4.4.2, Total Base Rent, is amended as follows: “The TBR for the lease of the Project is (~~\$55,336,848.00~~) Fifty-Seven Million Three Hundred Fifty-Two Thousand Nine Hundred Sixty Four Dollars and no cents (**\$57,352,964.00**) for Pre-safety, Increment 1, and Increment 2, subject to the provisions of any Contingency Funds set forth in this Article 4.”
- B. The first sentence in Section 4.4.2.4.1 is amended as follows: “Construction Contingency Fund in the amount of (~~\$1,421,912.00~~) One Million Twenty One Thousand Nine Hundred Twelve Dollars and no cents. (**\$1,021,912**) which, except as set forth herein, shall cover all additional or extra costs of the work set for in the contract documents”
- C. The first sentence in Section 4.4.2.4.3, is amended as follows: “District Contingency in the amount of (~~\$3,688,026.00~~) Six Million One Hundred Four Thousand One Hundred Forty Two Dollars and no cents (**\$6,104,142.00**) which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease.”
- D. Exhibit C ‘Lease Payment Schedule / TBR Calculator for New Construction # 001-9512-P1 – Replace in its entirety with:

22-218 Arcade Middle School New Construction - Increment 2

EXHIBIT C

LEASE PAYMENT SCHEDULE

| A | B | C |
|---------|--|-----------------|
| Item No | Month | Lease Payment |
| | Ph 1 – Preconstruction (Original Pre-Construction Contract) | |
| | | \$ 74,800.00 |
| | Ph 2 - Pre-Safety | |
| | | \$ 1,428,406.00 |

| | | |
|----|--|-------------------------|
| | Ph 3 - Increment 1 | |
| | | \$ 4,290,863.00 |
| | Ph 4 - Increment 2 | |
| 1 | May 2023 Lease Payment | \$ 2,211,054.00 |
| 2 | June 2023 Lease Payment | \$ 1,808,221.00 |
| 3 | July 2023 Lease Payment | \$ 1,808,221.00 |
| 4 | August 2023 Lease Payment | \$ 1,808,221.00 |
| 5 | September 2023 Lease Payment | \$ 1,808,221.00 |
| 6 | October 2023 Lease Payment | \$ 1,808,221.00 |
| 7 | November 2023 Lease Payment | \$ 1,808,221.00 |
| 8 | December 2023 Lease Payment | \$ 1,808,221.00 |
| 9 | January 2024 Lease Payment | \$ 1,808,221.00 |
| 10 | February 2024 Lease Payment | \$ 1,808,221.00 |
| 11 | March 2024 Lease Payment | \$ 1,808,221.00 |
| 12 | April 2024 Lease Payment | \$ 1,808,221.00 |
| 13 | May 2024 Lease Payment | \$ 1,808,221.00 |
| 14 | June 2024 Lease Payment | \$ 1,808,221.00 |
| 15 | July 2024 Lease Payment | \$ 1,808,221.00 |
| 16 | August 2024 Lease Payment | \$ 1,808,221.00 |
| 17 | September 2024 Lease Payment | \$ 1,808,221.00 |
| 18 | October 2024 Lease Payment | \$ 1,808,221.00 |
| 19 | November 2024 Lease Payment | \$ 1,808,221.00 |
| 20 | December 2024 Lease Payment | \$ 1,808,221.00 |
| 21 | January 2025 Lease Payment | \$ 1,808,221.00 |
| 22 | February 2025 Lease Payment | \$ 1,808,221.00 |
| 23 | March 2025 Post Construction Payment | \$ 249,522.00 |
| 24 | April 2025 Post Construction Payment | \$ 249,522.00 |
| 25 | May 2025 Post Construction Payment | \$ 249,522.00 |
| 26 | June 2025 Post Construction Payment | \$ 249,522.00 |
| 27 | July 2025 Post Construction Payment | \$ 249,522.00 |
| 28 | August 2025 Post Construction Payment | \$ 249,522.00 |
| 29 | September 2025 Post Construction Payment | \$ 249,521.00 |
| 30 | October 2025 Post Construction Payment | \$ 249,521.00 |
| 31 | November 2025 Post Construction Payment | \$ 249,521.00 |
| 32 | December 2025 Post Construction Payment | \$ 249,521.00 |
| 33 | January 2026 Post Construction Payment | \$ 249,521.00 |
| 34 | February 2026 Post Construction Payment | \$ 249,521.00 |
| | Total Lease Payments | \$ 43,177,953.00 |
| | <u>Contingencies:</u> | |
| 1 | Construction Contingency 3% - Pre-Safety | \$ 41,520.00 |
| 2 | Construction Contingency 3% - Inc 1 | \$ 126,910.00 |
| 3 | Construction Contingency 3% - Inc 2 | \$ 1,253,482.00 |
| 7 | Amendment #7 Move CC to OC | \$ (400,000.00) |

| | | | |
|---|---|----|----------------------|
| | Total Construction Contingency | \$ | 1,021,912.00 |
| 1 | District Contingency – Pre-Safety | \$ | 44,098.00 |
| 2 | District Contingency – Inc 1 | \$ | 300,208.00 |
| 3 | District Contingency – Inc 2 | \$ | 1,253,482.00 |
| 4 | District Contingency – Amendment 6 Increase | \$ | 1,262,152.00 |
| 5 | DSA, Design, & Escalation Reconciliation Contingency – Inc 2 | \$ | 626,741.00 |
| 6 | VE Design & Buyout Contingency – Inc 2 | \$ | 201,345.00 |
| 7 | Amendment 7 Move CC to OC | \$ | 400,000.00 |
| 7 | Amendment 7 Added Owner Contingency | \$ | 2,016,116.00 |
| | Total District Contingency | \$ | 6,104,142.00 |
| | | | |
| | District Allowance – Pre-Safety | \$ | 299,600.00 |
| | District Allowance – Inc 1 | \$ | 955,088.00 |
| | District Allowance – Inc 2 | \$ | 75,000.00 |
| | Total District Allowances | \$ | 1,329,688.00 |
| | | | |
| | Total Contingencies & Allowances Amount | \$ | 8,455,742.00 |
| | | | |
| | Increment 2 work Amendment 4 TBR | \$ | 51,633,695.00 |
| | Ph-1 - Pre-construction Services | \$ | 74,800.00 |
| | Ph-2 - Pre-Safety Work | \$ | 1,813,624.00 |
| | Ph-3 - Increment 1 | \$ | 5,673,069.00 |
| | Total Value of Services (Excludes Pre-Construction Services) | \$ | 57,352,964.00 |

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,

A school district organized and existing under
the laws of the State of California

By:

Nicholas Arps

Title: Director of Facilities, Construction &
Modernization

By:

Frank Camarda

Title: Chief Operations Officer

Clark/Sullivan Construction,

A California Corporation

By:

Ted Foor

Title: President/ CA Operations

Federal Tax Identification Number:

88-0493821

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

AGENDA ITEM:

H.12

MEETING DATE:

11/19/2024

SUBJECT: Amendment No. 2 to Coleman California Montessori Project Charter Modernization Project

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending the board adopt Resolution No. 4165, approving the second amendment to the lease agreement for the Coleman California Montessori Project Modernization Project #106-9495-P1 between the district and Core West, Inc., dba CORE Construction Services.

RATIONALE/BACKGROUND:

This second amendment incorporates a no-cost change to the Facilities Lease Agreement. This amendment also updates the Lease Payment Schedule to reflect the current construction schedule.

ATTACHMENT(S):

1. [Resolution No. 4165](#)
2. [Lease Amendment No. 2](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction and Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

**RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #2
FOR THE COLEMAN ELEMENTARY SCHOOL (CALIFORNIA MONTESSORI
PROJECT CHARTER) MODERNIZATION PROJECT SJUSD PROJECT #106-9495-P1**

RESOLUTION NO. 4165

WHEREAS, section 17406 of the Education Code authorizes school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process;

WHEREAS, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Core West, Inc. dba CORE Construction Services of Nevada, Inc. for this Project, which approval for the Facilities Lease was in the amount of \$20,000 for Preconstruction Services per Resolution #4076;

WHEREAS, Section 4.2 The Terms of the Facilities Lease is amended to reflect current construction schedule as outlined in Amendment #2; and;

WHEREAS, Core Construction has completed the preconstruction services for the Project,

WHEREAS, Exhibit C is amended to revise the Lease Payment Schedule;

NOW, THEREFORE, the San Juan Unified School District Board of Education does hereby resolve as follows:

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

Section 2. The Board approves the revised length of the lease terms as outlined in Amendment #2.

| | |
|--|------------------------|
| Original Facilities Lease Amount– Preconstruction Services | \$20,000.00 |
| Approved Total Base Rent Through Amendment #1 | \$13,184,134.00 |
| Net Change by Amendment #2 | \$0.00 |
| Revised Total Base Rent | \$13,184,134.00 |
| Revised Facilities Lease Amount | \$13,204,134.00 |

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on November 19, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attachment 1

**Pam Costa, President,
San Juan Unified School District
Board of Education**

Attest:

**Ben Avey, Clerk
San Juan Unified School District Board of Education**



San Juan Unified School District

Facilities Business Department
5320 Hemlock Street, Sacramento, Ca 95841
916 971-7283 / Main number

**Facilities Lease Amendment #02
Coleman (CMP Charter) MOD
DSA App. 02-120765/Facilities Lease Agreement #306505 VR24-01353
SJUSD Project #106-9495-P1**

Effective 11/19/2024, the Facilities Lease Agreement 1/1/2022 between the San Juan Unified School District and **CORE West, Inc. fka CORE Construction Services of Nevada, Inc.** for the **Coleman (CMP Charter) MOD** is amended as follows:

Section 4.2 Term of Facilities Lease is amended to be thirty-four (34) months to include all phases, March 2023 - December 2025.

Exhibit C Lease Payment Schedule is amended to add two (2) months to construction for completion of added scope items in response to various RFIs and ASIs; and completion of punchlist and project acceptance.

| | |
|------------------------------|-----------------|
| Original Total Base Rent | \$20,000.00 |
| Changes by Prior Amendments | \$13,184,134.00 |
| Net Change by this Amendment | \$0.00 |
| Revised Total Base Rent | \$13,204,134.00 |

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,
A school district organized and existing under the laws
of the State of California

CORE West, Inc. fka CORE Construction Services of
Nevada, Inc.
A California Corporation

By: _____
Nicholas Arps
Title: Director of Facilities, Construction &
Modernization

By: _____
Seth Maurer
Title: Project Manager

By: _____
Frank Camarda
Title: Chief Operations Officer

Federal Tax Identification Number:
88-0214666

| Coleman CMP Charter Modernization | | |
|--|---|----------------------|
| AMENDMENT #2 - EXHIBIT C LEASE PAYMENT SCHEDULE | | |
| A | B | C |
| Item No | Month | Lease Payment |
| PC 3months | Preconstruction Services | \$ 20,000 |
| 1 | June 2023 Lease Payment (incl B&I) | \$ 885,230 |
| 2 | July 2023 Lease Payment | \$ 655,693 |
| 3 | August 2023 Lease Payment | \$ 655,693 |
| 4 | September 2023 Lease Payment | \$ 655,693 |
| 5 | October 2023 Lease Payment | \$ 655,693 |
| 6 | November 2023 Lease Payment | \$ 655,693 |
| 7 | December 2023 Lease Payment | \$ 655,693 |
| 8 | January 2024 Lease Payment | \$ 655,693 |
| 9 | February 2024 Lease Payment | \$ 655,693 |
| 10 | March 2024 Lease Payment | \$ 655,693 |
| 11 | April 2024 Lease Payment | \$ 655,693 |
| 12 | May 2024 Lease Payment | \$ 655,693 |
| 13 | June 2024 Lease Payment | \$ 655,693 |
| 14 | July 2024 Lease Payment | \$ 655,693 |
| 15 | August 2024 Lease Payment | \$ 655,693 |
| 16 | September 2024 Lease Payment | \$ 327,847 |
| 17 | October 2024 Lease Payment | \$ 327,847 |
| 18 | November 2024 Lease Payment | \$ 327,847 |
| 19 | December 2024 Lease Payment | \$ 327,845 |
| 20 | January 2025 Post Construction Payment | \$ 50,430 |
| 21 | February 2025 Post Construction Payment | \$ 50,430 |
| 22 | March 2025 Post Construction Payment | \$ 50,430 |
| 23 | April 2025 Post Construction Payment | \$ 50,430 |
| 24 | May 2025 Post Construction Payment | \$ 50,430 |
| 25 | June 2025 Post Construction Payment | \$ 50,430 |
| 26 | July 2025 Post Construction Payment | \$ 50,430 |
| 27 | August 2025 Post Construction Payment | \$ 50,430 |
| 28 | September 2025 Post Construction Payment | \$ 50,430 |
| 29 | October 2025 Post Construction Payment | \$ 50,430 |
| 30 | November 2025 Post Construction Payment | \$ 50,430 |
| 31 | December 2025 Post Construction Paymet | \$ 50,430 |
| | | |
| | Total Lease Payments and Preconstruction | \$ 12,001,473 |
| | Contingencies: | |
| | Contractor Contingency | \$ 320,874 |
| | District Contingency | \$ 881,787 |
| | Total Contingencies | \$ 1,202,661 |
| | TOTAL BASE RENT and PRECONSTRUCTION | \$ 13,204,134 |



1410 Rocky Ridge Drive
Roseville, CA 95661

T: 530.883.8250

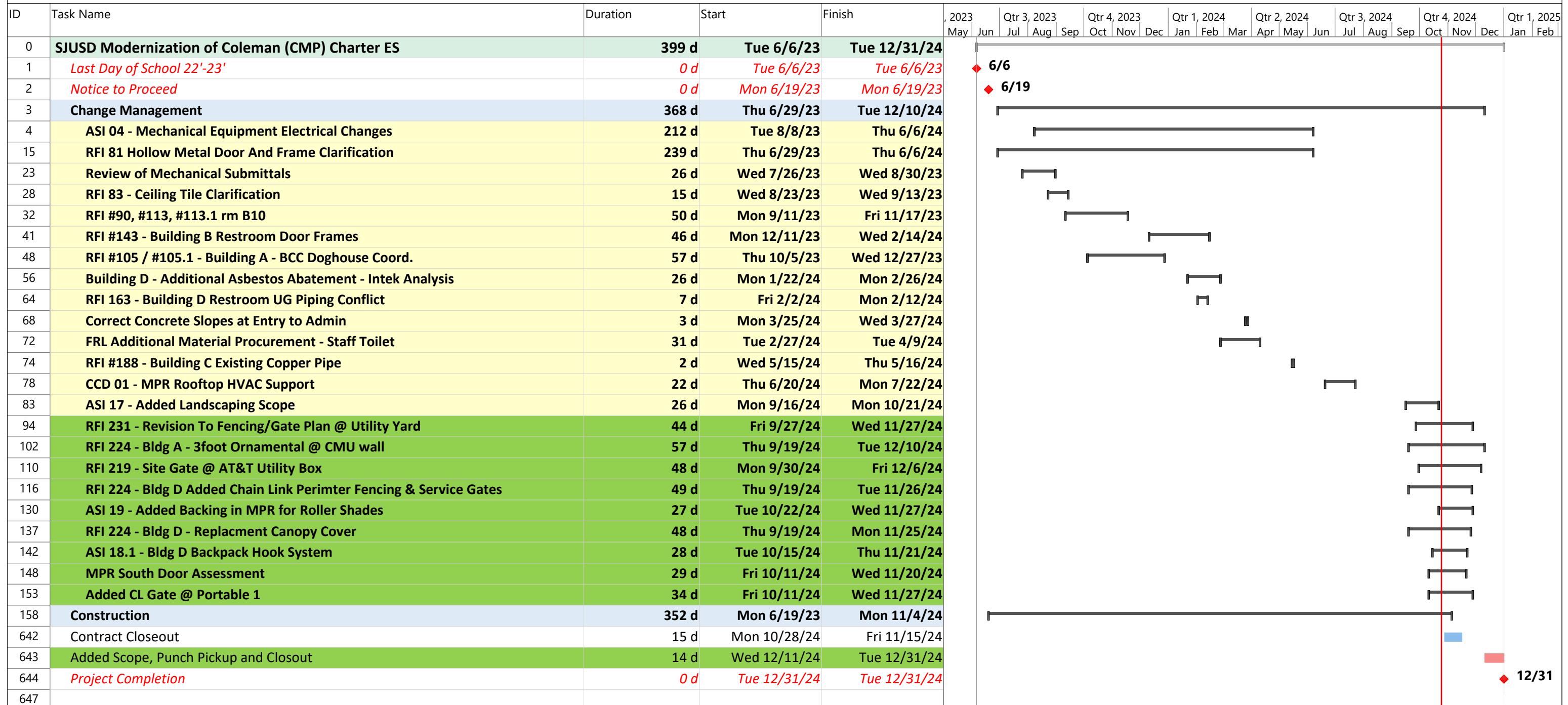
Thomas Coleman ES Construction Schedule Extension Narrative

As we near the end of the original construction schedule, some additional site modifications have been requested by the San Juan Unified School District Project Manager to be completed by CORE. The list of items and general descriptions are listed below. These additional items have labor efforts and material procurement durations that will push out beyond the original Construction Schedule. We are currently requesting a revised construction completion date of **12/31/2024** in order to complete the additional requested items.

- **Revision to Ornamental Service Gates at Utility Yard** – The original design calls for a new ornamental fence to be installed around the North perimeter of the site. There is an existing electrical utility yard that would be located within the new perimeter fencing. In order for the utility company that services this utility yard to have access, a double gate will need to be installed. The components and materials for these added gates have extended procurement dates that will go beyond the original construction completion date.
- **New Ornamental Gate at AT&T Ground Utility Box** – The above noted new perimeter ornamental fence also spans across an AT&T and Comcast ground utility box. In order to give the companies access to service their utilities, it was requested that a portion of the ornamental fencing be removed, and a service gate be installed in this area. The components and materials for this added gate has extended procurement dates that will go beyond the original construction completion date.
- **New 3ft Ornamental Fencing at Concrete Wall** – There is an existing concrete wall on the hardcourt that has an older chain link fence that is in poor condition. It was requested that the original chain link fence be removed, the concrete wall repaired and a new 3ft tall ornamental fence installed. The components and materials for this added fencing has extended procurement dates that will go beyond the original construction completion date.
- **New 6ft Tall Chain Link Fencing** – There is an existing 6' chain link fence around the South perimeter of Building D that is in poor condition. It was requested that this existing fencing and posts be removed, new posts installed, and black vinyl coated chain link be installed. There will also be (2) 3' pedestrian gates, (1) 6' service gate and (1) 8' service gate installed in this fence system. The components and materials for this added fencing and gates have extended procurement dates that will go beyond the original construction completion date.
- **Existing Sunshade Replacement Canopy** – There is an existing sunshade structure located on the South side of Building D that has a cover that is in poor condition. It was requested that we remove the existing canopy and replace it with duplicate of the original. The components and materials for this replacement canopy have extended procurement dates that will go beyond the original construction completion date.
- **Additional Backpack Hook Installation** – The original contract called for new backpack hooks to be installed throughout the campus at the various buildings. Unfortunately, one of the buildings is made up of aluminum storefront and anchoring into this system will create a potential for water intrusion. It was requested that we install a free-standing backpack system using steel posts that are embedded in concrete. The components and materials for these added posts are made of the same materials as the fencing and therefore have extended procurement dates that will go beyond the original construction completion date.
- **Existing Multipurpose Room Exterior Door Modification** – There is an existing door in the Multipurpose Room that requires modification in order for it to function as desired for the space. The components and materials necessary to complete the modification have extended procurement dates that will go beyond the original construction completion date.
- **Added Chain Link Access Gate at Portable** – There is an existing chain link fence around the perimeter of a portable used by the campus. This perimeter fence does not have a dedicated entry point for routine maintenance. It was requested that we remove a portion of the existing chain link fence and fabricate an access gate in this area. The components and materials for this added gate has extended procurement dates that will go beyond the original construction completion date.



SJUSD Modernization of Coleman (CMP) Charter ES



| Task | Milestone | Summary | Project Summary | Deadline | Critical | Progress |
|---------------|-----------|---------|---------------------------|----------------------------|----------|----------|
| VIEW 00 - OAC | | | Status Date: Thu 10/24/24 | Printed Date: Fri 10/25/24 | | 1 of 1 |

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

AGENDA ITEM:

H.13

MEETING DATE:

11/19/2024

SUBJECT: Encina High School Full Site Renovation Lease/Leaseback Amendment No. 1 Total Base Rent Phase No. 1 Light Modernization

DEPARTMENT: Operations

ACTION REQUESTED:

The superintendent is recommending that the board adopt Resolution No. 4166, approving the first amendment to the lease for the Encina High School Full Renovation Project between San Juan Unified School District and Core West, Inc. dba Core Construction.

RATIONALE/BACKGROUND:

The board approves the revised total base rent in the amount of \$3,117,278.00 for Phase No. 1 Light Modernization, and authorizes the issuance of lease amendment No. 1 to the facilities lease and authorizes district staff to issue a notice to proceed with construction.

ATTACHMENT(S):

1. [Resolution No. 4166](#)
2. [Lease Amendment No. 1](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction & Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

**RESOLUTION BEFORE THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION APPROVING LEASE AMENDMENT #1 FOR THE
ENCINA HIGH SCHOOL FULL SITE RENOVATION PROJECT
SJUSD PROJECT #202-9332-P1**

RESOLUTION NO. 4166

WHEREAS, sections 17406 of the Education Code authorize school districts, including the San Juan Unified School District (“District”), to use the lease-leaseback procurement process; and

WHEREAS, the District Board of Education (“Board”) previously approved the award of the Site Lease and Facilities Lease to Core West, Inc. dba as Core Construction for this Project, including preconstruction services in the amount of \$95,000.00; and

WHEREAS, the approval of the Facilities Lease authorized only preconstruction services to be performed; no construction services were approved to commence; and no construction services have commenced; and

WHEREAS, Core Construction has completed the preconstruction services for Phase #1 – Light Modernization of the Project, including development of the Total Base Rent for this Phase, and has provided the District with objectively verifiable information and a written rationale for this Total Base Rent, together with supporting documents;

WHEREAS, the District has carefully considered the information supporting the Total Base Rent for Phase #1 of the Project; and

WHEREAS, the Division of the State Architect (“DSA”) approval is not required for work associated with Phase #1 of the Project.

NOW, THEREFORE, the San Juan Unified School District Board of Education does hereby resolve as follows:

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

Section 2. The Board approves the Total Base Rent in the amount of \$3,117,287.00 for Phase 1, authorizes the issuance of Lease Amendment #1 to the Facilities Lease, and authorizes District staff to issue a notice to proceed with construction of Phase #1.

| | |
|--|-----------------------|
| Original Facilities Lease Amount– Preconstruction Services | \$95,000.00 |
| Net Change by Amendment #1 | 3,117,287.00 |
| Revised Total Base Rent | 3,117,287.00 |
| Revised Facilities Lease Amount | \$3,212,287.00 |

Attachment 1

The foregoing findings and decision to award were made by the San Juan Unified School District Board of Education at a meeting of the Board on November 19th, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Pam Costa, President,
San Juan Unified School District
Board of Education**

Attest:

**Ben Avey, Clerk
San Juan Unified School District
Board of Education**



San Juan Unified School District

Facilities Business Department

5320 Hemlock Street, Sacramento, California 95841

Telephone 916- 971-7283

Internet Web Site: www.sanjuan.edu

Melissa Bassanelli, Superintendent of Schools
Frank Camarda, Chief Operations Officer

Lease Amendment #01
Encina High School Full Site Renovation
DSA App. # 02 - TBD /Facilities Lease Agreement# VR24-10559
SJUSD Project # 202-9332-P1

Effective November 19, 2024, the Facilities Lease Agreement dated May 14, 2024 between the San Juan Unified School District and CORE West, Inc for the Encina High School Full Site Renovation is amended as follows:

- A. The last sentence in Section 4.4.2, Total Base Rent, is amended as follows: “*The TBR for the lease of the Project is Three Million One Hundred Seventeen Thousand Two Hundred and Eighty Seven Dollars and no cents ~~to be added by Amendment~~ (\$3,117,287.00) subject to the provisions of any Contingency Funds set forth in this Article 4.*”
- B. The first sentence in Section 4.4.2.4.1 is amended as follows: “*Construction Contingency Fund in the amount of ~~to be added by Amendment~~ One Hundred Seventy Eight Thousand Eight Hundred Fifty Six Dollars and no cents (\$178,856.00), which, except as set forth herein, shall cover additional or extra costs of the work set forth in the contract documents as a result of all conditions and events that do not entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease.*”
- C. The first sentence in Section 4.4.2.4.2 is amended as follows: “*Specific Allowances - ~~to be added by Amendment~~ Additional Drywall Patching Seventy Five Thousand Dollars and no cents (\$75,000.00)*
- D. The first sentence in Section 4.4.2.4.3 is amended as follows: “*District Contingency in the amount of ~~to be added by Amendment~~ Three Hundred Fifty Seven Thousand Seven Hundred Twelve Dollars and no cents (\$357,712.00) which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease.*”
- E. Paragraph 2 of Exhibit A is amended as follows: “*The project consists of demolition and abatement of existing buildings O and Q, construction of a new one-story ~~6-classroom building (12,000 SF)~~, **4 classroom building (12,924 SF)**, modernization of existing buildings including the Administrative/support spaces (Building A), Library (Building B), Cafeteria (Building S), Locker Rooms (Building T-A), exterior painting of entire campus and related site work including outdoor learning environments and path of travel upgrades required by the Division of State Architect (DSA). There will be hazardous materials removal with this scope of work.*”

F. Exhibit C Lease Payment Schedule / CSI Breakdown (TBR Calculator), Qualifications & Assumptions, Exclusions and Work not Included, List of Plans, Specifications and Other Documents is replaced in its entirety with the following:

| Encina High School TBR #1 Light Modernization EXHIBIT C LEASE PAYMENT SCHEDULE | | |
|---|--|--------------------------|
| A | B | C |
| Item No | Month | Lease Payment |
| | Preconstruction | |
| | Preconstruction Services | \$ 95,000 |
| | Phase #1 Light Modernization | |
| 1 | January 2025 Lease Payment | \$ 272,592 |
| 2 | February 2025 Lease Payment | \$ 228,800 |
| 3 | March 2025 Lease Payment | \$ 228,800 |
| 4 | April 2025 Lease Payment | \$ 228,800 |
| 5 | May 2025 Lease Payment | \$ 228,800 |
| 6 | June 2025 Lease Payment | \$ 228,800 |
| 7 | July 2025 Lease Payment | \$ 228,800 |
| 8 | August 2025 Lease Payment | \$ 228,800 |
| 9 | September 2025 Lease Payment | \$ 228,800 |
| 10 | October 2025 Lease Payment | \$ 228,800 |
| 11 | November 2025 Lease Payment | To Be Added by Amendment |
| 12 | December 2025 Lease Payment | To Be Added by Amendment |
| 13 | January 2026 Lease Payment | To Be Added by Amendment |
| 14 | February 2026 Lease Payment | To Be Added by Amendment |
| 15 | March 2026 Lease Payment | To Be Added by Amendment |
| 16 | April 2026 Lease Payment | To Be Added by Amendment |
| 17 | May 2026 Lease Payment | To Be Added by Amendment |
| 18 | June 2026 Lease Payment | To Be Added by Amendment |
| 19 | July 2026 Lease Payment | To Be Added by Amendment |
| 20 | August 2026 Lease Payment | To Be Added by Amendment |
| 21 | September 2026 Lease Payment | To Be Added by Amendment |
| 22 | October 2026 Lease Payment | To Be Added by Amendment |
| 23 | November 2026 Lease Payment | To Be Added by Amendment |
| 24 | December 2026 Post Construction Payment | \$ 14,493 |
| 25 | January 2027 Post Construction Payment | \$ 14,493 |
| 26 | February 2027 Post Construction Payment | \$ 14,493 |
| 27 | March 2027 Post Construction Payment | \$ 14,493 |
| 28 | April 2027 Post Construction Payment | \$ 14,493 |
| 29 | May 2027 Post Construction Payment | \$ 14,493 |
| 30 | June 2027 Post Construction Payment | \$ 14,493 |
| 31 | July 2027 Post Construction Payment | \$ 14,493 |
| 32 | August 2027 Post Construction Payment | \$ 14,493 |
| 33 | September 2027 Post Construction Payment | \$ 14,493 |
| 34 | October 2027 Post Construction Payment | \$ 14,493 |
| 35 | November 2027 Post Construction Payment | \$ 14,497 |
| | Total Lease Payments | \$ 2,505,719 |
| | Contingencies: | |

| | | |
|---|-----------|------------------|
| Contractor Contingency 10% | \$ | 178,856 |
| | \$ | - |
| Total Construction Contingency | \$ | 178,856 |
| Owner Contingency - 20% | \$ | 357,712 |
| Allowance Contingency - Additional Drywall Patching | \$ | 75,000 |
| Owner Total Contingency | \$ | 432,712 |
| Total Contingencies | \$ | 611,568 |
| Amendment 1 - Phase 1 Light Modernization TBR | \$ | 3,117,287 |
| Total Value of Services (Excludes Pre-Construction Services) | \$ | 3,117,287 |

BASIS OF ESTIMATE

Attachment 2

ENCINA HIGH SCHOOL NON-DSA MODERNIZATION

OCTOBER 21, 2024



SAN JUAN UNIFIED SCHOOL DISTRICT – CALIFORNIA

The Basis of Estimate is a written explanation clarifying the scope, assumptions and exclusions used in establishing the Encina High School Non-DSA Modernization Total Base Rent #1 (TBR) Proposal, dated October 21, 2024. The estimate is presented in a ten group, systems format best utilized for analyzing and comparing project costs during design and preconstruction. This estimate is based on CORE's incorporation of the limited scope, as described below, and shown on the Encina HS Light Mod Scope R2 document dated 10/2/2024 as well as the scope clarifications below.

ASSUMPTIONS, CLARIFICATIONS, & EXCLUSIONS

Schedule

As directed by SJUSD, CORE has developed an initial, Non-DSA Modernization, TBR #1 package to prepare the campus for the Encina High School Full Site Renovation Project. This scope of this Non-DSA TBR #1 work primarily consists of the Light Mod and Classroom Refresh Project. Scope of work for this includes electrical safeoff and demo, plumbing cut/cap and sink removals, casework removals, abatement of hazardous asbestos containing floors, full abatement of buildings O & Q, new flooring, and new painting of the interior of the classrooms. This scope of work is anticipated to begin January 2, 2025 and be completed by November 23, 2026. The current plan is to execute an additional, TBR #2 for the complete package of the DSA set of drawings for the full site renovation at a board meeting on May 13, 2025. If TBR #2 is not approved by May 13, 2025 CORE reserves the right to re-evaluate construction sequencing, general conditions, and general requirement costs. If TBR#2 is not approved by the time TBR#1 scope of work is completed, CORE will consider the initial contract completed and demobilize. It is CORE's true intent to remain flexible and work with the District toward accomplishing all goals of this project.

CORE will utilize Microsoft Project as the scheduling management program for this project. CORE anticipates normal working hours, Monday through Friday and is assuming zero weather days for the work associated with this GMP.

The successful completion of this project is incumbent on the following key milestones.

Key Milestone Dates –

- TBR #1 Board Approval: November 19, 2024
- TBR #1 On-Site Construction Beginning: January 2, 2025
- DSA Project TBR #2 Board Approval: May 13, 2025
- TBR #2 On-Site Construction Beginning: June 10, 2025
- Anticipated TBR #1 Scope Completion Date: November 10, 2025

Cost

This estimate is based on current Prevailing Wage Rates and includes sales tax. All on site labor will comply with Skilled and Trained Workforce requirements. This TBR #1 assumes ten (10) months of

BASIS OF ESTIMATE

Attachment 2

ENCINA HIGH SCHOOL NON-DSA MODERNIZATION

OCTOBER 21, 2024



SAN JUAN UNIFIED SCHOOL DISTRICT – CALIFORNIA

general conditions (January 2025-October 2025.) Once board approved, TBR #2 will carry general conditions from November 2025 to end of construction. The estimated value provided in the proposal includes all direct and indirect construction costs but does not include typical project "soft costs". These costs include, but are not limited to design professional fees, permits and plan review fees, utility connection fees, land acquisition costs, "loose" furniture, fixtures and equipment (FF&E), special inspections, etc.

Contingencies

Contingencies have been included in the GMP to cover the following items:

- **Contractor Construction Contingency** – Contractor Construction Contingency is included in this proposal and is intended to be used at CORE's discretion to cover costs that have not been completely identified as trade specific scope on the TBR setting documents may require further clarification or coordination. These costs include, but not limited to, scope gap, coordination issues between trades, potential overtime, missed general requirements, and missed scope during the bidding process. The Contractor Construction Contingency is not intended to account for design revisions or additional scope requests by the design / owner during construction.
- **Owner Project Contingency** – Owner Project Contingency is included in this TBR. Owner Project Contingency is intended to be used at the Owner's discretion to cover unforeseen conditions, including overtime due to these conditions, design revisions, errors/omissions and/or additional scope requests made by the owner and/or design team.

Allowances

Allowances have been included in the GMP to cover the following items:

- **Additional Drywall Patching Allowance** – CORE has included an allowance to cover any costs associated with drywall patch and repair above and beyond what would be typically assumed in the drywall patching scope based on the casework demolition and removing all wall mounted items. We are assuming all wall mounted items including but not limited to white boards, tack boards, visual display boards, phones, fire extinguishers not to be larger than 1/8-inch screw holes.

Any allowances not used will be returned to the Owner. Any additional funds needed for these allowances will be funded from the Owner Project Contingency

General Assumptions

- This cost proposal is considered lump sum, not line itemed. Scope values are provided for transparency and as a contract schedule of values.
- CORE's proposal is for construction costs only, unless otherwise specified.

BASIS OF ESTIMATE

Attachment 2

ENCINA HIGH SCHOOL NON-DSA MODERNIZATION

OCTOBER 21, 2024



SAN JUAN UNIFIED SCHOOL DISTRICT – CALIFORNIA

- The Proposal includes a lump sum amount for general conditions, general requirements, and temporary construction requirements. Project general conditions, general requirements and temporary construction costs will be paid monthly as a lump sum per approved billing schedule.
- The Proposal excludes repairs of any existing damages or deficiencies to the site and/or facilities unless clearly indicated in the Contract Documents.
- As the TBR proposal is lump sum, savings are not fully realized until substantial completion.
- This project is proceeding without DSA approval or permits. The client assumes full responsibility for compliance with regulations and agrees to indemnify the construction company against any resulting claims or penalties.
- The Client will have all necessary leasing or ownership agreements for the property in place in advance of the anticipated start date. CORE shall be granted an extension of time for delays resulting and potential adjustment of the TBR via change order if accelerating the schedule is required resulting from the Client not having all necessary property procurement documentation and legal action complete prior to mobilization.
- Due to current volatile market conditions, all parties acknowledge that some of the materials and products to be used and installed in the construction of this project may become unavailable, delayed in shipment and/or subject to price increase due to circumstances beyond the control of the Contractor, including COVID-19 pandemic. If a specified product is unavailable or shipment is delayed, Contractor shall provide written notice and shall be afforded additional time and substitute products may be considered. If there is an increase in the price of materials, equipment, or products between the date of this contract and the time when the job is ready for the installation of the affected material, the amount of this contract shall be increased to reflect the additional cost to obtain the materials, provided that the contractor gives the Owner written notice and documentation of the increased costs.
- The lease payment value shall be 3% of the TBR value and amortization at 1% over 12-months post construction. The lease payment value shall be withheld during construction as a separate schedule of value line item and shall represent the required 5% retention. Therefore, no other retention will be withheld at each progress billing. The District shall exercise an early buy-out of the entire lease payment value between 60-90 calendar days after substantial completion.

Specific Exclusions

- Typical Project "Soft Costs" unless otherwise specified. These include, but are not limited to: design professional costs, permits and fees, utility connection charges other than for temporary utilities, land acquisition, legal fees, equipment and furnishings, etc.
- "Loose" furniture, fixtures, and equipment (FF&E).
- Power company / communication companies (telephone / internet) / gas company costs other than trenching, backfill, conduits and coordination.
- Servers, equipment, etc.
- Testing and inspection services of special inspectors.

BASIS OF ESTIMATE

Attachment 2

ENCINA HIGH SCHOOL NON-DSA MODERNIZATION

OCTOBER 21, 2024



SAN JUAN UNIFIED SCHOOL DISTRICT – CALIFORNIA

- Services of a commissioning agent.
- Salvaging and relocation of any existing equipment or furnishings, unless otherwise specified.
- Removal / relocation of existing furniture and equipment onsite – assumed by Owner.
- Damage to salvage items due to mastic adhesion/permanent glues/fixtures.
- Material sampling, clearance sampling or consulting fees.
- Any exterior painting except doors as outlined in painting scope below.
- Patching, repair or painting any ceilings.
- Major concrete demo, repair or any doweling.
- Any underground, under slab or in wall electrical work.
- Any ceiling wires.
- Any roofing work.
- Any HVAC or mechanical work.
- Any exterior hardscape work or patching including but not limited to concrete asphalt or pavers.
- Any drawings not listed in our Enumeration of Documents (EOD) Tab 3.
- Any hazardous materials not identified on the Hazardous Materials Survey Final Report created by Entek Consulting Group, Inc. as listed in the EOD.

SCOPE-SPECIFIC CLARIFICATION

DEMOLITION

003 – ABATEMENT & SELECT DEMOLITION

- Excludes costs for any additional work caused by hidden obstructions or conditions caused by floors, slabs, ceilings, or other portions of the property that were not known or observable on the site walks or through the bid documents as listed in the EOD.
- Construction water is assumed to be available on site.
- Includes all SMAQMD notification Fees. demolition of portable building R5 and R6 to existing asphalt surface.
- Includes Abatement under containment for buildings C, D, E1, E4, G, H, I, J, K, L, N, and R.
- Includes removal and disposal of all wall mounted items. White boards, phones, and fire extinguishers are assumed to be salvaged and re-hung.
- Includes abatement of Building O & Q. The remaining full building demolition price will be included TBR #2.

INTERIOR FINISHES

060 – DRYWALL

- Includes re-hanging of white boards, phones and fire extinguishers in all classrooms.
- Includes 1-2 hours per location patch and repair drywall. Excessive patching above and beyond will be tracked on a Time & Material basis out of the drywall patching allowance. Beyond this will be covered by the drywall patching allowance as described above.

BASIS OF ESTIMATE

Attachment 2

ENCINA HIGH SCHOOL NON-DSA MODERNIZATION

OCTOBER 21, 2024



SAN JUAN UNIFIED SCHOOL DISTRICT – CALIFORNIA

061 – PAINTING

- Includes a coat of primer and two coats of finish paint. 3 colors per room.
- Includes painting interior and exterior of doors. No other exterior painting is included.
- Includes painting all wire mold and structural ceiling members.

065 – CARPET

- Includes Tarkett Angulate carpet and Tarkett Abrasive Action II for walkoff at entries. All colors TBD.
- The specified carpet manufacturer requires no RH testing only PH. If PH levels exceed 9 we have included cost to install a PH blocker substrate.
- Includes a non-shrink material patching at sink waste lines capped below finish floor by plumber.

MEP SYSTEMS

098 – PLUMBING SYSTEMS

- Includes cutting and capping of gas lines attached to cabinets in J2, H1 and H3 as close as possible to the existing ceiling without opening any ceilings.
- Includes cutting and capping of sanitary sewer, domestic water, for all sinks as close as possible to the existing walls without opening any walls.
- Plumbing price assumes that the slab can be chipped around waste lines for sinks to allow for capping pipe below finish floor elevation..
- All existing shutoff valves assumed to be in good and working order to allow for safe and proper capping of systems as outlined above.

103 – ELECTRICAL SYSTEMS

- Includes electrical demo and relocation of wiremold and wall mounted devices in each building wherever the wiremold is mounted on a removal item.
- Includes remove and replace of clocks.
- All existing wiremold is assumed to be salvageable and intended to be reattached to walls prior to paint. If new wire mold is needed, owner contingency to be used.
- Any demolished wiremold will be removed and made safe back to the nearest junction box or receptacle.
- Building O & Q electrical safe off is included.
 - Disconnect and safe off electrical and data
 - Refeed of panel in building H.
 - Low voltage conduits on south eve of building Q are assumed to only feed building Q
 - Disconnect low voltage system. No headend reprogramming included.

Encina High School

Light Mod / Classroom Refresh Project



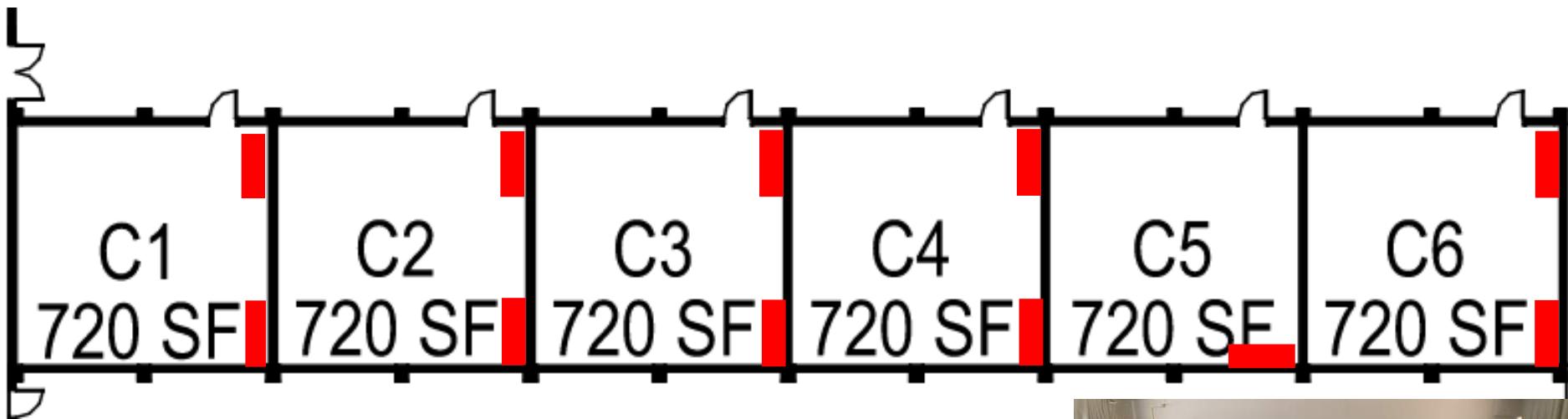
Scope of Work:

The scope consists of a light modernization to the classrooms in buildings C, D, E, G, H, I, J, K, L, N and R as noted in this campus map. Restrooms and small offices in the buildings are excluded from this project. The work includes:

- Removal of casework as noted in plans. Refer to additional sheets with specific casework location.
- All electrical in casework to be removed and safed off at the panel.
- All water lines in casework to be removed back to the wall and capped.
- All gas pipe in casework to be removed and safed off.
- Removal of sinks where shown. Waste pipe to be capped back as far as possible to the wall and a clean out cover to be installed.
- Waste lines to be capped under slab, new slab poured back and new carpet installed.
- Removal of existing flooring in classrooms.
- Procurement and installation of new carpet, rubber base, and walk-off mats(6ft in direction of travel) in classrooms per Exhibit A.
- Preparation of existing walls, ceilings, mullions, muntins, door frames and doors(inside and outside) for new interior paint. Bidder to include (3) paint colors per classroom.
- Remove all wall hung items and paint entire room; only the white boards and clocks are to be replaced. All other items are to be disposed of or turned over to the district.
- All wire mold to remain to receive paint.
- Refer to 'Interior Finishes - Classroom Refresh' detail for finishes (**Exhibit A**).
- Abatement related to this scope is identified in Hazardous Material Survey report dated 8/27/24 (**Exhibit B**). A Licensed abatement Contractor is to perform this work as identified in the report. A pre-construction meeting is to be held to review scope of work, procedures, and sign off at least 1 week prior to starting the work.
- The work will be completed in per the phasing plan included herein.

PHASING PLAN: The dates included below are to start no earlier and no later than as noted in the phasing plan.

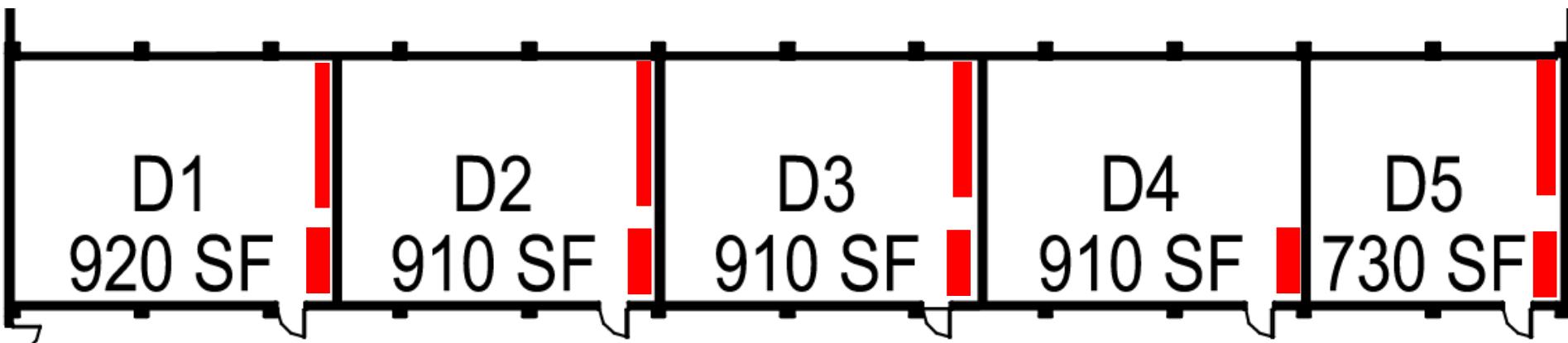
- Phase 1 (Red): 1/02/25 - 2/14/25
Buildings D, J, H, and room G2.
- Phase 2 (Green): 2/21/25 - 4/11/25
Buildings L, N and rooms E3, E4, and G1.
- Phase 3 (Light Blue): 6/16/25 - 7/25/25
Buildings C, I, K
- Phase 4 (Purple): 9/8/25 - 10/6/25 Building R
- TBD Phase (Pink): G3



 Casework located in this area and is to be removed, consisting of open shelving and double door cabinet in Building C rooms. Building D rooms have lower casework and double door cabinets along one side of the wall. Prep walls for new interior paint finishes.

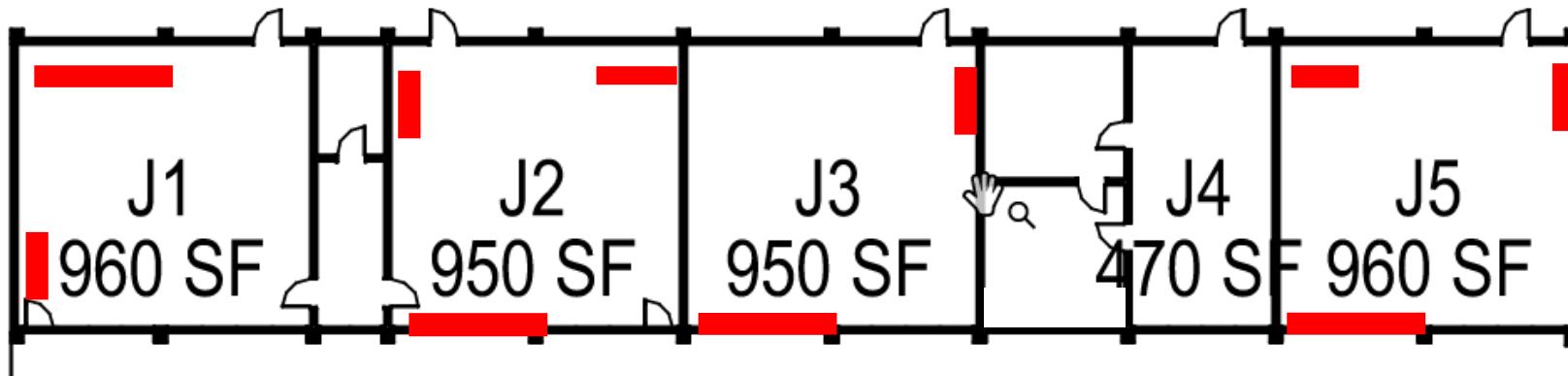


Typical casework in building C rooms.



Rooms D1, D2, and D3, D4, and D5 have sinks at the northeast corner of room that is to be removed and lines capped. Typical casework and sink layout shown in photo.

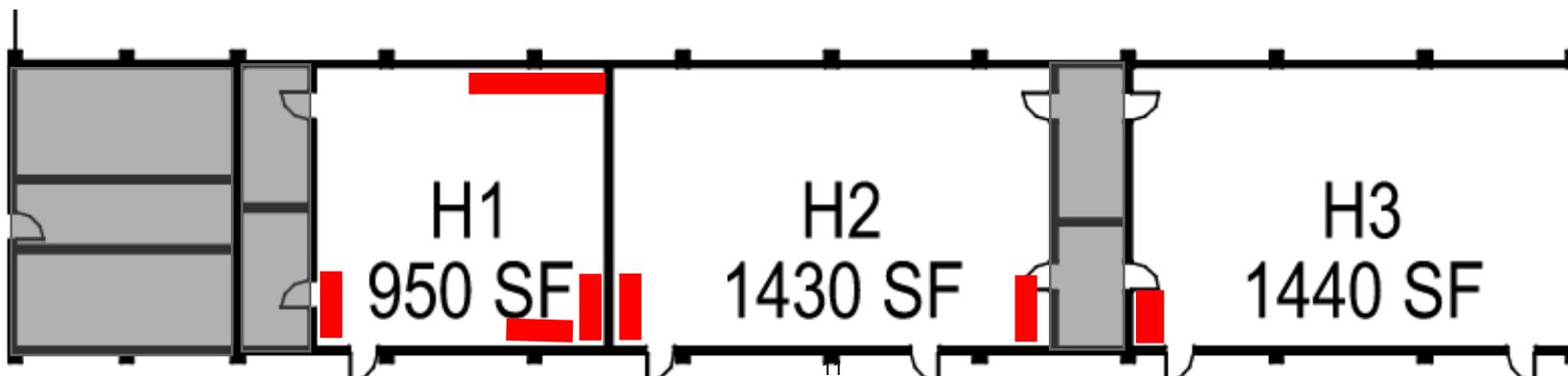


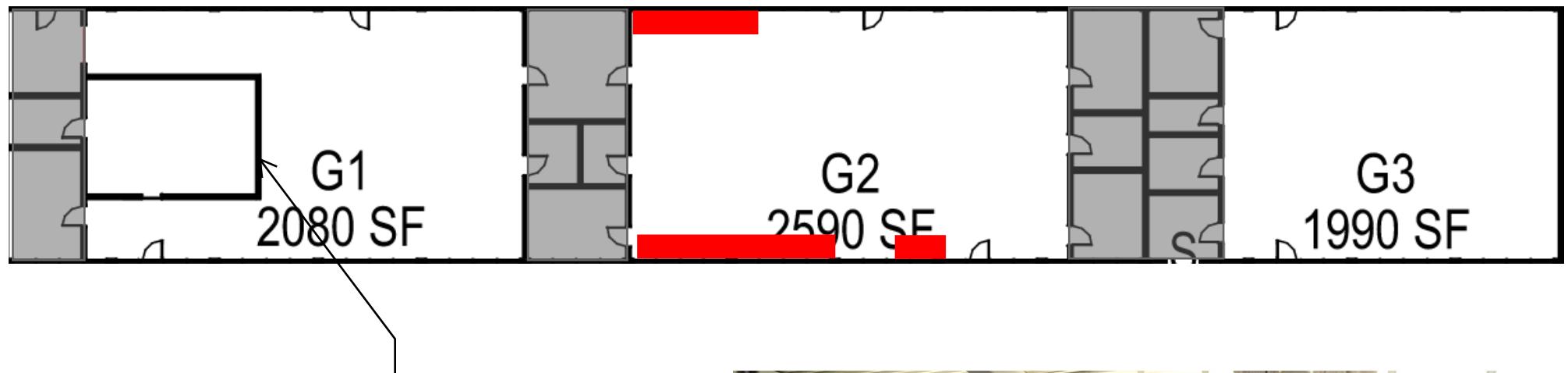


Casework located in this area and is to be removed, consisting of open shelving and double door cabinet in Building C rooms.

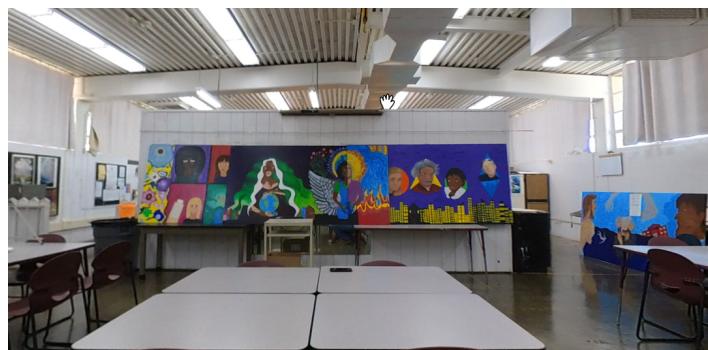


Room J2, H1 has standing cabinets that will require removing wiremold going above cabinet and rerouting to the wall. J2, H1 also has an electrical panel mounted to the standing cabinet near the classroom entry that will require field verification if it is active. If field verification confirms the panel is in use, Contractor to relocate to the adjacent wall.





Remove free standing wall within room G1, patch adjacent walls and paint. Refer to photo below for existing condition.



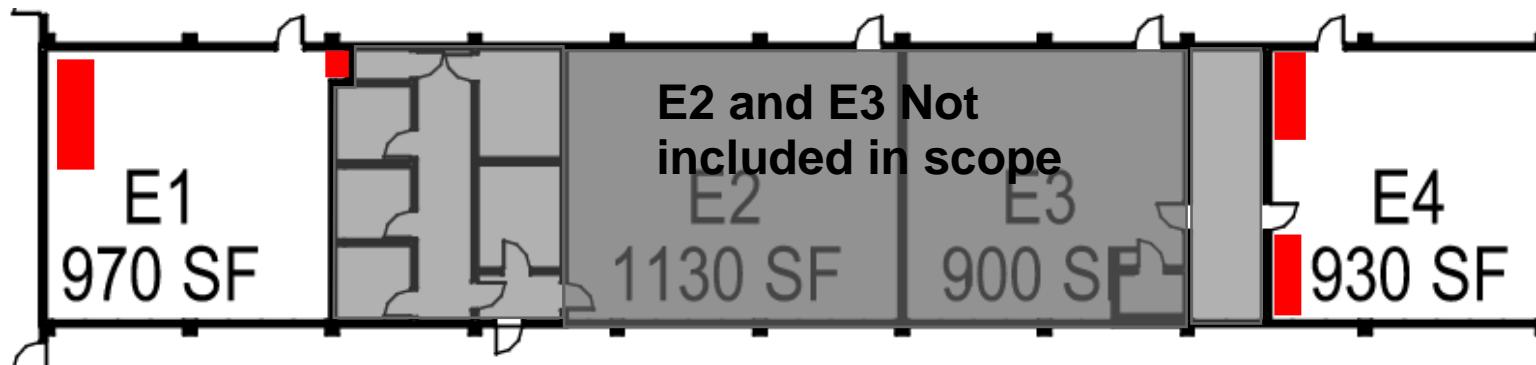
Room G1



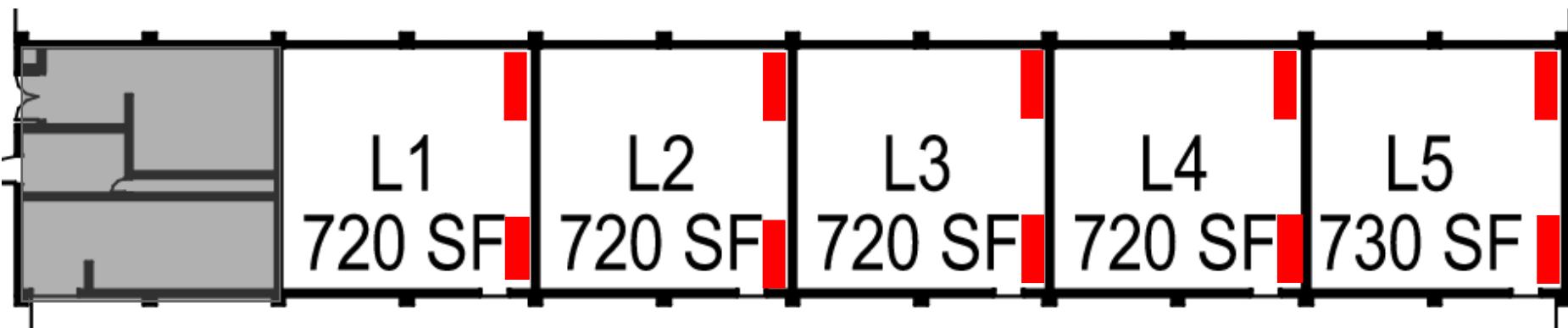
Room G2 South Wall

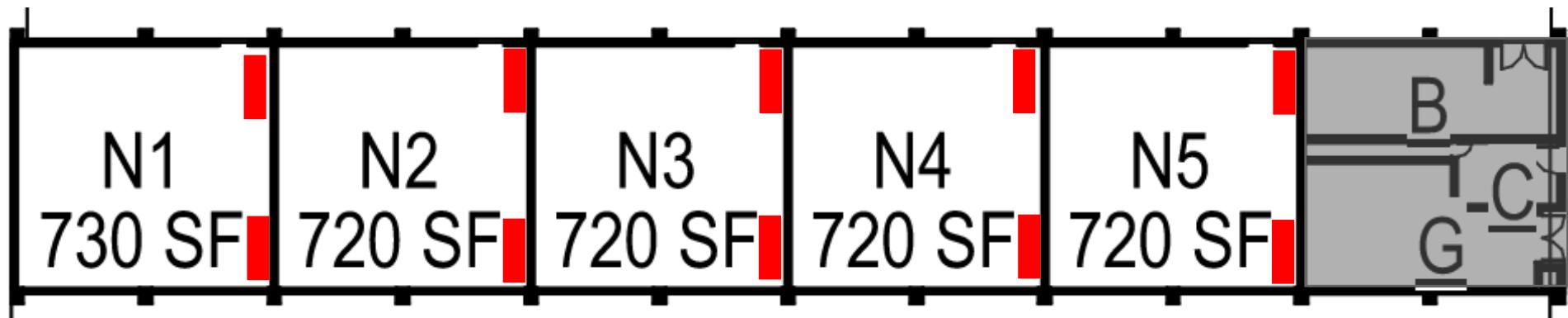


Room G2 North Wall



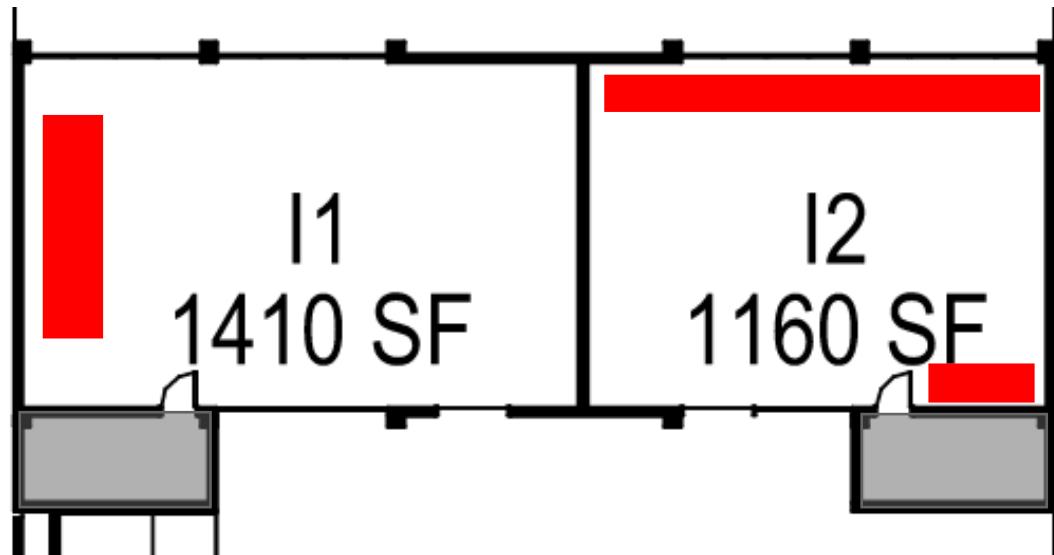
 Casework located in this area and is to be removed, consisting of open shelving, lower casework, and double door cabinet in Buildings E and L classrooms.



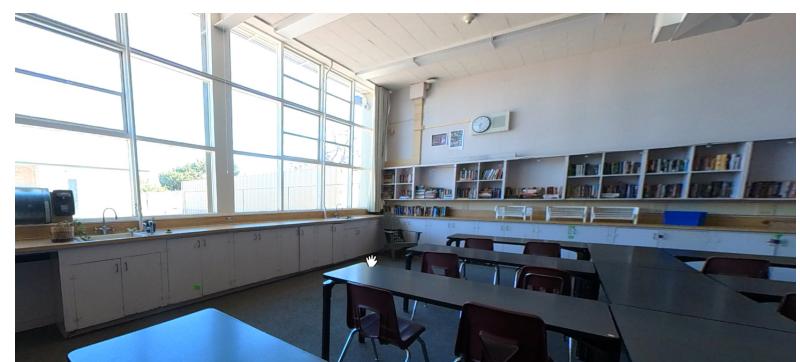
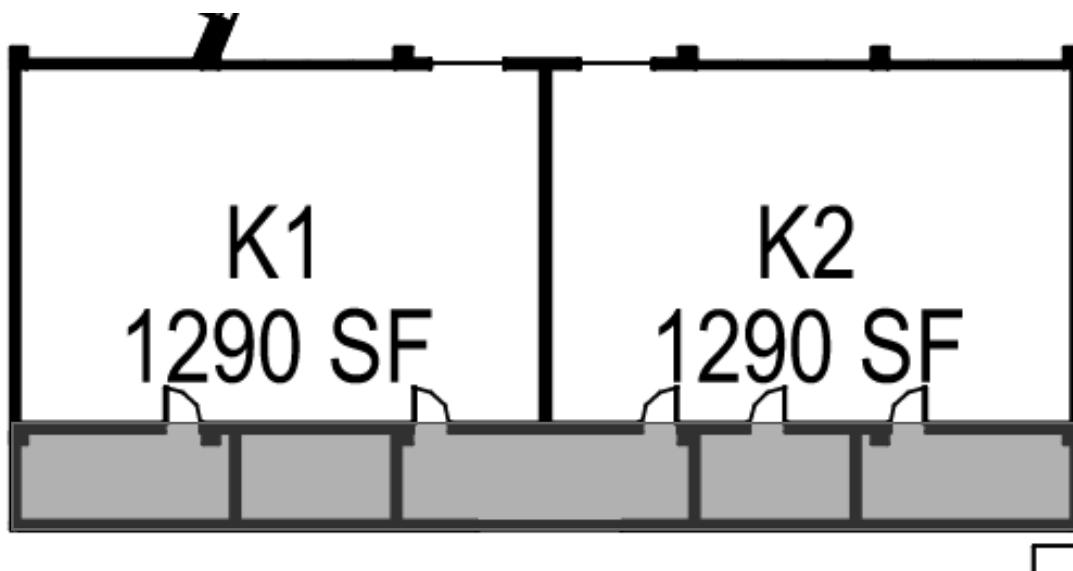


 Casework located in this area and is to be removed, consisting of open shelving and double door cabinet in Buildings N classrooms.

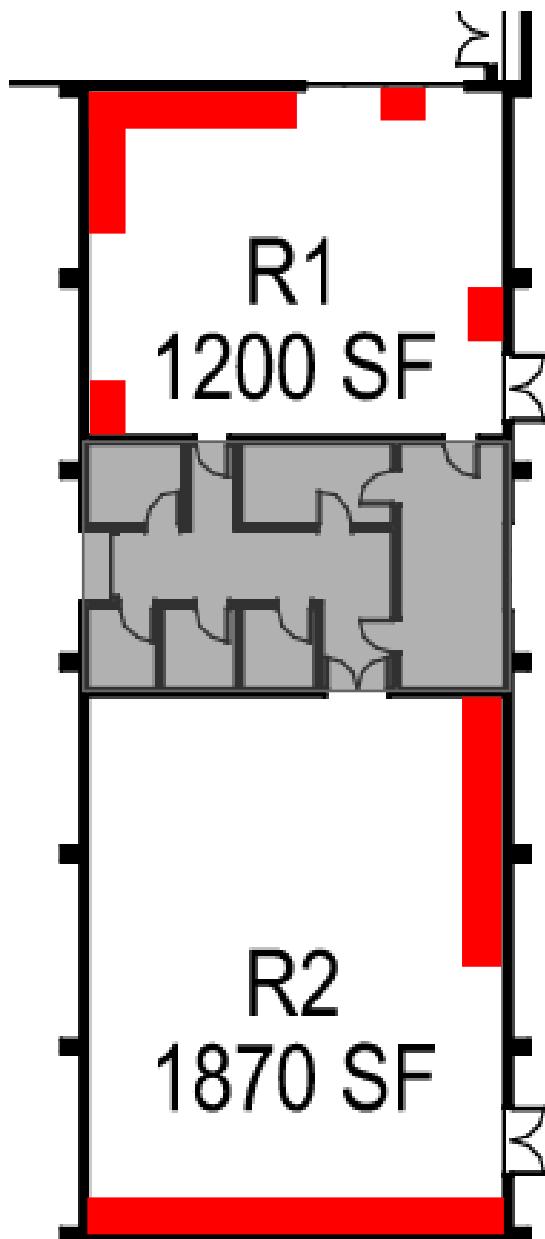




Room I2 Existing Condition



Room K2 Existing Condition



Room R1 Existing Condition

- Steps to be removed
- Electrical in steps to be pulled back and safed off
- Wire mold to be relocated to ADA height.
- Casework to be removed.



Room R2 Existing Condition

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

San Juan Unified School District,
A school district organized and existing under the
laws of the State of California

CORE West, Inc
A California Corporation

By: _____
Nicholas Arps
Title: Director of Facilities, Construction &
Modernization

By: _____
Seth Maurer
Title: President

By: _____
Frank Camarda
Title: Chief Operations Officer

Federal Tax Identification Number :
88-0214666

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

AGENDA ITEM: H.14

MEETING DATE: 11/19/2024

SUBJECT: Continued Funding Application (CFA) for California State Preschool Program (CSPP)

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

The superintendent is recommending that the board adopt resolution No. 4167, approving the Continued Funding Application (CFA) for California State Preschool Program (CSPP).

RATIONALE/BACKGROUND:

CSPP requires all agencies with a board of directors to submit formal board approval of the CFA package. Sacramento Education and Training Agency (SETA) has granted the San Juan Unified Early Childhood Education team an extension to receive board approval by November 20, 2024, for this item.

ATTACHMENT(S):

1. [Continued Funding Application for CSPP](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

Current Budget: \$1,920,237.00

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

APPROVED BY: Amberlee Townsend-Snider, Asst. Superintendent, Elementary Education & Programs
Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools & Student Support
Melissa Bassanelli, Superintendent of Schools

Fiscal Year 2025–26 Continued Funding Application
DUE DATE: 5:00p.m. November 1, 2024

Contractors holding a current California State Preschool Program (CSPP) contract, and if applicable a Prekindergarten and Family Literacy Support (CPKS) contract, who wish to be considered for continued funding for fiscal year (FY) 2025–26 must complete this application for continued funding. The FY 2025–26 CFA Overview and Instructions may be accessed on the California Department of Education (CDE) CFA web page located at <https://www.cde.ca.gov/sp/cd/ci/cfa2526.asp>. Contractors are strongly encouraged to review the CFA Overview and Instructions before and after completion of the CFA and associated documents to confirm that the application and forms submitted for their agency have been completed in accordance with all applicable instructions.

Current contractors who apply for and are approved for continued funding do not need to sign a contract with the CDE to provide CSPP and CPKS services for FY 2025–26. Contracts will be automatically renewed in accordance with all applicable federal and state laws and Contract Terms and Conditions (CT&Cs). By signing this CFA, the contractor is indicating that it wishes to automatically renew its contract(s) for FY 2025–26 and accepts all of the terms and conditions of the 2025–26 CSPP contract, and if applicable the 2025–26 CPKS contract, which will be provided to the contractor no later than June 1, 2025.

Upon receipt of this CFA, the CDE will review the application and may contact your agency seeking additional information. If the CFA is returned to the CDE in a timely manner but is not fully and accurately completed, funding for FY 2025–26 may be delayed.

Please also note that contractors have no vested right to a subsequent contract. Completion of this CFA does not guarantee a renewal of funding. If the CDE determines your agency will not be renewed for a subsequent contract year, you will be notified in writing no later than April 7, 2025, pursuant to the *California Code of Regulations*, Title 5 (5 CCR) Section 17828.

Contractors that wish to reject the terms of the FY 2025–26 CSPP and/or CPKS contract must provide the CDE with a written notice that the terms of the contract(s) are rejected by sending an email to EarlyEducationContracts@cde.ca.gov on or before June 30, 2025. The email should come from the Executive Director/Superintendent of the contracting entity or their authorized representative and state that the terms of the FY 2025–26 CSPP and, as applicable, the CPKS contract are rejected. Contractors providing such notice to the CDE of the rejection of the terms of the contract will not have contract(s) in effect for FY 2025–26. Contractors cannot reject their CSPP contract and still receive funding under a CPKS contract as CPKS funding is tied to having a CSPP contract. If no notice is sent to the CDE, the contract will be automatically renewed, and no further action will be required from the contractor.

If a contractor wishes to terminate the contract for any reason during the FY 2025–26 contract term, the contractor shall notify the CDE of its intent to terminate the contract at least 90 calendar days in advance of contract termination and shall follow 5 CCR 17795.

If you have any questions regarding the CFA, please contact the CFA team by sending an email to CFA@cde.ca.gov.

| Section I – Contractor Information | |
|---|----------------------------------|
| Contractor Legal Name: | San Juan Unified School District |
| Contractor "Doing Business As" (DBA): | San Juan Unified School District |
| Headquartered County: | Sacramento |
| Vendor Number: | 6744 |
| Executive Director Name: | Melissa Bassanelli |
| Executive Director Telephone Number: | 916-971-7700 |
| Executive Director Email Address: | nroux@sanjuan.edu |
| Legal Business Address: | 3738 Walnut Ave |
| City: | Carmichael |
| Zip Code: | 95608 |
| Mailing Address: | PO Box 477 |
| City: | Carmichael |
| Zip Code: | 95608 |
| Contact Name: | Lisa Teal |
| Contact Title: | Program Manager |
| Contact Telephone Number: | 916-971-5912 |
| Contact Email Address: | Lisa.Teal@sanjuan.edu |

| Contractor Name | Vendor # |
|----------------------------------|----------|
| San Juan Unified School District | 6744 |

Section II, Part I – Contract and Program Type

Check all applicable boxes indicating the programs the contractor intends to continue to administer for FY 2025–26. The contractor agrees to continue implementation of these programs with funds provided by the CDE.

Contract Type (*select all that apply*)

- CSPP
 CPKS

Does the CSPP operate a Family Childcare Home Education Network?

- Yes
 No

Does the CSPP operate any sites on Tribal reservations or Tribal Trust Lands?

- Yes
 No

If yes, please indicate the name(s) of the Tribe(s) and each Tribal affiliated site:

Program Type (*select all that apply*)

- Full-Day/Full-Year Part-Day/Part-Year
 Full-Day/Part-Year Part-Day/Full-Year

REQUIRED DOCUMENT: A completed program calendar (EED 9730) form is required. If the contractor operates both a full-day and a part-day program, a separate program calendar (EED 9730) must be submitted for each.

| Contractor Name | Vendor # |
|----------------------------------|----------|
| San Juan Unified School District | 6744 |

Section II, Part II – Projected Enrollment

Insert the number of subsidized children your agency expects to enroll with the CSPP contract for each county services are provided, as applicable.

How many counties does your agency operate in? 1

1. County Name: Sacramento

Number of Children to be Enrolled in Part-Day CSPP in the County: 528

Number of Children to be Enrolled in Full-Day CSPP in the County: 0

Total Number of Children to be Enrolled in the County: 528

2. County Name:

Number of Children to be Enrolled in Part-Day CSPP in the County:

Number of Children to be Enrolled in Full-Day CSPP in the County:

Total Number of Children to be Enrolled in the County: 0

3. County Name:

Number of Children to be Enrolled in Part-Day CSPP in the County:

Number of Children to be Enrolled in Full-Day CSPP in the County:

Total Number of Children to be Enrolled in the County: 0

Total Number of CSPP Children to be Enrolled: 528

Contractor Name **Vendor #**
San Juan Unified School District 6744

| Section III – Contractor's Officers and Board of Directors Information | | | | |
|---|---------------------------|---|--------------------------------------|--------------------------|
| Does the contractor have a board of directors? | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| If no, please explain the entity type and the governance structure, including the number of owners and partnerships. | | | | |
| List all officers and board members/governing individuals (i.e., owner, director, etc.). Attach additional sheets as necessary. | | | | |
| Name | Title | Telephone Number | Mailing Address | Email Address |
| Pam Costa | President (at-large) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Saul Hernandez | Vice President (at-large) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Ben Avey | Clerk (Area 6) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Paula Villescaz | Member (at-large) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Tanya Kravchuk | Member (Area 5) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Manuel Perez | Member (Area 7) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| Zima Creason | Member (Area 3) | 916-971-7700 | 3738 Walnut Ave Carmichael, CA 95608 | boardmembers@sanjuan.edu |
| | | | | |
| | | | | |
| | | | | |
| Have any of the listed officers, board members, owners or other governing individuals ever served as an officer, board member, owner, or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time? | | | | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | | |
| If yes, list on a separate page the officer(s), board member(s), owner(s) or other governing individual(s) to which this applies and include the former agency(ies) with which the individual(s) was/were previously affiliated and the circumstances leading to the termination, involuntary non-renewal or debarment. | | | | |

| | |
|----------------------------------|-----------------|
| Contractor Name | Vendor # |
| San Juan Unified School District | 6744 |

Section IV – Program Narrative

A. Please select the box below if the contractor **does not** have program or minimum days of operation (MDO) changes.

No changes

B. If the contractor **does** have program and/or MDO changes, please select the type(s) of change(s) and complete the Program Narrative Change (EED-3704A).

Program change

MDO change

NOTE: Making changes to the MDO does not change the contract Maximum Reimbursable Amount (MRA).

REQUIRED DOCUMENT: Contractors requesting program and/or MDO changes must also submit a completed Program Narrative Change (EED-3704A).

Section V – Subcontract Certification

For purposes of this CFA, subcontractor refers to an agency, other than lead contracted agency, who provides CSPP services in accordance with the provisions contained in the California Code of Regulations, Title 5 (5 CCR) and the Contract Terms and Conditions (CT&C) through an agreement with the lead contracted agency.

A. Please select the box below if the contractor does not have subcontractors.

No subcontractors

B. Please select the box below if the contractor does have subcontractors and intends to continue to operate using the subcontractors previously approved by EED.

Subcontractors

REQUIRED DOCUMENT: Contractors who subcontract CSPP services must also submit a completed Subcontract Certification Form (EED-3704B).

| Contractor Name | Vendor # |
|----------------------------------|----------|
| San Juan Unified School District | 6744 |

Section VI – Contractor Certification

Under penalty of perjury, I certify the following statements as true and correct to the best of my knowledge:

- I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher. All staff employed by the contractor for the provision of preschool services are fully qualified for their respective positions. The exception to this certification is a person employed as Program Director or Site Supervisor who possesses a current Staffing Qualifications Waiver approved by the Early Education Division.
- I am authorized by the contractor's Board of Directors or other governing authority to execute this CFA, signifying their intent to automatically renew the current CSPP contract, and CPKS contract if applicable, for FY 2025–26, under new terms and conditions to be established by the CDE, unless rejected in writing prior to the effective date of the new contract(s) on June 30, 2025.
- On behalf of the contractor and its governing authority, I understand that some information requested in this CFA is intended for use by CDE auditors in connection with future audit work and performance reviews and may not be used, reviewed, or considered by the CDE until after the contract has expired, if ever. Therefore, the contractor further understands that the information (and any underlying transactions) disclosed by this CFA shall not be considered properly noticed to the CDE, nor approved, accepted, or authorized by the CDE, even if the contractor's request for continued funding by the CDE is subsequently approved.
- The governing board members or persons with governing authority have been trained in understanding conflict of interest requirements associated with their positions on the board and have reported all known conflicts of interest.
- As the signer of this CFA, I have supervisory authority over the CSPP and have knowledge of the information provided in this CFA. I am familiar with and will ensure that the contractor complies with all applicable program statutes and regulations in effect for FY 2025–26, including but not limited to:
 - Subcontracting requirements, including competitive bidding, CDE approval, and audit requirements in 5 CCR. I certify that any contractual arrangement(s) with subcontractors are made in adherence to the required subcontract provisions contained in the *California Education Code (EC)*, 5 CCR, and the CT&C. As the contractor, it is my responsibility to monitor the performance of the subcontractor to ensure services are provided appropriately through the entire contract term and that the contractor is ultimately responsible for the actions of any subcontractor.
 - Prohibitions on conflicts of interests, including (i) the assurances required to establish that transactions with officers, directors and other related party transactions are conducted at arm's length, and (ii) employment limitations stated in Education Code.
 - Cost reimbursement requirements, including reimbursable and non-reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount

| Contractor Name | Vendor # |
|---|--|
| San Juan Unified School District | 6744 |
| <p>and other provisions in 5 CCR, and accounting and reporting requirements in 5 CCR.</p> <ul style="list-style-type: none">○ Operational and programmatic requirements.○ Personnel requirements as stipulated in Education Code, 5 CCR, and the CT&C.● As the authorized representative of the CSPP contractor named in this application, I certify that:<ul style="list-style-type: none">○ I have reviewed all information for my agency and, to the best of my knowledge, the information on the CDMIS website reflects accurate information for my agency as of the date this certification is signed.○ I understand my obligation as a CSPP contractor to ensure the accuracy of information in CDMIS on an ongoing basis and will update the information in CDMIS as needed throughout the contract period. | |
| <p>By signing this CFA, the contractor is indicating that it wishes to automatically renew the current contract for FY 2025–26 and, if approved, is willing to, and does accept, all terms and conditions of the CSPP contract, which will be provided to the contractor no later than June 1, 2025.</p> <p>The contractor may reject the FY 2025–26 contract by providing the CDE with a written notice of rejection no later than June 30, 2025. Contractors that wish to reject the terms of the FY 2025–26 contract must provide written notice that the terms of the contract are rejected by sending an email to EarlyEducationContracts@cde.ca.gov on or before June 30, 2025. The email should come from the Executive Director/Superintendent of the contracting entity or their authorized representative and state that the terms of the FY 2025–26 CSPP contract, and CPKS contract if applicable, are rejected. Contractors providing such notice to the CDE of the rejection of the terms of the contract(s) will not have a contract(s) in effect for FY 2025–26. I understand that failure to timely reject the terms of the contract means that the contract may be automatically renewed for FY 2025–26 starting on July 1, 2025.</p> <p>As the authorized representative of the contractor named in this application, I certify that I have reviewed all the information provided in this application, and in all accompanying forms, and I hereby attest that the information provided is true and correct to the best of my knowledge as of the date this certification is signed.</p> | |
| Printed Name of the Contractor's Authorized Representative: | Lisa Teal |
| Title of the Contractor's Authorized Representative: | Program Manager |
| Signature of the Contractor's Authorized Representative: |  |
| Date of Signature: | 10/04/2024 |

Contractor Name **Vendor #**
San Juan Unified School District 6744

Section VII – Continued Funding Application Checklist

1. Is the contractor a public or non-public agency?

*The State Administrative Manual defines a **public agency** as any state agency, city, county, special district, school district, community college district, county superintendent of schools, or federal agency. A charter school is also a public agency. Any agency that does not meet these criteria is considered a **non-public agency**.*

Public Agency Non-Public Agency

2. Is the contractor a community college or community college district in California?

Yes No

3. Is the contractor a local educational agency (LEA)?

Yes No

Please review your CFA package carefully before submission. Check the boxes below to confirm that each CFA section is complete, and each applicable required attachment is included in the CFA package. Forms for attachment are located on the CDE CFA web page located at <https://www.cde.ca.gov/sp/cd/ci/cfa2526.asp>.

| CFA Section | Check Box |
|--|-------------------------------------|
| Section I – Contractor Information | <input checked="" type="checkbox"/> |
| Section II – Contract and Program Type | <input checked="" type="checkbox"/> |
| Section III – Contractor's Officers and Board of Directors Information | <input checked="" type="checkbox"/> |
| Section IV – Program Narrative | <input type="checkbox"/> |
| Section V – Subcontract Certification | <input type="checkbox"/> |
| Section VI – Contractor Certification* | <input checked="" type="checkbox"/> |
| Section VII – CFA Checklist | <input checked="" type="checkbox"/> |

All Sections must be included in the CFA package.
*Requires signature.

Contractor Name **Vendor #**
San Juan Unified School District 6744

| Required Attachments | Public Agency | Non-Public Agency | Check Box |
|---|--|---|-------------------------------------|
| CSPP Program Calendar(s) (EED 9730) | Yes | Yes | <input checked="" type="checkbox"/> |
| California Civil Rights Laws Certification (CO-005) | Yes | Yes | <input checked="" type="checkbox"/> |
| Contractor Certification Clauses (CCC) | Yes | Yes | <input checked="" type="checkbox"/> |
| Federal Certification (CO.8) | Yes | Yes | <input checked="" type="checkbox"/> |
| CDMIS Agency Information Certification | Yes | Yes | <input checked="" type="checkbox"/> |
| State of California, Payee Data Record (STD. 204) | No | Yes | <input type="checkbox"/> |
| Payee Data Record Supplement (STD. 205) | No | Required only if payment address differs from mailing address on STD. 204 | <input type="checkbox"/> |
| Secretary of State certification or search results | No | Yes | <input type="checkbox"/> |
| Verification of LEA Name and Address: Information page printed from California School Directory web page or California Community College Chancellor's web page, as applicable | LEAs only | No | <input checked="" type="checkbox"/> |
| Program Narrative Change (EED 3704A) | Required only if requesting changes | Required only if requesting changes | <input type="checkbox"/> |
| Subcontract Certification (EED 3704B) | Required only if subcontracting | Required only if subcontracting | <input type="checkbox"/> |
| Authorizing board resolution, policy, or meeting minutes | Yes | As applicable | <input checked="" type="checkbox"/> |
| Application for License Exemption | Required only from LEAs applying to be exempt from licensure pursuant to <i>Health & Safety Code Section 1596.792(o)</i> . | No | <input type="checkbox"/> |

California State Preschool Program Fiscal Year 2025–26 Program Calendar

Contractor Name: San Juan Unified School District

County: Sacramento

Vendor Number: 6744

Contract Type: CSPP

Program Type: Part-Day

Instructions: Check the box on each date your program will operate. Total days of operation will automatically calculate.

July 2025 Days of Operation 0

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| N/A | N/A | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| 6 <input type="checkbox"/> | 7 <input type="checkbox"/> | 8 <input type="checkbox"/> | 9 <input type="checkbox"/> | 10 <input type="checkbox"/> | 11 <input type="checkbox"/> | 12 <input type="checkbox"/> |
| 13 <input type="checkbox"/> | 14 <input type="checkbox"/> | 15 <input type="checkbox"/> | 16 <input type="checkbox"/> | 17 <input type="checkbox"/> | 18 <input type="checkbox"/> | 19 <input type="checkbox"/> |
| 20 <input type="checkbox"/> | 21 <input type="checkbox"/> | 22 <input type="checkbox"/> | 23 <input type="checkbox"/> | 24 <input type="checkbox"/> | 25 <input type="checkbox"/> | 26 <input type="checkbox"/> |
| 27 <input type="checkbox"/> | 28 <input type="checkbox"/> | 29 <input type="checkbox"/> | 30 <input type="checkbox"/> | 31 <input type="checkbox"/> | N/A | N/A |

August 2025 Days of Operation 7

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | N/A | N/A | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> | 6 <input type="checkbox"/> | 7 <input type="checkbox"/> | 8 <input type="checkbox"/> | 9 <input type="checkbox"/> |
| 10 <input type="checkbox"/> | 11 <input type="checkbox"/> | 12 <input type="checkbox"/> | 13 <input type="checkbox"/> | 14 <input type="checkbox"/> | 15 <input type="checkbox"/> | 16 <input type="checkbox"/> |
| 17 <input type="checkbox"/> | 18 <input type="checkbox"/> | 19 <input type="checkbox"/> | 20 <input type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input type="checkbox"/> |
| 24 <input type="checkbox"/> | 25 <input checked="" type="checkbox"/> | 26 <input checked="" type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input checked="" type="checkbox"/> | 29 <input checked="" type="checkbox"/> | 30 <input type="checkbox"/> |
| 31 <input type="checkbox"/> | N/A | N/A | N/A | N/A | N/A | N/A |

September 2025 Days of Operation 21

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | 1 <input type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input type="checkbox"/> |
| 7 <input type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input checked="" type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input type="checkbox"/> |
| 14 <input type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input checked="" type="checkbox"/> | 19 <input checked="" type="checkbox"/> | 20 <input type="checkbox"/> |
| 21 <input type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input checked="" type="checkbox"/> | 25 <input checked="" type="checkbox"/> | 26 <input checked="" type="checkbox"/> | 27 <input type="checkbox"/> |
| 28 <input type="checkbox"/> | 29 <input checked="" type="checkbox"/> | 30 <input checked="" type="checkbox"/> | N/A | N/A | N/A | N/A |

October 2025 Days of Operation 22

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | 1 <input checked="" type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input type="checkbox"/> |
| 5 <input type="checkbox"/> | 6 <input type="checkbox"/> | 7 <input checked="" type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input type="checkbox"/> |
| 12 <input type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input checked="" type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input type="checkbox"/> |
| 19 <input type="checkbox"/> | 20 <input checked="" type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input checked="" type="checkbox"/> | 25 <input type="checkbox"/> |
| 26 <input type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input checked="" type="checkbox"/> | 29 <input checked="" type="checkbox"/> | 30 <input checked="" type="checkbox"/> | 31 <input checked="" type="checkbox"/> | N/A |

November 2025 Days of Operation 13

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | N/A | N/A | N/A | 1 <input type="checkbox"/> |
| 2 <input type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input checked="" type="checkbox"/> | 8 <input type="checkbox"/> |
| 9 <input type="checkbox"/> | 10 <input type="checkbox"/> | 11 <input type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input checked="" type="checkbox"/> | 15 <input type="checkbox"/> |
| 16 <input type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input checked="" type="checkbox"/> | 19 <input checked="" type="checkbox"/> | 20 <input checked="" type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input type="checkbox"/> |
| 23 <input type="checkbox"/> | 24 <input type="checkbox"/> | 25 <input type="checkbox"/> | 26 <input type="checkbox"/> | 27 <input type="checkbox"/> | 28 <input type="checkbox"/> | 29 <input type="checkbox"/> |
| 30 <input type="checkbox"/> | N/A | N/A | N/A | N/A | N/A | N/A |

December 2025 Days of Operation 15

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | 1 <input checked="" type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input type="checkbox"/> |
| 7 <input type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input checked="" type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input type="checkbox"/> |
| 14 <input type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input checked="" type="checkbox"/> | 19 <input checked="" type="checkbox"/> | 20 <input type="checkbox"/> |
| 21 <input type="checkbox"/> | 22 <input type="checkbox"/> | 23 <input type="checkbox"/> | 24 <input type="checkbox"/> | 25 <input type="checkbox"/> | 26 <input type="checkbox"/> | 27 <input type="checkbox"/> |
| 28 <input type="checkbox"/> | 29 <input type="checkbox"/> | 30 <input type="checkbox"/> | 31 <input type="checkbox"/> | N/A | N/A | N/A |

January 2026 Days of Operation 18

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | N/A | N/A | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 4 <input type="checkbox"/> | 5 <input type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input checked="" type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input type="checkbox"/> |
| 11 <input type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input checked="" type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input type="checkbox"/> |
| 18 <input type="checkbox"/> | 19 <input type="checkbox"/> | 20 <input type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input type="checkbox"/> |
| 25 <input type="checkbox"/> | 26 <input checked="" type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input checked="" type="checkbox"/> | 29 <input checked="" type="checkbox"/> | 30 <input checked="" type="checkbox"/> | 31 <input type="checkbox"/> |

February 2026 Days of Operation 15

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| 1 <input type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input type="checkbox"/> |
| 8 <input type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input checked="" type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input type="checkbox"/> |
| 15 <input type="checkbox"/> | 16 <input type="checkbox"/> | 17 <input type="checkbox"/> | 18 <input type="checkbox"/> | 19 <input type="checkbox"/> | 20 <input type="checkbox"/> | 21 <input type="checkbox"/> |
| 22 <input type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input checked="" type="checkbox"/> | 25 <input checked="" type="checkbox"/> | 26 <input checked="" type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input type="checkbox"/> |

March 2026 Days of Operation 20

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| 1 <input type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input type="checkbox"/> |
| 8 <input type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input checked="" type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input type="checkbox"/> |
| 15 <input type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input checked="" type="checkbox"/> | 19 <input checked="" type="checkbox"/> | 20 <input checked="" type="checkbox"/> | 21 <input type="checkbox"/> |
| 22 <input type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input checked="" type="checkbox"/> | 25 <input checked="" type="checkbox"/> | 26 <input checked="" type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input type="checkbox"/> |
| 29 <input type="checkbox"/> | 30 <input type="checkbox"/> | 31 <input type="checkbox"/> | N/A | N/A | N/A | N/A |

April 2026 Days of Operation 19

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | N/A | N/A | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 5 <input type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input checked="" type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input checked="" type="checkbox"/> | 11 <input type="checkbox"/> |
| 12 <input type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input checked="" type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input checked="" type="checkbox"/> | 17 <input checked="" type="checkbox"/> | 18 <input type="checkbox"/> |
| 19 <input type="checkbox"/> | 20 <input checked="" type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input checked="" type="checkbox"/> | 24 <input checked="" type="checkbox"/> | 25 <input type="checkbox"/> |
| 26 <input type="checkbox"/> | 27 <input checked="" type="checkbox"/> | 28 <input checked="" type="checkbox"/> | 29 <input checked="" type="checkbox"/> | 30 <input checked="" type="checkbox"/> | N/A | N/A |

May 2026 Days of Operation 18

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|--|--|--|--|--|-----------------------------|
| N/A | N/A | N/A | N/A | N/A | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> |
| 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input checked="" type="checkbox"/> | 7 <input checked="" type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input type="checkbox"/> |
| 10 <input type="checkbox"/> | 11 <input checked="" type="checkbox"/> | 12 <input checked="" type="checkbox"/> | 13 <input checked="" type="checkbox"/> | 14 <input checked="" type="checkbox"/> | 15 <input checked="" type="checkbox"/> | 16 <input type="checkbox"/> |
| 17 <input type="checkbox"/> | 18 <input checked="" type="checkbox"/> | 19 <input checked="" type="checkbox"/> | 20 <input checked="" type="checkbox"/> | 21 <input checked="" type="checkbox"/> | 22 <input checked="" type="checkbox"/> | 23 <input type="checkbox"/> |
| 24 <input type="checkbox"/> | 25 <input type="checkbox"/> | 26 <input type="checkbox"/> | 27 <input type="checkbox"/> | 28 <input type="checkbox"/> | 29 <input type="checkbox"/> | 30 <input type="checkbox"/> |
| 31 <input type="checkbox"/> | N/A | N/A | N/A | N/A | N/A | N/A |

June 2026 Days of Operation 7

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|-----------------------------|
| N/A | 1 <input checked="" type="checkbox"/> | 2 <input checked="" type="checkbox"/> | 3 <input checked="" type="checkbox"/> | 4 <input checked="" type="checkbox"/> | 5 <input checked="" type="checkbox"/> | 6 <input type="checkbox"/> |
| 7 <input type="checkbox"/> | 8 <input checked="" type="checkbox"/> | 9 <input checked="" type="checkbox"/> | 10 <input type="checkbox"/> | 11 <input type="checkbox"/> | 12 <input type="checkbox"/> | 13 <input type="checkbox"/> |
| 14 <input type="checkbox"/> | 15 <input type="checkbox"/> | 16 <input type="checkbox"/> | 17 <input type="checkbox"/> | 18 <input type="checkbox"/> | 19 <input type="checkbox"/> | 20 <input type="checkbox"/> |
| 21 <input type="checkbox"/> | 22 <input type="checkbox"/> | 23 <input type="checkbox"/> | 24 <input type="checkbox"/> | 25 <input type="checkbox"/> | 26 <input type="checkbox"/> | 27 <input type="checkbox"/> |
| 28 <input type="checkbox"/> | 29 <input type="checkbox"/> | 30 <input type="checkbox"/> | N/A | N/A | N/A | N/A |

Total Days of Operation: 175

California Department of Education
Fiscal & Administrative Services Division
CO-005 (NEW 4/2020)

CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract in the amount of \$100,000 or more on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts \$100,000 or more, executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. EMPLOYER DISCRIMINATORY POLICIES: For contracts \$100,000 or more, executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

1. Proposer/Bidder Firm Name (Printed):

San Juan Unified School District

2. Federal ID Number:

94-6002533

3. By (Authorized Signature):



4. Printed Name and Title of Person Signing:

Lisa Teal, Program Manager

5. Date Executed:

10/04/2024

6. Executed in the County and State of:

Sacramento, California

Contractor Certification Clauses

CCC 04/2017

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

| | |
|---------------------------------------|-------------------|
| Contractor/Bidder Firm Name (Printed) | Federal ID Number |
| San Juan Unified School District | 94-6002533 |

By (Authorized Signature)



Printed Name and Title of Person Signing

Lisa Teal, Program Manager

| | |
|---------------|---------------------------|
| Date Executed | Executed in the County of |
| 10/4/24 | Sacramento |

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

1) the dangers of drug abuse in the workplace;

2) the person's or organization's policy of maintaining a drug-free workplace;

3) any available counseling, rehabilitation and employee assistance programs; and,

4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

1) receive a copy of the company's drug-free workplace policy statement; and,

2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably

required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions. and

Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
- (b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period proceeding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Cottage 2221 Morse Ave Sacramento 95825
Coyle 6330 Coyle Ave Carmichael 95608
Davie 1500 Dom Way Sacramento 95864
Dyer Kelly 2236 Edison Ave Sacramento 95821
Encina 1400 Bell Str. Sacramento 95821
Garfield 3700 Garfield Ave Carmichael 95608
Grand Oaks 7901 Rosswood Dr. Citrus Heights 95621
Howe 2404 Howe Ave Sacramento 95825
Kingswood 5700 Primrose Citrus Heights 95610
Mariposa 7940 Mariposa Ave Citrus Heights 95610
Marvin Marshall 5309 Kenneth Ave Carmichael 95608
Ralph Richardson 4848 Cottage Way Carmichael 95608
Skycrest 5641 Mariposa Ave Citrus Heights 95610
Sunrise 7332 Sunrise Blvd Citrus Heights 95610

Check if there are workplaces on file that are not identified here.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

- a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and
- b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

FISCAL YEAR 2024-25

CONTRACTOR NAME

San Juan Unified School District

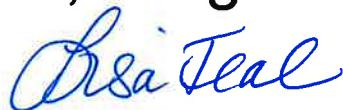
VENDOR ID NUMBER

6744

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Lisa Teal, Program Manager

SIGNATURE



DATE

10/4/24

Child Development Division Agency Information Certification

I certify, as the authorized representative of the agency listed below, I have reviewed all the information for **San Juan Unified School District (6744)** and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

Executive Director/Superintendent information
Program Director information
Sites and Licenses and/or Office information
Family Child Care Home summary information

To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for **San Juan Unified School District (6744)** as of the date this certification was signed.

10/4/2024
Program Director/Authorized Representative SignatureDate Signed

Lisa Teal, Program Manager

Printed Name of Program Director/Authorized Representative

Name of Agency User Generating Certification: Stephanie Mejia Skrabec

Date Generated: 10/4/2024

Assigned CDD Consultant: Cassandra Lewis

San Juan Unified

| | |
|---|--|
| County | Sacramento |
| District | San Juan Unified List of active district's schools |
| CDS Code | 34 67447 0000000 |
| District Address | 3738 Walnut Ave. Carmichael, CA 95608-3056 Google Map |
| Mailing Address | PO Box 477 Carmichael, CA 95609-0477 |
| Phone Number | (916) 971-7700 |
| Fax Number | (916) 971-7070 |
| Email | nroux@sanjuan.edu |
| Web Address | www.sanjuan.edu |
| Superintendent | Melissa Bassanelli Superintendent mbassanelli@sanjuan.edu |
| Chief Business Official | Joel Ryan Chief Financial Officer (916) 971-7248 joel.ryan@sanjuan.edu |
| Status | Active |
| District Type | Unified School District |
| Low Grade | P |
| High Grade | Adult |
| NCES/Federal District ID | 0634620 |
| CDS Coordinator (Contact for Data Updates) | Marea Touray (916) 971-7200 Request Data Update(s) |
| Last Updated | January 6, 2023 |

RESOLUTION AUTHORIZING CONTINUED FUNDING APPLICATION

This resolution is adopted to certify approval of the Governing Board to submit the Continued Funding Application (CFA) to the California Department of Education (COE). If the CFA is approved by the COE, the agency's current California State Preschool Program contract and Prekindergarten and Family Literacy Support contract, if applicable, will be automatically renewed for fiscal year (FY) 2024-2025. This resolution further authorizes the designated representative(s) below to sign the CFA and all related FY 2024-2025 contract documents.

RESOLUTION NO. 4167

BE IT RESOLVED that the Governing Board of
San Juan Unified School District

authorizes that the person/s listed below, is/are authorized to sign the FY 2024-2025 CFA and all related contract documents for the Governing Board.

| NAME/S OF AUTHORIZED REPRESENTATIVE/S | TITLE/S |
|--|-------------------|
| Lisa Teal | Program Manager |
| Isabelle McDaniel | ECE Administrator |
| Meghan Jorgensen | ECE Administrator |

PASSED AND ADOPTED THIS _____ day of _____ (month year), by the
Governing Board of _____
of _____ County, in the State of California.

I, _____, Clerk of the Governing Board of
_____, of _____ County, in the
State of California, certify that the foregoing is a full, true and correct copy of a resolution
adopted by the said Board at a meeting thereof held at a regular public place of meeting
and the resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

SUBJECT: American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) No-Cost Extension for Head Start

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

The superintendent is recommending that the board approve the ARP/CRRSA No-Cost Extension for Head Start.

RATIONALE/BACKGROUND:

We are requesting this No-Cost Extension to allow our school district facilities department to complete outstanding construction projects that are currently in progress and due to be completed end of summer 2025 at various Head Start sites. This funds extension will also allow us to order and receive supplies for program and classroom improvement and support that are currently in the process of being submitted.

ATTACHMENT(S):

1. Head Start ARP No-Cost Extension
2. Head Start CRRSA No-Cost Extension

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

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

APPROVED BY: Amberlee Townsend-Snider, Asst. Superintendent, Elementary Education & Programs
Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools & Student Support
Melissa Bassanelli, Superintendent of Schools



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: ARP CRRSA Head Start Early Head Start

NOTE: Please submit separately for ARP and CRRSA Request for No-Cost Extension

Agreement Number: 23C6551S0 Date: 8/23/2024

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

- Change in service days / Calendar Change**

- No-Cost Extension Request**

- 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.

San Juan Unified School District is requesting that our remaining Head Start CRRSA funds totaling \$30,729 be extended for an additional twelve (12) months past the original expiration date of March 31, 2024, to March 31, 2025.

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

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

We are requesting this No-Cost Extension to allow our School District Facilities Department to complete outstanding construction projects that are currently in progress and due to be completed Summer 2025 at various Head Start sites. This funds extension will also allow us to order and receive supplies for program and classroom improvement and support that are currently in the process of being submitted.

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 _____ | Grant #: 09CH011763 | | |
|---|---------------------|---------------------|----------------|
| Cost Category/Item Description | Current 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 | Current Budget | Budget Modification | Updated Budget |
| | | | |
| Please describe how agency will obtain the Non-Federal Share: | | | |

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: _____

(Authorized Signature)

(Typed Name)

(Title)

APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: _____

DATE: _____
(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: _____

(Karen Griffith, Head Start Deputy Director)

For Internal Use Only

Tracking:

Date Received: _____

(Melanie Nicolas,
CFS Program Officer/Administration)

Date Approved: _____

(Victor Han, Fiscal Manager)

Comments:



REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: San Juan Unified School District

Funding Source: ARP CRRSA Head Start Early Head Start

NOTE: Please submit separately for ARP and CRRSA Request for No-Cost Extension

Agreement Number: 23C6551S0 Date: 8/23/2024

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

- Change in service days / Calendar Change**

- No-Cost Extension Request**

- 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.

San Juan Unified School District is requesting that our remaining Head Start ARP funds totaling \$1,143,835 be extended for an additional twelve (12) months past their original expiration date of March 31, 2024, to March 31, 2025.

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

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

We are requesting this No-Cost Extension to allow our School District Facilities Department to complete outstanding construction projects that are currently in progress and due to be completed Summer 2025 at various Head Start sites. This funds extension will also allow us to order and receive supplies for program and classroom improvement and support that are currently in the process of being submitted.

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 _____ | | Grant #: 09CH011763 | |
|--|----------------|---------------------|----------------|
| Cost Category/Item Description | Current 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 | Current Budget | Budget Modification | Updated Budget |
| | | | |

Please describe how agency will obtain the Non-Federal Share:

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: _____

(Authorized Signature)

(Typed Name)

(Title)

APPROVED BY POLICY COMMITTEE (See instruction if required):

DATE OF MEETING: _____

DATE: _____
(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: _____

(Karen Griffith, Head Start Deputy Director)

For Internal Use Only

Tracking:

Date Received: _____

(Melanie Nicolas,
CFS Program Officer/Administration)

Date Approved: _____

(Victor Han, Fiscal Manager)

Comments:

SUBJECT: Universal Prekindergarten (UPK) Update (Townsend-Snider) - 7:20 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Report: The superintendent is recommending that the board receive an update regarding the current progress for Universal Prekindergarten (UPK) in alignment with state legislation.

RATIONALE/BACKGROUND:

The purpose of this report is to update the board on UPK implementation and planning, which includes the expansion of services for 4-year-old students in transitional kindergarten (TK). The final year of UPK's gradual implementation in California will be the 2025-26 school year. By this time, the program goal is to offer TK to all four-year-old children. The intent of UPK planning (through legislation) rests on five focus areas and recommends that all school districts form collaborative teams inclusive of multiple departments, labor partners, and school community members.

Currently, there are 37 TK classes, with seven added at the beginning of the 2024-25 school year. Our district will continue to expand TK classes through a phased approach, by adding additional classrooms through the 2025-26 school year when students who turn age four by September 1st will be eligible for TK. Newly added TK classrooms' schedules mirror the school kindergarten schedules to provide continuity and consistency in the early learning classrooms.

The UPK grant allocation is a one-time allocation intended to support school districts with the implementation process. As a part of supporting the UPK plan, the district is braiding funding sources from programs such as Expanded Learning Opportunity Programs (ELO-P) and the Work Force Development Grant in partnership with the Sacramento County Office of Education (SCOE). The Work Force Development Grant is a program that supports the development of TK teachers while ELO-P funding supports opportunities for students to access an expanded school day through various programs. UPK implementation will continue to thrive as staff and community work together in service of TK students.

ATTACHMENT(S):

1. [UPK Presentation](#)

BOARD COMMITTEE ACTION/COMMENT:

Superintendent Cabinet: 11/12/2024

PREVIOUS STAFF/BOARD ACTION:

N/A

FISCAL IMPACT:

N/A

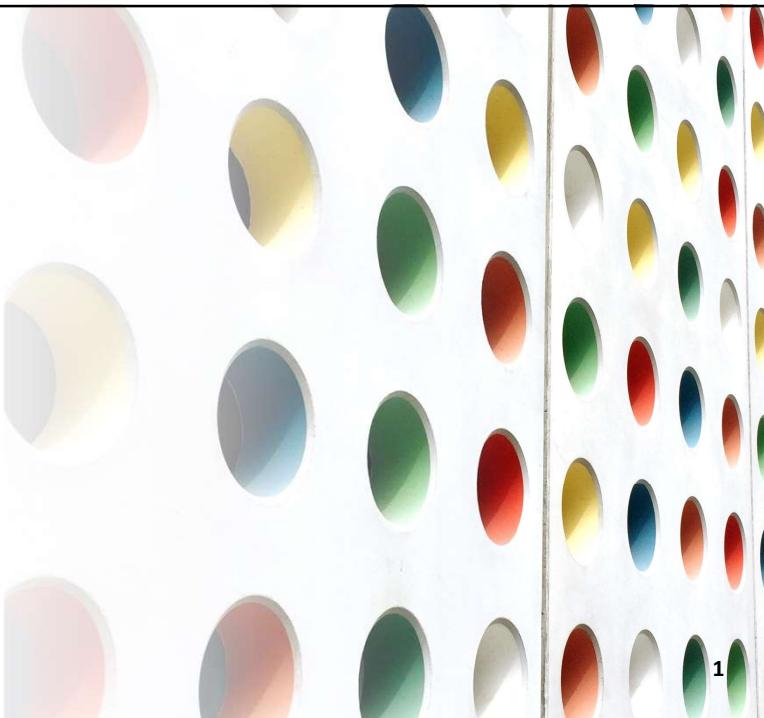
PREPARED BY: Holly Cybulski, Director, Elementary/K8
Cassandra Bennett, Director, Elementary/K8

APPROVED BY: Amberlee Townsend-Snider, Asst. Superintendent, Elementary Education & Programs
Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools & Student Support
Melissa Bassanelli, Superintendent of Schools



Universal Pre-K Update 2024-2025

San Juan Unified School District
Board of Education
November 19, 2024



1



Focus Areas for Planning

- Vision and Coherence
- Community Engagement and Partnerships
- Workforce Recruitment and Professional Learning
- Curriculum, Instruction, and Assessment
- Facilities, Services, and Operations

2

Significant Legislative Changes

Focus Area:
Vision and Coherence

| 2024-25 Legislative Requirement | 2025-26 Legislative Requirement | Local Actions |
|---|--|---|
| <ul style="list-style-type: none"> • Students turn 5 by June 1 • Maximum class size 24 • 1:12 Adult to Student ratio | <ul style="list-style-type: none"> • Students turn 4 by September 1 • California Preschool/Transitional Kindergarten Learning Foundations (PTKLF) development and learning. • 1:10 Adult to Student ratio with a maximum class size of 24 | <ul style="list-style-type: none"> • Age Audits • Ratio Audits • Open Enrollment/Waitlists • Professional Development opportunities • Partnership with Sacramento County Office of Education |

3

Focus Area: Community Engagement and Partnership

Communication and Community Outreach Efforts

Families/Caregivers

Teachers

Principals

Instructional Assistants



4

Focus Area:
Community Engagement and
Partnership

Communication and Outreach Results

Families/Caregivers

- Positives**
 - Play based
 - Happy students
 - Learning
 - Thriving in TK
- Challenges**
 - Toileting

Staff

- Positives**
 - Supportive collaboration
 - Focus on play-based learning
 - Community building
- Challenges**
 - Increased student needs
 - Toileting

Principals

- Positives**
 - Strong teachers & staff
 - Families and students happy and thriving
- Challenges**
 - Increased student need
 - Playgrounds
 - Toileting



5

Focus Area:
Community Engagement and Partnerships

Ongoing plans for gathering input

- Feedback cycle in March
 - Families
 - Teachers and instructional assistants
 - Principals
- Utilize feedback to adjust plans for 25 - 26 implementation



6

Focus Area:
Workforce Recruitment

Workforce Development and Recruitment

TK teachers required to have multiple subject credential and 24 Early Childhood Education units

Workforce Development Grant
Alder Academy Residency

7



Focus Area:
Recruitment

Recruitment and Enrollment

Recruitment Efforts

- Enrollment communication push
- Social media
- Newsletters
- San Juan Central Enrollment
- School site level communications

Enrollment Strategies

- School of residence
- Wait lists
 - Offering nearby sites if homeschool is full
 - Preschool options if appropriate



8

Focus Areas:
Curriculum, Instruction
And Professional Learning

Curriculum, Standards, and Assessments Alignment

P-3 Inter-Disciplinary Team

- Comprised of Preschool, TK and K teachers
 - Transition planning
 - Preschool/Transitional Kindergarten Learning Foundation (PTKLF) alignment of curriculum, assessments and instruction

9

Curriculum, Standards, and Assessments Alignment

P-3 Professional Development

- Monthly professional learning offerings
- Joyful Literacy Institute
- Professional Learning and Innovation offerings
 - Literacy beginnings
 - Whole group
 - Cohorts
- PTKLF

10

Focus Area:
Facilities, Service and
Operations

Facilities Update

- Furniture
- Facilities
- Structures



Focus Area:
Vision and Coherence

Enrollment Past and Projected

| | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 |
|--|---|---|--|---------------------------------------|-----------------------|
| Eligibility for Transitional Kindergarten (TK) | Turn 5 between September 2 and December 2 | Turn 5 between September 2 and February 2 | Turn 5 between September 2 and April 2 | Turn 5 between September 2 and June 2 | Turn 4 by September 1 |
| Enrollment Projections | 288 | 480 | 672 | 864 | 1,104 |
| Enrollment Actuals | 292 | 436 | 593 | 782 | |

*enrollment tends to increase throughout the year

12

Focus Area:
Vision and Coherence

**Added
and
Proposed TK
Classrooms**

| TK Classroom Locations Added 2024-25 School Year | Remaining Sites Proposed 2025-26 School Year |
|--|---|
| **Cambridge Heights Elementary | Charles Peck Elementary |
| **Carmichael Elementary | Dyer-Kelly Elementary |
| **Carriage Elementary | Mariemont Elementary |
| **Del Paso Manor Elementary | Mission Avenue Elementary |
| **Deterding Elementary | Mariposa Elementary |
| **Dewey Elementary | Orangevale Open K-8 |
| **LeGette Elementary | Whitney Avenue Elementary |

** Part day TK

13

Next Steps

| | |
|---|--|
|  | Continuously analyze enrollment trends to inform program additions and ensure alignment with facility capacities. |
|  | Maintain and expand workforce pathways to support diversity. |
|  | Continue communication channels for effective information sharing and community input. |
|  | Collaborate with interdisciplinary teams and community partners to align P-3 curriculum, standards, and assessment for early learning. |
|  | Provide ongoing professional learning on best practices for teachers, administrators, and classified staff. |

14

163 7



Thank You
And
Questions

15

SUBJECT: Dress Code Implementation Report (Schnepp) - 7:40 p.m.

DEPARTMENT: Teaching and Learning

ACTION REQUESTED:

Report: The superintendent is recommending that the board hear a report on the implementation of the districtwide dress code.

RATIONALE/BACKGROUND:

During the 2023-24 school year, the district engaged in creating a robust process to develop a districtwide dress code. At the June 11, 2024, board of education meeting, the Dress Code Advisory Team presented the revised districtwide dress code to the board to be implemented for the 2024-2025 school year.

As part of the implementation plan in June 2024, a robust communication plan was developed to inform and support schools, students, staff, and the community with the dress code. The communication plan included outreach through a variety of platforms including email, websites, committee meetings, district communication tools such as Talking Points, social media platforms, etc.

To support the implementation of the dress code, districtwide training occurred in August 2024 during staff professional development days before the start of school. Certificated and classified staff received information and training on the dress code, which included a lesson plan with a script.

In October 2024, a districtwide survey was developed and sent to students, staff, and community members to gather feedback. 1,739 people completed the survey. Included in this presentation are the major themes and trends that surfaced from the survey, current data on dress code violations, and next steps to refine and support the implementation of the districtwide dress code.

ATTACHMENT(S):

1. [Dress Code Implementation Presentation](#)
2. [Districtwide Dress Code](#)
3. [Timeline](#)

BOARD COMMITTEE ACTION/COMMENT:

Curriculum, Standards, Instructional and Student Services Committee: 04/17/2024, 11/06/2024

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024, 03/11/2024, 03/04/2024, 02/25/2024, 08/28/2023

Board of Education: 06/11/2024, 03/19/2024

FISCAL IMPACT:

N/A

PREPARED BY: Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs
Holly Cybulski, Director, Elementary Schools and Programs
Darrin Kitchen, Ed. D., Director, Secondary Schools and Programs
Lori Vine, Coordinator, Equity and Student Achievement

APPROVED BY: Amy L. Slavensky, Ph.D., Interim Deputy Superintendent, Schools & Student Support
Melissa Bassanelli, Superintendent of Schools



Districtwide Dress Code Implementation Report

Board of Education
November 19, 2024

1



Presentation Agenda

- Implementation of districtwide dress code
- Feedback
 - Staff
 - Students
 - Community
- Next steps

2

Communication Throughout Implementation



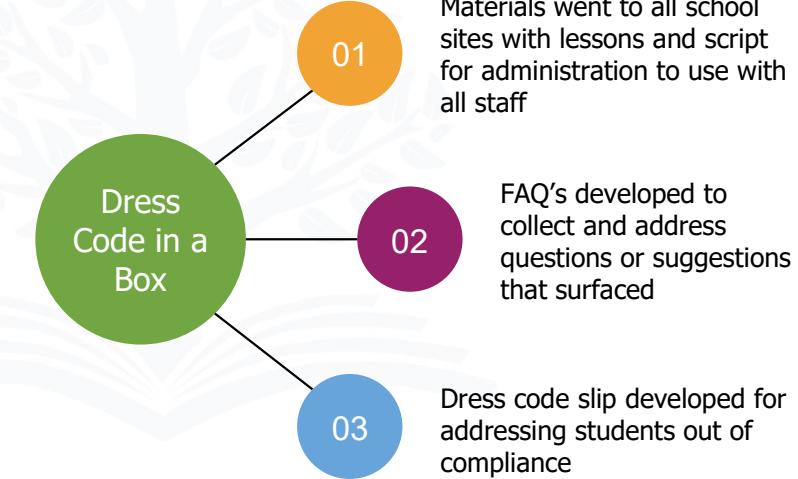
- District website
 - Mass notification
 - San Juan Scene
 - Behind the Scenes
 - Leadership Reflections
 - Principal meetings
- 02
- Superintendent's Parent Advisory Community (SPAC)
 - Curriculum & Standards Committee (C&S)
 - Special Education Community Advisory Committee (CAC)
- 04
- Instagram
 - Facebook
- Districtwide Site Level Committees Student Social Media
- 01
- Summer mailer
 - Principal newsletter
 - Talking Points
 - Review first day
 - Social media
- 03
- Student survey
 - Superintendent's Student Advisory Council (SSAC)
 - Public review
 - Link Crew, Where Everybody Belongs (WEB)
 - Social media
- 05

3

Strategic and Systematized Implementation



District Training and Resources



4

Data Gathered After Implementation



Principal Feedback Survey

01 September

Districtwide Survey to Students, Staff, and Community

02 October

Dress Code Violations Data 2024-25

03 November

5

Initial Feedback from Principals



What is going well?

- Smooth transition to new dress code
- Consistent dress code to follow
- District support
- Positive impact on school climate
- Organized roll-out

What has been challenging?

- Specific training to all guest and itinerant staff
- Ensuring support staff have the tools they need
- Dress code compliance and enforcement

6

Feedback from Dress Code Follow Up Survey- October 2024



85

5%



405

23%



1249

72%

7

Survey Feedback: Impactful Strategies for Communication



1

Social Media, newsletters, dedicated website

2

Staff meetings, assemblies, morning announcements

3

Emails and posters

8

Survey Feedback: Likes and Appreciations



- Freedom of self-expression and inclusivity
- Gender-neutral approach
- Dress code supports consistency and fairness across all sites
- Equity in enforcement



9

Survey Feedback: Challenges and Concerns



- Consistency regarding enforcement and support
- Clearer communication on what's been revised in the dress code
- Concern with real-world preparedness
- Concern with the new dress code being too lenient or permissive



10

Districtwide Dress Code Violations August-October 2024

DATA

| Reason for Dress Code Violation | Total Number of Incidents |
|---------------------------------|---------------------------|
| General violation | 38 |
| Tops without straps | 35 |
| Drug/alcohol reference | 11 |
| Shorts not covering buttocks | 2 |

11

Next Steps

- Ongoing staff training to provide more consistency for enforcement, tracking data in Q, frequently asked questions, and challenges at the sites
- Continue to clarify what students are allowed to wear:
 - Resend districtwide dress code using a variety of communication tools
 - Share with guest and itinerant staff
 - Provide parents opportunities to learn more
- Collect additional feedback in spring of 2025
- Continue to monitor dress code implementation through principal meeting check-ins, collecting dress code violation data in March 2025, and reviewing data for possible trends and themes

12



Thank you

Questions and Feedback



**SAN JUAN UNIFIED SCHOOL DISTRICT
DRESS CODE**

In alignment with San Juan Unified's [Strategic Plan](#) and to support our [8 Point Commitment to Educational Justice](#) this dress code applies to all schools. Schools may not enact more restrictive or less restrictive dress and grooming expectations or modify this code in any way.

Dress Code Core Values

Students have the right to:

- Be treated fairly without discrimination (BP 5132)
- Dress comfortably for an active school day
- Feel good about their bodies

Dress Code Purpose

- Maintain a safe learning environment where students can choose their clothing, except in classes where special clothes or shoes are needed or required, such as science (eye or body protection) or PE (athletic attire/shoes)
- Ensure students can participate in all activities with minimal dress code interruptions

Key Principles

The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). In addition, the school is responsible for supporting the health and safety of all students.

1. Students MUST wear the following:

- A. A non-see-through shirt with straps that cover the front, back, and sides including the rib cage
- B. A non-see-through bottom like a skirt, jeans, pants, leggings, dress, or shorts that cover the buttocks while sitting and standing
- C. Shoes (elementary students must wear shoes with a heel strap)

2. Students MAY wear, as long as these items do not violate Section 1 above:

- A. Hats, sweatshirt hoods, durags, beanies, wave caps, and religious headwear may be worn, but the face must remain visible to staff
- B. Fitted pants, including leggings and yoga pants
- C. Ripped jeans (as long as underwear and buttocks are not showing)
- D. Tank tops, including spaghetti straps, halter tops, and midriff-baring shirts
- E. Athletic attire
- F. Sweatpants/Pajama bottoms

- G. Visible waistbands or visible straps on undergarments
- H. Sun-protective clothing like hats for outdoor use during school
- I. Clothing with brand logos, sports team logos, or images is allowed as long as it doesn't violate section 3 below

3. Students CAN NOT wear clothing, jewelry, or personal items that:

- A. Depict items with violent images or language
- B. Display items with images or language about drugs, alcohol, tobacco, vaping, or illegal activities
- C. Display profanity, pornography, or promote illegal or violent conduct
- D. Promote hate groups or target specific groups based on race, religion, ethnicity, gender, or sexual identity
- E. Display or promote hate speech:
 - a. Hate speech is any form of expression where people try to insult, humiliate, or encourage hatred against a group of people based on their race, religion, skin color, sexual identity, gender identity, ethnicity, disability, or national origin)
- F. Are swimsuits, except when worn for PE or sports
- G. Could be considered dangerous or could be used as a weapon
- H. Cover the face (unless for religious, cultural, or medical reasons)
- I. Show gang affiliation

Special Events: All special events guidelines (such as dances, sporting events, senior events, graduations, spirit days, field trips, etc) will be updated to match this dress code.

Meet Riley. Riley is a visual representation of the dress code intended to illustrate what students may wear.

EXPRESS YOURSELF

SAN JUAN UNIFIED SCHOOL DISTRICT DRESS CODE

FOR MORE DETAILED INFORMATION, PLEASE GO TO WWW.SANJUAN.EDU/DRESSCODE



Yes

Tops: cover the front, back, and sides under the arms, covering the rib cage

Bottoms: pants, jeans, sweatpants, shorts, skirts, dresses, leggings, fitted pants, ripped jeans.

Headwear: Any headwear that does not cover the face



No

- Hate
- Discrimination
- Illegal Activity
- Profanity
- Violence
- Drugs or alcohol
- Threats



Addressing Dress Code Non-Compliance

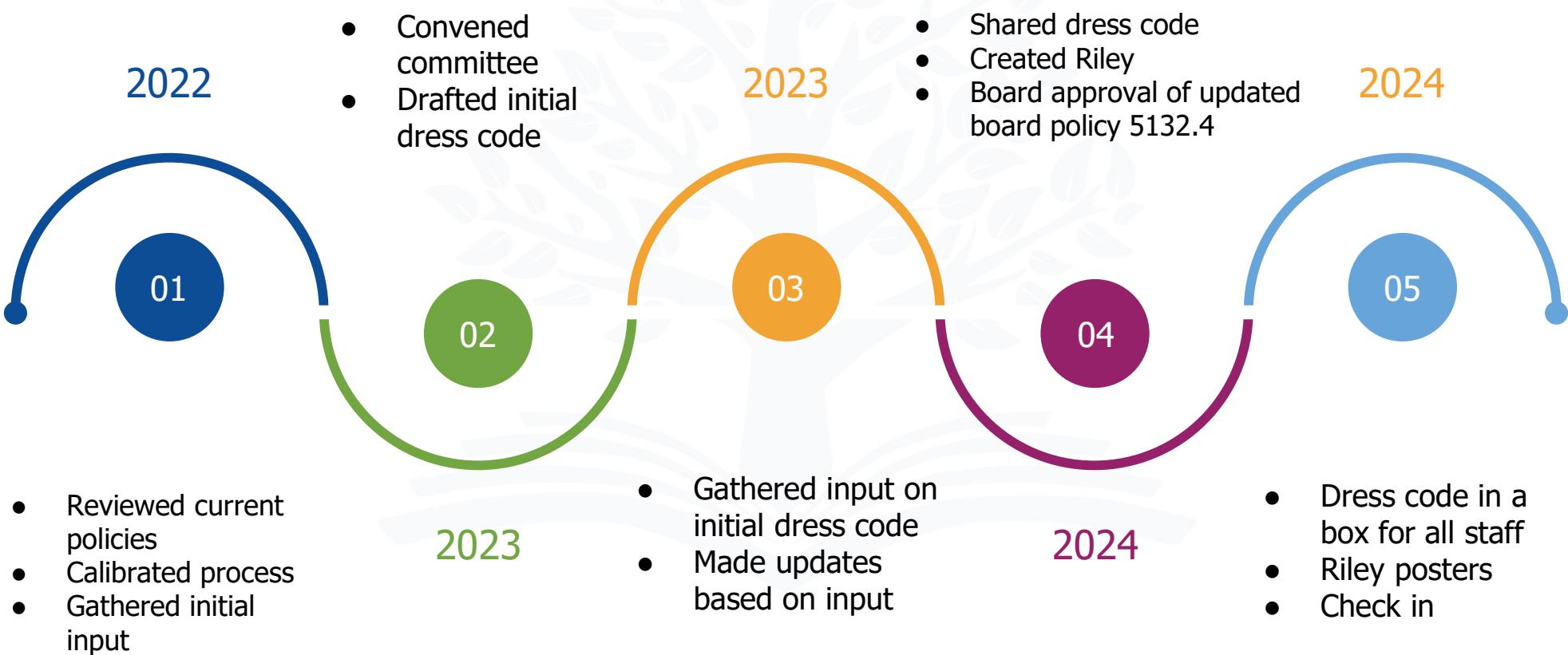
If a student does not follow this code, consequences can include parent/guardian contact, a meeting, or being told to cover up, change, or remove the clothing that breaks the rules. The principal or their designee will notify a student's parent/guardian about the school's response to dress code violations.

If a student is non-compliant with the dress code, the following can occur:

1. The loss of class time will be kept to a minimum and students will receive a non-verbal dress code slip to go to the office to address the non-compliance.
2. The non-verbal slip is used to preserve student dignity and avoid public shaming.
3. Students will be asked to choose one of the below options:
 - a. Put on their own alternative clothing if already available at school
 - b. Turn the garment inside out
 - c. Put on a sweatshirt or jacket zipped up
 - d. Voluntarily wear temporary school clothing for either the remainder of the day or until alternate clothing can be dropped off.
 - e. Call parents/guardians to bring alternative clothing.
 - i. If parents/guardians are called, students will return to class using one of the temporary alternative options above until their replacement garments arrive.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code section 49066)

Dress Code Timeline



SUBJECT: 2024-25 Meal Price Increases (Camarda) - 7:55 p.m.

DEPARTMENT: Operations

ACTION REQUESTED:

Action: The superintendent is recommending that the board approve the proposed price increase of paid adult and student second meals for the 2024-25 school year.

RATIONALE/BACKGROUND:

Second meals to students are not eligible for reimbursement and must follow a pricing formula. Prices must be reviewed annually. An adult meal must be priced to cover all the costs to produce that meal. Meals served to non-students cannot be subsidized by Federal or State reimbursements, student payments, other nonprofit food service revenues, or USDA Foods.

The last paid and second meal price increase was approved by the board on 09/13/2022. Between the 2022-23 and 2023-24 school years, labor costs have increased by 13%, with an additional increase in 2024-25 by another 13% for Nutrition Service Workers. Food and supplies have also increased by approximately 20%. Supplies increase includes, but is not limited to, using compostable cutlery and packaging which are procured at a much higher price. Nutrition Services is requesting the price for a student second meal be increased to \$3.80 per breakfast and \$5.50 per lunch. Consequently, adult meals prices will be increased to \$5.10 for breakfast and \$7.00 for lunch. The summary of current and proposed pricing can be found on attachment 1.

ATTACHMENT(S):

1. [Student Second Meal and Adult Meal Pricing Increase Justification 2024-25](#)
2. [Presentation - Non-Program Meal Price Increase Proposal](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Board of Education: 09/13/2022

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Sneh Nair, Director, Nutrition Services

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

STUDENT SECOND MEAL AND ADULT MEAL PRICING - 2024-25

Pricing of Adult Meal

The National School Lunch Act of 1946 and Child Nutrition Act of 1966 aim to safeguard the health and well-being of the country's children. For those participating schools and institutions which claim reimbursement in the NSLP and SBP, federal assistance is intended to meet the nutritional needs of children. Conversely, program meals served to adults are not eligible for cash reimbursement under authorizing federal legislation and regulations. School food authorities (SFA) must ensure that the federal reimbursements, children's payments, and other food service revenues (i.e., state reimbursement), and USDA Foods do not subsidize program meals served to adults. USDA FNS instructions stipulate that the **price of an adult meal must fully cover all costs incurred in the production of the meal, including USDA Food fair market value.**

A student second meal and an adult meal is classified as a non-program food and must be a priced meal.

Why a Price Increase:

- Last paid and second meal price increase was made in the 2022-23 school year (Prices should be reviewed annually)
- Increased salary and benefit costs
- Increased food and supplies costs
- Current meal prices are not complaint in accordance with the USDA Non-program Revenue Calculator

Comparative Cost Difference between 2022-23 and 2023-24

Labor (Salaries and Benefits) approximate increase of 13% (Additional FTEs that had been funded by ESSER funds absorbed under FD 13 in 2023-24)

There will also be additional increase in salaries by 13% for NSW's in 2024-25

Food and supplies approximate increase of 20%. Supplies increase includes, but is not limited to, using compostable cutlery and packaging which are procured at a much higher price.

Pricing Student Second Breakfasts and Lunches: The 2024-25 Federal and CA State Universal Meal Program reimbursement rates are being used to determine student second meal prices

- Breakfast = \$3.819 round down to \$3.80
- Lunch = \$5.519 round down to \$ 5.50

STUDENT SECOND MEAL AND ADULT MEAL PRICING - 2024-25

Pricing Adult Meals:

The adult meal pricing was calculated using student meal prices

| BREAKFAST | |
|--|----------------|
| Student paid breakfast price | \$ 3.80 |
| Federal paid lunch reimbursement | \$ 0.39 |
| Performance based reimbursement | \$ 0.09 |
| Value of USDA Foods per meal | \$ 0.45 |
| Minimum breakfast price | \$ 4.73 |
| Sales tax 7.75% | \$ 0.37 |
| Minimum Adult Breakfast Price After Tax | \$ 5.10 |

| LUNCH | |
|--|----------------|
| Student paid lunch price | \$ 5.50 |
| Federal paid lunch reimbursement | \$ 0.44 |
| Performance based reimbursement | \$ 0.09 |
| Value of USDA Foods per meal | \$ 0.45 |
| Minimum lunch price | \$ 6.48 |
| Sales tax 7.75% | \$ 0.50 |
| Minimum Adult Lunch Price After Tax | \$ 6.98 |

Proposed Adult Selling Price at All Sites:

- Breakfast – \$5.10
- Lunch -\$7.00

Summary of Pricing:

| | <i>Breakfast</i> | | <i>Lunch</i> | |
|--------------------|-------------------------|---------------------|-------------------------|---------------------|
| | 2022-23 SY - Current | 2024-25 Proposed | 2022-23 SY - Current | 2024-25 Proposed |
| <i>Elementary</i> | \$2.20 | \$3.80 | \$3.30 | \$5.50 |
| <i>Secondary</i> | \$2.50 | \$3.80 | \$3.80 | \$5.50 |
| | 2022-23 SY - Current | 2024-25 Proposed | 2022-23 SY - Current | 2024-25 Proposed |
| <i>Adult(+tax)</i> | \$3.75 | \$5.10 | \$5.50 | \$7.00 |

S. Nair 09/05/2024



Nutrition Services

Nutrition Services Non-Program Meal Price Increase Proposal

November 19, 2024

1

Non-Program Foods



Title 7 CFR, Section 210.14(f) defines non-program foods as food and beverages that are:

1. Sold at a participating school other than a reimbursable program meal, and;
2. Purchased using funds from the SFA's non-profit school food service account (otherwise known as the cafeteria fund).

Per FNS instruction 782-5 Rev. 1 – “Since the expressed purpose of federal assistance is to safeguard the health and well-being of the nation’s children, meals served to adults are neither eligible under the authorizing legislation and regulations for the federal cash reimbursement, nor do they earn donated food assistance for the school food authority.”

2



Current Pricing

| | Breakfast | Lunch |
|----------------------|------------------|--------------|
| Student – Elementary | \$2.20 | \$3.30 |
| Student – Secondary | \$2.50 | \$3.80 |
| Adult | \$3.75 | \$5.50 |

Effective January 2023

3

3



2023-24 Non-Program Food Sales

| | Breakfast | Lunch |
|----------------------------|------------------|--------------|
| Elementary | 16 | 88 |
| Middle | 30 | 154 |
| High | 152 | 123 |
| Total Student second meals | 198 | 365 |
| Adults | 40 | 309 |

4

4

Why a Price Increase?



Increased Costs:

1. Labor (Salary & Benefits)
2. Food
3. Food Supplies
4. Others, i.e., operational overhead and indirect costs

5

5

Comparative Cost Increases

| | Between 2022-23/2023-24 | Projected 2023-24/2024-25 |
|-----------------------------|----------------------------|------------------------------|
| Labor (salaries & benefits) | 13% | 17% |
| Food | 13% | 14% |
| Food Supplies | 7% | 8% |
| Other | 7% | 16% |

6

6

Possible Impacts on Costs



California Universal Meal Program

Participation increase equates to increased labor needs



California Freshly Prepared Meals

Food and labor cost increase



Local Food for Schools

Purchasing more agricultural products from local farmers



SB 1383

Using bulk or packaging supplies and biodegradable/compostable utensils have increased costs



Salaries

In 2023-24, cafeteria funds absorbed (ESSER) fund assistance through district during the pandemic. In 2024-25, all employees received a salary increase



Custodial Charges

In 2024-25, custodial charges increased by 17% from the 2023-24 school year

7

7

Meal Cost Comparison

| | Breakfast | Lunch |
|--|------------------|---------------|
| Current Selling Price | \$2.20/\$2.50 | \$3.30/\$3.80 |
| 2023-24 Average Meal Cost (All Grades) | \$3.35 | \$4.85 |
| 2024-25 Estimated Meal Cost (All Grades) | \$3.79 | \$5.55 |

8

8

Proposed Student Second Meal Pricing

Breakfast - \$3.80
Lunch - \$5.50



Federal/state reimbursements are the same

Difference in number of entrée options, but only one entrée can be selected

Students can select up to two fruits and two or three vegetables

Students can choose between white or chocolate milk

9

9

Proposed Adult Meal Pricing

Breakfast - \$5.10*
Lunch - \$7.00*

*Breakfast - \$4.73 + tax, sell at \$5.10

*Lunch - \$6.48 + tax, sell at \$7.00

(Adult pricing must cover the overall cost of the meal)

Second meal prices charged to students

Current federal paid reimbursement rate

Performance based reimbursement

Current value of USDA foods

10

10



Nutrition Services

Thank you!

Questions?

SUBJECT: 2025-2026 Legislative Principles and Priorities (Thigpen) - 8:05 p.m.

DEPARTMENT: Labor Relations and Government Affairs

ACTION REQUESTED:

Discussion/Action: The superintendent is recommending that the board discuss and adopt the 2025-2026 Legislative Principles and Priorities.

RATIONALE/BACKGROUND:

The San Juan Unified School District values strong partnerships with state, local and federal government decision-makers. The goal of the district's government affairs program is to inform and shape policy and fiscal decisions that address our district mission: setting high expectations for academic achievement rooted in equity and unity, and creating supportive learning experiences in which all students, families and staff can excel and thrive.

On Sept. 24, 2024, the board adopted a new policy (BP 1160: Political Practices) that affirms the board's authority, via the superintendent or designee, to engage in advocacy at the local, state, and federal levels. The policy requires the board to adopt overarching legislative priorities before each two-year legislative session, which are aligned with the district's strategic plan and are intended to define focus areas for staff's advocacy work, such as determining whether to take or communicate a formal position on pending legislation.

The draft principles and priorities presented to the board are intended to define focus areas that will guide the district's advocacy efforts during the 2025-2026 state legislative session. These draft priorities are not intended to propose or advance specific policy; rather, each represents one of five high-level focus areas that will provide staff the guidance and flexibility needed to engage on a broad range of legislative, fiscal, and regulatory matters that may arise during the next session.

ATTACHMENT(S):

1. [DRAFT San Juan Unified 2025-26 Legislative Principals and Priorities](#)
2. [2025-26 Legislative Principles and Priorities Presentation](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 09/03/2024, 09/16/2024, 10/14/2024, 11/12/2024

Board of Education: 08/27/2024, 09/10/2024, 09/24/2024

FISCAL IMPACT:

N/A

PREPARED BY: Daniel Thigpen, Executive Director, Labor Relations and Government Affairs

APPROVED BY: Melissa Bassanelli, Superintendent of Schools



2025-26 Legislative Principles and Priorities

Introduction

The San Juan Unified School District values strong partnerships with state, local and federal government decision-makers. Together, we can inform and shape policy and fiscal decisions that address our shared interests: setting high expectations for academic achievement rooted in equity and unity, and creating supportive learning experiences in which all students, families and staff can excel and thrive.

As one of the top 10 largest school districts in California, San Juan Unified serves the diverse needs of more than 39,000 TK-adult learners across 68 schools in the capital region, and nearly 61% of our students are identified as low-income, English Learner, and/or in the foster care system. The principles and priorities outlined below are aligned with the district's five-year strategic plan and are intended to define focus areas that will guide the district's advocacy efforts during the 2025-26 state legislative session.

These priorities are not intended to propose or advance specific policy; rather, each represents one of five high-level focus areas that will provide staff the guidance and flexibility needed to engage on a broad range of legislative, fiscal, and regulatory matters that may arise.

Guiding Principles

The four directions found in the district's 2024-29 strategic plan, developed through extensive community input, serve as the guiding principles for all San Juan Unified advocacy efforts and the development of legislative priority areas (pages 2-3):

Advance and Support Student Success: Deliver high quality, equitable and supportive academic instruction and social-emotional learning for every student in preparation for post-secondary education, career and life.

Prioritize Equitable Practices: Integrate our commitment to educational justice throughout San Juan Unified by ensuring all students, families and staff members have fair access, opportunity and resources to learn, grow and thrive regardless of background, identity or ability.

Enhance Employee Systems and Supports: Innovate and strengthen systems to prioritize employee wellness and cultivate a thriving workforce.

Engage Students, Families, and Community as Valued Educational Partners: Expand meaningful engagement opportunities with students, families and community members to amplify all voices, provide equitable access, and create safe and welcoming environments throughout the district.

2025 Legislative Priority Areas

Accelerate Student Achievement through Adequate, Ongoing Funding

Amid the economic volatility of the post-pandemic recovery, San Juan Unified appreciates the Legislature and governor's efforts to protect and stabilize funding for public schools. The expiration of one-time funds - more than \$300 million in federal and state allocations to San Juan Unified since 2021 - come at a time when new learning supports and strategies are beginning to take root. As schools continue their work to accelerate learning, it is critical they have ongoing resources beyond minimum cost-of-living adjustments under the Local Control Funding Formula. Additionally, new programs or mandates must come with additional funding for implementation.

Bolster the Education Workforce

School staffing continuity is critical to student achievement, yet an unprecedented personnel shortage - in classroom instruction, among classified support staff and in administration - is a crisis that has dramatically impaired our schools' ability to sustain, strengthen and diversify its workforce. The district is grateful for the state's support of incentives, residency programs, and flexibility in credentialing. We urge lawmakers to keep supporting programs that are working and to continue partnering with local educational agencies on additional strategies.

Create and Enhance Safe, Inspiring Learning Environments

Facilities: San Juan Unified has invested heavily in modernizing its schools, enhancing health and safety measures, and creating innovative and inspiring learning centers and community hubs. Yet like many school systems across California, the district's remaining facilities needs - more than \$3 billion - far surpass available funding. San Juan Unified will support efforts that allow the district to maximize available funding, avoid or eliminate barriers to projects, and better position its schools to meet the demands of expanding access to priority initiatives such as school meals, early education opportunities, and college and career readiness programs.

Physical and Emotional Safety: The physical and emotional safety of students is paramount to their success at school. San Juan Unified encourages continued focus on investments and policy that will sustain and strengthen ongoing efforts to address student wellbeing and the complex and intensifying behavioral and mental health needs of our students. Additionally, it will be important that fiscal and policy proposals help school systems maintain and, where necessary, grow crucial physical safety investments, including the personnel who provide additional student supervision and social emotional support, cybersecurity, and building security enhancements.

Ensure Success of Growing Educational Programs

Early learning: San Juan Unified is committed to providing all families with the high-quality options for early learning their children need to set them on a path to lifelong success. The following will be critical to ensuring sustainable access for every child: continued investment in pre-kindergarten and transitional kindergarten programs; policies that support the growth and success of the early educator workforce; and resources and flexibility to support the implementation of staffing and facilities requirements.

College and career readiness: San Juan Unified applauds the governor and Legislature for their ongoing support for programs such as Career Technical Education (CTE) and dual enrollment, as well as efforts to strengthen coherence among programs, which is needed for students to thrive in the post-graduate pathways they choose. The district encourages continued focus in these areas as it grows its offerings and supports efforts to increase flexibility and remove barriers - or avoid unintended barriers - to student access.

Meet Evolving Student Needs

Newcomer students: San Juan Unified continues to welcome hundreds of newcomer students into its classrooms; since the 2021-22 school year, the number of newcomers enrolled in district schools has increased by nearly 60 percent and continues to rise. Many of these students are refugees - nearly 1,800 in the 2023-24 school year alone. San Juan Unified supports efforts to examine the fiscal and policy implications of helping schools create safe, stable and successful transitions for newcomer students and families.

Special Education: Additionally, San Juan Unified educators and staff continue to create opportunities for students with disabilities to excel and thrive as enrollment grows and individual student needs become more acute. Increased state and federal investments are needed to ensure our schools can continue providing our most vulnerable students with the learning conditions and services they deserve.



San Juan Unified
SCHOOL DISTRICT

2025-26 Legislative Principles & Priorities

Daniel Thigpen, Executive Director
Labor Relations and Government Affairs

November 19, 2024

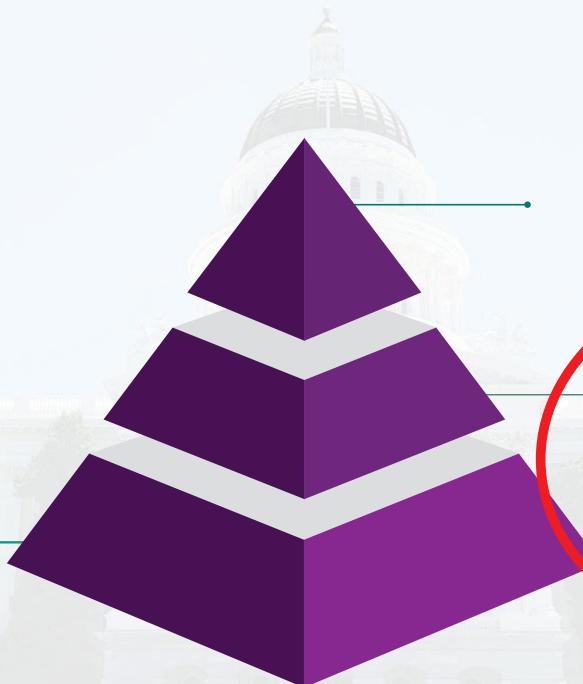
1



San Juan Unified
SCHOOL DISTRICT

1. Establish Board Policy

Sets the foundation and purpose for engaging in advocacy at the local, state, and national levels of government.



3. Implement Advocacy Strategies

The day-to-day actions implemented by staff - drafting or signing onto position letters, providing testimony, coordinating direct meetings with officials, joining coalitions - to help the district tell its story effectively to decision-makers.

2. Develop Legislative Priorities

Board-adopted legislative priorities provide a high-level framework that guides district staff when considering whether to take and communicate any official position on legislation.

2



San Juan Unified
SCHOOL DISTRICT

Recommended Next Steps and Timeline

September 2024

Board of Education reviews and
adopts new Board Policy

1

November 2024

Board of Education adopts
Legislative Priorities

2

Fall 2024

District staff continue outreach
and relationship building

3

January 2025

New legislative session commences

3



San Juan Unified
SCHOOL DISTRICT

Purpose and Intent

- Target audiences
 - district community
 - legislative staff
 - administration staff
 - advocacy community
- High-level issue areas
- Process for monitoring and evaluating legislation

2025 Legislative Priority Areas

Accelerate Student Achievement through Adequate, Ongoing Funding

Amid the economic volatility of the post-pandemic recovery, San Juan Unified advocates for the expiration of one-time funds – nearly \$1 billion in federal and state allocations to San Juan Unified since 2021 – come at a time when new revenue supports and strategies are beginning to resources beyond minimum cost-of-living adjustments under the Local Control Funding Formula. Additionally, new programs or mandates must come with additional funding for implementation.

Bolster the Educational Workforce

School staffing consistency is critical to student achievement, yet an unprecedented personnel shortage – in classroom instruction, among classified support staff and in administration – is a crisis that has dramatically impeded our schools' ability to retain, strengthen and diversify its workforce. The district is grateful for the state's support of incentives, residency programs, and to continue partnering with local educational agencies on additional strategies.

Create and Enhance Safe, Inspiring Learning Environments

Facilities: San Juan Unified has invested heavily in modernizing its schools, enhancing health and safety measures, and creating innovative and inspiring learning centers across the district. Yet many school systems across California have remaining facilities needs – more than \$3 billion for surplus available funding. San Juan Unified believes these efforts that allow the district to meet the demands of all students access to priority initiatives such as school meals, early education opportunities, and college and career readiness programs.

Physical and Emotional Safety: The physical and emotional safety of students is paramount to their success at school. San Juan Unified encourages continued focus on investments and policy that will maintain and strengthen ongoing efforts to address student wellbeing and the complex interplay between physical and mental health needs of our students. Additionally, it will be important that fiscal and policy proposals help school systems maintain and, where necessary, grow crucial physical safety investments, including the personnel who provide additional student supervision and social emotional support, cybersecurity, and building security enhancements.

4



Guiding Principles:



- Advance & Support Student Success
- Prioritize Equitable Practices
- Enhance Employee Systems & Supports
- Engage Students, Families & Community as Valued Educational Partners

5



2025-26 Priority Areas

Accelerate Student Achievement through Adequate, Ongoing Funding



6



San Juan Unified
SCHOOL DISTRICT

2025-26 Priority Areas

Bolster the Education Workforce



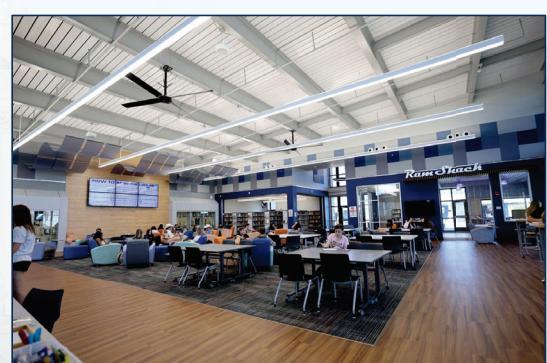
7



San Juan Unified
SCHOOL DISTRICT

2025-26 Priority Areas

Create and Enhance Safe, Inspiring Learning Environments



8



San Juan Unified
SCHOOL DISTRICT

2025-26 Priority Areas

Ensure Success of Growing Educational Programs



9



San Juan Unified
SCHOOL DISTRICT

2025-26 Priority Areas

Meet Evolving Student Needs



10



Recommended Next Steps and Timeline

1

September 2024

Board of Education reviews and
adopts new Board Policy



2

November 2024

Board of Education adopts
Legislative Priorities

3

Fall 2024

District staff continue outreach
and relationship building

4

January 2025

New legislative session commences

SUBJECT: Public Hearing: Conveyance of Easement at Katherine Johnson Middle School to the Sacramento Area Sewer District (Camarda) - 8:15 p.m.

DEPARTMENT: Operations

ACTION REQUESTED:

Public Hearing/Action: The superintendent is recommending that the board call a public hearing to solicit public comment and adopt Resolution No. 4159 declaring the conveyance of a permanent construction easement at Katherine Johnson Middle School to the Sacramento Area Sewer District.

RATIONALE/BACKGROUND:

The Sacramento Area Sewer District (SacSewer) a county sanitation district formed pursuant to and operating under the authority of the County Sanitation District Act, commencing at Health and Safety Code section 4700, is requesting an easement for sewer purposes, inclusive of digging, constructing, reconstructing, repairing, operating, upgrading and forever maintaining sanitary sewer pipelines, of such dimensions as SacSewer shall deem necessary, together with all necessary appurtenances, including the right to excavate, construct, reconstruct, repair, operate, upgrade and forever maintain said facilities appertaining thereto, including a perpetual right of way over, under, upon and across all that real property.

ATTACHMENT(S):

1. [Sewer Easement Site Map](#)
2. [SacSewer Easement Agreement](#)
3. [Resolution No. 4159](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Board of Education: 10/22/2024

Superintendent's Cabinet: 10/14/2024, 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Nicholas Arps, Director, Facilities, Construction and Modernization

APPROVED BY: Frank Camarda, Chief Operations Officer
Melissa Bassanelli, Superintendent of Schools

Sewer Easement



WHEN RECORDED RETURN TO:
REAL ESTATE DIVISION
COUNTY OF SACRAMENTO
3711 Branch Center Road
Sacramento, CA 95827
Mail Code 63-002

Attachment 2

No Fee Document - Per Government Code 27383
No Document Transfer Tax - Per R & T Code 11922

Okay to Accept

Name/Date: _____

Print Name & Dept: _____

APN: _____

Project Name & Dept: _____ **(SacSewer) THIS SPACE FOR RECORDER'S USE ONLY** _____

EASEMENT FOR SEWER

San Juan Unified School District a Political Subdivision of the State California

(hereinafter referred to as "GRANTOR"), do(es) hereby grant to the Sacramento Area Sewer District, a county sanitation district formed pursuant to and operating under the authority of the County Sanitation District Act, commencing at Health and Safety Code section 4700, (hereinafter referred to as "SacSewer"), an easement, for sewer purposes, (hereinafter referred to as "Easement"), inclusive of digging, constructing, reconstructing, repairing, operating, upgrading and forever maintaining sanitary sewer pipelines, of such dimensions as SacSewer shall deem necessary, together with all necessary appurtenances, including the right to excavate, construct, reconstruct, repair, operate, upgrade and forever maintain said facilities appertaining thereto, including a perpetual right of way over, under, upon and across all that real property, (hereinafter referred to as "Easement Area"), situated in the County of Sacramento, State of California, described as follows:

SEE EXHIBITS "A" and "B" attached hereto and made a part hereof;

together with the perpetual right of ingress to and egress from said Easement Area, for the purpose of exercising and performing all of the rights and privileges herein granted.

Any use of this Easement Area by GRANTOR or assignees or successors in interest, shall not be allowed without the prior written approval of SacSewer; except for the following uses (collectively, the "Allowable Uses"): (i) lawn or similar groundcover; (ii) areas planted with species whose mature growth does not exceed five (5) feet in height and which are not environmentally protected; or (iii) non-colored and non-patterned asphalt and concrete driveways, sidewalks, bikepaths, surface parking, curbs and gutters. Any of said Allowable Uses shall not be installed in a manner that will impede vehicular access by SacSewer for maintenance purposes. Other than the aforementioned Allowable Uses, each use proposed by GRANTOR must be approved in writing by SacSewer's District Engineer, with said approval being in the District Engineer's sole discretion, prior to construction within or use of the Easement Area by the GRANTOR. For any required written approval, the GRANTOR shall contact the SacSewer Main Office. All use activities, including but not limited to Allowable Uses, shall not in any way limit SacSewer's rights under this Easement. Even if SacSewer's District Engineer has approved the use within the Easement Area, SacSewer retains the right to remove all or any part of the approved use to allow SacSewer to use the Easement Area at any time pursuant to the rights granted herein. Except for the Allowable Uses identified above, SacSewer shall not be liable for any cost related to the removal or replacement of said improvements constructed by GRANTOR within the Easement Area.

[Signature page follows]

RED File No. _____

M:\RealEstate\Templates\RES SDA RE Mgmt\SASD\Deeds\Sewer Easement SASD sgp 01042024

LOG No. _____

[Signature page to Easement for Sewer]

Warrant of Signature Authority. The Grantor warrants the signature appearing on this instrument of real property (i.e. Easement Deed, Grant Deed, Quit Claim Deed) 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 public entity, is relying on said Warrant of Signature Authority when accepting this real property instrument for recordation.

Dated this ____ day of _____, 20____

**San Jaun Unified School District
a Political Subdivision of the State of California**

Nicholas Arps
Director of Facilities, Construction & Modernization

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)

COUNTY OF _____)

On _____ before me, _____, notary public,
date _____ name of notary officer

personally appeared _____,
name(s) of signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary

-----OPTIONAL SECTION-----

CAPACITY CLAIMED BY SIGNER

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

INDIVIDUAL

CORPORATE OFFICER(S)

Title(s)

PARTNER(S) LIMITED

GENERAL

ATTORNEY-IN-FACT

TRUSTEE(S)

GUARDIAN/CONSERVATOR

OTHER: _____

SIGNER IS REPRESENTING:

Name of Person(s) or entity(ies)

OPTIONAL SECTION:

TITLE OR TYPE OF DOCUMENT: _____

DATA REQUESTED HERE IS
NOT REQUIRED BY LAW.

NUMBER OF PAGES _____ DATE _____

SIGNER(S) OTHER THAN NAMED ABOVE _____

CERTIFICATE OF ACCEPTANCE
Sacramento Area Sewer District

This is to certify that the interest in real property conveyed by the within deed, the provisions of which are incorporated by this reference as though fully set forth in this Certification, to the Sacramento Area Sewer District, a county sanitation district formed pursuant to and operating under the authority of the County Sanitation District Act, commencing at Health and Safety Code section 4700, is hereby accepted by the undersigned officer pursuant to authority conferred by Resolution No. SD-0267 of the Board of Directors of said District adopted on October 11, 2017 and the Grantee consents to recordation thereof by its duly authorized officer.

Sacramento Area Sewer District Director of Collection System Operations

Date

**RESOLUTION BY THE SAN JUAN UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION CONVEYING EASEMENT AT KATHERINE JOHNSON MIDDLE
SCHOOL TO THE SACRAMENTO AREA SEWER DISTRICT**

RESOLUTION NO. 4159

WHEREAS, San Juan Unified School District (“District”) owns real property located at 2641 Kent Drive, Sacramento, California, in the County of Sacramento, State of California, bearing Assessor’s Parcel Number (“APN”) 268-0290-001 and commonly known as Katherine Johnson Middle School; and,

WHEREAS, the Sacramento Area Sewer District (“SacSewer”) has requested that the District convey to SacSewer a permanent construction easement (“Easement”) for of public utility purposes over an area real property on 268-0290-001, as generally described and depicted in Exhibit A (“Easement Areas”); and

WHEREAS, the purpose of the Easement is for SacSewer to construct, reconstruct, improve, operate, and maintain sanitary sewer pipelines; and,

WHEREAS, the Easement is not now and will not at the time of delivery of possession to SacSewer be needed exclusively for classroom or other purposes by the District; and

WHEREAS, it is in the best interest of the District to transfer the Easement to SacSewer in that SacSewer will maintain the public utility improvements; and

WHEREAS, pursuant to Education Code section 17557, et seq., the District adopted a Resolution of Intention to Convey Easement at its meeting of October 22, 2024, published and posted such Resolution as prescribed, and thereafter held a public hearing on such conveyance on October 22, 2024; and

WHEREAS, no written protests were filed in connection with the proposed conveyance of said Easement.

NOW, THEREFORE, the San Juan Unified School District Board of Education does hereby resolve as follows:

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

Section 2 Conveyance of Easement. Pursuant to Education Code sections 17556, et seq., the District hereby conveys to County the above-described Easement for so long as such Easement is used for the aforesaid purposes. Whenever the Easement is no longer used for said purpose, the interest hereby conveyed shall automatically revert to the District or its successors.

Section 3 Execution of Easement Deed. The Secretary of Board of Education of the District is hereby authorized to execute an easement deed or deeds for the conveyance of the Easement to

County on behalf of the District, subject to such changes to the terms of the easement deed or deeds as may be necessary or appropriate to carry out the provisions of this authorizing Resolution.

The foregoing Resolution was adopted by the San Juan Unified School District Board of Education at a meeting of the Board on November 19, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SAN JUAN UNIFIED SCHOOL DISTRICT

By: _____

**Pam Costa, President
San Juan Unified School District
Board of Education**

ATTESTED TO:

By: _____

**Ben Avey, Clerk
San Juan Unified School District
Board of Education**

SUBJECT: Intent to Convey Trail Easement at Katherine Johnson Middle School to the Fulton-El Camino Recreation and Park District (Camarda) - 8:20 p.m.

DEPARTMENT: Operations

ACTION REQUESTED:

Action: The superintendent is recommending that the board adopt Resolution No. 4162, declaring the intent to convey a permanent trail easement at Katherine Johnson Middle School to the Fulton-El Camino Recreation and Park District and to call a public hearing to be held on December 17, 2024.

RATIONALE/BACKGROUND:

The Fulton-El Camino Recreation and Park District (FECRPD) is requesting the granting of a permanent easement at Katherine Johnson Middle School, on a portion of APN 268-0290-001, for the purpose of a park and trail easement. The easement provides for ingress and egress within the easement area to the adjacent recreation area owned by FECRPD. The district desires to improve recreational opportunities for all students and residents; this easement agreement permits FECRPD a right of way within the easement area.

This draft proposal has been presented to FECRPD, and on August 15, 2024, at the Fulton El-Camino Recreation and Park District Board of Directors meeting, the FECRPD board recommended that the easement be approved as it was presented.

ATTACHMENT(S):

1. [Resolution No. 4162](#)
2. [Easement Agreement with FECRPD](#)
3. [Grant of Easement](#)
4. [FECRPD Board Meeting Minutes, August 15, 2024](#)
5. [Easement Exhibit](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

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 OF INTENTION TO CONVEY EASEMENT TO THE FULTON-EL
CAMINO RECREATION & PARK DISTRICT**

RESOLUTION NO. 4162

WHEREAS, San Juan Unified School District (“District”) owns real property located at 2641 Kent Drive, Sacramento, California, in the County of Sacramento, State of California, bearing Assessor’s Parcel Number (APN 268-0290-001) and commonly known as the new Katherine Johnson Middle School; and

WHEREAS, Fulton-El Camino Recreation & Park District (“FECRPD”) has requested that the District convey to FECRPD, an easement (“Easement”) for recreational purposes over a small area of real property on APN (268-0290-001), which is adjacent to the FECRPD parcel, as generally described and depicted in Exhibit A (“Easement Area”); and

WHEREAS, the purpose of the Easement is for FECRPD to allow access for recreational use; and

WHEREAS, Education Code section 17556 provides that the governing board of a school district may dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate water, sewer, gas, or storm drain pipes or ditches, electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the school district, upon such terms and conditions as the parties thereto may agree; 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 sections 17556, et seq., it is the intention of the District to convey to FECRPD the Easement generally described and depicted in the attached Exhibit A for the purposes described herein.

3. Public Hearing. On the 17th of December 2024, at the hour of 6:30 p.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 FECRPD pursuant to

Attachment 1

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 November 19, 2024, at a regular meeting of the Board of Education by the following vote:

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

SAN JUAN UNIFIED SCHOOL DISTRICT

By: _____
Pam Costa, President
San Juan Unified School District
Board of Education

ATTESTED TO:

By: _____
Ben Avey, Clerk
San Juan Unified School District
Board of Education

EASEMENT AGREEMENT
between
SAN JUAN UNIFIED SCHOOL DISTRICT
and
FULTON-EL CAMINO REC & PARK DISTRICT

APN: 268-0290-001

This agreement for the acquisition of an easement (the “Agreement”) is dated and effective as of the latest date shown on the signature page hereto (the “Effective Date”) and is entered into by and between the Fulton-El Camino Rec & Park District, a California independent, special, recreation and park district (the “FECRPD”), and the San Juan Unified School District, a California public school district (the “District”), collectively referred to herein as the Parties.

RECITALS

WHEREAS, the District owns the real property commonly referred to as the Katherine Johnson Middle School and the land appurtenant thereto (the “District Parcel”), and depicted on the map attached hereto as *Exhibit A*; and

WHEREAS, the District desires to improve recreational opportunities for all residents; and

WHEREAS, FECRPD provides recreation services within the District boundaries; and

WHEREAS, FECRPD owns certain property adjacent to the District Parcel (the “Nature Preserve”) and desires to improve access to the Nature Preserve for recreational purposes; and

WHEREAS, the District desires to convey, and FECRPD desires to acquire, a public easement with a legal description as described in *Exhibit B* and as depicted in the diagram in *Exhibit C* (the “Easement”), on the terms and conditions set forth herein; and

WHEREAS, an instrument in the form of an easement deed (the “Deed”) affecting the District Parcel has been executed concurrently with this Agreement and delivered to a FECRPD representative, and is attached hereto as *Exhibit D*.

NOW, THEREFORE, in consideration of the rights and obligations set forth below, the Parties mutually agree as follows:

TERMS, CONDITIONS, AND COVENANTS

1. **Recitals.** All recitals contained herein are true and correct.

2. Grant of Easement; Consideration. Subject to the terms of this Agreement, the District grants to FECRPD the Easement with a legal description as described in ***Exhibit B*** and a diagram of the Easement as depicted in ***Exhibit C***. The Easement is subject to all existing liens, encumbrances, covenants, conditions, restrictions, reservations, contracts, leases and licenses, easements, rights-of-way, and existing improvements pertaining to the Easement area, whether or not of record. The use of the word "Grant" does not imply any warranty on the part of District with respect to the Easement.

3. Purpose of Easement. The Easement granted in this Agreement is for the purpose of permitting FECRPD a right of way within the Easement area at FECRPD's sole cost and responsibility.

4. Term of Easement; Termination. The Easement granted by this Agreement shall be a permanent easement. District reserves the right to terminate this Agreement upon FECRPD's failure to cure a default of this Agreement within thirty (30) days after written notice thereof from the District. If the FECRPD is in material breach of any of the covenants and agreements set forth in this Agreement, including, without limitation, a change in use of the Property without prior written consent of the District, then District shall have the right to terminate this Agreement and the Easement immediately, at its sole and absolute discretion. Upon notice from the District that it is immediately terminating this Agreement and the Easement, the FECRPD shall return the Easement area to the District in operational condition.

5. Non-Exclusive Easement. The Easement granted in this Agreement is not exclusive. Notwithstanding the granted Easement, the District expressly reserves for itself, its successors, and its assigns the right to use the Easement area or to grant other licenses at the same location, so long as such use does not unreasonably interfere with the rights herein granted.

6. Maintenance. FECRPD shall maintain the Easement area at its sole cost, expense, and responsibility, including all repair, maintenance and any charges, fees or expenses relating to repair and maintenance of the Easement. District shall have absolutely no responsibility for repair, maintenance, replacement or any other charges, fees or expenses relating to the Easement.

7. Indemnification. The FECRPD agrees to indemnify, defend, and hold harmless District, its Board, Board members, employees, administrators, agents, officers, or invitees from any and all loss or expense, costs, claims, suits, or damages, including attorney's fees, arising out of performance of this Agreement or use of the Easement area by any person(s), except to the extent such actions or claims are the result of negligence or willful misconduct by the District, its officers, agents or employees.

Each party shall establish procedures to notify the other party, where appropriate, of any claims, administrative actions or legal actions with respect to any of the matters described in this indemnification section. The Parties shall cooperate in the defense of such actions brought by others with respect to the matters covered in this Agreement. Nothing set forth in this Agreement shall establish a standard of care for or create any legal rights for any person not a party to this Agreement. The indemnity provisions of this Agreement shall survive the expiration or earlier termination of this Agreement and the recording of the Deed attached hereto.

8. Right of Possession and Use. The right of possession and use of the Easement by FECRPD shall commence upon transfer of title to FECRPD. For purposes herein, transfer of title is defined as the acceptance of the Deed conveying the Easement interest in the District Parcel to the FECRPD.

9. Amendment. This Agreement shall not be waived, altered, modified, supplemented or amended **in** any manner whatsoever except by written agreement signed by the Parties.

10. Agreement Not Assignable. This Agreement, as well as the Easement granted herein, may not be assigned by the FECRPD, except for assignment to another public agency or for utilities purposes, without the express written consent of the District.

11. Recording and Costs. FECRPD shall record the Deed in the Recorder's Office for Sacramento County. FECRPD agrees to pay for all documentation and recording fees (if any) required to complete the recordation of the Deed. District incurred certain costs in preparation of this Agreement. FECRPD agrees to reimburse the District in the amount necessary for all reasonable attorney costs and expenses incurred by the District in preparation of this Agreement.

12. Authority. Each individual executing this Agreement on behalf of an entity represents and warrants that he or she has been authorized to do so by the entity on whose behalf he or she executes this Agreement, and that said entity shall thereby be obligated to perform the terms of this Agreement.

13. Acceptance. FECRPD shall evidence its acceptance of the Easement by execution and acknowledgment of a Certificate of Acceptance pursuant to California Government Code section 27281, substantially in the form attached to the Deed attached hereto as **Exhibit D**.

14. Exhibits. All Exhibits attached to this Agreement are hereby incorporated into this Agreement by this reference as if set forth in full.

15. Execution in Counterparts. This Agreement may be executed in counterparts such that signatures may appear on separate signature pages, which when appended together, will constitute one fully executed original.

16. Entire Agreement. The Parties have herein set forth the whole of their Agreement. All prior oral discussions, representations, and/or agreements, if any, are specifically superseded by this Agreement, which is intended by the Parties to contain all of the terms and conditions agreed to by them with regard to acquisition of the Easement. There are no agreements, representations, or warranties, express or implied, not specified in this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates set forth below. By their signatures below, each signatory represents that he/she has the authority to execute this Agreement and to bind the party on whose behalf his/her execution is made.

DISTRICT:

SAN JUAN UNIFIED SCHOOL DISTRICT

By: _____
Melissa Bassanelli, Superintendent

Date: _____

FECRPD:

Fulton-El Camino Rec & Park District, CALIFORNIA

By: _____ Date: _____
Authorized Signatory

RECORDING REQUESTED BY:

Fulton-El Camino Rec & Parks District,
a California independent, special,
recreation and park district

**No fee document per
Government Code § 6103**

WHEN RECORDED MAIL TO:

Fulton-El Camino Rec & Parks District
Attn: **XXX**
2201 Cottage Way
Sacramento, CA 95825

This space above for Recorder's Use Only

GRANT OF EASEMENT

SAN JUAN UNIFIED SCHOOL DISTRICT ("District"), hereby grants and conveys a permanent easement (the "Easement") in, on, over and across a portion of certain real property located in the County of Sacramento, City of Sacramento, commonly known as Assessor's Parcel No. 268-0290-001 (the "Property"), which Easement is more particularly described in Exhibit A and depicted on Exhibit B attached hereto (the "Easement Area") to FULTON-EL CAMINO REC & PARK DISTRICT, a California independent, special, recreation and park district ("FECRPD"), for the purpose of providing for ingress and egress within the Easement Area to the adjacent recreation area owned by FECRPD subject to all of the terms and conditions hereof.

COVENANTS, TERMS, CONDITIONS AND RESTRICTIONS

NOW, THEREFORE, District and FECRPD covenant and agree as follows:

1. Ownership of the Underlying Property. District 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 FECRPD's rights hereunder. FECRPD may not assign this Easement without District's written consent.

2. Compliance with Law. FECRPD shall use due care in the construction, operation and maintenance of the Easement Area, and all fixtures and appurtenances located within the Easement Area. FECRPD and its contractors and subcontractors shall comply with the requirements of Education Code sections 45125.1 and 45125.2 during the term and use of the Easement and Easement Area.

3. Maintenance and Use of the Easement Area. FECRPD shall, at its sole cost and expense, maintain and keep the Easement Area in good order and condition. FECRPD's use of the Easement Area shall not interfere with the District's regular operation of its property.

4. Indemnification.

FECRPD shall indemnify, defend, and hold harmless District, 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 FECRPD's exercise of its rights under this Easement, including but not limited to access to and ingress and egress on the Easement Area by any persons. Notwithstanding the foregoing, FECRPD shall not be required to indemnify any such parties from Liability caused by the sole negligence or willful misconduct of District, its Board, Board members, officers, employees, agents, representative, and invitee.

5. Recordation. Upon full execution, this Easement shall be recorded in the Official Records of Sacramento County, State of California.

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

7. Amendment. No amendment, supplement or modification of this Easement shall be binding unless executed in writing by the parties and recorded in the Official Records of Sacramento County.

8. Warrant of Signature Authority. The District warrants the signature appearing on this instrument of real property (i.e. Easement Deed, Grant Deed, Quit Claim Deed) has the legal and requisite signatory authority for the conveyance of District's real property interest. Further, the Parties acknowledge and agree that this FECRPD, which is a public entity, is relying on said Warrant of Signature Authority when accepting this real property instrument for recordation.

Dated this _____ day of _____, 20____

San Juan Unified School District

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)

COUNTY OF _____)

On _____ before me, _____, notary public,
date name(s) of notary officer

personally appeared _____,

name(s) of signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary

-----OPTIONAL SECTION-----**CAPACITY CLAIMED BY SIGNER**

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

INDIVIDUAL

CORPORATE OFFICER(S)

Title(s)

PARTNER(S) LIMITED

GENERAL

ATTORNEY-IN-FACT

TRUSTEE(S)

GUARDIAN/CONSERVATOR

OTHER: _____

**SIGNER IS REPRESENTING:
Name of Person(s) or entity(ies)****OPTIONAL SECTION:**

TITLE OR TYPE OF DOCUMENT: _____

DATA REQUESTED HERE IS
NOT REQUIRED BY LAW.

NUMBER OF PAGES _____ DATE _____

SIGNER(S) OTHER THAN NAMED ABOVE _____



www.FECPD.com

**FULTON-EL CAMINO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS REGULAR MEETING**

CONSENT AGENDA ITEM: 4a - MINUTES

**Thursday, August 15, 2024
Howe Park Board Room • 2201 Cottage Way, Sacramento, CA 95825**

CALL TO ORDER – CLOSED SESSION – 6:30 p.m.

ROLL CALL

PUBLIC COMMUNICATIONS: Public comments on Closed Session Items only.
No public comments.

CLOSED SESSION: The Public will not participate in the Closed Session, other than for Public Comments.

CONFERENCE WITH LEGAL COUNSEL Exposure to Litigation - One Case
Authority: Government Code Section 54956.9(d)(2)

ADJOURNMENT: Adjourn to Regular Meeting.

1. CALL TO ORDER – REGULAR SESSION – 7:15 p.m.

Chair Dias called the regular meeting to order at 7:15pm.

Secretary Seaman reported that the Board met in closed session to discuss a potential litigation, and no action was taken.

The Chair led the Pledge of Allegiance.

2. ROLL CALL

Board Members:

Jessica Dias, Chair – Present

Laura Lavallee, Vice Chair – Present

Michael Seaman, Secretary – Present

Kathy Stricklin, Board Director – Present

Teresa Higgins, Board Director – Present

Staff Members:

Emily Ballus – Present

Mike Chahal – Present

Beth Johnson – Present

Ryan Harder – Present

Jaden Delfer – Present

Robin Romines – via Zoom

Public Attendees:

Andie, Judson, ABC 10 News
Myra Manes, via Zoom
Jamie Nichols, via Zoom.

3. PUBLIC COMMENT

No public comments were made.

4. CONSENT ITEMS (Motion)

The Consent Calendar items are those items that are routine and noncontroversial. They will be acted upon by the Board of Directors after providing an opportunity for public comment.

Public Comment:

No public comments made.

- a. Approve the Minutes of the July 2024 Regular Board Meeting
- b. Summary Financial Statement of Activity July 2024 – Provided under separate cover.
- c. Program Revenue – Provided under separate cover.
- d. Payroll Report for month of July 2024
- e. Claims Report for month of July 2024
- f. Revolving Fund Report for July 2024 – Provided under separate cover.
- g. Claims Report – Included as part of item e. above.
- h. Departmental Monthly Report – Not available this month.

Director Higgins made the motion to accept the Consent Agenda and Director Stricklin seconded the motion. The motion passes with a vote of 5-0-0-0.

5. ACTION ITEMS (Approval Required)

5.1 Adopt Resolutions Approving the 2024/25 Final Budget (Resolution-Motion)

The Board reviewed the proposed Final Budget for 2024/25 and accompanying resolutions:

- a. Resolution 2024/25-6, Approving the Gann Appropriations.
- b. Resolution 2024/25-7, Approving the General Fund Final Budget for 2024/2025
- c. Resolution 2023/24-8, Approving the Parks Maintenance and Recreation Improvement District (Assessment # 1) Final Budget for 2024/202
- d. Resolution 2024/25-9, Approving the Parks Maintenance and Recreation Improvement District (Assessment # 2) Final Budget for 2024/2025

Staff Report

Manager Chahal gave a summary of the FY 2024-2025 operating and capital budgets. The budget includes a five percent step increase for full-time employees effective July 1, 2024, and a five percent step increase for part-time employees effective January 1, 2025. Chahal advised the board that the budget does not have provisions for potential theft, vandalism, graffiti, and damage done via storms. The combined funds of the General Fund/342A, Assessment #1/396A and Assessment #2/396B highlights include:

- Projected property tax revenues of \$2,545,000.
- Projected earned income of \$776,000.
- Projected operating expense of \$3,363,945.
- Budgeted capital improvement and equipment of \$730,447.
- Available grant income (received grants not expended) of \$510,447.
- The FY 2024-2025 Budget results in a net decrease in the Reserves of \$262,925
- Investment into the Police Department is projected to be \$296,000. This investment

may increase by \$100,000 for the Sacramento County Sheriff's Department (SCSD) that cover a broad array of services including use of their systems for radio, dispatch, record keeping, and property evidence room as FEC does not have the capabilities or department structure to have these services in-house. Additionally, for the 2024-2025 year Mission Oaks RPD and North Highlands RPD have terminated their contracts effective Jun 30, 2024. Mission Oaks and North Highland contracts accounted for 35 percent of the Police Department revenues.

GM Ballus stated the staff is excited about this budget as there are three received grants ready for implementation, and the District's reserve funds have exceeded \$1 million. Staff is requesting investments in capital improvement and equipment projects including a new service truck for maintenance and playgrounds facilities upgrades to make an immediate impact.

Vice Chair Lavallee asked if staff has had the opportunity to reach out to other RPDs regarding any salary step increases and COLA increases policies. Director Lavallee indicated she recommends having a policy that addresses why and when step and COLA increases are provided to staff.

GM Ballus indicated the District currently has five steps and this projected step increase will not impact steps overall. Preliminary discussions in the Personnel and Finance Committee considered eliminating step 1, and subsequently moving step 2 to step 1, and then adding a new step 5, but that discussion was not moved out of committee for the full Board's consideration.

GM Ballus indicated that peer RPDs use a combination of step and COLA increases, but that, to date, staff have not received other districts' policies that indicate when steps and COLA are to be awarded.

Public Comment:

No public comments made.

Recommendation:

Chair Dias called for a motion to approve the FY 2024-2025 budgets. Vice Chair made the motion to approve the FY 2024-2025 budget and the accompanying four resolutions for funds 342A, 396A, and 396B and the Gann Appropriations Limit. Director Higgins seconded the motion. The motion and resolutions passed with a vote of 5-0-0-0.

5.2 Access Between SJUSD Cottage Elementary School and FEC Cottage Park

Staff Report

GM Ballus reported that Secretary Seaman has requested staff work with Cottage Elementary to have the gate between Cottage Elementary and Cottage Park open to the public to access either site after school hours. Staff met with Cottage Elementary staff to discuss. Cottage Elementary staff recommended that the public have access in the school via the northern side of the school property, as illustrated in the board packet handout, as that corridor is covered by security cameras and the requested gate access is not. Manger Harder reported that he attended an unrelated SJUSD meeting where school staff indicated SJUSD is making a significant investment in fencing around all school sites that will result in having only one way in and out at each school.

GM Ballus requested the Board provide staff direction on how to proceed with the gate request given SJUSD offered an alternate option.

Public Comment:

No public comments made.

Recommendation:

The Board will consider accepting access to Cottage Elementary School from Cottage Park as proposed by SJUSD.

The Chair polled each director with the Board collectively accepting SJUSD's option despite misgivings about doing so.

5.3 Popup Tent Use in FEC Parks

Staff Report

GM Ballus reported that resident Tim Castleman requested staff remove park patron pop-up tents from the parks. Mr. Castleman indicated that the tent user is a homeless person and that tents are not allowed in the parks. GM Ballus advised that overnight camping is not allowed in the parks but that there is no park policy or ordinance on tent use during the day.

GM Ballus asked the Board to provide direction for staff regarding tents in parks during the day.

Public Comment:

No public comments made.

Recommendation:

The Board discussed the popup tenets and use in the parks. Currently, policy does not prevent daytime usage of tents.

The Board requested staff collect information on what other park districts may mandate for tent usage.

The Board recognized that this could turn into a bigger issue and the need for a policy on tent usage may be needed. .

Secretary Seaman reported that Sheriff's Department has a Homeless Operation Team (HOT Team). Staff would need to submit a letter to the Sheriff's Department giving them permission to manage any homelessness park issues. He indicated that school districts already employ these letters for assistance. GM Ballus is already in the process of generating the letter to the Sheriff's Department to handle homeless encampments.

The Board directed staff to respond to Mr. Casselman and advise him that the board is now aware of the issue, are researching options, and to refer him to the HOT Team as an additional resource.

5.4 San Juan Unified School District and Fulton-El Camino Recreation and Park District Park and Trail Easement at Katharine Johnson Middle School

Staff Report

GM Ballus reported that the easement at Katherine Johnson Middle School for access to Creekside Nature Area presented in April 2023 is being submitted again for board approval.

GM Ballus met with the SJUSD on board member requests to have a public meeting on the easement and to meet with the SJUSD school board. The school board is not inclined to hold a public meeting on the proposed easement or have shared board meetings to discuss the easement.

GM Ballus recommended the Board approve the easement as presented.

Public Comment:

No public comments made.

Recommendation:

Chair Dias asked if Directors had any clarifying questions or comments.

- Director Higgins asked about the existing fence, and will it be removed? GM Ballus stated that we do not want to take down the existing fence as it serves as border/barrier between the easement and the adjacent residents' backyards.
- Director Stricklin asked about the easement and whether it is wide enough for emergency vehicles. GM showed the Board where the emergency vehicles would access the area on the map, which is not along the easement but from Kent Lane.
- Secretary Seaman objected to the SJUSD not having a public meeting for the easement.

Vice Chair Lavallee made the motion to accept the proposed easement of 15 feet offered by the School District and requested GM Ballus get complete easement details to share with the public in a public meeting. Chair Dias seconded the motion. The motion passed with the vote of 4-0-0-1, with Secretary Seaman abstaining.

6. GENERAL ADMINISTRATION INFORMATION (No Action Required)

6.1 General Manager's Report

Please refer to the GM Ballus report which was provided under a separate cover.

GM Ballus provided an overview of the financial results from 2023-2024 stating that recreation, PD, and facilities rentals all exceeded revenue projections, and property taxes received were higher than projected. As a result, the combined fund balance now exceeds \$1.2 million.

GM Ballus shared photos of the increased trash left in parks that the maintenance staff must remove.

Manager Harder reported on the Blue Heron Program partnership which provides and pays companies to have people with developmental disabilities as employees. FEC now has three Blue Heron staff members paid for by Blue Heron.

7. COMMITTEE REPORTS

Standing Committees:

- a). Personnel and Finance – Chair, Director Lavallee gave an update regarding the discussion on personnel issues, budgetary challenges, and workable solutions.
- b). Programs, Facilities and Projects – Chair, Director Dias stated no meeting was held.
- c). Security and Community Relations – Chair, Director Stricklin gave an update on the meeting and discussions regarding the police department and the alternatives. Director Stricklin reported that the PD spends 2 hours a day in the Parks and suggested a Ranger program could do the same and have the County deal with the gang issues. Director Stricklin also stated that there needs to be community wide events that attract more than families with children, including having Emigh Hardware as a partner for a pumpkin growing

contest. Secretary Seaman and Director Stricklin discussed having the Friends of FEC more involved.

d). Park Advisory – No meeting held.

8. DIRECTORS' COMMENTS

Director Dias – reported that the significant news for this month is that FEC is on the November Ballot with Measure Q and the board needs to help get word out via discussions with neighbors and friends.

Secretary Seaman – reported that he attended the County's Homeless meeting which reviewed the Safeground now open on Watt Avenue. That project looks promising for actively implementing homelessness solutions. He also attended the CARPD legislators meeting.

9. INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)

- A. CSDA Article: What's Next for Historic Special District Legislation Led by NSDC?
- B. CARPD Priority Legislation (sampling)
- C. Flyer: FEC Socktober Senior Sock Drive
- D. Flyer: FEC Fall '24 Adult Softball

10. ADJOURNMENT

With no further business, Chair Dias adjourned the meeting at 8:38pm.

Respectfully submitted by: Mike Chahal, Director of Finance and Administration / Clerk of the Board.

APPROVED: _____
Jessica Dias, Chair, Board of Directors

ATTEST: _____
Michael Seaman, Secretary, Board of Directors



SUBJECT: Tentative Agreement Between San Juan Unified School District and Teamsters Local No. 150 (Thigpen) - 8:25 p.m.

DEPARTMENT: Labor Relations and Government Affairs

ACTION REQUESTED:

Discussion/Action: The superintendent is recommending the board approve the Teamsters Local No. 150 tentative agreement with the San Juan Unified School District.

RATIONALE/BACKGROUND:

During the previous bargaining cycle, the district and Teamsters agreed to a limited number of contract reopeners for negotiations scheduled to take place in the fall of 2024. Negotiations have concluded and the parties have reached tentative agreement, pending member and board ratification.

Statute requires that the public be made aware of the costs associated with a tentative collective bargaining agreement before it becomes binding on the district or county office of education. Government Code Section 3547.5 states:

“Before a public school employer enters into a written agreement with an exclusive representative covering matters within the scope of representation, the major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for the current and subsequent fiscal years, shall be disclosed at a public meeting of the public school employer in a format established for this purpose by the Superintendent of Public Instruction [G.C. 3547.5(a)].”

This tentative agreement was ratified by the Teamsters Local No. 150 on Nov. 8, 2024. Bargaining timelines outlined in the Teamsters collective bargaining agreement (Article 1.2.2) will resume in spring 2025.

ATTACHMENT(S):

1. Tentative Agreement Between San Juan Unified School District and Teamsters Local No. 150
2. Public Disclosure of Proposed Collective Bargaining Agreement in accordance with AB 1200

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

Current Budget: N/A

Additional Budget: \$84,768

Unrestricted: \$84,768

Restricted: \$0

Financial Data:

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449, Fiscal Services has prepared an analysis of the fiscal impact of the proposed agreement and has submitted it to the Sacramento County Office of Education. Costs to the General Fund beginning each year for the Teamsters Local No. 150 tentative collective bargaining agreement are: an ongoing increase of \$84,768 in 2024-25. An additional ongoing increase of \$763 will take effect in 2025-26.

PREPARED BY: Daniel Thigpen, Executive Director, Labor Relations and Government Affairs

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

Existing contract language = Normal text
Language to be removed = ~~Strikethrough text~~
New language - **Bold text**

Tentative Agreement

Between

San Juan Unified School District (District)

and the

Teamsters Local No. 150 (Teamsters)

Oct. 25, 2024

Article 1: Recognition

1.2.2 Subsequent Negotiations and “Sunshine” Process: This agreement concludes reopen negotiations that were scheduled for fall 2024 and becomes effective upon ratification by both parties. Timelines in Article 1.2.2 will resume in spring 2025.

The parties agree to the following reopeners for the subsequent bargaining cycle beginning in fall 2024:

- Article 3: Employer/Employee Rights
- Article 5: Hours and Overtime
- Article 6: Salary (pending contingency language trigger)
- Article 7: Fringe Benefits
- Article 9: Vacations
- Article 10: Leaves
- Article 14: Training
- Article 16: Layoffs
- Any outstanding Side Letters of Agreement (SLAs) or Memorandums of Understanding (MOUs) that were renewed during the 2023-24 Bargaining Cycle
- Any Article(s) mutually agreed upon by both parties

Additionally, in fall of 2024, the parties agree to bargain the impacts of the Transportation Department's implementation of electric vehicles.

Timelines in Article 1.2.2 will resume in spring 2025.

Article 5: Hours and Overtime

5.2 Workday

~~For the 2021-2022, 2022-2023 and 2023-2024 fiscal years forty-five percent (45%) During the term of the collective bargaining agreement, sixty percent (60%)~~ of the total number of district bus routes shall be maintained at eight (8) hours per day with the remaining district bus routes maintained at a minimum of six (6) hours per day. This section shall not preclude a board-declared layoff/reduction in hours pursuant to Article 16, in which case the percentages noted apply to the remaining routes. The provision of this article shall not restrict the use of split schedules or shifts, nor the use of swing shifts. This Article 5.2 does not apply to summer assignments.*

5.18 Summer School

5.18.5 General Bidding Procedures

(f) Beginning in the 2024-25 work year (in advance of summer 2025), bidding for summer assignments shall be embedded in a regularly calendared work day. If after summer 2025 the district is unable to continue embedding summer bidding into a regularly calendared work day, members shall be compensated at their hourly rate for the time spent participating in the summer bidding process.

Article 13: Transportation-related Work Conditions

13.2 Extra Trip Driving Assignments Outside the Regular School Day

13.2.2

(c) Beginning in the 2025-26 work year, for members who volunteer to be an extra trip driver, the mandatory mountain trip training shall be embedded in a regularly calendared work day. If after the 2025-26 work year the district is unable to continue embedding the mountain trip training in a regularly calendared work day, members shall be compensated at their hourly rate for the time spent participating in the training.

Memorandums of Understanding (MOUs):

1. The following MOUs will be revised and renewed and are attached to this tentative agreement:
 - a. "Creation of a Van Driver Program"
 - b. "Additional Support from Vendors to Provide Route Assistance"

2. The following MOUs shall be removed from the appendix and added to the collective bargaining agreement under newly created Articles 17 and 18 (respectively). Both are attached to this tentative agreement:
- “Additional Support from Vendors to Train School Bus Drivers”
 - “Creation of a Delegated Behind-the-Wheel Training Program”



11-5-24

Daniel Thigpen
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

Date



11/5/24

Rocio Richards
Business Representative
Teamsters Local No. 150

Date

San Juan Unified Negotiating Team
Lisa Ellington
Robert Ozenberger

Teamsters Negotiating Team
Alan Daurie, Business Agent
Kimberlie Angelo
Michelle Basey
Heather Bates
Katrina Burr
Anthony Keshishian
Kimberly Tresh

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND
TEAMSTERS LOCAL No. 150 (Teamsters)

CREATION OF A VAN DRIVER PROGRAM
Updated Oct. 25, 2024

This Memorandum of Understanding ("MOU") is between the Teamsters Local No. 150 ("Teamsters") and San Juan Unified School District ("District") regarding the creation of a van driver program. The parties have met and agreed to the following:

Background:

During this time of unprecedented driver shortages there is a need to be innovative and provide solutions to meeting the transportation needs of our special education students. The District also has a need to develop and foster an ongoing pipeline of prospective drivers so that it can reduce vacancies and be less reliant on outside vendors to provide services.

After a successful pilot year, the District is recommending the continuation of a van driver program that will provide more flexibility in hiring drivers in a capacity that does not require specific pupil licensing requirements.

Intent:

It is the intent of this MOU to outline the conditions under which the District will continue its van driver program through December 31, 2024.

Agreement:

The District and Teamsters agree to the following terms:

1. The District will continue the program with a minimum of five (5.0) FTE up to ten (10) FTE District Van Driver positions.
 - a. Any addition beyond five (5) District Van Driver positions during the term of this agreement must be made by mutual agreement between the District and the Teamsters.
 - b. The District may staff a combination of temporary Van Driver positions and permanent Van Driver positions, up to ten (10) total FTE.
 - c. When there are vacancies in Van Driver positions, the District may temporarily assign Bus Drivers or contractors to drive a van until the position is filled.
2. **Temporary Van Drivers:** Qualified employees enrolled in the District bus driver academy obtaining a Class B school bus driver certification may be assigned to this temporary position for a period of six (6) months from the date of obtaining a Class B permit from the California Department of Motor Vehicles.
 - a. Any extension beyond six (6) months will be made only by mutual agreement between the Teamsters and District.
3. The District Van Driver shall be placed at Salary Range 22 of the Transportation Unit Salary Schedule.
 - a. New hires begin at Step 2.
4. The District and the Teamsters agree that the van driver program will be entered into to supplement, not supplant, the work of current District school bus drivers.
5. The District and the Teamsters agree that van drivers shall not displace current employees.

6. The District and the Teamsters agree that current employees' schedules will not be reduced as a result of implementing a van driver program.
7. During the ~~length term~~ of this MOU, the District will continue to faithfully attempt to hire and fill vacant school bus driver positions.
8. The District and the Teamsters agree that van drivers cannot be assigned to a route that is maintained at eight (8) hours per day pursuant to Article 5.2. ~~In addition, the District will maintain a minimum of 40 8-hour drivers during the term of this agreement.~~

Length-Term of Agreement:

1. The Teamsters and the District agree that this MOU will remain in effect ~~so long as sixty percent (60%) of the total number of district bus routes are maintained at eight (8) hours per day (aka, "8-hour guarantee")~~, per Article 5.2 of the collective bargaining agreement. Should the 8-hour guarantee in Article 5.2 be reduced in percentage, this MOU shall expire within six (6) months of the effective date of the reduction, unless revised and/or extended by mutual agreement between the District and Teamsters. ~~through December 31, 2024. This MOU may be revised and/or extended by mutual agreement between the District and Teamsters.~~
2. ~~The parties agree to negotiate the terms of this agreement during the next scheduled round of successor contract bargaining. Items to be negotiated will include but are not limited to reviewing the impacts and effectiveness of the program, to the option to make the program permanent, expanding the program, or making other modifications. This MOU may be revised and/or extended by mutual agreement between the District and Teamsters.~~



Daniel Thigpen
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

11-5-24



Rocio Richards
Business Representative
Teamsters Local No. 150

11/5/24

Date

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND
TEAMSTERS LOCAL NO. 150 (Teamsters)

ADDITIONAL SUPPORT FROM VENDORS TO PROVIDE ROUTE ASSISTANCE

Updated Oct. 25, 2024

Background:

There is a national shortage of school bus drivers and correspondingly the District has been experiencing similar significant shortages of school bus drivers. The District has also been unsuccessful in filling vacant school bus driver trainer positions.

Intent:

It is the intent of this MOU for the District to contract with outside vendors to provide routing support to augment the District's current home-to-school bus service obligations, which cannot be covered by District school bus drivers due to the national shortage. The District and the Teamsters agree that this relationship will be entered into to supplement, not supplant, the work of current District school bus drivers. This agreement shall not be considered a violation of Article 15.4 or any other Article of the current Collective Bargaining Contract between the District and **Teamsters Chauffeurs, Teamsters and Helpers, Local No. 150**.

Agreement:

1. The Teamsters and the District agree that the District will contract with outside vendors to provide school bus route support to the District.
2. The Teamsters and District agree that this agreement shall be subject to the grievance procedure as outlined in Article 4.
3. The Teamsters and District agree that outside vendors cannot displace current employees.
4. The District agrees that current employees' schedules will not be reduced as a result of supplementary services agreements.
5. The Teamsters and District agree that outside vendors cannot be assigned to a bus route maintained at eight (8) hours per day pursuant to Article 5.2. ~~In addition, if the hiring of outside vendors results in an increase in the total number of bus routes, there will be a proportionate increase in the number of Teamster employees entitled to an assignment of eight (8) hours per day pursuant to Article 5.2.~~
6. The Teamsters and District agree that outside vendors will not be assigned to noon routes **unless as a last resort**. Noon routes are considered bus runs which are routed during the mid-day, between normal bell times and will not include routes which can be performed at times when District drivers are available.
7. The District agrees to provide to the Teamsters bi-annual written reports on matters related to this MOU, such as the District's hiring efforts, the number of outside vendors hired, the hours of work each vendor performs, the number of drivers trained and the most affected routes and or days. Upon review the Teamsters may provide a written response and request a meet and confer related to specific issues generated by their response to the report.

Length-Term of Agreement:

The Teamsters and the District agree that this MOU will remain in effect so long as sixty percent (60%) of the total number of district bus routes are maintained at eight (8) hours per day (aka, "8-hour guarantee"), per Article 5.2 of the collective bargaining agreement. Should the 8-hour guarantee in Article 5.2 be reduced in percentage, this MOU shall expire within six (6) months of the effective date of the reduction, unless revised and/or extended by mutual agreement between the District and Teamsters. ~~through December 31, 2024. Absent an agreement to extend the terms of this MOU it sunsets on December 31, 2024. This MOU may be revised and/or extended by mutual agreement between the District and Teamsters.~~

The District and Teamsters also agree that by contracting out for bus drivers on an interim basis, it is not to be construed as a practice of both parties.

Bargaining Unit Positional Retention:

During the **length term** of this MOU, the District will continue to faithfully attempt to hire and fill vacant school bus driver positions.

Daniel Thigpen
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

 11/5/24

Rocio Richards
Business Representative
Teamsters Local No. 150

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND
TEAMSTERS LOCAL No. 150 (Teamsters)**

ADDITIONAL SUPPORT FROM VENDORS TO TRAIN SCHOOL BUS DRIVERS

Updated July 30, 2024

Background:

There is a national shortage of school bus drivers and correspondingly the District has been experiencing similar significant shortages of school bus drivers. The District has also been unsuccessful in filling vacant school bus driver trainer positions.

Intent:

It is the intent of this MOU for the District to contract with outside vendors to provide instructional support to new District school bus driver candidates. The District and the Teamsters agree that training prospective new school bus drivers should be done in the most expeditious manner possible.

Agreement:

The Teamsters and the District agree that the District will contract with outside vendors to:

1. Provide instructional support to the District, as per the requirements set forth in the Education Code, for California school bus drivers.
2. Provide instructional support to the District, as necessary, to help prepare and train prospective District school bus drivers.
3. The Teamsters and District agree this MOU is subject to the grievance procedure as outlined in Article 4 of the collective bargaining agreement.
4. The Teamsters and District agree employees may be sent to training outside of the District, at the District's cost, with management's approval.
5. The District agrees to provide to the Teamsters bi-annual written reports on matters related to this MOU, such as the District's hiring efforts, the number of outside vendors hired, the hours of work each vendor performs, the number of drivers trained and the most affected routes and or days. Upon review the Teamsters may provide a written response and request a meet and confer related to specific issues generated by their response to the report.

Length of Agreement:

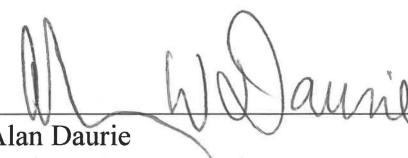
The District and Teamsters agree this MOU will remain in effect through June 30, 2025. Absent an agreement to extend the terms of this MOU it sunsets on June 30, 2025.

The District and Teamsters also agree that by contracting out for bus driver trainers on an interim basis, it is not to be construed as a practice of both parties.

Bargaining Unit Positional Retention:

During the length of this MOU, the District will continue to faithfully attempt to hire and fill vacant school bus trainer positions.

 8-15-24
Daniel Thigpen
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

 8/15/24
Alan Daurie
Business Representative
Teamsters Local No. 150

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE
SAN JUAN UNIFIED SCHOOL DISTRICT (District)
AND
TEAMSTERS LOCAL No. 150 (Teamsters)**

CREATION OF A DELEGATED BEHIND-THE-WHEEL TRAINING PROGRAM

Updated July 30, 2024

Background:

There is a national shortage of Delegated Behind-The-Wheel Trainers and correspondingly the District has been experiencing similar significant shortages of Delegated Behind-The-Wheel Trainers and school bus drivers.

Intent:

It is the intent of this MOU for the District to create a Delegated Behind-The-Wheel Training Program.

Agreement:

The Teamsters and the District agree to the following timeline related to the creation of a Delegated Behind-The-Wheel Training Program:

1. Within 60 days of Board approval of this MOU the parties agree to form a sub-committee of two San Juan Unified School District employees and two Teamsters employees.
 - a. The sub-committee will be tasked with creating a DRAFT Delegated Behind-The-Wheel Training Program to be presented to the District and Teamsters Local No. 150 for review within 270 calendar days of Board approval of this MOU.
 - i. This DRAFT proposal should include a job description, salary placement, eligibility requirements, application process, and program scope and sequence.
2. Upon mutual acceptance of the Delegated Behind-The-Wheel Training Program the District will begin implementing the program within 90 calendar days.
3. The District agrees to provide the Teamsters bi-annual written reports on matters related to this MOU, such as the District's implementation efforts and the number of trainees that have entered and exited the program. Upon review the Teamsters may provide a written response and request a meet and confer related to specific issues generated by their response to the report.

Length of Agreement:

The District and Teamsters agree this MOU will remain in effect through June 30, 2025. Absent an agreement to extend the terms of this MOU, it sunsets on June 30, 2025.

 8-15-24
Daniel Thigpen Date
Executive Director
Labor Relations and Government Affairs
San Juan Unified School District

 8/15/24
Alan Daurie Date
Business Representative
Teamsters Local No. 150

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

| | | |
|----------------------------------|----------------------------------|--|
| Name of School District: | San Juan Unified School District | |
| Name of Bargaining Unit: | Teamsters | |
| Certificated, Classified, Other: | Classified | |

The proposed agreement covers the period beginning: **July 1, 2024** (date) and ending: **June 30, 2025** (date)

The Governing Board will act upon this agreement on: **November 19, 2024** (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

| Bargaining Unit Compensation All Funds - Combined | Annual Cost Prior to Proposed Settlement | Fiscal Impact of Proposed Agreement | | |
|---|--|--|--|--|
| | | Year 1 Increase/(Decrease) 2024-25 | Year 2 Increase/(Decrease) 2025-26 | Year 3 Increase/(Decrease) 2026-27 |
| | | | | |
| 1. Salary Schedule Including Step and Column | \$ 6,376,722 | \$ 59,911 | \$ 539 | \$ 544 |
| | | 0.94% | 0.01% | 0.01% |
| 2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc. | \$ 358,430 | \$ - | \$ - | \$ - |
| | | 0.00% | 0.00% | 0.00% |
| Description of Other Compensation | | | | |
| 3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc. | \$ 2,371,064 | \$ 24,857 | \$ 224 | \$ 226 |
| | | 1.05% | 0.01% | 0.01% |
| 4. Health/Welfare Plans | \$ 1,553,174 | \$ - | \$ - | \$ - |
| | | 0.00% | 0.00% | 0.00% |
| 5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5 | \$ 10,659,390 | \$ 84,768 | \$ 763 | \$ 770 |
| | | 0.80% | 0.01% | 0.01% |
| 6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate) | 129.86 | | | |
| 7. Total Compensation Average Cost per Bargaining Unit Employee | \$ 82,084 | \$ 653 | \$ 6 | \$ 6 |
| | | 0.80% | 0.01% | 0.01% |

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 2

A. Proposed Change in Compensation (Continued)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

None

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

The 8-hour guarantee is increasing from 45 to 60 percent, which will increase the number of hours that some Teamsters members are compensated for.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes No

If yes, please describe the cap amount.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Bidding for summer assignments must be embedded in a regularly calendared work day.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 3

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

F. Source of Funding for Proposed Agreement:

1. Current Year

Unrestricted fund balance

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Unrestricted fund balance

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

**San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement**

Page 4a

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit:

Teamsters

| Object Code | Column 1 | Column 2 | Column 3 | Column 4 |
|---|---|--|---|--------------------------------------|
| | Latest Board-Approved Budget Before Settlement (As of 24/25 Adopted Budget) | Adjustments as a Result of Settlement (compensation) | Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i | Total Revised Budget (Columns 1+2+3) |
| REVENUES | | | | |
| LCFF Revenue | 8010-8099 | \$ 477,015,431 | \$ - | \$ 477,015,431 |
| Federal Revenue | 8100-8299 | \$ - | \$ - | \$ - |
| Other State Revenue | 8300-8599 | \$ 9,962,560 | \$ - | \$ 9,962,560 |
| Other Local Revenue | 8600-8799 | \$ 6,881,829 | \$ - | \$ 6,881,829 |
| TOTAL REVENUES | | \$ 493,859,820 | \$ - | \$ 493,859,820 |
| EXPENDITURES | | | | |
| Certificated Salaries | 1000-1999 | \$ 200,581,744 | | \$ 200,581,744 |
| Classified Salaries | 2000-2999 | \$ 57,587,714 | \$ 59,911 | \$ 57,647,625 |
| Employee Benefits | 3000-3999 | \$ 120,127,496 | \$ 24,857 | \$ 120,152,353 |
| Books and Supplies | 4000-4999 | \$ 10,731,974 | \$ - | \$ 10,731,974 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 34,602,916 | \$ - | \$ 34,602,916 |
| Capital Outlay | 6000-6999 | \$ 5,356,051 | \$ - | \$ 5,356,051 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 | \$ 1,861,809 | \$ - | \$ 1,861,809 |
| | 7400-7499 | | | |
| Transfers of Indirect Costs | 7300-7399 | \$ (12,793,522) | \$ - | \$ (12,793,522) |
| TOTAL EXPENDITURES | | \$ 418,056,182 | \$ 84,768 | \$ 418,140,950 |
| OTHER FINANCING SOURCES/USES | | | | |
| Transfers In and Other Sources | 8900-8979 | \$ 1,500 | \$ - | \$ 1,500 |
| Transfers Out and Other Uses | 7600-7699 | \$ - | \$ - | \$ - |
| Contributions | 8980-8999 | \$ (79,783,564) | \$ - | \$ (79,783,564) |
| OPERATING SURPLUS (DEFICIT)* | | \$ (3,978,426) | \$ (84,768) | \$ (4,063,194) |
| BEGINNING FUND BALANCE | 9791 | \$ 158,662,822 | | \$ 158,662,822 |
| Audit Adjustments/Other Restatements | 9793/9795 | | | \$ - |
| ENDING FUND BALANCE | | \$ 154,684,396 | \$ (84,768) | \$ 154,599,628 |
| COMPONENTS OF ENDING FUND BALANCE: | | | | |
| Nonspendable | 9711-9719 | \$ 289,931 | \$ - | \$ 289,931 |
| Restricted | 9740 | | | |
| Committed | 9750-9760 | \$ 26,602,723 | \$ - | \$ 26,602,723 |
| Assigned | 9780 | \$ 32,555,426 | \$ - | \$ 32,555,426 |
| Reserve for Economic Uncertainties | 9789 | \$ 14,033,489 | \$ 1,695 | \$ 14,035,185 |
| Unassigned/Unappropriated Amount | 9790 | \$ 81,202,827 | \$ (86,463) | \$ 81,116,364 |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 4b

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund
Bargaining Unit: Teamsters

| Object Code | Column 1 | Column 2 | Column 3 | Column 4 |
|---|---|--|---|--------------------------------------|
| | Latest Board-Approved Budget Before Settlement (As of 24/25 Adopted Budget) | Adjustments as a Result of Settlement (compensation) | Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i | Total Revised Budget (Columns 1+2+3) |
| REVENUES | | | | |
| LCFF Revenue | 8010-8099 | \$ 2,581,913 | \$ - | \$ 2,581,913 |
| Federal Revenue | 8100-8299 | \$ 49,337,945 | \$ - | \$ 49,337,945 |
| Other State Revenue | 8300-8599 | \$ 103,564,756 | \$ - | \$ 103,564,756 |
| Other Local Revenue | 8600-8799 | \$ 7,651,721 | \$ - | \$ 7,651,721 |
| TOTAL REVENUES | | \$ 163,136,335 | \$ - | \$ 163,136,335 |
| EXPENDITURES | | | | |
| Certificated Salaries | 1000-1999 | \$ 70,387,196 | \$ - | \$ 70,387,196 |
| Classified Salaries | 2000-2999 | \$ 54,130,142 | \$ - | \$ 54,130,142 |
| Employee Benefits | 3000-3999 | \$ 91,457,757 | \$ - | \$ 91,457,757 |
| Books and Supplies | 4000-4999 | \$ 21,134,553 | \$ - | \$ 21,134,553 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 29,127,922 | \$ - | \$ 29,127,922 |
| Capital Outlay | 6000-6999 | \$ 798,336 | \$ - | \$ 798,336 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 | \$ 115,104 | \$ - | \$ 115,104 |
| | 7400-7499 | | | |
| Transfers of Indirect Costs | 7300-7399 | \$ 10,467,277 | \$ - | \$ 10,467,277 |
| TOTAL EXPENDITURES | | \$ 277,618,287 | \$ - | \$ 277,618,287 |
| OTHER FINANCING SOURCES/USES | | | | |
| Transfers In and Other Sources | 8900-8979 | \$ - | \$ - | \$ - |
| Transfers Out and Other Uses | 7600-7699 | \$ 6,000,000 | \$ - | \$ 6,000,000 |
| Contributions | 8980-8999 | \$ 79,783,564 | \$ - | \$ 79,783,564 |
| OPERATING SURPLUS (DEFICIT)* | | \$ (40,698,388) | \$ - | \$ (40,698,388) |
| BEGINNING FUND BALANCE | 9791 | \$ 125,392,762 | | \$ 125,392,762 |
| Audit Adjustments/Other Restatements | 9793/9795 | \$ - | | \$ - |
| ENDING FUND BALANCE | | \$ 84,694,374 | \$ - | \$ 84,694,374 |
| COMPONENTS OF ENDING FUND BALANCE: | | | | |
| Nonspendable | 9711-9719 | \$ - | \$ - | \$ - |
| Restricted | 9740 | \$ 84,694,374 | \$ - | \$ 84,694,374 |
| Committed | 9750-9760 | | | |
| Assigned Amounts | 9780 | | | |
| Reserve for Economic Uncertainties | 9789 | | \$ - | \$ - |
| Unassigned/Unappropriated Amount | 9790 | \$ - | \$ - | \$ - |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 4c

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit:

Teamsters

| Object Code | Column 1 | Column 2 | Column 3 | Column 4 |
|---|---|--|---|--------------------------------------|
| | Latest Board-Approved Budget Before Settlement (As of 24/25 Adopted Budget) | Adjustments as a Result of Settlement (compensation) | Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i | Total Revised Budget (Columns 1+2+3) |
| REVENUES | | | | |
| LCFF Revenue | 8010-8099 | \$ 479,597,344 | \$ - | \$ 479,597,344 |
| Federal Revenue | 8100-8299 | \$ 49,337,945 | \$ - | \$ 49,337,945 |
| Other State Revenue | 8300-8599 | \$ 113,527,316 | \$ - | \$ 113,527,316 |
| Other Local Revenue | 8600-8799 | \$ 14,533,550 | \$ - | \$ 14,533,550 |
| TOTAL REVENUES | | \$ 656,996,155 | \$ - | \$ 656,996,155 |
| EXPENDITURES | | | | |
| Certificated Salaries | 1000-1999 | \$ 270,968,940 | \$ - | \$ 270,968,940 |
| Classified Salaries | 2000-2999 | \$ 111,717,856 | \$ 59,911 | \$ 111,777,767 |
| Employee Benefits | 3000-3999 | \$ 211,585,253 | \$ 24,857 | \$ 211,610,110 |
| Books and Supplies | 4000-4999 | \$ 31,866,527 | \$ - | \$ 31,866,527 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 63,730,838 | \$ - | \$ 63,730,838 |
| Capital Outlay | 6000-6999 | \$ 6,154,387 | \$ - | \$ 6,154,387 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 | \$ 1,976,913 | \$ - | \$ 1,976,913 |
| | 7400-7499 | | | |
| Transfers of Indirect Costs | 7300-7399 | \$ (2,326,245) | \$ - | \$ (2,326,245) |
| TOTAL EXPENDITURES | | \$ 695,674,469 | \$ 84,768 | \$ - |
| OTHER FINANCING SOURCES/USES | | | | |
| Transfer In and Other Sources | 8900-8979 | \$ 1,500 | \$ - | \$ 1,500 |
| Transfers Out and Other Uses | 7600-7699 | \$ 6,000,000 | \$ - | \$ 6,000,000 |
| Contributions | 8980-8999 | \$ - | \$ - | \$ - |
| OPERATING SURPLUS (DEFICIT)* | | \$ (44,676,814) | \$ (84,768) | \$ (44,761,582) |
| BEGINNING FUND BALANCE | 9791 | \$ 284,055,584 | | \$ 284,055,584 |
| Audit Adjustments/Other Restatements | 9793/9795 | \$ - | | \$ - |
| ENDING FUND BALANCE | | \$ 239,378,770 | \$ (84,768) | \$ 239,294,002 |
| COMPONENTS OF ENDING FUND BALANCE: | | | | |
| Nonspendable | 9711-9719 | \$ 289,931 | \$ - | \$ 289,931 |
| Restricted | 9740 | \$ 84,694,374 | \$ - | \$ 84,694,374 |
| Committed | 9750-9760 | \$ 26,602,723 | \$ - | \$ 26,602,723 |
| Assigned | 9780 | \$ 32,555,426 | \$ - | \$ 32,555,426 |
| Reserve for Economic Uncertainties | 9789 | \$ 14,033,489 | \$ 1,695 | \$ 14,035,185 |
| Unassigned/Unappropriated Amount | 9790 | \$ 81,202,827 | \$ (86,463) | \$ 81,116,364 |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

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H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

| Bargaining Unit: Object Code | Teamsters | | | |
|---|------------------------|-----------------|-----------------|-----------------|
| | 2024-25 | 2025-26 | 2026-27 | |
| REVENUES | | | | |
| LCFF Revenue | 8010-8099 | \$ 477,015,431 | \$ 493,272,002 | \$ 508,394,578 |
| Federal Revenue | 8100-8299 | \$ - | \$ - | \$ - |
| Other State Revenue | 8300-8599 | \$ 9,962,560 | \$ 11,346,164 | \$ 11,652,234 |
| Other Local Revenue | 8600-8799 | \$ 6,881,829 | \$ 3,881,829 | \$ 3,888,781 |
| TOTAL REVENUES | | \$ 493,859,820 | \$ 508,499,995 | \$ 523,935,593 |
| EXPENDITURES | | | | |
| Certificated Salaries | 1000-1999 | \$ 200,581,744 | \$ 203,131,600 | \$ 204,915,196 |
| Classified Salaries | 2000-2999 | \$ 57,647,625 | \$ 58,567,257 | \$ 59,094,093 |
| Employee Benefits | 3000-3999 | \$ 120,152,353 | \$ 124,505,581 | \$ 128,122,280 |
| Books and Supplies | 4000-4999 | \$ 10,731,974 | \$ 10,940,944 | \$ 11,125,464 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 34,602,916 | \$ 34,725,699 | \$ 35,855,399 |
| Capital Outlay | 6000-6999 | \$ 5,356,051 | \$ 2,940,155 | \$ 2,628,889 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 7400-7499 | \$ 1,861,809 | \$ 1,937,889 | \$ 1,980,428 |
| Transfers of Indirect Costs | 7300-7399 | \$ (12,793,522) | \$ (10,636,585) | \$ (10,412,716) |
| Other Adjustments | | | | \$ - |
| TOTAL EXPENDITURES | | \$ 418,140,950 | \$ 426,112,540 | \$ 433,309,033 |
| OTHER FINANCING SOURCES/USES | | | | |
| Transfers In and Other Sources | 8900-8979 | \$ 1,500 | \$ - | \$ - |
| Transfers Out and Other Uses | 7600-7699 | \$ - | \$ - | \$ - |
| Contributions | 8980-8999 | \$ (79,783,564) | \$ (83,761,658) | \$ (83,034,226) |
| OPERATING SURPLUS (DEFICIT)* | | \$ (4,063,194) | \$ (1,374,203) | \$ 7,592,334 |
| BEGINNING FUND BALANCE | 9791 | \$ 158,662,822 | \$ 154,599,628 | \$ 153,225,425 |
| Audit Adjustments/Other Restatements | 9793/9795 | \$ - | | |
| ENDING FUND BALANCE | | \$ 154,599,628 | \$ 153,225,425 | \$ 160,817,759 |
| COMPONENTS OF ENDING FUND BALANCE: | | | | |
| Nonspendable | 9711-9719 | \$ 289,931 | \$ 289,931 | \$ 289,931 |
| Restricted | 9740 | | | |
| Committed | 9750-9760 | \$ 26,602,723 | \$ 24,881,101 | \$ 23,383,876 |
| Assigned | 9780 | \$ 32,555,426 | \$ 25,539,760 | \$ 20,869,368 |
| Reserve for Economic Uncertainties | 9789 | \$ 14,035,185 | \$ 13,263,431 | \$ 13,261,484 |
| Unassigned/Unappropriated Amount | 9790 | \$ 81,116,364 | \$ 89,251,202 | \$ 103,013,100 |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 5b

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit:

Teamsters

| Object Code | 2024-25 | 2025-26 | 2026-27 |
|---|---------------------------------------|--|---|
| | Total Revised Budget After Settlement | First Subsequent Year After Settlement | Second Subsequent Year After Settlement |
| REVENUES | | | |
| LCFF Revenue | 8010-8099 | \$ 2,581,913 | \$ 2,581,913 |
| Federal Revenue | 8100-8299 | \$ 49,337,945 | \$ 35,074,129 |
| Other State Revenue | 8300-8599 | \$ 103,564,756 | \$ 102,975,060 |
| Other Local Revenue | 8600-8799 | \$ 7,651,721 | \$ 7,219,654 |
| TOTAL REVENUES | | \$ 163,136,335 | \$ 147,850,756 |
| EXPENDITURES | | | |
| Certificated Salaries | 1000-1999 | \$ 70,387,196 | \$ 60,089,508 |
| Classified Salaries | 2000-2999 | \$ 54,130,142 | \$ 40,833,055 |
| Employee Benefits | 3000-3999 | \$ 91,457,757 | \$ 77,216,972 |
| Books and Supplies | 4000-4999 | \$ 21,134,553 | \$ 20,998,620 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 29,127,922 | \$ 21,616,861 |
| Capital Outlay | 6000-6999 | \$ 798,336 | \$ 386,306 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 | \$ 115,104 | \$ 115,104 |
| | 7400-7499 | | |
| Transfers of Indirect Costs | 7300-7399 | \$ 10,467,277 | \$ 8,302,585 |
| Other Adjustments | | \$ - | \$ - |
| TOTAL EXPENDITURES | | \$ 277,618,287 | \$ 229,559,011 |
| OTHER FINANCING SOURCES/USES | | | |
| Transfers In and Other Sources | 8900-8979 | \$ - | \$ - |
| Transfers Out and Other Uses | 7600-7699 | \$ 6,000,000 | \$ 7,500,000 |
| Contributions | 8980-8999 | \$ 79,783,564 | \$ 83,761,658 |
| OPERATING SURPLUS (DEFICIT)* | | \$ (40,698,388) | \$ (5,446,597) |
| BEGINNING FUND BALANCE | 9791 | \$ 125,392,762 | \$ 84,694,374 |
| Audit Adjustments/Other Restatements | 9793/9795 | \$ - | |
| ENDING FUND BALANCE | | \$ 84,694,374 | \$ 79,247,777 |
| COMPONENTS OF ENDING FUND BALANCE: | | | |
| Nonspendable | 9711-9719 | \$ - | \$ - |
| Restricted | 9740 | \$ 84,694,374 | \$ 79,247,777 |
| Committed | 9750-9760 | | |
| Assigned | 9780 | | |
| Reserve for Economic Uncertainties | 9789 | \$ - | \$ - |
| Unassigned/Unappropriated Amount | 9790 | \$ - | \$ - |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

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H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

| Bargaining Unit: Object Code | | Combined General Fund MYP | | |
|---|------------------------|--|---|--|
| | | 2024-25 Total Revised Budget After Settlement | 2025-26 First Subsequent Year After Settlement | 2026-27 Second Subsequent Year After Settlement |
| REVENUES | | | | |
| LCFF Revenue | 8010-8099 | \$ 479,597,344 | \$ 495,853,915 | \$ 510,976,491 |
| Federal Revenue | 8100-8299 | \$ 49,337,945 | \$ 35,074,129 | \$ 33,840,283 |
| Other State Revenue | 8300-8599 | \$ 113,527,316 | \$ 114,321,224 | \$ 114,819,335 |
| Other Local Revenue | 8600-8799 | \$ 14,533,550 | \$ 11,101,483 | \$ 9,515,892 |
| TOTAL REVENUES | | \$ 656,996,155 | \$ 656,350,751 | \$ 669,152,001 |
| EXPENDITURES | | | | |
| Certificated Salaries | 1000-1999 | \$ 270,968,940 | \$ 263,221,108 | \$ 263,430,303 |
| Classified Salaries | 2000-2999 | \$ 111,777,767 | \$ 99,400,312 | \$ 99,325,323 |
| Employee Benefits | 3000-3999 | \$ 211,610,110 | \$ 201,722,553 | \$ 205,108,554 |
| Books and Supplies | 4000-4999 | \$ 31,866,527 | \$ 31,939,564 | \$ 27,509,223 |
| Services and Other Operating Expenditures | 5000-5999 | \$ 63,730,838 | \$ 56,342,560 | \$ 57,454,826 |
| Capital Outlay | 6000-6999 | \$ 6,154,387 | \$ 3,326,461 | \$ 3,015,195 |
| Other Outgo (excluding Indirect Costs) | 7100-7299 7400-7499 | \$ 1,976,913 | \$ 2,052,993 | \$ 2,095,532 |
| Transfers of Indirect Costs | 7300-7399 | \$ (2,326,245) | \$ (2,334,000) | \$ (2,364,721) |
| Other Adjustments | | | \$ - | \$ - |
| TOTAL EXPENDITURES | | \$ 695,759,237 | \$ 655,671,551 | \$ 655,574,235 |
| OTHER FINANCING SOURCES/USES | | | | |
| Transfers In and Other Sources | 8900-8979 | \$ 1,500 | \$ - | \$ - |
| Transfers Out and Other Uses | 7600-7699 | \$ 6,000,000 | \$ 7,500,000 | \$ 7,500,000 |
| Contributions | 8980-8999 | \$ - | \$ - | \$ - |
| OPERATING SURPLUS (DEFICIT)* | | \$ (44,761,582) | \$ (6,820,800) | \$ 6,077,766 |
| BEGINNING FUND BALANCE | 9791 | \$ 284,055,584 | \$ 239,294,002 | \$ 232,473,202 |
| Audit Adjustments/Other Restatements | 9793/9795 | \$ - | | |
| ENDING FUND BALANCE | | \$ 239,294,002 | \$ 232,473,202 | \$ 238,550,968 |
| COMPONENTS OF ENDING FUND BALANCE: | | | | |
| Nonspendable | 9711-9719 | \$ 289,931 | \$ 289,931 | \$ 289,931 |
| Restricted | 9740 | \$ 84,694,374 | \$ 79,247,777 | \$ 77,733,209 |
| Committed | 9750-9760 | \$ 26,602,723 | \$ 24,881,101 | \$ 23,383,876 |
| Assigned | 9780 | \$ 32,555,426 | \$ 25,539,760 | \$ 20,869,368 |
| Reserve for Economic Uncertainties | 9789 | \$ 14,035,185 | \$ 13,263,431 | \$ 13,261,484 |
| Unassigned/Unappropriated Amount | 9790 | \$ 81,116,364 | \$ 89,251,202 | \$ 103,013,100 |

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

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I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

| | | 2024-25 | 2025-26 | 2026-27 |
|----|--|----------------|----------------|----------------|
| a. | Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement) | \$ 701,759,237 | \$ 663,171,551 | \$ 663,074,235 |
| b. | Less: Special Education Pass-Through Funds | | \$ 847,465 | \$ 873,458 |
| c. | Net Expenditures, Transfers Out, and Uses | \$ 701,759,237 | \$ 662,324,086 | \$ 662,200,777 |
| d. | State Standard Minimum Reserve Percentage for this District Enter percentage | 2.00% | 2.00% | 2.00% |
| e. | State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000) | \$ 14,035,185 | \$ 13,246,482 | \$ 13,244,016 |

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

| | | | | |
|----|--|---------------|----------------|----------------|
| a. | General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789) | \$ 14,035,185 | \$ 13,263,431 | \$ 13,261,484 |
| b. | General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790) | \$ 81,116,364 | \$ 89,251,202 | \$ 103,013,100 |
| c. | Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789) | \$ - | \$ - | \$ - |
| d. | Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790) | \$ - | \$ - | \$ - |
| e. | Total Available Reserves | \$ 95,151,548 | \$ 102,514,633 | \$ 116,274,584 |
| f. | Reserve for Economic Uncertainties Percentage | 13.56% | 15.48% | 17.56% |

3. Do unrestricted reserves meet the state minimum reserve amount?

| | | |
|---------|---|-----------------------------|
| 2024-25 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 2025-26 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 2026-27 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

4. If no, how do you plan to restore your reserves?

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 7

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES (CONTINUED)

- 5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

| | |
|--|-------------|
| Total Compensation Increase/(Decrease) on Page 1, Section A, #5 | \$ 84,768 |
| General Fund balance Increase/(Decrease), Page 4c, Column 2 | \$ (84,768) |
| Total all fund balances Increase/(Decrease) as a result of the settlement(s) | \$ (84,768) |

Variance \$ -

Variance Explanation:

- 6. Will this agreement create or increase deficit financing in the current or subsequent years?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

| General Fund Combined | <u>Surplus/</u> <u>(Deficit)</u> | <u>(Deficit) %</u> | <u>Deficit primarily due to:</u> |
|--|-------------------------------------|--------------------|--------------------------------------|
| Current FY Surplus/(Deficit) before settlement(s)? | \$ (44,676,814) | (6.4%) | LREBG grant and supp/conc carryover |
| Current FY Surplus/(Deficit) after settlement(s)? | \$ (44,761,582) | (6.4%) | due to the above plus the settlement |
| 1st Subsequent FY Surplus/(Deficit) after settlement(s)? | \$ (6,820,800) | (1.0%) | due to the settlement |
| 2nd Subsequent FY Surplus/(Deficit) after settlement(s)? | \$ 6,077,766 | 0.9% | |

Deficit Reduction Plan (as necessary):

- 7. Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 8a.

| MYP | <u>Amount</u> | <u>"Other Adjustments" Explanation</u> |
|---|---------------|--|
| 1st Subsequent FY Unrestricted, Page 5a | \$ - | |
| 1st Subsequent FY Restricted, Page 5b | \$ - | |
| 2nd Subsequent FY Unrestricted, Page 5a | \$ - | |
| 2nd Subsequent FY Restricted, Page 5b | \$ - | |

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 8

J. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the San Juan Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2024 to June 30, 2025

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

| | Budget Adjustment Increase/(Decrease) |
|---|--|
| Revenues/Transfers In and Other Sources/Contributions | \$ - |
| Expenditures/Transfers Out and Other Uses | \$ 84,768 |
| Ending Balance(s) Increase/(Decrease) | <u>\$ (84,768)</u> |

Subsequent Years

Budget Adjustment Categories:

| | Budget Adjustment Increase/(Decrease) |
|---|--|
| Revenues/Transfers In and Other Sources/Contributions | \$ - |
| Expenditures/Transfers Out and Other Uses | \$ 1,533 |
| Ending Balance(s) Increase/(Decrease) | <u>\$ (1,533)</u> |

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

X I hereby certify I am unable to certify



District Superintendent
(Signature)

11/6/24

Date

X I hereby certify I am unable to certify



Chief Business Official
(Signature)

11/6/24

Date

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

San Juan Unified School District
Public Disclosure of Proposed Collective Bargaining Agreement

Page 8a

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

Used assumptions included in our 24/25 adopted budget and the LCFF COLAs included in California's 24-25 approved budget.

Assumed our typical step and column of .9% for both certificated and classified and H&W historical rate of 4.32% growth.

Concerns regarding affordability of agreement in subsequent years (if any):

Public Disclosure of Proposed Collective Bargaining Agreement

Page 9

K. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

San Juan Unified School District

District Name

District Superintendent
(Signature)

Joel Ryan

Contact Person

Date

916-971-7248

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on November 19, 2024, took action to approve the proposed agreement with the Teamsters Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Sacramento County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

SUBJECT: Adjustments to Superintendent's Cabinet Salary Schedule and Contracts (Gaddis) - 8:30 p.m.

DEPARTMENT: Legal Services

ACTION REQUESTED:

Action: The superintendent is recommending that the board approve the 2024-25 and 2025-26 adjustments to the Superintendent's Cabinet Salary Schedule and ratify the amendments to reflect the salary schedule adjustments.

RATIONALE/BACKGROUND:

The proposed Superintendent's Cabinet Salary Schedule adjustments before the board were developed using a targeted approach that examined the responsibilities and compensation of comparable roles in the workforce. This is a similar approach the district took with its labor partners during the bargaining cycle that concluded at the end of 2023-24, when settlements resulted in strategic, equitable investments in specific job classifications or salary schedule ranges to address shared recruitment and retention interests. Additionally, the total value of the proposed salary schedule adjustments does not exceed the value of any of the two-year agreements reached with district bargaining units or unrepresented groups.

ATTACHMENT(S):

1. [Cabinet Salary Schedule 24-25](#)
2. [Cabinet Salary Schedule 25-26](#)
3. [Contract Addendum Interim Deputy Superintendent](#)
4. [Contract Addendum General Counsel](#)
5. [Contract Addendum Chief of Staff](#)
6. [Contract Addendum Chief Operations Officer](#)
7. [Contract Addendum Chief Financial Officer](#)
8. [Contract Addendum Assistant Superintendent Educational Services](#)
9. [Contract Addendum Assistant Superintendent Secondary](#)
10. [Contract Addendum Assistant Superintendent Human Resources](#)
11. [Contract Addendum Assistant Superintendent Elementary](#)
12. [Contract Addendum Executive Director Labor Relations and Government Affairs](#)
13. [Contract Addendum Senior Director Technology](#)

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

Current Budget: N/A

Additional Budget: \$206,237

Unrestricted: \$206,237

Restricted: \$0

Costs to the General Fund beginning each year for the Superintendent's Cabinet Salary Schedule: an ongoing increase of \$91,423 in 2024-25. An additional ongoing increase of \$114,814 will take effect in 2025-26.

PREPARED BY: Fhanysha Clark Gaddis, J.D., MPP, General Counsel

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

SAN JUAN UNIFIED SCHOOL DISTRICT
Superintendents's Cabinet Salary Schedule
2024-2025

| Superintendent Cabinet | Paid Days | Daily Rate | Annual Salary |
|---|-------------|--------------------|----------------------|
| Deputy Superintendent Schools and Student Support | 245* | \$ 1,112.92 | \$ 272,666.00 |
| General Counsel | 245* | \$ 969.06 | \$ 237,420.00 |
| Chief Financial Officer | 245* | \$ 994.64 | \$ 243,688.00 |
| Chief of Human Resources | 245* | \$ 914.50 | \$ 224,053.00 |
| Chief Operations Officer | 245* | \$ 994.64 | \$ 243,688.00 |
| Chief of Staff | 245* | \$ 994.64 | \$ 243,688.00 |
| Assistant Superintendent Educational Services | 245* | \$ 854.07 | \$ 209,248.00 |
| Assistant Superintendent Secondary Education and Programs | 245* | \$ 854.07 | \$ 209,248.00 |
| Assistant Superintendent Elementary Education and Programs | 245* | \$ 854.07 | \$ 209,248.00 |
| Executive Director Labor Relations and Government Affairs | 245* | \$ 854.07 | \$ 209,248.00 |
| Senior Director Technology Services | 245* | \$ 798.41 | \$ 195,610.00 |

*Vacation dates accrued

Anniversary/ Longevity Increment Steps

For credit toward and anniversary increment, a manager must have worked 75% of each school year.

1. Two percent (2%) of base salary after 9 years of completed service in San Juan Unified School District.
2. Four percent (4%) of the base salary after 14 years of completed service in the San Juan Unified School District (the 4% includes the year 9 increment)
3. Six percent (6%) of the base salary after 19 years of completed service in the San Juan Unified School District (the 6% includes the 9 year and 14 year increments).
4. Eight percent (8%) of the base salary after 24 years of completed service in the San Juan Unified School District (the 8% includes the 9 year, 14 year, and 19 year increments).

Board Approved:

San Juan Unified School District
Cabinet Salary Schedule
2025-2026

| Superintendent Cabinet | Paid Days | Daily Rate | Annual Salary |
|---|------------------|-------------------|----------------------|
| Deputy Superintendent Schools and Student Support | 245* | \$ 1,135.29 | \$ 278,147.00 |
| General Counsel | 245* | \$ 1,057.14 | \$ 259,000.00 |
| Chief Financial Officer | 245* | \$ 1,014.74 | \$ 248,611.00 |
| Chief of Human Resources | 245* | \$ 1,014.74 | \$ 248,611.00 |
| Chief Operations Officer | 245* | \$ 1,014.74 | \$ 248,611.00 |
| Chief of Staff | 245* | \$ 1,014.74 | \$ 248,611.00 |
| Assistant Superintendent Educational Services | 245* | \$ 893.88 | \$ 219,000.00 |
| Assistant Superintendent Secondary Education and Programs | 245* | \$ 893.88 | \$ 219,000.00 |
| Assistant Superintendent Elementary Education and Programs | 245* | \$ 893.88 | \$ 219,000.00 |
| Executive Director Labor Relations and Government Affairs | 245* | \$ 893.88 | \$ 219,000.00 |
| Senior Director Technology Services | 245* | \$ 836.73 | \$ 205,000.00 |

*Vacation dates accrued

| Anniversary/ Longevity Increment Steps |
|---|
| <i>For credit toward and anniversary increment, a manager must have worked 75% of each school year.</i> |
| 1. Two percent (2%) of base salary after 9 years of completed service in San Juan Unified School District. |
| 2. Four percent (4%) of the base salary after 14 years of completed service in the San Juan Unified School District (the 4% includes the year 9 increment) |
| 3. Six percent (6%) of the base salary after 19 years of completed service in the San Juan Unified School District (the 6% includes the 9 year and 14 year increments). |
| 4. Eight percent (8%) of the base salary after 24 years of completed service in the San Juan Unified School District (the 8% includes the 9 year, 14 year, and 19 year increments). |

Board Approved:

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Amy Slavensky, Interim Deputy Superintendent, Schools and Student Support

The following shall amend the original contract of employment, effective April 11, 2023, and the addendum to employment contract approved April 9, 2024, between the Governing Board of the San Juan Unified School District (“Board” or “District”) and Amy Slavensky (“Slavensky”).

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. SALARY

- A. Slavensky shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for deputy superintendent, schools and student support.
- B. As an employee under contract, Slavensky shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

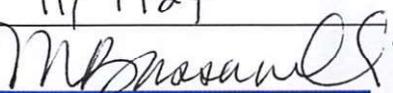
- C. Slavensky shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Slavensky and the Board shall remain in effect.

Date: Nov 7, 2024


Amy Slavensky (Nov 7, 2024 12:02 PST)

Amy Slavensky
Deputy Superintendent,
Schools and Student Support

Date: 11/7/24


Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form


Fhanysha Gaddis (Nov 7, 2024 16:26 EST)

Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Fhanysha Gaddis, General Counsel

The following shall amend the original contract of employment, effective July 1, 2023, between the Governing Board of the San Juan Unified School District (“Board” or “District”) and Fhanysha Gaddis, General Counsel (“Gaddis”).

2. SALARY

- A. Gaddis shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for general counsel, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for general counsel.
- B. As an employee under contract, Gaddis shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

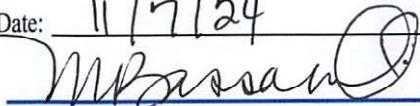
Except as modified above, all other terms of the employment contract previously agreed to and identified above between Gaddis and the Board shall remain in effect.

Date: Nov 6, 2024


Fhanysha Gaddis (Nov 6, 2024 11:22 PST)

Fhanysha Gaddis
General Counsel

Date: 11/7/24


Melissa Bassanelli

Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form



Adrienne Konigar-Macklin
Contract Attorney

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Trent Allen, Chief of Staff

The following shall amend the original contract of employment, effective July 1, 2021, and the addendum to employment contract that was approved May 23, 2024, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Trent Allen, Chief of Staff ("Allen").

The District and Allen mutually agree to amend Allen's Employment Contract as follows:

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. SALARY

- A. Allen shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for chief of staff, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for chief of staff.
- B. As an employee under contract, Allen shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

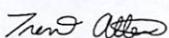
- C. Allen shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

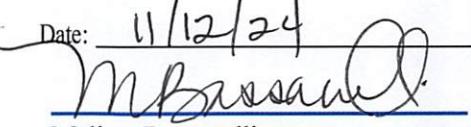
Allen's evaluation for the 2022-2023 school year is "satisfactory." Based on the satisfactory evaluation, Allen will receive an extension of this Employment Contract through June 30, 2025.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Allen and the Board shall remain in effect.

Date: Nov 12, 2024



Trent Allen
Chief of Staff

Date: 11/12/24

Melissa Bassanelli

Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form:


Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Frank Camarda, Chief Operations Officer

The following shall amend the original contract of employment, effective July 1, 2021, and the addendum to employment contract that was approved effective May 23, 2024, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Frank Camarda, Chief Operations Officer ("Camarda").

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. SALARY

- A. Camarda shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for chief operations officer, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for chief operations officer.
- B. As an employee under contract, Camarda shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

- C. Camarda shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

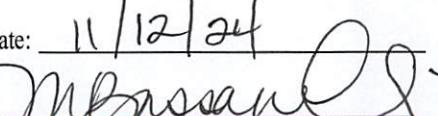
Camarda's evaluation for the 2022-2023 school year is "satisfactory." Based on the satisfactory evaluation, Camarda will receive an extension of this Employment Contract through June 30, 2025.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Camarda and the Board shall remain in effect.

Date: Nov 12, 2024

Frank Camarda

Frank Camarda
Chief Operations Officer

Date: 11/12/24


Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Review As To Form


Phanysha Gaddis (Nov 12, 2024 11:41 PST)

Phanysha Gaddis
General Counsel

Date: _____

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Joel Ryan, Chief Financial Officer

The following shall amend the original contract of employment, effective January 29, 2024, between the Governing Board of the San Juan Unified School District (“Board” or “District”) and Joel Ryan, Chief Financial Officer (“Ryan”).

2. SALARY

- A. Ryan shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for chief financial officer, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for chief financial officer.
- B. As an employee under contract, Ryan shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Ryan and the Board shall remain in effect.

Date: Nov 6, 2024

Joel Ryan

Joel Ryan
Chief Financial Officer

Date: 11/7/24

M. Bassanelli

Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form


Phanysha Gaddis (Nov 6, 2024 11:23 PST)

Phanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Francisco Javier "Harvey" Oaxaca, Assistant Superintendent, Educational Services

The following shall amend the original contract of employment, effective August 6, 2024, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Francisco Javier "Harvey" Oaxaca, Assistant Superintendent of Educational Services ("Oaxaca").

2. SALARY

- A. Oaxaca shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for assistant superintendent of educational services, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for assistant superintendent, educational services.
- B. As an employee under contract, Oaxaca shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Oaxaca and the Board shall remain in effect.

Date: Nov 7, 2024

Francisco Oaxaca

Francisco Oaxaca (Nov 7, 2024 06:15 PST)

Francisco "Harvey" Oaxaca
Assistant Superintendent, Educational Services

Date: 11/7/24

Melissa Bassanelli
Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form


Fhanysha Gaddis (Nov 7, 2024 10:53 EST)

Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs

The following shall amend the original contract of employment, effective July 1, 2021, and the addendum to employment contract that was approved May 23, 2023, between the Governing Board of the San Juan Unified School District (“Board” or “District”) and Kristan Schnepp, Assistant Superintendent, Secondary Education and Programs (“Schnepp”).

The District and Schnepp mutually agree to amend Schnepp’s Employment Contract as follows:

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. SALARY

- A. Schnepp shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for assistant superintendent, secondary education and programs, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for assistant superintendent, secondary education and programs.
- B. As an employee under contract, Schnepp shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

- C. Schnepp shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

Schnepp’s evaluation for the 2022-2023 school year is “satisfactory.” Based on the satisfactory evaluation, Schnepp will receive an extension of this Employment Contract through June 30, 2025.

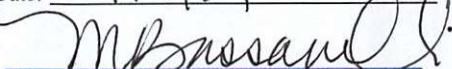
Except as modified above, all other terms of the employment contract and contract amendment previously agreed to and identified above between Schnepp and the Board shall remain in effect.

Date: Nov 7, 2024


Kristan Schnepp (Nov 7, 2024 11:52 PST)

Kristan Schnepp
Assistant Superintendent,
Secondary Education and Programs

Date: 11/7/24



Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form:


Fhanysha Gaddis (Nov 12, 2024 11:39 PST)

Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Rebecca Toto, Assistant Superintendent, Human Resources

The following shall amend the original contract of employment, effective June 19, 2023, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Rebecca Toto, Assistant Superintendent, Human Resources ("Toto").

2. SALARY

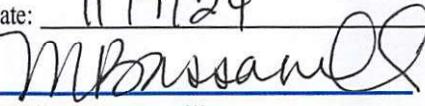
- A. Toto shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for chief of human resources, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for chief of human resources.
- B. As an employee under contract, Toto shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Toto and the Board shall remain in effect.

Date: Nov 6, 2024

Rebecca Toto
Rebecca Toto (Nov 6, 2024 12:42 PST)

Rebecca Toto
Assistant Superintendent, Human Resources

Date: 11/7/24

Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form


Fhanysha Gaddis (Nov 6, 2024 12:48 PST)

Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Amberlee Townsend-Snider, Assistant Superintendent,

Elementary Education and Programs

The following shall amend the original contract of employment, effective July 1, 2021, and the addendum to employment contract that was approved May 23, 2023, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Amberlee Townsend-Snider, Assistant Superintendent, Elementary Education and Programs ("Townsend-Snider").

The District and Townsend-Snider mutually agree to amend Townsend-Snider's Employment Contract as follows:

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. SALARY

- A. Townsend-Snider shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for assistant superintendent, elementary education and programs, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for assistant superintendent, elementary education and programs.
- B. As an employee under contract, Townsend-Snider shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

- C. Townsend-Snider shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

Townsend-Snider's evaluation for the 2022-2023 school year is "satisfactory." Based on the satisfactory evaluation, Townsend-Snider will receive an extension of this Employment Contract through June 30, 2025.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Townsend-Snider and the Board shall remain in effect.

Date: Nov 7, 2024

Amberlee Townsend

Amberlee Townsend-Snider
Assistant Superintendent,
Elementary Education and Programs

Ratified by the Board of Education:

Date: _____

Date: 11/7/24

Melissa Bassanelli
Melissa Bassanelli
Superintendent

Review As To Form:

Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Daniel Thigpen, Executive Director, Labor Relations and Government Affairs

The following shall amend the original contract of employment, effective December 1, 2022, and the addendum to employment contract that was approved May 23, 2023, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Daniel Thigpen, Executive Director, Labor Relations and Government Affairs ("Thigpen").

The District and Thigpen mutually agree to amend Thigpens's Employment Contract as follows:

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2026.

2. SALARY

- A. Thigpen shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for executive director, labor relations and government affairs, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for executive director, labor relations and government affairs.
- B. As an employee under contract, Thigpen shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

- a. Thigpen shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

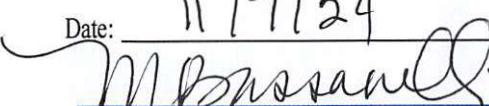
Thigpen's evaluation for the 2022-2023 school year is "satisfactory." Based on the satisfactory evaluation, Thigpen will receive an extension of this Employment Contract through June 30, 2026.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Thigpen and the Board shall remain in effect.

Date: Nov 6, 2024

Daniel Thigpen

Daniel Thigpen
Executive Director
Labor Relations and Government Affairs

Date: 11/7/24


Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form:


Fhanysha Gaddis
General Counsel

SAN JUAN UNIFIED SCHOOL DISTRICT

ADDENDUM TO EMPLOYMENT CONTRACT

Peter Skibitzki, Senior Director, Technology

The following shall amend the original contract of employment, effective July 1, 2021, and the addendum to employment contract that was approved May 23, 2023, between the Governing Board of the San Juan Unified School District ("Board" or "District") and Peter Skibitzki, Senior Director, Technology ("Skibitzki").

The District and Skibitzki mutually agree to amend Skibitzki's Employment Contract as follows:

1. TERM OF CONTRACT

The term of this Employment Contract shall be extended to June 30, 2025.

2. Salary

- A. Skibitzki shall be paid an annual base salary for the 2024-2025 year and entitled to continuing longevity provisions, based on the 2024-2025 cabinet salary schedule for senior director, technology, and shall be paid an annual base salary for the 2025-2026 year and entitled to continuing longevity provisions, based on the 2025-2026 cabinet salary schedule for senior director, technology.
- B. As an employee under contract, Skibitzki shall not be eligible to receive Continuing Education benefits afforded to other District management personnel.

4. DUTIES AND RESPONSIBILITIES

- C. Skibitzki shall continue to render 245 working days during each twelve (12) months of full and regular service to the District for the period covered by this Employment Contract, exclusive of vacation and holidays.

7. EVALUATION

Skibitzki's evaluation for the 2022-2023 school year is "satisfactory." Based on the satisfactory evaluation, Skibitzki will receive an extension of this Employment Contract through June 30, 2025.

Except as modified above, all other terms of the employment contract previously agreed to and identified above between Skibitzki and the Board shall remain in effect.

Date: Nov 6, 2024

Peter W. Skibitzki

Peter Skibitzki
Senior Director, Technology

Date: 11/7/24
M. Bassanelli

Melissa Bassanelli
Superintendent

Ratified by the Board of Education:

Date: _____

Review As To Form:


Fhanysha Gaddis (Nov 6, 2024 11:24 PST)
Fhanysha Gaddis
General Counsel

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

AGENDA ITEM:

J.9

MEETING DATE:

11/19/2024

SUBJECT: Set Annual Organizational Meeting (Board) - 8:40 p.m.

DEPARTMENT: Administration

ACTION REQUESTED:

Action: The superintendent is recommending that the board set Tuesday, December 17, 2024, at 6:30 p.m., as the date and time for the annual organizational meeting.

RATIONALE/BACKGROUND:

Under the provisions of Education Code section 35143, the governing board is required to set an annual organizational meeting in years in which a regular election for governing board members is conducted within a 15-day period that commences with the second Friday in December following the regular election. The period for the 2024 annual organizational meeting is between December 13, 2024, and December 27, 2024. The Sacramento County Office of Education will be notified of the day and time selected.

ATTACHMENT(S):

BOARD COMMITTEE ACTION/COMMENT:

N/A

PREVIOUS STAFF/BOARD ACTION:

Superintendent's Cabinet: 11/12/2024

FISCAL IMPACT:

N/A

PREPARED BY: Stephanie Cunningham, Administrative Assistant, Board of Education

APPROVED BY: Melissa Bassanelli, Superintendent of Schools

**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2024-2025**

L
11/19/2024

DECEMBER 17 (3rd Tuesday)

Board reception/swearing-in (before board meeting)

| | |
|---|-----------------|
| Annual Organizational Meeting – A | Board |
| 2023-2024 Audit Report – A | Ryan |
| 2024-2025 First Interim & Budget/Financial Status Report – A | Ryan |
| Public Hearing #2: Visions In Education Charter School Renewal Petition – A [PH #1/Discussed: 10/22/24] | Oaxaca |
| Bond Update – R | Camarda |
| Public Hearing: Conveyance of Trail Easement at KJMS to Fulton-El Camino RPD – A [Discussed: 11/19/24] | Camarda |
| Amendments to Use of Facilities Handbook – A | Camarda |
| *Continued Funding Application CSPP & CCTR – A | Townsend-Snider |
| *Adult Education Course Approval – A | Schnepp |
| *Minimum Wage Increase (Short Term, Temporary) – A | Toto |

JANUARY 14

| | |
|---|--------|
| English Language Development (ELD) Update – R | Oaxaca |
| The Brown Act – D | Gaddis |
| Title IX Board Policies – D | Gaddis |
| BP 0410 Nondiscrimination in District Programs and Activities | |
| BP 1312.3 Uniform Complaint Procedures | |
| BP 4030 Nondiscrimination in Employment | |
| BP 4033 Lactation Accommodation | |
| BP 4119.11/4219.11/4319.11 Sex Discrimination and Sex-Based Harassment | |
| BP 5145.3 Nondiscrimination/Harassment | |
| BP 5145.7 Sex Discrimination and Sex-Based Harassment | |
| BP 5146 Married/Pregnant/Parenting Students | |
| Annual Policy Review – D | Gaddis |
| BP 3430 Investing and Debt Management | |
| BP 5116.1 Intradistrict Open Enrollment | |
| BP 6145 Extracurricular/Cocurricular Activities | |
| BP 6020 Parent Involvement | |
| Williams Complaint Report – R | Gaddis |
| Governance Handbook Annual Update – D | Allen |
| *Resolution: Emergency Contracting – A | Ryan |
| *Resolution: Authorized Signature - Power to Contract on Behalf of the District – A | Ryan |
| *Resolution: Delegating Signature Authorization to the Superintendent – A | Ryan |

JANUARY 28

| | |
|--|---------|
| Recognition: 2025 Classified Employees of the Year – A | Toto |
| Recognition: National School Counseling Week (Feb. 3-7) – A | Schnepf |
| Katherine Johnson Middle School Transition Update – R | Schnepf |
| Maintenance Update – R | Camarda |
| *Title IX Board Policies – A [Discussed 01/14/25] | Gaddis |
| BP 0410 Nondiscrimination in District Programs and Activities | |
| BP 1312.3 Uniform Complaint Procedures | |
| BP 4030 Nondiscrimination in Employment | |
| BP 4033 Lactation Accommodation | |
| BP 4119.11/4219.11/4319.11 Sex Discrimination and Sex-Based Harassment | |
| BP 5145.3 Nondiscrimination/Harassment | |
| BP 5145.7 Sex Discrimination and Sex-Based Harassment | |

BP 5146 Married/Pregnant/Parenting Students
 *Annual Policy Review – A [Discussed 01/14/25]
 BP 3430 Investing and Debt Management
 BP 5116.1 Intradistrict Open Enrollment
 BP 6145 Extracurricular/Cocurricular Activities
 BP 6020 Parent Involvement
 *School Accountability Report Cards (SARCs) – A
 *LCAP Federal Addendum Annual Revision – A
 *CTE Advisory Committee Roster 2024-2025 – A
 *Governance Handbook Annual Update – A [Discussed 01/14/25]

Gaddis
Slavensky
Slavensky
Schnepf
Allen

FEBRUARY 11

Recognition: National School Social Work Week (Mar. 2-8) – A
 Mid-Year LCAP Update 2024-2025 – R
 Choices Charter School Mid-Year LCAP Update 2023-2024 – R
 Technology Update – R
 *Resolution: Biennial Federal Surplus Property Participation Renewal – A

Oaxaca
Slavensky
Oaxaca
Skibitzki
Ryan

FEBRUARY 25

Recognition: Arts Education Month (March) – A
 System of Professional Growth – R
 Proposition 28: Arts Education – R
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated ECE) – D
 Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – D
 Notice of Intent to Reduce Classified Positions – D
 2025 CSBA Delegate Assembly Election – A
 *Early Head Start/Head Start Budget Modification/Carryover Funds – A

Slavensky
Slavensky
Slavensky
Toto
Toto
Toto
Toto
Board
Townsend-Snider

MARCH 11

Second Interim Budget Report – R
 Facilities Master Plan – D
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/25/25]
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/25/25]
 Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/25/25]
 Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/25/25]
 *Audit Reports for Measures J, N, P and S – A

Ryan
Camarda
Toto
Toto
Toto
Toto
Toto
Ryan

MARCH 25

Recognition: Week of the Young Child (Apr. 5-11) – A
 Recognition: Adult Education Week – A
 Instructional Technology – R
 Transportation Update – R
 3280 and 7-11 Committees – D
 *Head Start and Early Head Start Grant Application 2025-2026 – A

Townsend-Snider
Schnepf
Slavensky
Camarda
Camarda
Townsend-Snider

APRIL 8

Recognition: School Bus/Van Driver Appreciation Day (Apr. 22) – A
 Instructional Materials Adoptions – D
 New High School Courses – D
 Accelerated Programs – D
 Williams Complaint Report – R
 Proposed Board Meeting Dates for 2025-2026 – A

Toto
Slavensky
Slavensky
Slavensky
Gaddis
Board

APRIL 22

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 7) – A Oaxaca
Recognition: California Day of the Teacher (May 14) – A Toto
Multi-Tiered System of Supports (MTSS) – R Oaxaca
Innovative School Update – R Townsend-Snider
*Instructional Materials Adoptions – A [Discussed 04/08/25] Slavensky
*New High School Courses – A [Discussed 04/08/25] Slavensky

MAY 13

Recognition: National Speech Pathologist Day (May 18) – A Slavensky
Recognition: Classified School Employee Week (May 18-24) – A Toto
District TK-12 Mathematics Update – R Slavensky
Nutrition Services Update – R Camarda
Hearing Officer's Recommendation-2025 RIF (if applicable) – A Gaddis

MAY 27

Recognition: National Science Bowl (if applicable) – A Schnepf
Recognition: Science Olympiad (if applicable) – A Schnepf
Recognition: Academic Decathlon (if applicable) – A Schnepf
Restorative Practices/Student Discipline – R Oaxaca
Equity Plan – D Oaxaca
*Head Start/Early Head Start SETA Grant Resolution 2025-2026 – A Townsend-Snider
*Facility Lease Amendments – A Camarda

JUNE 10

Public Hearing: LCAP – D Slavensky
Public Hearing: LCAP/Choices Charter School – D Oaxaca
Public Hearing: Adoption of the 2025-2026 Budget – D Ryan
Strategic Plan Update – R Allen
Temporary Interfund Borrowing of Cash – A Ryan
*CIF Superintendent Designation of Representatives 2025-2026 – A Schnepf
*ECE Program Self-Evaluation for CDE – A Townsend-Snider
*Head Start/Early Head Start COLA Funding Allocation 2025-2026 – A Townsend-Snider

JUNE 24

California School Dashboard Local Indicators – R Slavensky
LCAP – A [Public Hearing 06/10/25] Slavensky
Choices Charter School California School Dashboard Local Indicators – R Oaxaca
LCAP Choices Charter School – A [Public Hearing 06/10/25] Oaxaca
Adoption of the 2025-2026 Budget – A [Public Hearing 06/10/25] Ryan
Facilities Update – R Camarda
Bond Oversight Committee Update – R Camarda
*2024-2025 Actuarial Report (OPEB) – A Ryan
*Charter School 2023-2024 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A Ryan

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