



N O T I C E

BOARD MEETING OF THE BELLEVUE UNION SCHOOL

DISTRICT BOARD OF TRUSTEES WILL BE HELD ON

Tuesday September 13, 2022,

5:30 PM CLOSED SESSION, 6:30PM OPEN SESSION

IN PERSON at 3150 EDUCATION DR & ZOOM TELECONFERENCE

BELLEVUE UNION SCHOOL DISTRICT 3150 EDUCATION DRIVE SANTA

ROSA, CA 95407

DATED: September 9, 2022

**Michael Kellison
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: September 9, 2022

BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
In Person At the BUSD District Office 3150 Education Dr &
Video Teleconference Streamed Via Zoom linked on the BUSD Homepage
Tuesday, September 13, 2022

As authorized by the Governor's Emergency Executive Order issued on March 12, the Bellevue Union School District Board of Education will conduct Board of Education meetings in-person and by live video conference until further notice. The meeting will be live streamed on Zoom which can be reached via a link from our Bellevue Union School District homepage @ www.BUSD.org

AGENDA

1. Open Session 5:30 pm

1.1. Call To Order

1.2. Public Comment on Closed Session Agenda

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment, it is our time to hear from you. Although the Board will not respond, we want you to know that we are listening to you carefully.

To access the [Public Comment Form](#), please click on the link: [BUSD Digital Comment Form](#) to submit your comment to Moriah Hart prior to the start of the meeting. All comments received prior to the start of the meeting will be shared during the meeting.

2. Adjourn To Closed Session

2.1. Closed Session Agenda

2.1.1. Public Employment § 54957

2.1.2. Conference with Legal Counsel – anticipated litigation

2.1.2.1. Initiation of Litigation pursuant to §54956.9(d)(4)
Number of Potential Cases: 1

3. Reconvene to Open Session: 6:30pm

3.1. Flag Salute

3.2. Report on Closed Session

3.3. Consider Agenda Adjustment

3.4. Public Comment

At this time, members of the public may express opinions or make statements regarding issues pertinent to the District. Action may not be taken on statements or testimony made regarding any item not on the

agenda, per Government Code 54954.2. There will be a limit of three minutes placed on each individual making a statement and a total 30 minute time allocation. Persons wishing to comment should complete the public comment form.

To access the [Public Comment Form](#), please click on the link: [BUSD Digital Comment Form](#) to submit your comment to Moriah Hart prior to the start of the meeting. All comments received prior to the start of the meeting will be shared during the meeting.

Because this is the time for the public to comment, it is our time to hear from you. Although Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments we want you to know that we are listening to you carefully.

4. Public Hearing

4.1. Sufficiency or Insufficiency of Instructional Materials

5. Informational Items

- 5.1. FY 2021-22 Unaudited Actuals Fiscal Report, Chris J. Kim, Chief Business Official
- 5.2. BUSD Summer School Report 2022, Aracely Romo-Flores, Curriculum/English Learner Director
- 5.3. Joint Department Back to School Update, Stacy Spector, Director of Human Resources

6. Action

- 6.1. Consider Approval of FY 2021-22 Unaudited Actuals Fiscal Report
- 6.2. Consider Approval of Certification of the FY 2022-23 Consolidated Application for Funding
- 6.3. Consider Approval of Resolution No. 4: Adoption of the GANN Limit
- 6.4. Consider Approval of Resolution No. 5: Sufficiency of Instructional Materials
- 6.5. Consider Approval of Resolution No. 6: Closure of Fund 09
- 6.6. Consider Approval of Memorandum of Understanding between The City of Santa Rosa and The Bellevue Union School District for Emergency Response
- 6.7. Consider Approval of Health Care Assistant Job Description
- 6.8. Consider Approval of Memorandum of Understanding Between California Schools Employee Association, Chapter 501 and Bellevue Union School District Regarding Juneteenth as an Enumerated Holiday on the contractual list of such
- 6.9. Consider Approval of Application for Short Term Staff Permit and Intent to Employ Elementary Teacher Lisa Palmer
- 6.10. Consider Approval of MOU with Sonoma State University's "SSUEngage Program"
- 6.11. Consider Approval of Application for Provisional Internship Permit and Intent to Employ Temporary Elementary Teacher Taylor Krenwinkel
- 6.12. Consider Approval of MOU with S*P*A*R*K Creativity LLC (dba Move Over Mozart) to Provide After School Group Piano Lessons to BUSD Students
- 6.13. Ratification of Bills and Warrants

7. Consent Calendar

- 7.1. Sonoma State University Student Teaching Agreement with Bellevue Union School District
- 7.2. Agreement with Total School Solutions, FY 2022.23
- 7.3. Board Meeting Minutes
 - 7.3.1. Special Board Meeting September 7, 2022
 - 7.3.2. Special Board Meeting August 23, 2022
 - 7.3.3. Regular Board Meeting August 16, 2022
- 7.4. Personnel Activity Log

8. Reports

- 8.1. California School Employees Association, Chapter 501
- 8.2. Bellevue Education Association
- 8.3. Principal Reports
- 8.4. Board Reports/Board Items
- 8.5. Superintendent Report
 - 8.5.1. Enrollment Update

9. Planning

September 20, 2022	Special Board Meeting: Selection by Governing Board - awarding of the Kawana Springs MPR and Admin Offices Project	5:30 pm	BUSD District Office 3150 Education Drive
October 18, 2022	Regular Board Meeting	5:30 pm	BUSD District Office 3150 Education Drive

10. Return to closed session as needed

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Posted: August 30, 2022

Bellevue Union School District

Notice of Public Hearing

1. Resolution No. 5 of the Governing Board of the Bellevue Union School District regarding Sufficiency or Insufficiency of Instructional Materials

- A. Date: Tuesday, September 13, 2022
- B. Time: 6:30 P.M.
- C. Location: BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
Video Streamed Via Zoom Linked on the BUSD Homepage and in person at 3150 Education Dr, Santa Rosa, CA 95407

- Information may be reviewed in the Bellevue School District Office between the hours of 8:00 a.m. to 4:00 p.m., Monday thru Friday.

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Informational Item

Agenda Item Title: BUSD Summer School Report 2022

Prepared By: Aracely Romo-Flores, Curriculum/English Learner Director

Background:

BUSD received funding through the Expanded Learning Opportunities (ELO) Program to provide a 6-week Summer Program for a 9-hour day. For the first four hours of the day (8:00-12:00), students participated in a rich program to support students in literacy and math. The last 5 hours of the day (12:00-5:00) allowed students to engage in enrichment activities such as art, science, sports, outdoor play, and more.

The Board will be presented with information about the successes and challenges of the summer program.

Recommended Action:

None

Supporting Documents:

[Board Presentation 2022 Summer Academy](#)



BUSD

Summer Learning Academy

June 10 - July 22, 2022

Our Program

The Expanded Learning Opportunities (ELO) Program provided funding for ***the summer school*** enrichment program for kindergarten (including transitional kindergarten) through fifth grade .

We provided 9 hours of
program per day for 30 days
June 10 - July 22





Kinder Math

By the Numbers



Grade Levels

**We served students in
TK - 5th grade.**



Enrollment

**250 Academic Program
235 Enrichment Program**



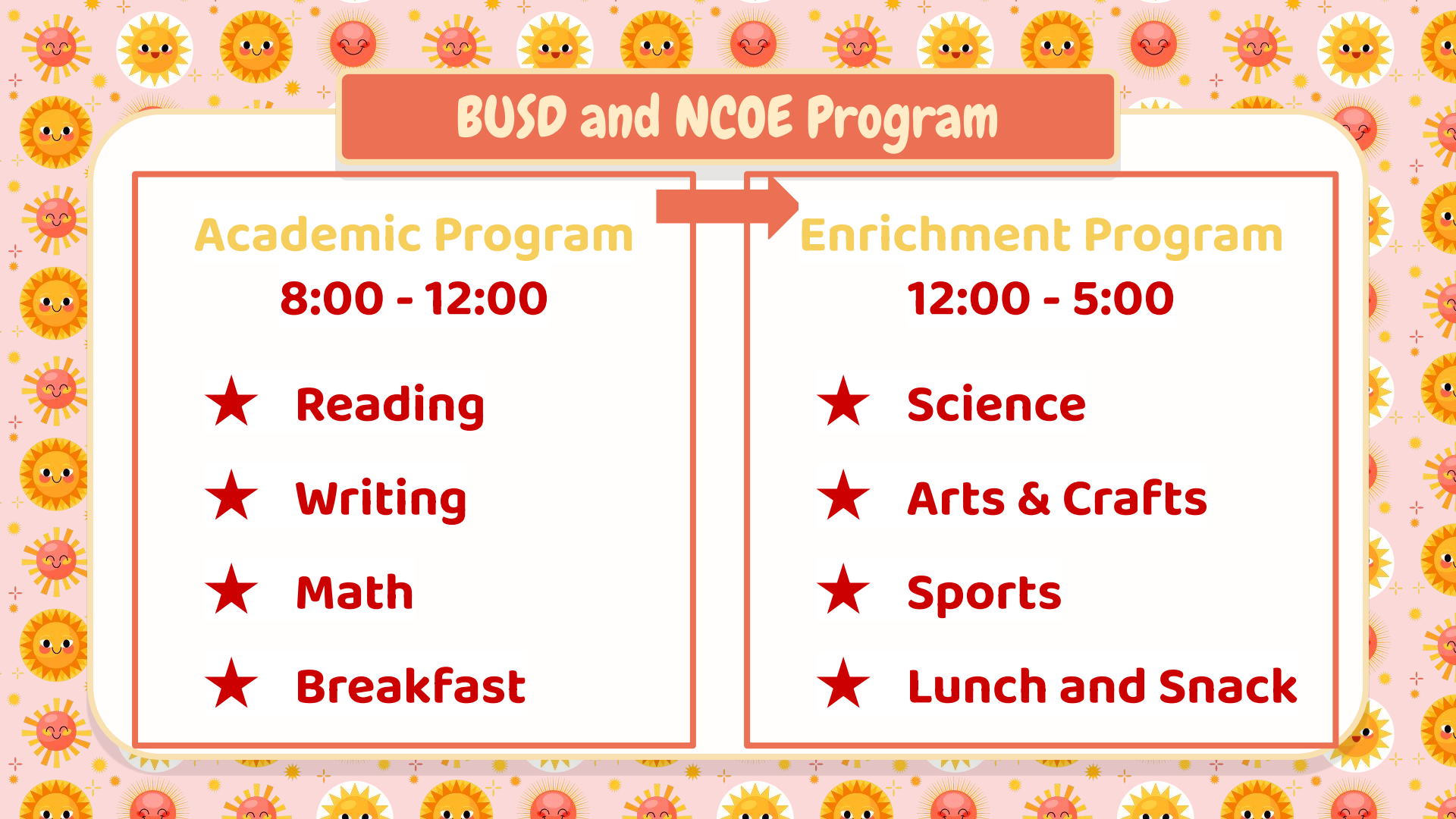
Staff

**13 Certificated Teachers
(70% OOD), 13 IA's; Office,
custodial, and tech support**

**COOL School: 4 Site
Supervisors, 15 Classroom
Leaders**



2nd Grade Math



BUSD and NCOE Program

Academic Program

8:00 - 12:00

- ★ Reading
- ★ Writing
- ★ Math
- ★ Breakfast



Enrichment Program

12:00 - 5:00

- ★ Science
- ★ Arts & Crafts
- ★ Sports
- ★ Lunch and Snack

We assured our students ...



Healthy Meals

- Breakfast
- Lunch
- Snack



A Safe and nurturing Environment

- 10-1 Student-Teacher Ratio
- Socialization, interaction, play
- Programming 8:00 am - 5:00 pm

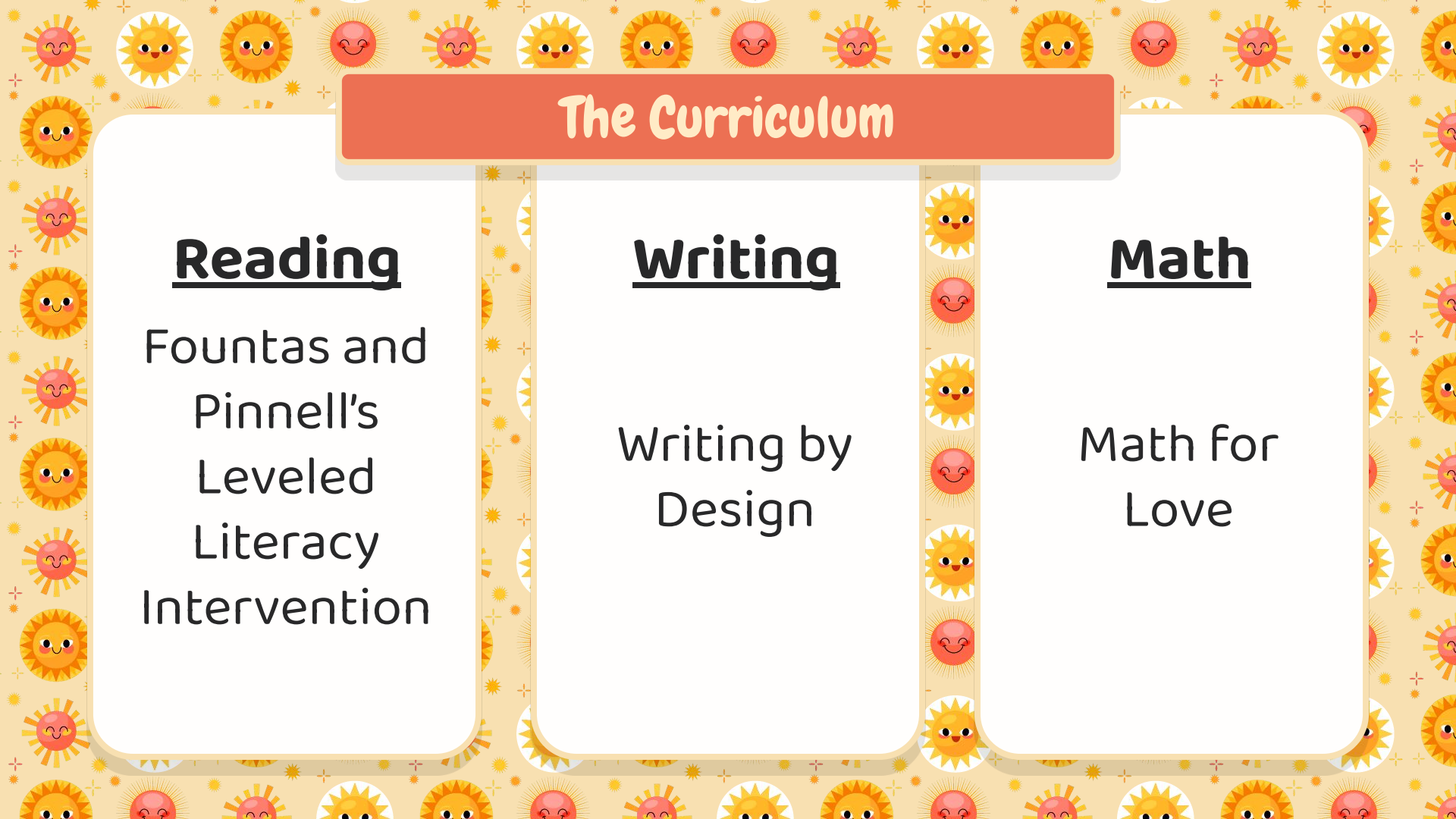


Academic Rigor

- Research-based curricular materials in reading, writing, and math
- Small-group instruction throughout the morning



5th Grade Reading



The Curriculum

Reading

Fountas and
Pinnell's
Leveled
Literacy
Intervention

Writing

Writing by
Design

Math

Math for
Love

Enrichment Program (COOL School)

Student Choice

A variety of hands on activities to choose from daily.



Presenters

- Mr. Science (2 weeks)
- Play in Clay
- LBC Dance (2 weeks)

Program Wide Circle

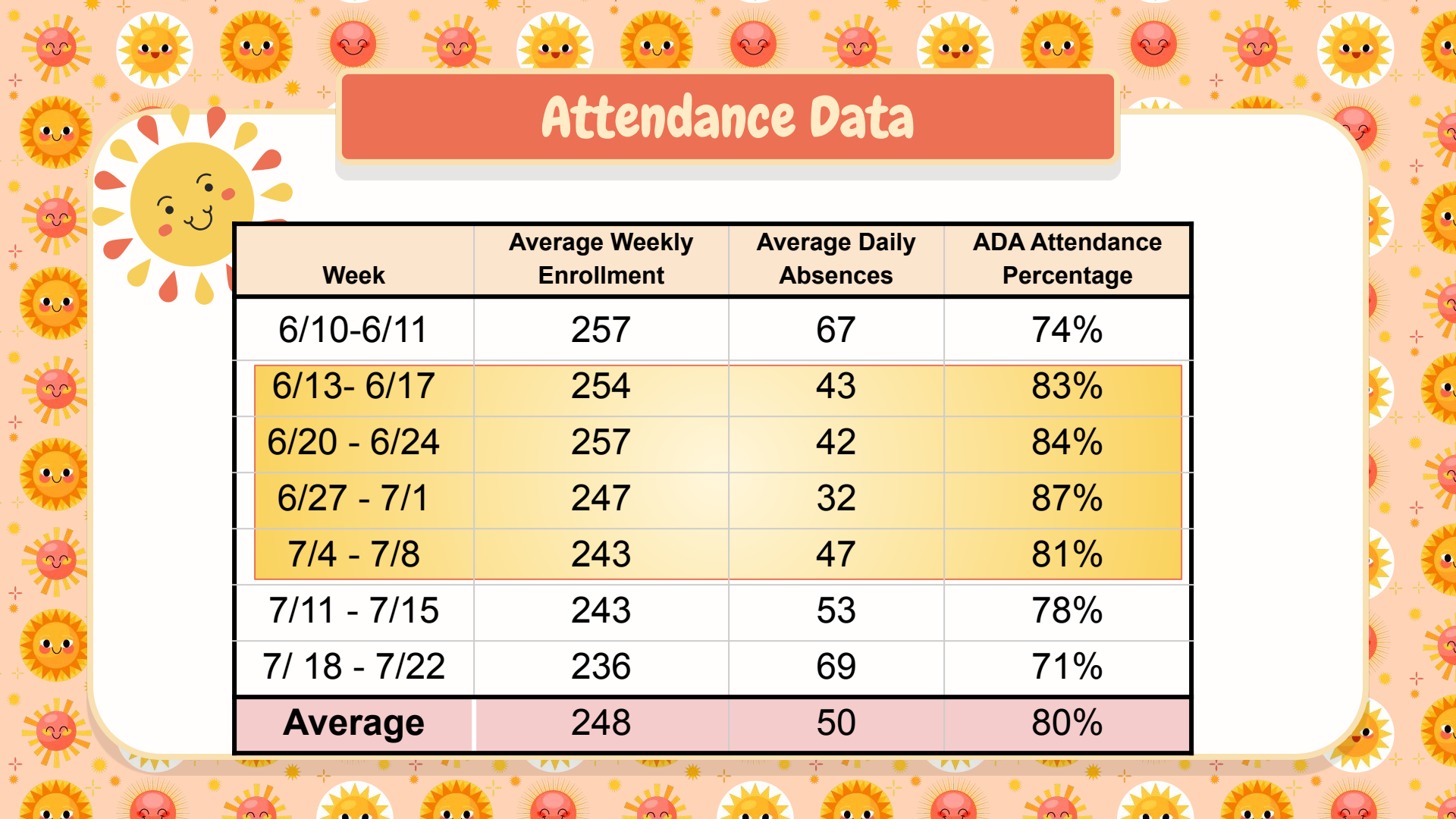
Camp song and appreciation circle daily



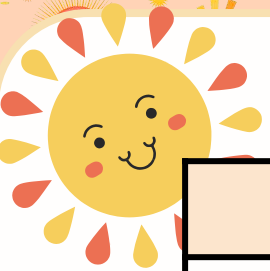


Our Measure of Success

- STAR Assessments
- Staff Survey
- Parent Survey
- Attendance Data



Attendance Data



Week	Average Weekly Enrollment	Average Daily Absences	ADA Attendance Percentage
6/10-6/11	257	67	74%
6/13- 6/17	254	43	83%
6/20 - 6/24	257	42	84%
6/27 - 7/1	247	32	87%
7/4 - 7/8	243	47	81%
7/11 - 7/15	243	53	78%
7/ 18 - 7/22	236	69	71%
Average	248	50	80%

Academic Data Results

- Achievement remained stable over 6 weeks
- No “summer slide” noted

Impacting Our Results

- Enrollment decline
- DI-aligned Assessments



Parent Survey Results

50% of our summer school families participated in the survey.

1



91%

Agreed that their child was more confident in reading, writing, or math.

2



98%

Agreed that their child enjoyed the Summer Learning Academy

3



95%

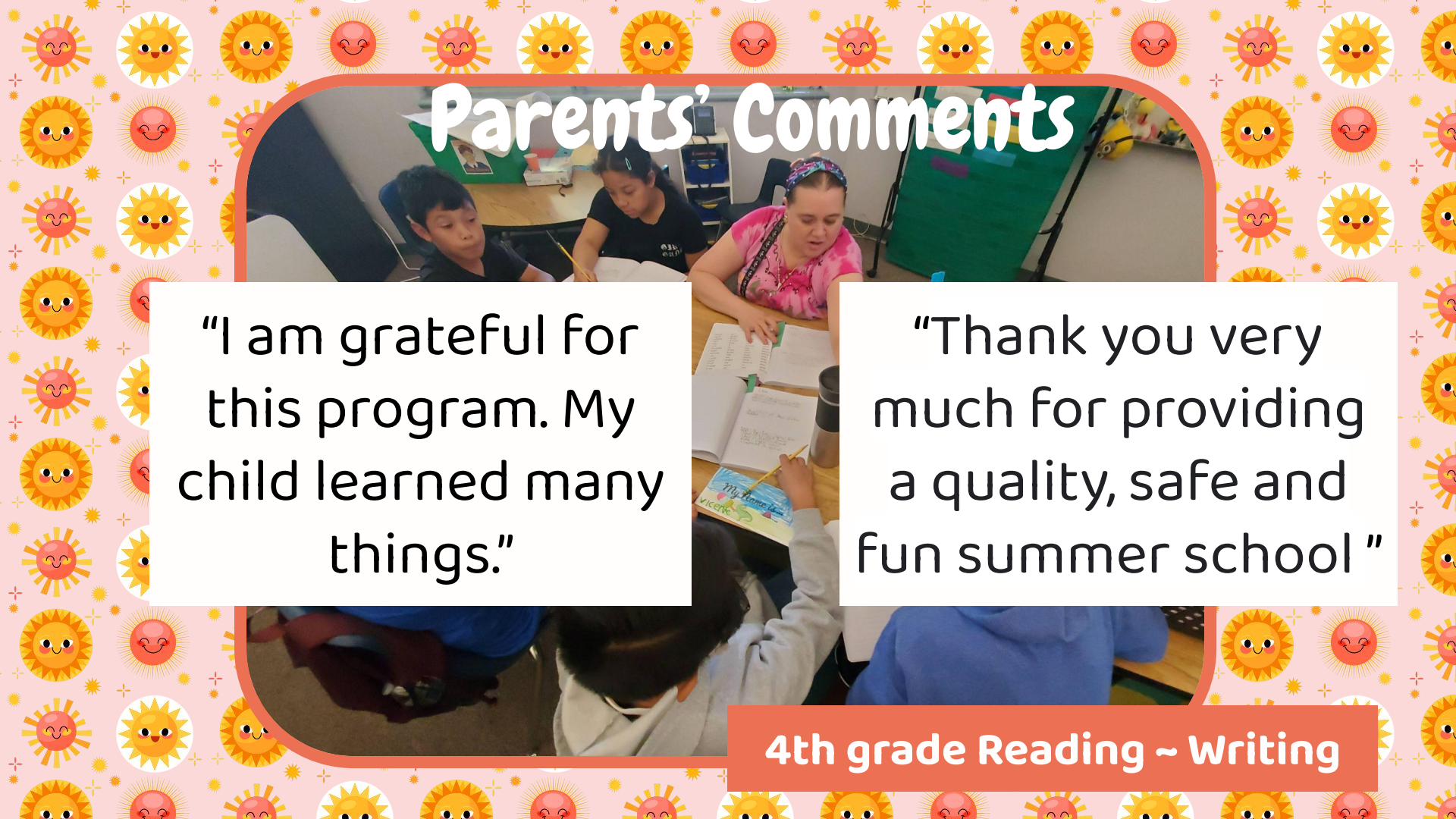
Agreed that their child's skills had improved

4



96%

Agreed that their child was more-prepared to start school in the fall.

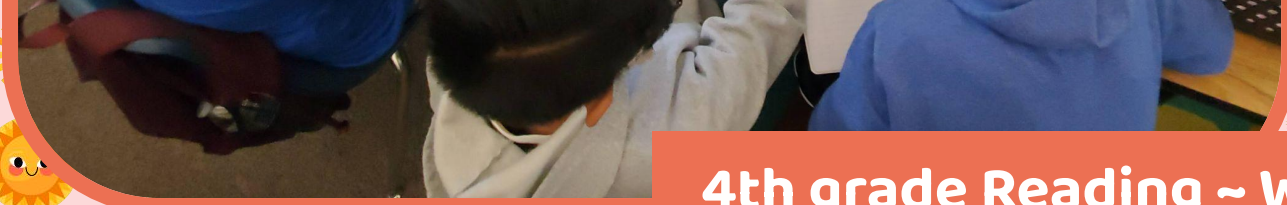


Parents' Comments



"I am grateful for this program. My child learned many things."

"Thank you very much for providing a quality, safe and fun summer school"



4th grade Reading ~ Writing

Staff Survey Results

93% of the teachers responded to the survey

- **Training and Support**

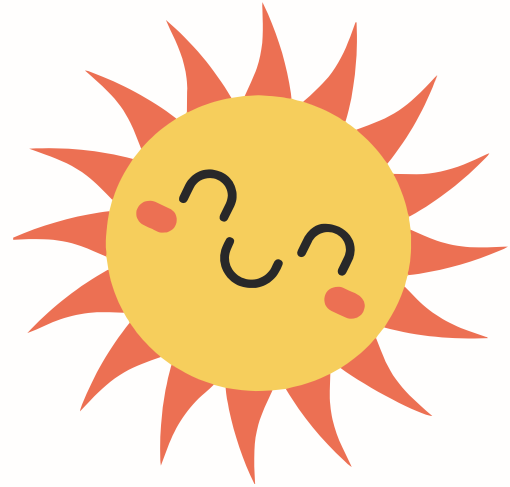
77% teachers felt they were **adequately trained** to implement the curriculum

- **Student Engagement**

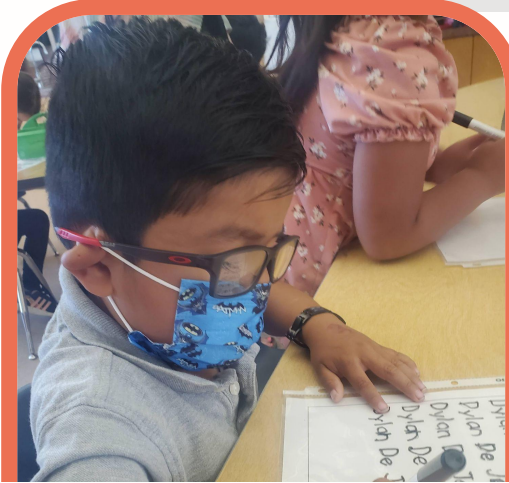
92% of teachers felt **student engagement** was good.

- **Student Achievement**

92% of teachers saw **increased student achievement.**



Teacher's Comment



"Having a small class size was wonderful. The Tech support when needed was super awesome. Centers worked really well for my class. I really enjoyed the first few days of training and was thankful we had so much time to prepare for the classes."

In their own words...



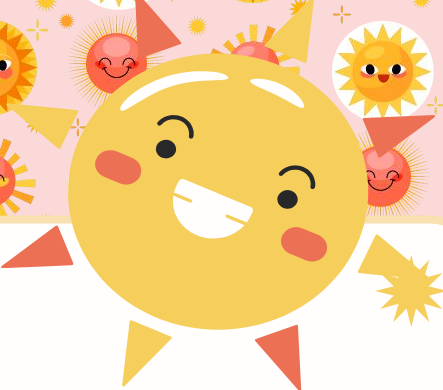
Reflections and Considerations

Positives

✓	Curriculum and Training
✓	Extended Learning Program
✓	Technology Support
✓	IA in every class
✓	Teachers focusing on one content area

Suggestions

✓	Enrollment support; prioritizing students
✓	2 sessions of 3 weeks each
✓	K-3 Multi-age DI section
✓	Adding a foundational skills program like Learning Dynamics
✓	On-going teacher curriculum support with check-ins



Questions or Comments?

Thank you!

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Informational

Agenda Item Title: Joint Department Back to School Update

Prepared By: Stacy Spector, Director of Human Resources

Background:

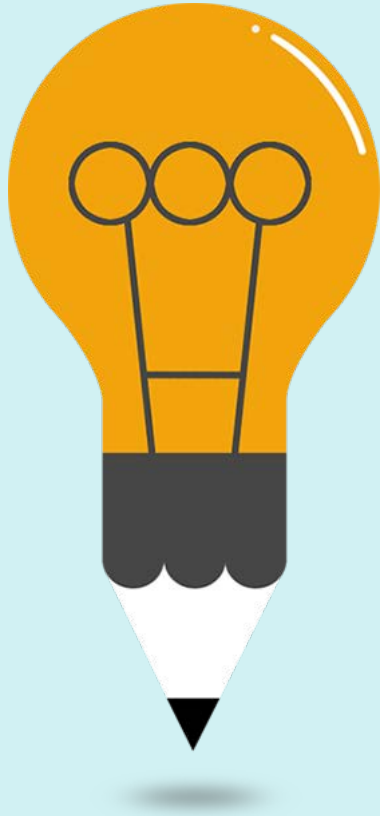
This presentation will update the board on activities related to a successful back to school for staff, parents, and students.

Recommended Action:

No action needed.

Supporting Documents:

Back to School Presentation



Bellevue Union School District

Opening of School

September 1, 2022



“We are here for kids. We set the tone. We choose to approach each day with a positive outlook. We believe in ourselves and we believe in our students. It is up to us to make change happen. This is critical. It starts here. We must think: ‘I believe. Yo creo.’ ”



Superintendent Michael Kellison
(New Teacher Launch Opening)



Our BUSD “Why”



Who We Support In BUSD



1,578
Students



2022 DEMOGRAPHIC DATA
91% Unduplicated High Need
82% Low Income
62% English Learners
16% Special Education
4% Homeless
1% Foster Youth

2022 STUDENT ETHNICITY DATA	
Hispanic	87%
White	7%
Asian / Pacific Islander	3%
African American	1%
American Indian (Native American)	1%
Other	1%

GRADE LEVELS #'s	
PRE K-K	312
1	210
2	226
3	195
4	202
5	218
6	215

GENDER	
MALE	828
FEMALE	750



Who We Support In BUSD



234 EMPLOYEES

Time in District	
Years	# OF STAFF
.2-3	126
4-10	47
11-17	39
18-24	17
25-30	4
31	1

Gender	
Female	189/80.8%
Male	45/19.2%

119	Classified
98	Certificated
2	Confidential
15	Administrators



Increasing Enrollment

	2021-22 EOY	2022-23 Current	Change	Action Taken
Bellevue	396	408	+12	Additional 2/3
Kawana Springs	288	309	+21	
Meadow View	384	420	+36	Additional TK/K
Taylor Mountain	418	442	+24	Additional 2/3
Totals	1,486	1,579	+93	

BUSD Goals to Support Our Students

Goal 1:

Increase Student Success and Support Student Learning

- *Ensure quality learning for each and every student to reach their potential*



Goal 2:

Increase Connectedness, Involvement and Positive School Environments

- **Ensure a positive and respectful school climate for students, staff and families which includes positive school cultures, safe, secure accessible and efficient classroom, facilities and grounds.**





Opening Our Schools

Major Areas of Focus to Support Our BUSD Students and Staff

Human Resources

- Increased equity based hiring
- Reduced time between interview-offer-onboard
- Implemented New Teacher professional development
- Expanded classified sub pools

Business Services

- Streamlined purchasing
- Frontline implementation
- 403B / 457 administration
- Deep cleaned sites/offices
- Ensured meals for ALL students



Curriculum and Instruction

- Understanding BUSD's LCAP goals
- Embracing learning as our fundamental purpose
- Building a collaborative culture
- Using Technology as a tool to access learning

Student Services

- Focusing on emotional/mental health for staff and students
- Strengthening Relationships through Character Strong
- Ensuring students receive services in critical need areas

Our BUSD “Why”





Human Resources



An opportunity to:

- Address critical need areas (Special Education, Newcomer)
- Align staffing to LCAP
- Increase the diversity of staff to represent our students
- Provide instructional and operational support and resources to new staff

Total Staff: 234

Ethnicity Hispanic	
Yes	101/43%
No	133/57%

*No Response:
3/1.3%

Race*
African-American 1/1.43%
Am.Indian/Alaskan 4/1.7%
Asian Indian 1/1.43%
Chinese 3/1.3%
Filipino 1/1.43%
Hawaiian 1/1.43%

Race
Hispanic 105/45%
Japanese 1/1.43%
Korean 2/1.85%
Laotian 2/1.85%
Other Asian 3/1.3%
White 107/46%





Human Resources



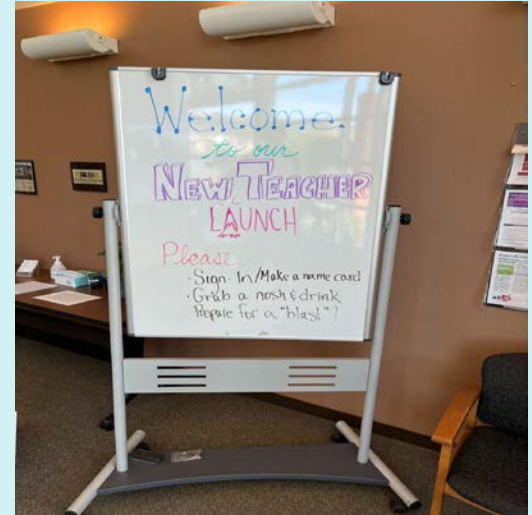
The numbers since 6-13-22:

- **41** Job postings
 - **23** Classified
 - **18** certificated
- **205** Interviews
- **75** Offers of employment
- **67** Hired Staff
- **28** Transfers/Changes in Assignment
- **6** Leaves/Job Shares
- **4** Resignations
- **1** Retirements
- **14** New Substitutes
- **2** Staff on Special Permits (PIP, STSP)
- **4** Vacancies (3 cert/1 class*not including Sub Pools)





New Teacher Launch



An opportunity to:

- Learn about our beliefs and the culture of BUSD
- Understand how our LCAP guides our teaching and learning
- Information from all departments, and materials and technology to start the year off right
- Lunch w/ BEA Executive Board members





New Teacher Launch



District-Wide All Staff Professional Learning

This year we provided in person vs. online mandatory trainings in order to:

- foster discussion
- deepen understanding of information
- apply scenarios to local context

Practices to support safe and supportive school environments:

- Mandated Reporter
- Sexual Harrassment
- Blood Borne Pathogens
- COVID Updates
- Integrated Pest Management



Our BUSD “Why”



Business Services

Opportunities to:

- Provide greater access to information and documents that staff need
- Reduce the time and the steps to complete a transaction
- Increase the connections between funding, allocation, and outcome

Business	Payroll, Benefits & Retirement
BUSD Business Department	• Benefits • Escape Employee Portal • Frontline • Payroll • Retirement
Fiscal Reports	
Maintenance and Operations	
BUSD Food Service	
Transportation	
Facility Improvement Bond	
RESIG Forms	
Staff Documents	Employee Reimbursement Requests • Employee Reimbursement, District Office Staff • Employee Reimbursement, Leadership Team • Employee Reimbursement, Special Education and ELC • Employee Reimbursement, Kawana Springs Elementary • Employee Reimbursement, Bellevue Elementary • Employee Reimbursement, Meadow View Elementary • Employee Reimbursement, Taylor Mountain Elementary Purchase Requisition Requests • Requisition, Maintenance and Operations • Requisition, District Office • Requisition, Special Education and ELC • Requisition, Learning Center at Meadow View • Requisition, Kawana Springs Elementary • Requisition, Bellevue Elementary • Requisition, Meadow View Elementary • Requisition, Taylor Mountain Elementary



Business Services

Business

BUSD Business Department

Fiscal Reports

Maintenance and Operations

BUSD Food Service

Transportation

Facility Improvement Bond

RESIG Forms

Staff Documents

Facility Improvement Bonds

For information on current projects, past facilities accomplishments, and future plans, please reference the section under Maintenance and Operations [page](#)

Citizen's Bond Oversight Committee

- [Committee Information](#)
- [Oversight Committee Application](#)
- [Resolution 15, Bylaws](#)

Proposition 39

- [Proposition 39 Approved EEP 1-30-2017](#)
- [Proposition 39 Approved EEP 9-1-2017](#)
- [Proposition 39 Final Expenditures Report](#)

Financial Audits & Presentations

- [Measure C Audit 2.26.2021](#)
- [Measure J Audit 3.4.2021](#)
- [Measure J Audit 3.17.2020](#)
- [Measure D Audit 03.17.2020](#)
- [BUSD Bond Expenditures Report 02.19.19](#)



Support Staff Appreciation BBQ



An opportunity to:

- Honor the hard work of our custodial, grounds, and maintenance staff
- Connect with one another in a more relaxed setting
- Catch up with one another



Business Services

Absence Management

Bellevue Union Elementary School District

Search

Chris Kim

Campus User

NAVIGATION

Dashboard

Daily Report

Absences

Reports

Settings

Resource Library

Summary for: 09/06/2022

< Today >

☒ Absences ☒ Vacancies

All Schools Schools

All Employee Type(s) Employee Types

Total 8

Unfilled 3 [100.0%]

Filled 0 [0%]

No Sub Required 5

SEP 6 DAILY REPORT

Print

Quick Actions

Confirmation Number Search

Create Absence

Create Vacancy

Approve 0 in the next 45 days

Reconcile 205 in the past 30 days

3 Unfilled

Conf #	Name	School	Reason	Shift	Created	Held Until
526652954 Absence	Baeza Calderon, Ramon 5th grade	Kawana Springs Eleme...	PERSONAL CONF		8/31/2022 7:50 AM	
527400905 Absence	O'Rear, Madeleine 6th grade teacher	Kawana Springs Eleme...	PERSONAL CONF		9/5/2022 7:18 PM	
527407255 Absence	Duncan, Laurel Kindergarten	Kawana Springs Eleme...	SICK LEAVE		9/5/2022 8:26 PM	

Frontline Absence
Management and
Time and
Attendance
Accounting



Our BUSD “Why”





Curriculum and Instruction



Provided Professional Development:

- All Teachers received training in our new writing curriculum
- All teachers, counselors and COOL School staff received training in our new Social Emotional Learning (SEL) curriculum





Curriculum and Instruction

Initial English Language Proficiency Assessment for California (ELPAC)



Score of 100-375

Novice English Language
Learner (ELL)

Score of 376-439

Intermediate English
Language Learner (ELL)

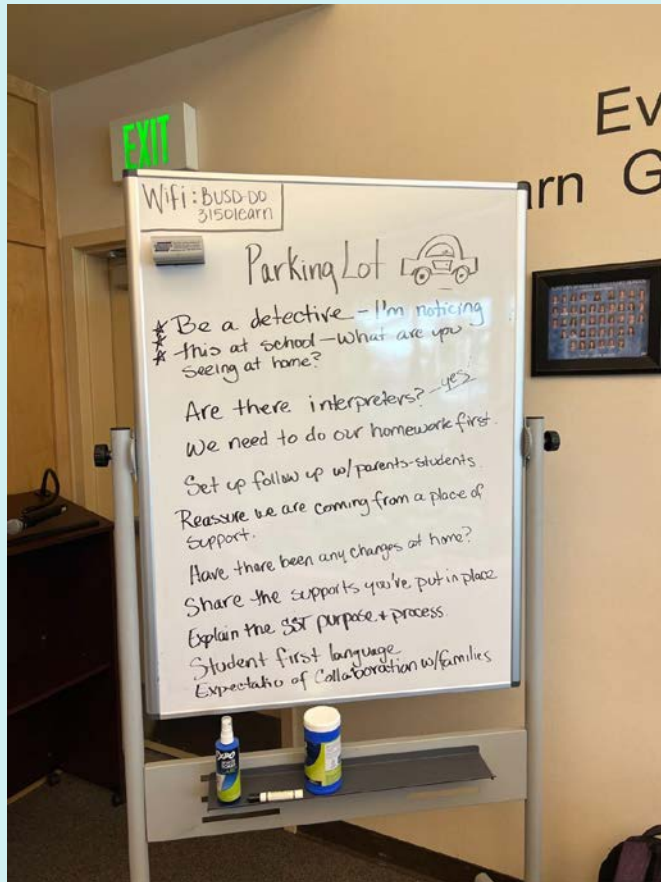
Score of 440-999

Initially Fluent English
Proficient





Student Services



An opportunity to:

- Provide a Special Education New Teacher Launch
- Co-construct strategies to increase communication with parents through the Student Study Team (SST) Process
- Ensure that over 95% of Special Day Class Instructional Assistant positions were filled by start of school.





Student Services

An opportunity for:

- New staff, principals, and administrators to participate in fun activities that create relationships and a culture that is physically and psychologically safe for our students and staff.



All Staff Welcome Back

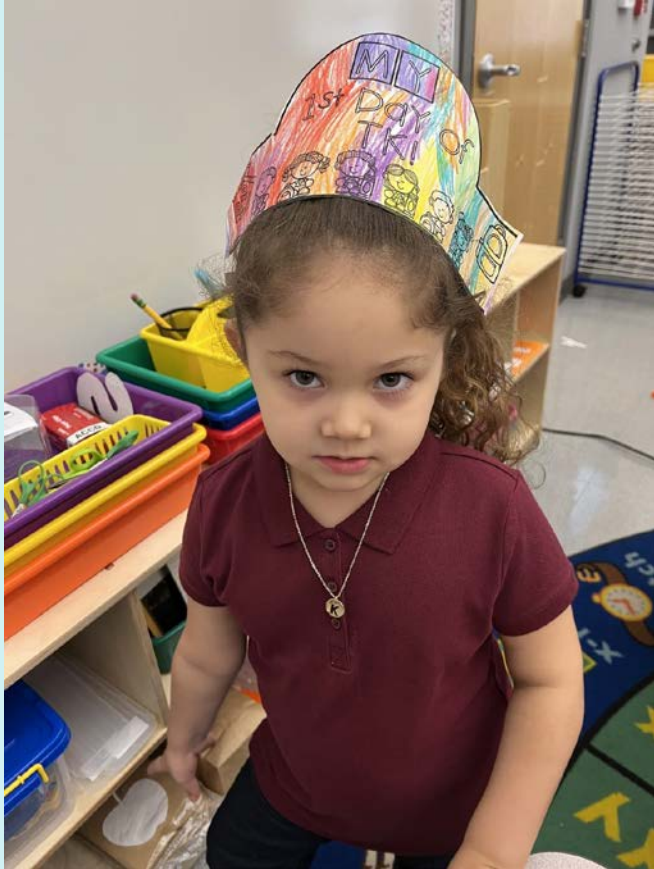
- An opportunity to :
- connect & catch up
 - introduce new staff
 - share a common message and focus



All Staff Welcome Back



First Days of School



Opportunities to:

- Get to know one another, our rituals and our routines
- Create norms and agreements for how we learn and work with each other
- Continue to grow strong relationships between students and adults
- Know what is expected of each other as teachers and students



First Days of School



First Days of School



First Days of School



Back to School Nights



Opportunities for:

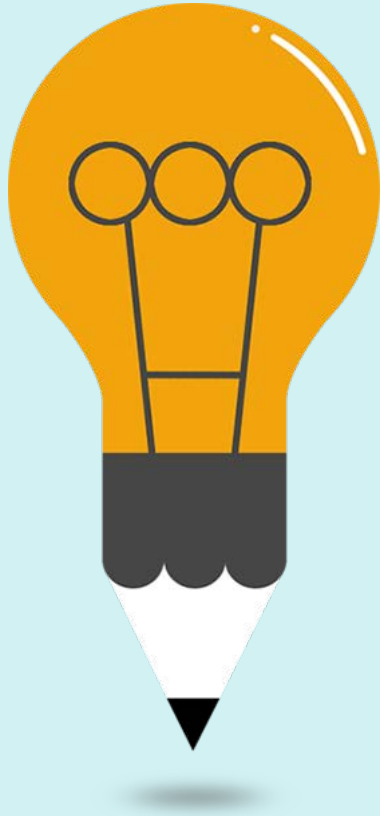
- Schools to share ways they will partner with families to support our students
- Teachers to share high expectations-and high levels of support-that each child will receive
- Parents and guardians to ask questions and find out information

Back To School Nights



Our BUSD “Why”





Questions and Comments



Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of the 2021-22 Unaudited Actuals Fiscal Report

Prepared By: Chris J. Kim, CBO

Background:

On August 16, 2022 the District presented its 45 day revision of the FY 2022-23 budget (the current fiscal year) based on the State's final iteration of the budget. Since that time, the financial books of the District have been officially closed, all accounting entries have been posted, and unspent allocations have been identified.

The Unaudited Actuals Fiscal Report is a district prepared year end financial statement utilizing the State of California's Account Code Structure for all relevant District Funds. This report includes an overview of all financial activity in the District for FY 2021-22 (the prior fiscal year) and identifies unused funds and reserves that are carried forward into future years. This report will likewise be utilized by the District's external auditors in the preparation of the official audited report.

The starting balances and reserves presented in the 45 day revision will subsequently be updated using finalized figures presented in this Unaudited Actuals Report, and the budgetary revision for FY 2022-23 will be presented to the Board of Trustees as part of the 1st Interim Report, scheduled for presentation in December.

Recommended Action:

Review and Accept as Presented.

Supporting Documents:

Under Separate Cover: Fiscal Year 2021-22 Unaudited Actuals Report and Presentation

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Certification of the FY 2022-23 Consolidated Application for Funding

Prepared By: Chris J. Kim, CBO

Background:

The Consolidated Application is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to school districts throughout California. Annually, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and to provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

Out of each state and federal program entitlement, districts allocate funds for indirect costs of administration, for programs operated by the district office, and for programs operated at schools.

The following programs were included in the 2022 Spring Certification of Consolidated Application for Funding Categorical Aid Programs: Title 1, Title II, Title III LEP, Title III Immigrant Students, and Title IV Part A.

Recommended Action:

Acknowledge and Accept.

Supporting Documents:

Certification

2022–23 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurancestoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Chris J. Kim
Authorized Representative's Signature	
Authorized Representative's Title	Chief Business Official
Authorized Representative's Signature Date	09/09/2022

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Approval of Resolution No. 4 – Adoption of the Gann Limit

Prepared By: Chris J. Kim, CBO

Background:

In 1979 the State of California adopted Proposition 4 that establishes and defines annual appropriation limits on state and local governmental entities based on annual appropriations for the previous fiscal year. Proposition 4 was sponsored by Paul Gann and is known as the GANN appropriations limit calculations. Education Code sections 1629 and 42132 specify that by September 15 of each year, district governing boards shall adopt a resolution identifying their estimated appropriations limits for the current year and their actual appropriations limit for the preceding year. The purpose of this Resolution with the calculation is to verify to the State that the district is not receiving more State income than allowed by Proposition 4 law.

When presented with the Unaudited Actuals, it will calculate the School District Appropriations Limit Calculation from the SACS Unaudited Actuals Fiscal Year 2021-22 report on line 10 with adjustments to the Limit per Government Code Section 7902.1.

Recommended Action:

Review and Approve as presented.

Supporting Documents:

Resolution No 4.

Gann Limit Calculations from the 2021-22 Unaudited Actuals fiscal report

RESOLUTION No. 4 - ADOPTING THE “GANN” LIMIT

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2021-22 fiscal year and a projected Gann Limit for the 2022-23 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2021-22 and 2022-23 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2021-22 and 2022-23 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

THE FOREGOING RESOLUTION was moved by Member _____
seconded by Member _____, and adopted on a roll call on
September 13, 2022, by the following vote:

Trustee Walker	_____
Trustee Merrida-Grant	_____
Trustee Padilla	_____
Trustee Reyes	_____
Trustee Jarvis	_____

AYES: _____ NOES: _____ ABSENT/NOT VOTING: _____

Michael Kellison, Superintendent
Secretary to the Board

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA (2020-21 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2020-21 Actual			2021-22 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	12,284,691.52		12,284,691.52			11,044,210.27
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,547.63		1,547.63			1,315.98
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2020-21			Adjustments to 2021-22		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2021-22 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2021-22 P2 Report			2022-23 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	1,315.98		1,315.98	1,313.98		1,313.98
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)		1,315.98				1,313.98
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2021-22 Actual			2022-23 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	45,461.19		45,461.19	44,089.00		44,089.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	449.00		449.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	7,623,934.43		7,623,934.43	7,562,968.00		7,562,968.00
5. Unsecured Roll Taxes (Object 8042)	257,714.42		257,714.42	252,009.00		252,009.00
6. Prior Years' Taxes (Object 8043)	4,650.43		4,650.43	0.00		0.00
7. Supplemental Taxes (Object 8044)	310,117.80		310,117.80	225,290.00		225,290.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	703,823.00		703,823.00	739,746.00		739,746.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	692,434.88		692,434.88	364,115.00		364,115.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	9,638,585.15	0.00	9,638,585.15	9,188,217.00	0.00	9,188,217.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	9,638,585.15	0.00	9,638,585.15	9,188,217.00	0.00	9,188,217.00

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
EXCLUDED APPROPRIATIONS						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			172,496.76			202,893.00
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	737,802.43		737,802.43	816,772.00		816,772.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)	737,802.43	0.00	910,299.19	816,772.00	0.00	1,019,665.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	9,526,585.00		9,526,585.00	10,848,992.00		10,848,992.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	0.00		0.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	9,526,585.00	0.00	9,526,585.00	10,848,992.00	0.00	10,848,992.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	27,892,142.68		27,892,142.68	30,735,963.00		30,735,963.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	40,289.19		40,289.19	35,000.00		35,000.00
D. APPROPRIATIONS LIMIT CALCULATIONS	2021-22 Actual			2022-23 Budget		
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			12,284,691.52			11,044,210.27
2. Inflation Adjustment			1.0573			1.0755
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.8503			0.9985
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			11,044,210.27			11,860,231.07
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			9,638,585.15			9,188,217.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			157,917.60			157,677.60
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			2,315,924.31			3,691,679.07
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			2,315,924.31			3,691,679.07
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			17,292.83			14,683.46
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			9,655,877.98			9,202,900.46
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			2,298,631.48			3,676,995.61
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			9,655,877.98			
b. State Subventions (Line D8)			2,298,631.48			
c. Less: Excluded Appropriations (Line C23)			910,299.19			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			11,044,210.27			

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Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Approval of Resolution No. 5 – Sufficiency of Instructional Materials

Prepared By: Aracely Romos-Flores, Curriculum/English Learner Director

Background:

Every school in the district is required to provide sufficient textbooks, or other instructional materials, for all pupils in core subject areas. These instructional materials must be aligned to the content standards and consistent with the cycles of the curriculum frameworks adopted by the State Board of Education. Core subjects include English language arts (including any English Language Development component of an adopted program), mathematics, history/social science and science.

“Sufficient” textbooks or instructional materials means each pupil, including English learners, has standards-aligned textbooks or instructional materials, or both, to use in class and to take home. This does not mean that each pupil is issued two sets of instructional materials, only one set to be used for both purposes.

This is the action item following the public hearing for the annual Williams Audit verifying that we have enough textbooks for our students.

Recommended Action:

It is recommended that the Board of Trustees approve Resolution No. 5 – Sufficiency of Instructional Materials

Supporting Documents:

[Resolution No. 5 – Sufficiency of Instructional Materials](#)

Williams Settlement Legislation
Resolution on Sufficiency of Instructional Materials for 2022-23

RESOLUTION
Bellevue Union School District
Resolution Number: No. 5

Resolution Determining Sufficiency of Instructional Materials

On motion by _____, Seconded by _____, the following resolution is adopted:

WHEREAS, the governing board of Bellevue district, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 13, 2022 at 6:30 p.m., which is on or before the eighth week of school (between the first day that students attend school and the eighth week from that day) and which did not take place during or immediately following school hours, and:

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and:

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to students, including English learners, in the district/county office of education, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- English Language Arts –
 - TK - World of Wonders (McGraw Hill); Happily Ever After (Zaner-Bloser); Teaching Strategies for Early Childhood (Teaching Strategies, LLC)
 - Grades K-6, McGraw Hill *Wonders*, SDC Voyager Passport; Writing by Design (K-6)
 - Spanish Language Arts - Grades K-4, McGraw Hill *Maravillas*

- Mathematics –
 - TK - Teaching Strategies for Early Childhood (Teaching Strategies, LLC)
 - Grades TK-5 - McGraw Hill *My Math; Number Worlds*
 - *Spanish Math Grades TK-5 - Mis Matemáticas (McGraw Hill)*
 - Grade 6 - *California Math (McGraw-Hill)*;
 - *TK-6th - Number Worlds (McGraw Hill) - English and Spanish-*
- History Social Science – K-6 - *California Vistas (McGraw Hill) - English and Spanish*
- Science – K-6 - *California Science (McGraw Hill) - English and Spanish*

Therefore, it is resolved that for the 2022-23 school year, Bellevue Union School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED by the Governing Board on September 13, 2022, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA

COUNTY OF SONOMA

I, Michael Kellison, Secretary of the Governing Board, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said Governing Board at a regularly called and conducted meeting held on said date September 13, 2022.

Secretary of the Governing Board

Resol Instruct Materials

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Approval of Resolution No. 6 - Closure of Fund 09

Prepared By: Chris J. Kim, CBO

Background:

Fund 09 was used to account for all revenue and expenditures associated with the operations of Stony Point Academy Charter School which was closed in 2018 by Board Action.

This resolution closes Fund 09 as all activities associated with the Charter have been completed and further authorizes the transfer of any remaining funds such as interest revenue that posts to Fund 09 to Fund 01.

Recommended Action:

Review and Approve as presented.

Supporting Documents:

Resolution No. 6

RESOLUTION No. 6 - Closure of Fund 09

WHEREAS, in March 12, 2018, the Governing Board of the Bellevue Union School District approved Resolution 15 for the Closure of Stony Point Academy Charter School;

WHEREAS, Fund 09 was used to account for all revenue and expenditures associated with the operations of said Charter School;

WHEREAS, the Bellevue Union School District wishes to close Fund 09; all of the programs and activities associated with the Charter have been completed;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Bellevue Union School District requests the closure of Fund 09; and

BE IT FURTHER RESOLVED that the Governing Board of the Bellevue Union School District authorize the transfer of any remaining funds such as interest revenue that posts to Fund 09 to Fund 01;

THE FOREGOING RESOLUTION was moved by Member _____
seconded by Member _____, and adopted on a roll call on
September 13, 2022, by the following vote:

Trustee Walker	_____
Trustee Merrida-Grant	_____
Trustee Padilla	_____
Trustee Reyes	_____
Trustee Jarvis	_____

AYES: _____ NOES: _____ ABSENT/NOT VOTING: _____

Michael Kellison, Superintendent
Secretary to the Board

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Memorandum of Understanding between The City of Santa Rosa and The Bellevue Union School District for Emergency Response

Prepared By: Bill Jereb, Director of Maintenance & Operations

Background:

This MOU, along with its supporting exhibits and addendum, provide the framework for a collaborative effort between the City and District to provide various Facilities, Equipment and/or Services following an emergency or disaster, including, without limitation, emergency temporary mass care shelters for displaced community members, emergency medical treatment and/or inoculations sites, and logistic staging areas for emergency response and recovery efforts.

Recommended Action:

Approval of Memorandum of Understanding between The City of Santa Rosa and The Bellevue Union School District for Emergency Response

Supporting Documents:

- Memorandum of Understanding (“MOU”) between The City of Santa Rosa and The Bellevue Union School District for Emergency Response

Addendum No. 1 – Form of Emergency Response Request
Exhibit A - Additional Description of Scope (*Optional*)
Addendum No. 2 – Applicable Federal and/or State Provisions (*If any*)

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SANTA ROSA AND
THE BELLEVUE UNION SCHOOL DISTRICT FOR EMERGENCY RESPONSE**

This Memorandum of Understanding for Emergency Response (“**MOU**”) is made on September 13, 2022 (“**Effective Date**”) by and between the City of Santa Rosa, a municipal corporation located at 100 Santa Rosa Avenue, Santa Rosa, CA 95404 (“**City**”) and the Bellevue Union School District located at 3150 Education Drive, Santa Rosa, CA 95407 (“**District**”). City and District are sometimes referred to individually as “**Party**” and collectively as “**Parties**”.

RECITALS

A. This MOU, along with its supporting exhibits and addendum, provide the framework for a collaborative effort between the City and District to provide various Facilities, Equipment and/or Services following and emergency or disaster (both hereinafter referred to as “**Emergency**”), including, without limitation emergency temporary mass care shelters for displaced community members, emergency medical treatment and/or inoculations sites, and logistic staging areas (including for food service and other critical supplies) for emergency response and recovery efforts (collectively, “**Emergency Response**”).

B. Now, therefore, City and District agree as follows:

AGREEMENT

Section 1. SCOPE OF EMERGENCY RESPONSE

A. Facilities, Equipment and Services Defined. For purposes of this MOU, “**Facilities**”, “**Equipment**” and/or “**Services**” means those locations, items and/or tasks specified on an Emergency Response Request(s).

B. Emergency Response Requests

(i) For purposes of this MOU, an “**Emergency Response Request**” from City is a written request from City, in advance for Emergency Response from District.

(ii) An Emergency Response Request from City may be provided to District substantially in the form of Addendum No.1 or in other written form; provided, however, that District will not provide Emergency Response prior to receiving an Emergency Response Requests from City that, at a minimum:

(a) Is written, and provided by City to District in advance of the provision of Facilities, Equipment and/or Services;

(b) Includes information regarding Facilities and Equipment to be used, and Services to be provided; and

(c) Be signed or expressly initiated (including via email) by an authorized City representative.

(iii) The City is under no obligation to issue Emergency Response Requests under this MOU.

- (iv) After the City provides an Emergency Response Request, District agrees to respond with information about its available resources related to the requested Facilities, Equipment and/or Services, including, where possible inventory, delivery timelines and availability.
- (v) Where an Emergency Response Request is accepted by City and District, the Parties agree, upon execution of that Emergency Services Request by the Parties, the Emergency Services Request is a separate contract for services and that the Emergency Response Request incorporates all terms and conditions of this MOU.

C. No Self-Deployment Under an Emergency Response Request

- (i) For purposes of this MOU, “**Self-Deployment**” means District responds without an Emergency Response Request from City and/or otherwise provides Facilities, Equipment and/or Services beyond those authorized by City in an Emergency Response Request.
- (ii) District will only provide disaster related Facilities, Equipment and/or Services upon receiving specific, advance written direction of the City under an Emergency Response Request. District will not engage in Self-Deployment to provide any Facilities, Equipment or Services under this MOU without prior written City authorization using an Emergency Response Request.
- (iii) District understands and agrees that City does not take such responsibility for any such self-deployment, and that self-deployment without advance City authorization may result in District costs not being reimbursed, by City; provided, however, that City recognizes that Self-Deployment may occur during chaotic or catastrophic circumstances where District sees a need and has the ability to assist. Under such circumstances, District shall at the earliest opportunity notify the City, and provide any documentation requested by City and the City agrees to cooperate with District to seek reimbursement for such Emergency Response, where it is available.

Section 2. RESPONSIBILITIES UNDER THE MOU

A. For City:

- (i) Except as identified in an express cost-allocation set forth in an Emergency Response Request, City agrees to reimburse all actual, reasonable and documented City-incurred, and or District-incurred costs associated with Emergency Response provided subject to an Emergency Response Request. Self-Deployment will not be reimbursed by City.
- (ii) City agrees to provide all equipment and supplies necessary for operations, if the District cannot furnish same.
- (iii) City agrees to provide additional personnel, as needed, to support District when those resources are available to the City.
- (iv) City agrees to reimburse District for actual costs for damage (beyond normal wear and tear) related to Emergency Response, where District provides to City’s reasonable satisfaction, inventory information, actual cost information, and/or other information establishing such damage

B. For District:

- (i) District, after meeting its Emergency Response needs for its faculty/staff and students, desires to permit, to the extent possible and upon receipt of an Emergency Service Request from City, the use of certain District Facilities and Equipment and/or to provide certain Services for various Emergency Response purposes, as described herein. Such Facilities and Equipment may be used and/or Services provided as Emergency Response.
- (ii) District warrants that it is authorized and that the Facilities and/or Equipment are suitable for use for Emergency Response purposes and that District has the skills, training and expertise necessary to perform any Services requested for Emergency Response.
- (iii) Except as specified in an Emergency Response Request, District agrees that it will provide its own personnel with necessary Emergency Response training.
- (iv) District agrees that prior to releasing a Facility or Equipment for use by City, it will evaluate the Facility, document its current condition (including with photos where possible) and, to the extent possible, secure any valuable property not required for Emergency Response.
- (v) All District records submitted to City must clearly identify the Facilities, Equipment, and/or Services (including all goods and supplies) and the date provided, and any other information reasonably requested by City to ensure compliance with local, state and federal recordkeeping and retention requirements.

Section 3. TERM, TERMINATION

- A. Term of MOU. The term of this MOU begins on the Effective Date and ends when all Emergency Response Requests have expired or been terminated, or no later than five (5) years from the Effective Date, whichever is longer.
- B. Termination. Either party has the right to terminate an Emergency Response Request and/or this MOU at any time by giving thirty (30) days advance written notice of termination to the other party. A notice of termination with respect to the MOU shall effect a termination of any and all outstanding Emergency Response Requests, unless otherwise specified in the notice. A notice of termination with respect to an Emergency Response Request shall not terminate this MOU or any other outstanding Emergency Response Request. If a party gives notice of termination, the other party will take reasonable steps to stop incurring costs.

Section 4. MOU ADMINISTRATOR

For City, this MOU shall be administered by the Director of Emergency Services (City Manager), Emergency Preparedness Manager or designee, who will act as City's representative. For District, this MOU shall be administered by the Superintendent or designee who will act as the District's representative. These points of contact, or their documented designees are the only representatives under this MOU with the authority to act, or to request or deploy Facilities, Equipment and/or Services under this MOU.

Section 5. COMPENSATION & INVOICING

- A. Not-to-Exceed Amount. Notwithstanding any other provision of this MOU to the contrary, the total amount City agrees to expend under this MOU shall in no event exceed one hundred and fifty thousand dollars (\$150,000).
- B. Invoices/Documentation of Costs. District agrees to document all costs related to its Emergency Response in response to a City Emergency Response Request in a form reasonably acceptable to City and to submit such documentation to City on a timeline reasonably requested by City, and as soon as practicable after the Emergency Response has concluded.

Section 6. INDEMNIFICATION

- A. District shall, to the fullest extent permitted by law, indemnify, protect, defend and hold harmless City, and its employees, officials and agents ("Indemnified Parties") from all claims, demands, costs or liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, interest, defense costs, and expert witness fees), that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of District, its officers, employees, or agents, in said performance of professional services under this MOU, excepting only liability arising from the sole negligence, active negligence or intentional misconduct of City.
- B. The existence or acceptance by City of any of the insurance policies or coverages described in this MOU shall not affect or limit any of City's rights under this Section, nor shall the limits of such insurance limit the liability of District hereunder. The provisions of this Section survive any expiration or termination of this MOU.

Section 7. INSURANCE

District and any District contractors agree to obtain and maintain in full force and effect during the Term of this MOU and/or an Emergency Response Request, insurance types with limits reasonably acceptable to City, including without limitation covering City as an additional insured, to cover the Emergency Response contemplated under this MOU. District agrees to provide City with documentation reasonably satisfactory to City to ensure District carries adequate insurance, including through evidence of self-insurance that is provided and deemed satisfactory to City. District agrees to maintain and/or renew such coverage over the Term, (ii) provide the City notice of any changes, modifications, or reductions in coverage, and/or (iii) to provide City with evidence of renewal as requested.

Section 8. FEDERAL PROVISIONS

In its provision of Facilities, Equipment and/or Services under this MOU and/or any Emergency Response Request(s), District is aware of and agrees to comply with all applicable federal and state provisions, including those specifically set forth in Addendum No. 2 to this MOU, and in an Exhibit to an Emergency Response Request (as necessary). In the event of a conflict or inconsistency between any provision in any such Exhibit with federal and state provisions and any other provision of this MOU and/or an Emergency Response Request, the more stringent provision shall control and prevail.

Section 9. NOTICE. Any written notices under this MOU should be sent to:

A. For City: Neil Bregman, Emergency Preparedness Manager
2373 Circadian Way
Santa Rosa, CA 95407

With copies to: Office of the City Attorney
ATTN: City Attorney
100 Santa Rosa Avenue
Room 8
Santa Rosa, CA. 95404

B. For District: Michael Kellison, Superintendent
3150 Education Drive
Santa Rosa, CA. 95407

Section 10. MISCELLANEOUS

- A. Order of Precedence. In the event of any conflict or inconsistency between this MOU and the attached Addenda or Emergency Response Requests, the order of precedence is as follows: this MOU, Addenda and then the Emergency Response Request.
- B. Amendments. Changes to the MOU may be authorized only by written amendment to this MOU, signed by both Parties.
- C. Compliance with Law. Parties shall comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the Services provided under this MOU.
- D. Assignment and Delegation. Parties shall not assign, delegate, sublet, or transfer any interest in, or duty under, this MOU without the prior written consent of the other Party.
- E. Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this MOU will survive its completion or termination for any reason.
- F. No Waiver of Breach. The waiver of any breach of any term or promise contained in this MOU shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this MOU.
- G. Severability. If a court of competent jurisdiction finds any provision of this MOU is invalid, void or unenforceable, the provisions of this MOU not so adjudged will remain in full force and effect.
- H. No Third-Party Beneficiaries. Nothing contained in this MOU shall be construed to create and the Parties do not intend to create any rights in third parties.
- I. Independent Organization Status. At all times, the District shall be an independent agency working at the request and direction of the City to provide disaster related services for the benefit of disaster survivors.
- J. Interpretation. All Recitals set forth above are fully incorporated into this MOU. The captions in this MOU are for convenience only and shall have no effect upon the construction or interpretation of the MOU.

- K. Counterparts & Electronic Signature. This MOU and future documents relating thereto may be executed in two or more counterparts, each of which will be deemed an original and all of which together constitute one agreement. Counterparts and/or signatures delivered by facsimile, pdf or City-approved electronic means have the same force and effect as the use of a manual signature. Both City and District wish to permit this MOU and future documents relating thereto to be electronically signed in accordance with applicable federal and California law. Either party to this MOU may revoke its permission to use electronic signatures at any time for future documents by providing notice pursuant to the MOU. The Parties agree that electronic signatures, by their respective signatories are intended to authenticate such signatures and to give rise to a valid, enforceable, and fully effective MOU. The City reserves the right to reject any digital signature that cannot be positively verified by the City as an authentic electronic signature.

IN WITNESS WHEREOF, City and District have executed this MOU as set forth below.

CITY:

CITY OF SANTA ROSA,
a municipal corporation

By: _____

Date: _____

APPROVED AS TO FORM FOR CITY:

By: _____
Office of the City Attorney

DISTRICT:

By: _____

Date: _____

APPROVED AS TO FORM FOR DISTRICT:

By: _____
District Counsel

Addendum No. 1 – Form of Emergency Response Request
Exhibit A - Additional Description of Scope (*Optional*)
Addendum No. 2 – Applicable Federal and/or State Provisions (*If any*)

ADDENDUM NO. 1 - Form of City Emergency Response Request

EMERGENCY RESPONSE REQUEST ("ERR")

ERR No. _____

A State of Emergency due to {enter name of specific disaster; and FEMA DR number, if available} and the City has determined that extraordinary assistance is needed to provide life critical services to disaster survivors and has submitted a request for support to District.

City Contact with Authority to Act Under this ERR:

District Contract with Authority to Act Under this ERR:

Target Start Date: _____ **Target End Date:** _____

Not-to-Exceed Amount for ERR: _____

ERR Scope of Services: See Exhibit A to this ERR. DISTRICT WILL NOT SELF-DEPLOY AND PROVIDE FACILITIES, EQUIPMENT AND/OR SERVICES BEYOND THOSE SET FORTH IN EXHIBIT A.

TERMS AND CONDITIONS: This ERR is issued and entered into as of _____ ("ERR Effective Date") in accordance with the terms and conditions set forth in the "Memorandum of Understanding between the City of Santa Rosa and the Bellevue Union School District for Emergency Response" dated September 13, 2022, which is hereby incorporated and made part of this ERR.

Any other written requests related to this ERR are incorporated into this ERR by attachment as Exhibit A to this ERR. The Parties agree all Facilities, Equipment and/or Services will be provided in accordance with all applicable local, state and/or federal requirements, including, without limitation those attached to the MOU as Addendum No. 2. Where there is a conflict between the MOU, this ERR, or the Exhibits, the stronger provision will control.

IN WITNESS WHEREOF, City and District have executed this MOU as set forth below.

CITY OF SANTA ROSA,
a municipal corporation

BELLEVUE UNION SCHOOL DISTRICT

By: _____

By: _____

Date: _____

Date: _____

APPROVED AS TO FORM FOR CITY:

APPROVED AS TO FORM FOR DISTRICT:

By: _____
Office of the City Attorney

By: _____
District Counsel

EXHIBIT A - Additional Description of Scope (*Optional – Attach any email or other written request*)

Exhibit A to ERR No. _____

[to be attached with issuance of ERR]

ADDENDUM NO. 2

FEDERAL AND/OR STATE PROVISIONS

[By way of example, see City's current FEMA provisions used for prior disaster below, currently under revision to account for 2020 changes to federal regulations]

A. Definitions

1. **Government** means the United States of America and any executive department or agency thereof.
2. **FEMA** means the Federal Emergency Management Agency.
3. **Third Party Subcontract** means a subcontract at any tier entered into by Contractor or subcontractor, financed in whole or in part with Federal assistance originally derived from the Federal Emergency Management Agency.

B. Federal Changes

1. Contractor shall at all times comply with all applicable regulations, policies, procedures, and FEMA Directives as they may be amended or promulgated from time to time during the term of this Agreement, included but not limited to those requirements of 2 C.F.R. §§ 200.317 through 200.326 and more fully set forth in Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards, which is included herein by this reference. Contractor's failure to so comply shall constitute a material breach of this Agreement.
2. Contractor agrees to include the above clause in each third-party subcontract financed in whole or in part with Federal assistance provided by FEMA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

C. Compliance with the Contract Work Hours and Safety Standards Act.

Pursuant to section 3701 of title 40 of the United States Code, this Section C shall apply to Contractor in the event the amount payable under this Agreement exceeds \$100,000 and may involve the employment of mechanics or laborers.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for

liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

3. Withholding for unpaid wages and liquidated damages. City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by Contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
4. Subcontracts. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

D. Clean Air Act and Federal Water Pollution Control Act

This Section D shall apply in the event the amount payable under this Agreement exceeds \$150,000.

Clean Air Act

1. Contractor agrees to comply with all applicable standards, orders and regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 *et seq.*
2. Contractor agrees to report each violation to City and understands and agrees that City will, in turn, report each violation as required to assure notification to the State of California, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

1. Contractor agrees to comply with all applicable standards, orders and regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251 *et seq.*
2. Contractor agrees to report each violation to City and understands and agrees that City will, in turn, report each violation as required to assure notification to the State of California, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

E. Suspension and Debarment

1. This Agreement is a covered transaction for purposes of title 2 Code of Federal Regulations parts 180 and 3000. As such, Contractor is required to verify that none of Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
2. Contractor represents and warrants that it is not debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 “Debarment and Suspension.” Contractor agrees that neither Contractor nor any of its third-party subcontractors shall enter into any third-party subcontracts for any of the work under this Agreement with a third-party subcontractor that is debarred, suspended, or otherwise excluded for or ineligible for participation in Federal assistance programs under executive Order 12549.
3. Contractor must comply with title 2 Code of Federal Regulations, part 180, subpart C and title 2 Code of Federal Regulations, part 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
4. This certification is a material representation of fact relied upon by City. If it is later determined that Contractor did not comply with title 2 Code of Federal Regulations, part 180, subpart C or title 2 Code of Federal Regulations, part 3000, subpart C, in addition to remedies available to the State of California and the City of Santa Rosa, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

F. Procurement of Recovered Materials

1. In the performance of this Agreement, Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—
 - (a) Competitively within a timeframe providing for compliance with the Agreement performance schedule;
 - (b) Meeting Agreement performance requirements; or
 - (c) At a reasonable price.
2. Information about this requirement, along with the list of EPA- designate items, is available at EPA’s Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

G. Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by section 1352 of title 31 of the United States Code. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

H. MBE/WBE REQUIREMENTS

1. Contractor shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible through the "Good Faith Effort" process in 2 C.F.R. § 200.321. Contractor shall document and report its Good Faith Effort processes. Contractor shall also ensure that all of its subcontractors take the affirmative steps required under 2 C.F.R. § 200.321. Affirmative steps must include:
 - (a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (b) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (d) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (e) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (f) Requiring all subcontractors to take the affirmative steps listed in paragraphs (a) through (e) above.

I. MISCELLANEOUS PROVISIONS

1. DHS Seal. Contractor shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.
2. FEMA Assistance. Contractor acknowledges that FEMA financial assistance will be used to fund this Agreement only. Contractor shall comply with all applicable federal laws, regulations, executive orders, FEMA policies, procedures, and directives.
3. Federal Government Not Party. The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to City, Contractor, or any other party pertaining to any matter resulting from this Agreement.
4. False Claims. Contractor acknowledges that Title 31 United States Code Chapter 38 (Administrative Remedies for False Claims and Statements) applies to Contractor's actions pertaining to this Agreement.

J. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement, Contractor agrees as follows:

1. Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Contractor will take affirmative

action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
3. Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of Contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7. Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, Contractor may request the United States to enter into such litigation to protect the interests of the United States.

**K. PROHIBITION ON CONTRACTING FOR COVERED
TELECOMMUNICATIONS EQUIPMENT OR SERVICES**

1. Definitions. As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause—
2. Prohibitions.
 - (a) Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.
 - (b) Unless an exception in paragraph (c) of this clause applies, the contractor and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:
 - (i) Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
 - (ii) Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
 - (iii) Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or
 - (iv) Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.
3. Exceptions.
 - (a) This clause does not prohibit contractors from providing—
 - (i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
 - (ii) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

- (b) By necessary implication and regulation, the prohibitions also do not apply to:
 - (i) Covered telecommunications equipment or services that:
 - (I) Are not used as a substantial or essential component of any system; and
 - (II) Are not used as critical technology of any system.
 - (ii) Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

4. Reporting requirement.

- (a) In the event the contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information in paragraph (d)(2) of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.
- (b) The Contractor shall report the following information pursuant to paragraph (4)(a) of this clause:
 - (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
 - (ii) Within 10 business days of submitting the information in paragraph (4)(b)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

5. Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (5), in all subcontracts and other contractual instruments.

L. DOMESTIC PREFERENCE FOR PROCUREMENTS

1. As appropriate, and to the extent consistent with law, the contractor should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to

iron, aluminum, steel, cement, and other manufactured products.

2. For purposes of this clause:

- (a) Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (b) Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Approval of Health Care Assistant Job Description

Prepared By: Stacy Spector, Director of Human Resources

Background:

In 1990 the Board approved the job description for Health Assistant 1 which called for basic first aid support like Band Aids for scrapes. In 2010 the position of School Nurse Assistant was developed, focusing on the monitoring of paperwork related to student health needs. The job descriptions for Health Assistant 1 and School Nurse Assistant will remain to meet the needs associated with them.

However, as health and medical treatment has advanced, so must our ability to support students who require monitoring of health and medical related needs, like students with Diabetes or at risk of anaphylactic reactions to environmental and biological stressors. Therefore, the new position and job description for Health Care Assistant will be added to the classified bargaining unit (CSEA Chapter 501) and BUSD job description bank.

The huge array of available medications, new treatment regimens, and advanced technologies for administering medication have significantly affected our schools. Many students with special needs are able to participate in the educational system because of the effectiveness of the medication they take.

Some students who need medication also require close observation or other health interventions following the administration of medication. Therefore we need to hire and train staff who are capable of performing the administration and/or monitoring of medication and related health supports for students that require them.

This new job description “Health Care Assistant” aligns with the guidelines pursuant to *Education Code* Section 33308.5, which provides nonbinding recommendations on administering medication to students and otherwise assisting students in the administration of medication.

Cost: This position exists in Range 14 Steps 1 (\$19.80) - Step 28 (\$29.36)

Recommended Action:

It is recommended that the Board of Trustees approve the new Health Care Assistant job description.

Supporting Documents:

New Health Care Assistant Job Description

Original Health Assistant 1 Job Description

Nurse Assistant Job Description

MOU with CSEA (to be ratified September 20, 2022)

HEALTH CARE ASSISTANT

JOB DESCRIPTION

General Description:

Under the supervision of the school nurse and the site principal, the health care assistant will provide or assist with required health care for students and perform other assigned duties and services related to health care.

Examples of Duties and Responsibilities:

- Administers minor first aid to students as needed
- Supervises and/or performs blood glucose monitoring
- Logs or supervises the logging of blood sugar levels
- Calculates or supervises the calculation of carbohydrates to insulin
- Observes student and follows treatment plan for high or low blood sugar levels
- Oversees student's insulin injection
- Alerts school nurse or school principal of any significant health conditions
- Communicates with staff and parents about health care of student
- Assists in management of health supplies
- Follows treatment plan for routine care
- Follows treatment plan for emergency care
- Is prepared to care for student in case of large scale disaster or catastrophe
- Attends team meetings regarding health care of student
- Maintains accurate clerical records, and performs a variety of basic clerical tasks, including, but not limited to updating medical information in student cumulative files
- Screens incoming student health records for immunization status
- Assists school nurse in correspondence and student record keeping
- Assists in ordering and maintaining first aid and health related supplies
- Administers medications as directed by school nurse
- Performs specialized health care procedures as trained and assigned
- Under the direction of the school nurse, assists in preparation of the mandated screening programs; records information on student health cards
- Performs other duties as assigned

Qualifications:

- High school diploma or equivalent
- May be required to obtain first aid and CPR certificate
- Good oral and written communication skills
- Clear fingerprint and TB screening
- Ability to stay calm in emergency situations
- Ability to make good judgments and decisions
- Clerical skills
- Interpersonal social skills
- Ability to be flexible, adaptable and to follow directions

Preferred Experience and Education:

- Medical training or experience
- Experience working in schools and/or with children

Bellevue Union School District

- College course work

Responsible To:

- Administrator assigned to oversee Health Care Assistant

PHYSICAL ABILITIES AND WORKING CONDITIONS OF EMPLOYMENT

The Physical Abilities and Other Conditions of Employment and the Associated Tasks listed are representative of, but are not intended, to provide an exhaustive list of Physical Abilities and Other Conditions of Employments and Associated Tasks which may be required of this position.

Bellevue Union School District

The Bellevue Union School District encourages persons with disabilities who are interested in this employment and need reasonable accommodations of those disabilities to contact the Superintendent for further information.

Physical Demands	Associated Tasks
Vision (which may be corrected): • Read small print • See small objects at a distance of 2 feet	To perform tasks as to: • Create and maintain files • Read a computer screen
Hearing (which may be corrected): • Understand speech over a telephone • Have tolerance to be exposed to noisy conditions	To perform tasks as to: • Answer telephones • Work in a school/classroom setting
Speech: • Speak with a level of proficiency and volume to be understood over a telephone and in face-to-face contacts	To perform tasks as to: • Answer questions and transmit information to students, staff, parents, and others • Work instructionally with students
Upper Body Mobility: • Use hands and fingers to feel, grasp, and manipulate small objects. • Manipulate fingers, twist and bend hands at wrist and elbow	To perform tasks as to: • Use a computer to word process and enter data • To hand out and receive forms
Strength: • Lift, push, and/or carry objects which weight as much as 40 pounds on a frequent basis	To perform tasks as to: • File and retrieve student records
Environmental Requirements: • Occasional work interruptions • Work cooperatively with others • Work inside	To perform tasks as to: • Gain cooperation of staff • Perform clerical support work in a school
Mental Requirements: • Perform scheduled work • Direct students • Math skills at basic level • Accurately transcribe information	To perform tasks as to: • Read, write, understand, and apply routine information • Read reference materials and instructions, compose reports • Maintain records • Transfer information to forms • Process information quickly and make quick and effective decisions • Decision-making • Listen and retain information accurately • Write and compose information in an organized manner

BELLEVUE SCHOOL DISTRICT

HEALTH ASSISTANT I

DEFINITION

Under general supervision, to operate a school health office; to provide health services and basic first aid for students and staff; to conduct and/or assist in the conduct of health screening programs; to perform a variety of responsible student health-related record keeping work; and to perform related work as required.

CLASS CHARACTERISTICS

Positions in this class provide a variety of routine health-related services in a school setting. Incumbents perform record keeping related to immunization records, health screening, health conditions of specific students, medication to be dispensed at school, and student visits to the health office. Ill and injured students are sent to the health office or the Health Assistant is called to the injury site by teachers for basic screening and first aid, rest, and parental contact. In instances of serious injury/illness and/or the unavailability of a parent or emergency contact Health Assistants contact paramedic and ambulance services. Students with medical conditions which require medication at school visit the health office to receive medication. Medication is dispensed and first aid provided within strict guidelines and limitations of State law, District policy, and school procedures. Incumbents exercise judgment in determining whether a parent should be contacted when a student comes to the health office. In the absence of the Principal the incumbent uses judgment in contacting emergency medical services.

EXAMPLES OF DUTIES*

The tasks listed in this section are representative of duties assigned to positions in this class. This list is not intended to be an exhaustive list of all of the tasks assigned to positions in the class, and it is not expected that all of the tasks listed are necessarily assigned to all positions in the class.

Follow applicable laws and district policy and protocols pertaining to the administration of medications, physical examinations, immunizations, and T.B. requirements. E

Dispense and record medications; create and update medication list. E

Follow up on lice, vision/hearing screening referrals, injured students sent home, communicable diseases, and immunizations.

Provide referrals and assist parents in obtaining services.

Administer basic first aid wherever needed on campus; follow applicable procedures to notify public emergency medical service personnel. E

Log in/evaluate sick students; monitor sick students in health office. communicate with parents regarding sick or injured students; take temperatures and perform basic first aid. E

Check and recheck for head lice; provide information to parents regarding treatment. E

Prepare accident reports, health problem reports, child abuse reports, student screening lists and schedules; record screening results, communicable diseases, and severe medical problems; update emergency cards and health records. E

Answer telephone, communicate with parents in person, by telephone and in writing; operate a typewriter keyboard to key reports and records; operate a microcomputer to maintain health records; type memos, operate photocopy machine, and file records. E

Maintain confidentiality of privileged information. E

Order, receive, and store supplies for health office; Prepare first aid kits for classrooms. E

Clean health office. E

Participate in employer mandated training and retraining programs. E

Perform related duties as assigned. E

* Task statements coded with the letter "E" are essential elements of positions in this class pursuant to the Americans with Disabilities Act, 1990.

LICENSE REQUIRED

Possession of a valid CPR certification;
Possession of a valid First Aid certification;

QUALIFICATIONS

Knowledge of:

Basic First Aid techniques and procedures;
CPR procedures;
Modern office equipment and procedures;
Basic English usage, spelling, grammar, and punctuation;
Record keeping procedures;
Appropriate safety precautions and procedures.

Ability to:

Learn and follow applicable laws, policies, and procedures;
Administer basic first aid;
Administer CPR;
Remain calm in emergency situations;
Understand and implement district health procedures;
Maintain accurate records and maintain confidentiality of privileged information;
Operate a typewriter and/or computer terminal accurately;
Communicate in English, both orally and in writing, displaying tact, patience, and judgment;
Understand and carry out oral and written instructions;
Establish and maintain effective relationships with those contacted in the course of work.

DESIRABLE (Desirable skills shall not be considered in lieu of qualifications.)

Bilingual.

TRAINING AND EXPERIENCE

Any combination of training, education and experience which demonstrates possession of the knowledges and abilities stated above, and the ability to perform the duties of the position. A

typical qualifying entrance background is entry-level experience performing routine health office and clerical work.

PHYSICAL ABILITIES AND WORKING CONDITIONS OF EMPLOYMENT

The Physical Abilities and Other Conditions of Employment and the Associated Tasks listed in this section are representative of, but are not intended to provide an exhaustive list of Physical Abilities and Other Conditions of Employment and Associated Tasks which may be required of positions in this class. Bellevue School District encourages persons with disabilities who are interested in employment in this class and need reasonable accommodation of those disabilities to contact the Superintendent for further information.

PHYSICAL DEMANDS

Vision: (which may be corrected)

Read small print

Distinguish shades of color

Hearing:

Understand speech over a telephone

Speech:

Speak with a level of proficiency and volume to be understood over a telephone

Speak with a level of proficiency and volume to be understood in face-to-face public contacts

Upper Body Mobility:

Use hands and fingers to feel, grasp, and manipulate small objects; manipulate fingers; twist and bend hands at wrist and elbow

Extend arms to reach outward and upward

Use hands and arms to lift objects

Turn, raise, and lower head

Twist and bend at torso

Lower Body Mobility:

Walk on uneven terrain

ASSOCIATED TASKS

To perform tasks such as to:

read labels on medication

evaluate skin rashes, etc.

To perform tasks such as to:

communicate with parents, emergency medical services, and CPS

To perform tasks such as to:

communicate with parents, emergency medical services, and CPS

talk to students regarding symptoms

To perform tasks such as to:

put on gloves, dispense medication, complete forms, use bandaging materials; administer CPR

administer first aid; administer CPR

position body for CPR

evaluate sick students; administer CPR

administer first aid; administer CPR

To perform tasks such as to:

travel to any area of campus to perform first aid

Walk on even surfaces

Climb stairs/ladders, bend at waist, and crawl

Stand for short periods of 30 minutes

Sit for prolonged periods of 1 hours

Strength:

To lift, push, pull, and/or carry, on a frequent basis, objects which weight as much as 15 pounds

To lift, push, pull, and/or carry, on an occasional basis, objects which weigh as much as 40 pounds

Stamina:

Run quickly for brief spurts

Smell:

Distinguish odors

Environmental Requirements:

Constant work interruptions

Work independently

Work cooperatively with others

Work outside

Work inside

To perform tasks such as to:

Read, write, understand, and apply moderately complex information

Math skills at a basic level

Comparing

Judgment

perform all office duties

perform first aid wherever needed

evaluate students; administer first aid; talk to parent

complete necessary forms and reports

To perform tasks such as to:

pick up reports, health office supplies, and reference books

administer first aid; set-up for health screening; assist to transport student

To perform tasks such as to:

reach students to administer first aid

To perform tasks such as to:

evaluate sick students

To perform tasks such as to:

dispense medications and write passes

perform all duties

administer medications and first aid

administer first aid (when necessary)

perform all office and record keeping duties

Mental Requirement:

dispense medication and complete reports; strictly follow established policies and protocols

maintain accurate student health records

evaluate immunization records

administer first aid; obtain emergency medical services; evaluate student illness; strictly follow established policies and protocols

Process information; make quick decisions

understand symptoms of students

Give verbal instructions

Write/compose at a moderate level

administer first aid; call emergency
servicesListen

monitor students in health office;
communicate with parents

complete reports

Bellevue Union School District
Job Description
School Nurse Assistant

Definition

Under supervision, to perform a variety of administrative support of moderate difficulty; to have a moderate level of public contact; perform a variety of student health services related record keeping; assist with health related testing and screening; provide oral and minimal written English/Spanish translation; and to perform related work as required.

Class Characteristics

Positions in this class work in a school performing administrative support work of moderate difficulty. Employees are assigned to maintain student health records. Employees in this position perform routine record keeping functions and provide direct assistance to the school nurse. Employees have a moderate level of public contact in person or on the telephone. Employees follow the direction of the school nurse.

Examples of Duties

The tasks listed in this section are representative of duties assigned to this position. This list is not intended to be exhaustive of all of the tasks assigned to this position, and it is not assumed that all of the tasks may be assigned to any one person in this position.

1. Assist school nurse with review of immunization records and emergency medical records.*
2. Assist school nurse in the maintenance of student health records.
3. Assist school nurse with mandated screening and preparation of documentation to parents.*
4. Assist school nurse with review of student records to identify students not in compliance.*
5. Assist school nurse in the preparation and distribution of required reports.*
6. File health records and forms.*
7. Assist school nurse in health assessments as directed.*
8. Contact parents to gather missing or incomplete student information (English and Spanish fluency)*
9. Maintain the confidentiality of sensitive and confidential information.*
10. Participate in district mandated training and retraining programs.*
11. Perform related duties as assigned.*

*Task statements such coded are essential elements of the position pursuant to the Americans with Disabilities Act of 1990.

Qualifications

1. Demonstrated English and Spanish language oral fluency.
2. Demonstrated ability to adhere to and meet designated timelines.

Hearing (which may be corrected):

- Understand speech over a telephone
- Have tolerance to be exposed to noisy conditions

To perform tasks as to:

- Answer telephones
- Work in a school setting

Speech:

- Speak with a level of proficiency and volume to be understood over a telephone and in face-to-face contacts

To perform tasks as to:

- Answer questions and transmit information to students, staff, parents, and others
- Work instructionally with students

Upper Body Mobility:

- Use hands and fingers to feel, grasp, and manipulate small objects.
- Manipulate fingers, twist and bend hands at wrist and elbow

To perform tasks as to:

- Use a computer to word process and enter data
- To hand out and receive forms

Strength:

- Lift, push, and/or carry objects which weight as much as 15 pounds on a frequent basis

To perform tasks as to:

- File and retrieve student records

Environmental Requirements:

- Occasional work interruptions
- Work cooperatively with others
- Work inside

To perform tasks as to:

- Perform scheduled work
- Direct students
- Gain cooperation of staff
- Perform clerical support work in a school setting

Mental Requirements:

- Read, write, understand, and apply routine information
- Math skills at basic level
- Accurately transcribe information
- Process information quickly and make quick and effective decisions
- Decision-making
- Listen and retain information accurately
- Write and compose information in an organized manner

To perform tasks as to:

- Read reference materials and instructions, compose reports
- Maintain records
- Transfer information to forms
- Handle student/staff emergencies properly
- Apply school procedures and district policy appropriately
- Work with students in an office setting

August 25th, 2022

MEMORANDUM OF UNDERSTANDING

BETWEEN

BELLEVUE UNION SCHOOL DISTRICT ("DISTRICT")

AND

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS BELLEVUE CHAPTER
501 ("CSEA")

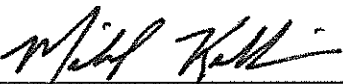
The parties enter into this agreement to add the Health Care Assistant position to the classified bargaining unit with the attached Job Description.

The Health Care Assistant will be placed on Range 14 of the classified salary schedule.

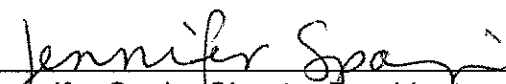
The Health Care Assistant position will be posted according to all provisions of the contract, including Article 10: Promotion and Article 11: Transfers.

This agreement is effective upon ratification by both parties.

For the District:


Michael Kellison, Superintendent

For CSEA:


Jennifer Spain, Chapter President


Donna Rinnels, Negotiator


Jeremy Arnold, Labor Relations Rep

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Action

Agenda Item Title: Memorandum of Understanding Between California Schools Employee Association, Chapter 501 and Bellevue Union School District Regarding Juneteenth as an Enumerated Holiday on the contractual list of such.

Prepared By: Stacy Spector, Director of Human Resources

Background:

On June 17, 2021, President Biden signed legislation approving Juneteenth as a federal holiday. Similar to Columbus Day, it is a federal holiday under United States Code, title 5, section 6103, but is not a required holiday for California school districts.

On June 18, 2021, Governor Gavin Newsom issued a proclamation “declaring Juneteenth Day of Observance” but did not recognize Juneteenth as a state holiday.

On August 25, 2022, Superintendent Michael Kellison and members CSEA Local 501 agreed on the intent to add Juneteenth to the classified contract’s list of enumerated holidays and provide compensation for classified members who worked on June 20, 2022.

Furthermore, CSEA 501 employees who worked on Monday, June 20, 2021 will be retroactively compensated at the rate of two (2) times the regular rate of pay in addition to their regular pay, no more than three weeks after this MOU is ratified and Board approved.

Moving forward, Juneteenth is added to the classified contract’s list of enumerated holidays.

Recommended Action:

Approve the MOU

Cost:

Approximately \$9,920.23

Supporting Documents:

Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS BELLEVUE CHAPTER 501
("CSEA")
AND
BELLEVUE UNION SCHOOL DISTRICT ("DISTRICT")**

The parties' intent is to add Juneteenth to the classified contract's list of enumerated holidays and provide compensation for classified unit members who worked on June 20th, 2022.

The District agrees to adjust compensation for classified bargaining unit members' wages for all hours worked on Monday, June 20th, 2022 to the rate of two (2) times the regular rate of pay in addition to the unit member's regular pay. The District shall distribute this adjusted compensation to unit members who worked on June 20th, 2022 no more than three (3) weeks after this agreement is ratified by the parties.

Article 12: Vacation and Holidays

12.1 through 12.8 Status Quo

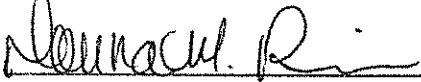
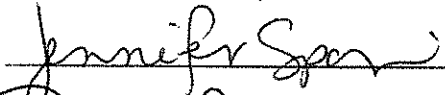
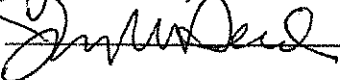
12.9 Scheduled Holidays: The District agrees to provide all employees in the bargaining unit who are in paid service during any portion of the working day immediately preceding or succeeding the holiday or holiday period with the following paid holiday:

1. New Year's Day – January 1
2. Lincoln's Day – Second Monday or the Friday before the third Monday in February
3. Presidents' Day – Third Monday in February
4. Memorial Day – The last Monday in May
- 5. Juneteenth – June 19**
6. Independence Day – July 4
7. Labor Day – First Monday in September
8. Veterans' Day – November 11
9. Local Holiday – Wednesday before Thanksgiving (In-lieu of Admissions Day)
10. Thanksgiving – Last Thursday in November
11. Local Holiday – Friday following Thanksgiving
12. Winter Holiday – December 25
13. Martin Luther King Day – Third Mondays in January

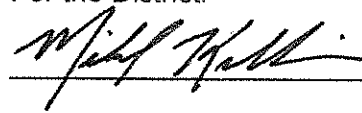
12.10 through 12.11 Status Quo

Date: 8/25/22
Time: 3:16 PM

For CSEA:

For the District:



Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of MOU with Sonoma State University's "SSUEngage Program"

Prepared By: Stacy Spector, Director of Human Resources

Background:

Sonoma State University (SSU) has started a partnership called SSUEngage which provides the opportunity for Sonoma State University students to participate as interns with local business and organizations in order to determine if the business or organization is a place that the student has further interest in working for or being employed by.

This MOU formalizes the understanding that BUSD will provide opportunities for SSU students to intern in departments and/or job classifications as part of their SSUEngage enrollment.

This partnership also provides an opportunity for BUSD to identify potential applicants for position vacancies.

Cost:

There is no cost to the district.

Recommended Action:

Review and Approve.

Supporting Documents:

1. Memorandum of Understanding Between SSUEngage and BUSD.



NON-CLINICAL STUDENT AGREEMENT

This agreement ("Agreement") is between the Trustees of the California State University on behalf of, Sonoma State University ("University") and Bellevue Union School District ("Learning Site"). In consideration of the mutual promises set forth below, the University and Learning Site ("parties") agree as follows:

I. Learning Site's Responsibilities

- A. Identify the student's supervisor. The supervisor agrees to meet with the student regularly to facilitate the student's learning experience, provide support, review progress on assigned tasks, verify service hours and give feedback.
- B. Provide an orientation that includes a site tour; an introduction to staff; a description of the characteristics of and risks associated with the Learning Site's operations, services and/or clients; a discussion concerning safety policies and emergency procedures; and information detailing where students check in and how they log their time.
- C. Provide student with a written description of the student's tasks and responsibilities.
- D. Provide appropriate training, equipment, materials and work area for students prior to students performing assigned tasks or working with the Learning Site's clients.
- E. If applicable, inform student of the need for a background check, fingerprinting and/or a tuberculosis test; obtain the student's fingerprints, background check and/or tuberculosis test; and maintain the confidentiality of any results as required by federal and state law.
- F. Evaluate the student if requested by the University and contact the University if the student fails to perform assigned tasks or engages in misconduct.
- G. Ensure students are not left alone for any amount of time or any reason when working with protected classes of people (i.e., minors, elderly or people living with a disability) and that appropriate supervision is provided.
- H. Notify University if placements are to occur in a residential-based business. Should the placement be managed from a private residence ensure that students do not enter a personal residence without appropriate Learning Site representative.
- I. Notify University if meetings or placement tasks are to occur in a personal residence, home, or place of business of any client associated with the Learning Site without the accompaniment of an appropriate Learning Site representative.
- J. If driving of Learning Site vehicles is required, Learning Site is solely responsible for validating the student's valid driver license and insurance.

II. Insurance

- A. Learning Site's Insurance. Learning Site shall procure and maintain in force during the term



of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by its employees. Coverage under such professional and commercial general liability insurance shall be not less than one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the aggregate. Such coverage is to be obtained from a carrier rated A or better by AM Best or a qualified program of self-insurance. Learning Site shall also maintain and provide evidence of workers' compensation and disability coverage for each employee as required by law. Learning Site shall provide UNIVERSITY with evidence of the insurance coverage upon request. Learning Site shall promptly notify UNIVERSITY of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

- B. If driving Learning Site vehicles, Learning Site is required to carry Business Automobile Liability- \$1,000,000 Each Accident -combined single limit for bodily injury and property damage to include uninsured and underinsured motorist coverage.

III. University's Responsibilities

- A. The University will advise the student(s) of their responsibility to:
 - 1. Participate in all training required by the Learning Site.
 - 2. Exhibit professional, ethical and appropriate behavior when at the Learning Site.
 - 3. Complete all assigned tasks and responsibilities in a timely and efficient manner.
- B. The University will advise the student(s) that neither the University nor the Learning Site assumes any financial responsibility in the event he/she is injured or becomes ill as a result of his/her participation in a learning activity at the Learning Site.
- C. The student will be covered under the CSU's Student Academic Field Experience for Credit Liability Insurance Program ("SAFECLIP") Coverage includes General Liability and Professional Liability in the amounts of \$2,000,000 Each Loss and \$4,000,000 Aggregate for all covered parties and not per student.

IV. General Provisions

- A. This Agreement will become effective as of the date last written below and continue for a period of 5 years unless terminated by either party after giving the other party 30 days written notice of the intent to terminate. If the Learning Site terminates this Agreement, it will permit any student working at the Learning Site at the time of termination to complete his/her work for that applicable semester to earn the appropriate credits.
- B. The Learning Site and the University agree to indemnify, defend and hold harmless each other from any and all liability for any personal injury, damages, wrongful death or other losses and costs, arising out of the negligence or willful misconduct of their respective



officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.

- C. The Learning Site and the University will meet upon request or as necessary to resolve any potential conflicts and to facilitate a mutually beneficial experience for all involved.
- D. The Learning Site is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". The Learning Site is familiar with and informed about the Centers for Disease Control and Prevention ("CDC") current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. The Learning Site, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, The Learning Site will take steps to comply with the modified, changed or updated guidelines or directives. If at any time the Learning Site becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify University of that fact.
- E. Nothing contained in this Agreement confers on either party the right to use the other party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
- F. This Agreement may not be altered unless both parties agree in writing. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment.
- G. All inventions, discoveries, intellectual property, technical communications and records originated or prepared by Learning Site pursuant to this Agreement, including papers, reports, charts, computer programs, and other documentation and improvements hereto, shall be Learning Site's exclusive property.
- H. Discrimination, harassment, retaliation, and sexual misconduct will not be tolerated. Reports of possible discrimination, harassment, retaliation or sexual misconduct by site will result in the immediate departure of the student from the Learning Site's premises, regardless of the status of the University's investigation.
- I. Both parties shall be solely responsible for any payroll taxes, withholdings, workers' compensation, and any other insurance or benefits of any kind for only their employees who provide services to the under this Agreement.
 - a. Students are not employees, volunteers or agents of the University and shall receive no compensation from the University for their participation in the placement.
 - b. If a student is an employee of Learning Site and placement is approved by the University, the Learning Site is required to comply with employment laws.
- J. Any notices required by this Agreement will be deemed to have been duly given if communicated to the following individuals:

SONOMA STATE
UNIVERSITY



UNIVERSITY

Name: Candace Nelson

Title: Contract Analyst

Telephone Number: 707-664-4283

Email Address: candace.nelson@sonoma.edu

LEARNING SITE

Name: Stacy Spector

Title: Director Human Resources

Telephone Number: 707-542-5197

Email Address: sspector@busd.org

With Copy to:

Name:

Title:

Telephone Number:

Email Address:

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date last written below.

Sonoma State University

Signature: _____

Date: _____

Printed Name and Title

Name of Learning Site

Signature: _____

Date: August 30, 20

Michael Kellison Superintendent

Printed Name and Title

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Approval of Application for Provisional Internship Permit and Intent to Employ Temporary Elementary Teacher Taylor Krenwinkel

Prepared By: Stacy Spector, Director of Human Resources

Background:

The proposed application for a Provisional Internship Permit is for the employment of Taylor Krenwinkel, Grade 5 teacher at Bellevue Elementary School. Taylor is completing her coursework and required tests in order to apply for a preliminary multiple subject credential. It is the intent of the District to employ Taylor as a temporary teacher to fill an existing vacancy.

The District was unable to successfully recruit a teacher who possesses an elementary credential despite several efforts. As a result, we recommend supporting the application of:

Taylor Krenwinkel
Elementary Teacher (Grades TK-6) ~ Temporary
Bellevue Elementary
Hired on the basis of a Provisional Internship Permit

Recommended Action:

Approval

Supporting Documents:

Form CL857
Ed Join Posting



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov

Website: www.ctc.ca.gov

VERIFICATION OF REQUIREMENTS For the Provisional Internship Permit

This form must be completed by the employing agency and submitted with each application for a Provisional Internship Permit.

Name of Applicant Taylor Krenwinkel

SSN _____

Name of Employing Agency Bellevue Union School District

County/District/CDS Code 49 70615 0000000

☒ Multiple Subject

☐ Single Subject - Specify subject(s): _____

☐ Education Specialist - Specify specialty area(s): _____

By submitting this form, the employing agency named above verifies that items 1-6 have been completed.

1. A diligent search has been conducted for a suitable credentialed teacher or qualified intern teacher by the following methods and verification of such recruitment efforts is attached:

Required recruitment methods (provide photocopies of all of the following 3 methods):

- ☒ Distributed job announcements
- ☒ Contacted college or university placement centers
- ☒ Advertised on the Internet

Optional recruitment methods (in addition to the required methods above):

- ☐ Advertised in professional journals
- ☐ Attended job fairs in California
- ☐ Attended recruitment out-of-state
- ☐ Contacted California teacher recruitment centers
- ☐ Advertised in local/national newspapers
- ☒ Other (explain) Posted internally

2. The permit holder will be provided orientation, guidance and assistance during the valid period of the permit
3. Public notice of intent to employ the applicant in the identified position has been given and meets the following criteria (check the box that applies):

☒ **Public School District**

Public notice was presented as an action item on the governing board agenda and acted upon favorably. A copy of the agenda item is attached.

(continued)

The agenda item included the applicant's name, assignment, including subject(s) grade level(s), school site, and a statement that the applicant will be employed on the basis of a Provisional Internship Permit.

☐ **County Offices of Education, Nonpublic Schools, Statewide Agencies, and Charter Schools**

Public notice was posted at least 72 hours before the position was filled. A copy of the dated notice is attached.

Public notice included the applicant's name, assignment, including subject(s) grade level(s), school site, and a statement that the applicant will be employed on the basis of a Provisional Internship Permit.

Public notice included a signed statement from the superintendent or administrator confirming there were no objections to the issuance of the permit.

4. The permit holder will be provided assistance in developing a personalized plan through an agency-defined assessment that would lead to meeting subject matter competence related to the permit
5. The permit holder will be provided assistance to seek and enroll in subject matter training, such as workshops or seminars and site-based courses along with training in test-taking strategies and will assist the permit holder in meeting subject matter competence related to the permit
6. The candidate has been apprised of the steps required to earn a credential and enroll in an intern program

- ☒ I understand that I must complete core academic area subject matter to enroll in an intern program for the Education Specialist Instructional Preliminary Credential (academic areas include art, English, foreign language, mathematics, music, science, social science, and multiple subjects)

CD8B5897E8C143C...

Applicant Signature _____

Employing Agency Certification

This form must be signed by the District/County Superintendent, Personnel Administrator, NPS/NPA Administrator, or Designee.

I certify under penalty of perjury that the information provided on this form is true and correct.

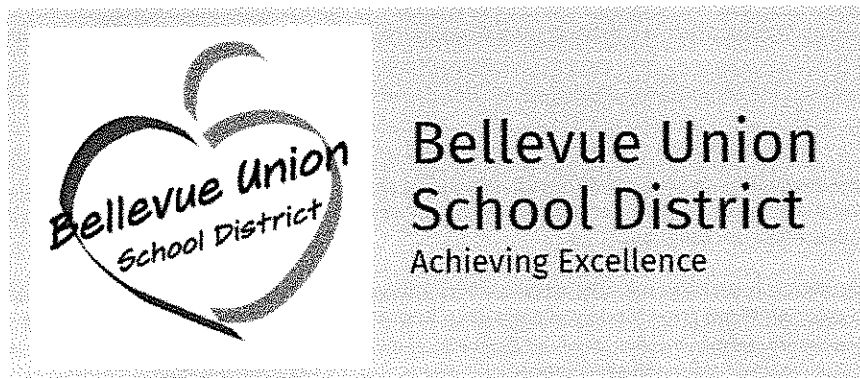
Signature Stacy Spector

Title Director, Human Resources

Date 8-23-22

[Return to Listing Page](#)

2022-2023 Classroom Teacher -TEMPORARY (5th grade at Bellevue Elementary) Aug. 8, 2022-2023

[Back](#)


2022-2023 Classroom Teacher -TEMPORARY (5th grade at Bellevue Elementary) Aug. 8, 2022-June 2, 2023 Category: *Certificated*

Employer:	Bellevue Union School District	Date Posted:	7/24/2022
Work Year:	185	Application Deadline:	Until Filled
Employment Type:	Full Time	Contact:	Stacy Spector (707) 542-5197 sspector@busd.org
Salary:	\$55,739-\$87,393 DOE + Generous District Contribution toward health benefits. (2021-2022 salary)	Number Openings: (At time of posting)	1
		Job Description / Essential Elements:	
		Additional Information:	
		•Requirements for Applying	
		•Links Related to this Job	
		•Comments and Other Info	

Requirements for Applying

MATERIALS All applicants must possess a current California Multiple Subject Teaching Credential and be authorized to teach English Learners.

Required Documents Include:
 Completed EDJOIN Application
 Letter of Introduction
 Resume
 3 Current Letters of Recommendation
 Copy of the Credential

*If offered a contract the applicant must provide official transcripts.

Links Related to this Job

Credentials

All of the following credentials are required for this position:

- Multiple Subject Teaching Credential - General Subjects

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Action

Agenda Item Title: Consider Approval of Application for Short Term Staff Permit and Intent to Employ Elementary Teacher Lisa Palmer

Prepared By: Stacy Spector, Director of Human Resources

Background:

The proposed application for a Short Term Staff Permit (STSP) is for the employment of Lisa Palmer, Kindergarten teacher at Meadow View Elementary School. Created in response to the phasing out of emergency permits, a “STSP allows an employing agency to fill an acute staffing need when local recruitment efforts have been made but a fully-credentialed teacher cannot be found”. Lisa is enrolled in CalTEACH and is completing her coursework and required tests in order to apply for a preliminary multiple subject credential.

It is the intent of the District to employ Lisa as a probationary teacher to fill a vacancy created by an increase in projected enrollment for the 2022-2023 school year.

The District was unable to successfully recruit a teacher who possesses an elementary credential despite several efforts. As a result, we recommend supporting the application of:

Lisa Palmer
Elementary Teacher (Grades TK-6)
Meadow View Elementary
Hired on the basis of a Short Term Staff Permit

Recommended Action:

Recommend for Approval

Supporting Documents:

Form CL859
Ed Join Posting



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

VERIFICATION OF REQUIREMENTS For the Short-Term Staff Permit

This form must be completed by the employing agency and submitted with each application for a Short-Term Staff Permit.

Name of Applicant: Lisa Palmer

SSN: _____

Name of Employing Agency: Bellevue Union School District

County/District/CDS Code: 49-70615

- ☒ Multiple Subject
☐ Single Subject - Specify subject(s): _____
☐ Education Specialist - Specify specialty area(s): _____

The Short-Term Staff Permit can be issued for one year, provided that it expires at the end of the employing agency's school year. The end of the school year shall be no later than July 1 unless the permit is being used for a summer school assignment whereby the end of the school year shall be no later than September 1.

Provide the ending date of your school year below.

Ending Date 6-3-23 This date will be the expiration date of the STSP.

☐ Check here if this is a summer school assignment.

By submitting this form, the employing agency named above verifies that requirements 1-4 have been completed.

1. Local recruitment efforts have been conducted for the Short-Term Staff Permit being requested
2. The permit holder has been provided with orientation to the curriculum and to techniques of instruction and classroom management
3. The permit holder has been assigned a mentor teacher for the term of the Short-Term Staff Permit
4. Justification for the acute staffing need which requires the Short-Term Staff Permit (check one):
 - ☐ The individual needs additional time to complete pre-service requirements for enrollment into a Commission-approved intern program
 - ☐ Enrollment adjustments require the addition of another teacher
 - ☐ The individual is unable to enroll in a Commission-approved intern program due to timelines, lack of space in the program, or needs to complete core area subject matter (for education specialist permit)
 - ☐ Unavailability of a third-year extension or withdrawal from an intern program
 - ☐ The teacher of record is unable to finish the school year due to approved leave/illness

Employing Agency Certification

This form must be signed by the District/County Superintendent, Personnel Administrator, NPS/NPA Administrator, or Designee.

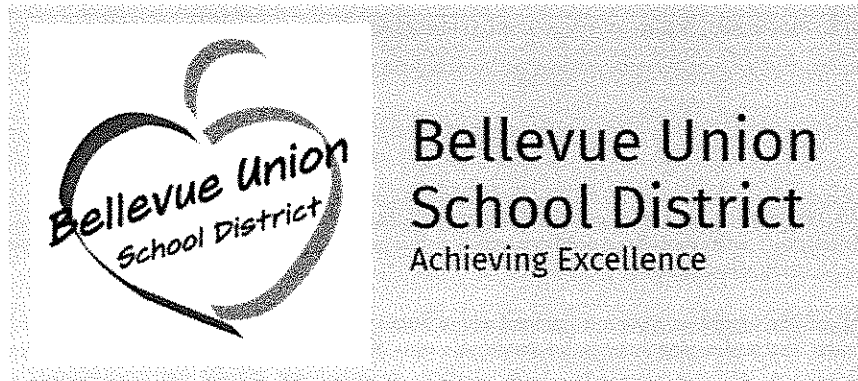
I certify under penalty of perjury that the information provided on this form is true and correct.

Signature Stacy Spector

Title Director, Human Resources Date 8-16-22

[Return to Search Results](#)

Primary Classroom Teacher

[Back](#)**Primary Classroom Teacher****Category: Certificated**

Employer:	Bellevue Union School District	Date Posted:	8/9/2022
		Application Deadline:	8/17/2022 5:45:49 PM
Work Year:	185	Contact:	Stacy Spector (707) 542-5197 sspector@busd.org
Employment Type:	Full Time	Number Openings: (At time of posting)	1
Salary:	\$55,739-\$91630 DOE + Generous District Contribution toward health benefits.	Job Description / Essential Elements:	
		Additional Information:	•Requirements for Applying •Links Related to this Job •Comments and Other Info

Requirements for Applying**Links Related to this Job**

MATERIALS All applicants must possess a current California Multiple Subject Teaching Credential and be authorized to teach English Learners.

Required Documents Include:
 Completed EDJOIN Application
 Letter of Introduction
 Resume
 3 Current Letters of Recommendation
 Copy of the Credential

*If offered a contract the applicant must provide official transcripts.

Credentials

All of the following credentials are required for this position:

- Multiple Subject Teaching Credential - General Subjects

Bellevue Union School District

Agenda Item for Board Meeting of September 13, 2022

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Memorandum of Understanding with S*P*A*R*K Creativity LLC (dba Move Over Mozart) to Provide After School Group Piano Lessons to BUSD Students

Prepared By: Michael Kellison, Superintendent

Background:

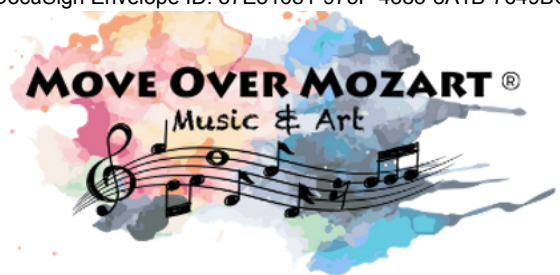
The Bellevue Union School District, in its ongoing efforts to provide access to music instruction to its students, is engaging in a partnership with S*P*A*R*K Creativity LLC (dba Move Over Mozart) to provide after school group piano lessons to BUSD students free of charge. In partnership with the Cool School Program, BUSD will offer students opportunities to learn how to play the piano at each of the four campuses. Students enrolled in the Cool School Program will have access to half of the available slots while the remaining slots will be made available to district students not enrolled in Cool School. This program is being funded through the Expanded Learning Opportunities Program (ELO-P) funds.

Recommended Action:

Approval of Memorandum of Understanding with S*P*A*R*K Creativity LLC (dba Move Over Mozart) to Provide After School Group Piano Lessons to BUSD Students

Supporting Documents:

Memorandum of Understanding (“MOU”) with S*P*A*R*K Creativity LLC (dba Move Over Mozart) to Provide After School Group Piano Lessons to BUSD Students



228 Windsor River Rd, #502, Windsor, CA 95492.
Office (707) 824-0307 | Mobile (650) 759-5810

MEMORANDUM OF UNDERSTANDING

Between

Bellevue Union School District (BUSD) and S*P*A*R*K Creativity LLC (dba Move Over Mozart)
September 12, 2022 – May 26, 2023

This agreement is between Bellevue Union School District (Agency) and Move Over Mozart (Contractor) for the implementation of group piano lesson programming at the agency's schools as part of after school operations.

The Move Over Mozart Program provides affordable and accessible music and art lessons in Sonoma County for students. We specialize in providing lessons conveniently on school campuses during the after-school portion of the day. This provides students with the ability to be enriched by music via group piano lessons and visual arts via curated projects in a manner that is attainable for working parents.

Agency will provide:

- An approved facility use form per campus detailing the agreed session duration, time, date and location for lessons.
- Appropriate indoor space with ample tables and chairs per campus location.
- Appropriate and current COVID-19 health policies and procedures.
- COOL School support for our program/mutual students in the following manner:
 - Ensuring COOL School students move into and out of the Move Over Mozart program on time
 - Letting Move Over Mozart instructor know if one of the COOL School students is absent
 - Ensuring the COOL School students are able to get their snack, if they miss snack time
- Access to the MPR and stage per each BUSD campus (unless another location on campus is deemed more appropriate) for the winter recitals in December.

Contractor will provide:

- 30 minutes of group piano lesson activities per time slot, working with up to 10 students per lesson of which lessons will be partitioned to work with 2 grade groups simultaneously (i.e. 1st-3rd and 4th-6th).
- Advanced communication if/when a session needs to be cancelled due to a holiday or illness. Make up sessions will be rescheduled at the discretion of the Program Director.
- Direct communication with the center if contractor staff are running late.
- 2 recital performances for BUSD students in December 2022 during the week of 12/12/2022-12/16/2022 and in May 2023 during the weekend of 5/19/2023-5/20/2023.

COVID-19 Policies:

- Agency and Contractor have a "zero-tolerance" illness policy. Safety for all staff and children is our collective priority.
- Masks are optional for all children, families, contractors and staff regardless of vaccination status.
- All staff will perform an in-home assessment if they are feeling COVID related symptoms or have had close contact with someone recently diagnosed. All staff and students should be healthy while attending group piano lessons. If an exposure occurs at the staff or student level and the exposed individual is not experiencing symptoms, a face covering will be worn proactively.
- All current BUSD guidelines will be adhered to. The District reserves the right to modify said guidelines depending upon the changing conditions throughout the school year.

Invoicing:

228 Windsor River Rd, #502, Windsor, CA 95492.

Office (707) 824-0307 | Mobile (650) 759-5810

The agency agrees to compensate the contractor a rate of \$75 per 30-minute lesson serving up to 5 students. Per calendar month, lessons will be held one time per week on the agreed week day and schedule per campus. Lessons will not be held on federal/state/local holidays when BUSD school campuses are closed. Total Contract not to exceed \$4,180 for the cumulative annual curriculum fee and \$90,900 for the cumulative annual lesson cost. Contractor will invoice the agency on a trimester basis: 9/15/22, 12/15/22 and 3/15/23. Agency agrees to pay invoices within 7 business day upon receipt. Agency contact for invoicing is: Chris Kim, CBO.

Center Information:

- 0 Bellevue Elementary School
 - 0 3223 Primrose Ave, Santa Rosa, CA 95407
 - 0 (707) 542-5195
 - 0 Office Contacts: Karina Martinez
 - 0 COOL School Contacts: Melissa Moore
- 0 Kawana Springs Elementary School
 - 0 2121 Moraga Dr, Santa Rosa, CA 95404
 - 0 (707) 545-4283
 - 0 Office Contacts: Susy Bradley
 - 0 COOL School Contacts: Melissa Moore
- 0 Taylor Mountain Elementary School
 - 0 1210 E Bellevue Ave, Santa Rosa, CA 95407
 - 0 (707) 542-3671
 - 0 Office Contacts: Julie Roza
 - 0 COOL School Contacts: Melissa Moore
- 0 Meadow View Elementary School
 - 0 2665 Dutton Meadow, Santa Rosa, CA 95407
 - 0 (707) 541-3715
 - 0 Office Contacts: Natali Ramirez
 - 0 COOL School Contacts: Melissa Moore

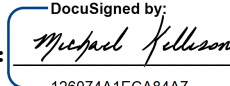
Schedule: Please see 2022-2023_BUSD & Move Over Mozart_Group Piano Program.pdf attachment.

Bellevue Union School District

Move Over Mozart

Name: Michael Kellison

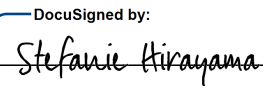
Title: Superintendent

Signature:  DocuSigned by:
126074A1ECA84A7...

Date: 9/9/2022

Name: Stefanie Hirayama

Title: Program Director

Signature:  DocuSigned by:
8266AE7FE3184EF...

Date: 9/9/2022

Bellevue Union School District

Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Ratification of Bills and Warrants

Background:

Warrants issued since the last regularly scheduled Board meeting are submitted for ratification.

Recommended Action:

It is recommended the Board ratify these warrants.

Supporting Documents:

Payroll Totals

Board Report of Checks

Checks Dated 08/10/2022 through 09/07/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1911234	08/10/2022	Kim, Chris J	01-5300	CASBO CBO Certification		400.00
1911235	08/10/2022	Kellison, Michael J	01-4397	Leadership Breakfast/ Offsite Mtg & Custodians Breakfast		289.79
1911236	08/10/2022	Spector, Stacy L	01-4397	Costco Professional Development Supplies		257.24
1911237	08/10/2022	Aaction Rents	01-5600	Open PO: Rentals		599.12
1911238	08/10/2022	Ameriflex	01-5800	DO: FSA Admin Fee 6 Employees	52.36	
			01-5858	DO: FSA Admin Fee 6 Employees	7.64	60.00
1911239	08/10/2022	Anova Education & Behavior	01-5800	June 2022 ESY B.T	2,547.60	
			01-9510	NPS B.T	764.28	3,311.88
1911240	08/10/2022	Apple Computer	01-9510	Laptops		5,819.92
1911241	08/10/2022	BAM Plumbing	01-5800	DO- Plumbing Services		3,491.86
1911242	08/10/2022	AT & T	01-5911	Open PO CALNET3		290.42
1911243	08/10/2022	Clover Stornetta Farms Inc	13-9510	Summer School Program		57.75
1911244	08/10/2022	Coastline Distributors, Inc	13-4710	OPEN PO- MV - Fruit & Vegetable		74.36
1911245	08/10/2022	DK Landscaping	01-5800	M&O: OPEN PO for Landscape service		10,513.75
1911246	08/10/2022	Emerald LLC	01-5800	ESY Services June 7-July 1, 2022		3,172.14
1911247	08/10/2022	ESP & Alarm Inc.	01-5805	Open PO BV Monthly Patrols	375.00	
				Open PO KS/ELC Monthly Patrols	750.00	
				Open PO MV Monthly Patrols	375.00	
				Open PO TM Monthly Patrols	375.00	1,875.00
1911248	08/10/2022	TIAA Bank	01-5600	DO:Agreement For SF-5130 Account # 20415329-1	279.68	
				Lease Agreement for Copiers Acc# 20399421-1	1,169.50	1,449.18
1911249	08/10/2022	FedEx	01-5800	DO: Fedex Shipments		3.44
1911250	08/10/2022	Gold Star Foods, Inc.	13-4710	OPEN PO TM Food Supply		9.90
1911251	08/10/2022	Greenacre Homes	01-5800	July ESY 2022	3,926.09	
				June ESY 2022	5,115.62	9,041.71
1911252	08/10/2022	Indeed, Inc	01-5800	Sponsored Jobs Listing		166.82
1911253	08/10/2022	Language People	01-5803	ELC- OPEN PO Interpreting services		978.27
1911254	08/10/2022	Lattice Educational Services	01-5800	July ESY 2021/2022 J.C		779.23
1911255	08/10/2022	Lozano Smith, LLP	01-5823	Open PO-Legal Fees 22/23		2,307.50
1911256	08/10/2022	Mentors Moving & Storage	01-5800	General Moving Services		1,121.00
1911257	08/10/2022	Mike Brown Electric Co	01-5800	DO: OPEN PO for Electric Services		5,305.56
1911258	08/10/2022	Napa County Office Of Ed	01-9510	DO: Calserves ASES After School Program		250,147.71
1911259	08/10/2022	North Bay Children's Center	12-5100	BUSD: Pre-School Program Adm	12,195.79	
			12-9510	BUSD: Pre-School Program Adm	292,398.44	304,594.23

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 08/10/2022 through 09/07/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1911260	08/10/2022	PG&E	01-5520	Open PO -PG & E 2022/2023		6,977.47
1911261	08/10/2022	Presence Learning Inc	01-5800	Speech Services for 2021/2022		34,868.20
1911262	08/10/2022	Lockbox Bartley Pump PMLLC	01-5800	Open PO -Bartley Pump		849.68
1911263	08/10/2022	Recology Sonoma Marin	01-5560	BV- Garage & Recycling Pick up	728.38	
				KW/ELC- Garage & Recycling	728.38	
				MV: Garage & Recycling Pick up	790.02	
				TM- Garage & Recycling	790.02	3,036.80
1911264	08/10/2022	Rincon Valley School District	01-5100	2021/2022 MOU for APE Services		23,115.93
1911265	08/10/2022	School & College Legal Service Sonoma County Office of Ed.	01-5823	OPEN PO - Legal Services 2022/2023		3,384.00
1911266	08/10/2022	School Innovations & Achievement, Inc.	01-5823	Program Advisory Services 2022/2023		10,100.00
1911267	08/10/2022	SHI International Corp	01-5840	Goguardian Annual Renewal		15,600.00
1911268	08/10/2022	Matteri, Lori A	13-5201	July/Aug Mileage (Summer School)	213.00	
				June Mileage (Summer School)	149.53	362.53
1911269	08/10/2022	Alcazar Lara, Enrique	01-4362	Gas for Presure Washer		13.00
1911270	08/10/2022	Spector, Stacy L	01-4397	Varies Staff Event		1,240.64
1912442	08/17/2022	AlSCO (American Linen)	13-5800	LSRO1320640		138.21
1912443	08/17/2022	City Of Santa Rosa Alarm Progr am	01-5805	M&O Burglary Alarm Fee		125.00
1912444	08/17/2022	Denton's Glass Company	01-5800	Glass Replacement & Window Screen Services		295.66
1912445	08/17/2022	Discovery Office Systems	01-5840	DO: SF5130 RiscoGraph Consumption Fee		177.26
1912446	08/17/2022	East Bay Restaurant Supply	01-5800	Refrigerator for Cool School Program		5,585.96
1912447	08/17/2022	Environmental Pump Services, Inc.	13-5800	Open PO-Grease Trap Service		175.00
1912448	08/17/2022	TIAA Bank	01-5600	Copier Lease Contract # 2023517		412.80
1912449	08/17/2022	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV	4,824.78	
				M&O: Custodial Supplies @ MV	5,776.03	10,600.81
1912450	08/17/2022	Frog Publications	01-5800	Learning Center Games		217.80
1912451	08/17/2022	Gopher	01-5800	PE Supplies		459.35
1912452	08/17/2022	Jacobson Fence Co Inc	25-6200	General Fence Repairs		1,614.00
1912453	08/17/2022	Lakeshore Learning	01-5800	1st grade supplies		6,014.78
1912454	08/17/2022	Mike Brown Electric Co	01-5800	DO: OPEN PO for Electric Services		2,124.22
1912455	08/17/2022	Office Depot Inc	01-4350	OPEN PO- District Office Supplies		105.32
1912456	08/17/2022	Pro-ed, Inc.	01-9510	Reading Milestones		11,731.50
1912457	08/17/2022	Really Good Stuff	01-5800	School Supplies	1,064.25	
				Student Supplies- 1st grade.	792.20	1,856.45
1912458	08/17/2022	Redwood Pediatric Therapy Asso	01-5100	ESY 2021/2022		242.48
1912459	08/17/2022	Scholastic Classroom Magazines	01-5800	Reading books		1,421.85

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Checks Dated 08/10/2022 through 09/07/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1912460	08/17/2022	School Innovations & Achievement, Inc.	01-5845	Tardy Interventions Campaign		600.00
1912461	08/17/2022	School Specialty LLC	01-5800	Composition Books		598.42
1912462	08/17/2022	Soliant	01-5100	Sped LPN	1,111.04	
				Speech Therapist & Speech Language Assistants	1,128.96	2,240.00
1912463	08/17/2022	Thomsen Inspection & Consultat ion	21-6200	Demolition & Construction		7,260.00
1912464	08/17/2022	US Bank Equipment Finance	01-5632	Contract Number : 500-0627862-000	231.10	
			01-5858	OpenPO - Contract # 500-0506711-000	1,140.48	1,371.58
1912465	08/17/2022	Verizon	01-5800	Support Internet Service		266.07
1912466	08/17/2022	Rushing Hart, Moriah F	01-4397	Employee Appreciaton BBQ	59.87	
				Teacher's Training Lunch	909.27	969.14
1912467	08/17/2022	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc		785.63
1912468	08/17/2022	California's Valued Trust	01-9570	COVERAGE FOR AUGUST 2022		141,336.67
1912469	08/17/2022	Central Valley Environmental	21-6200	Asbestos Containing		2,650.00
1912470	08/17/2022	Fishman Supply Co	01-4370	M&O; Custodial Supplies @ KW	1,503.03	
				M&O; Custodial Supplies @ MV	111.24	1,614.27
1912471	08/17/2022	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites		1,223.00
1912472	08/17/2022	Mentors Moving & Storage	01-5800	General Moving Services	3,784.90	
			21-9510	KS Modernization Moving & Storage Services	650.00	4,434.90
1912473	08/17/2022	Maria Gabriela Porter	01-5800	Speech Services for Preschool Program		12,877.50
1915050	09/02/2022	Burt, Kathryn S	01-4310	Instructional Supplies		346.41
1915051	09/02/2022	Wong, Lynn M	01-5800	Wire Shevling Unit for KW Kitchen	130.79	
				Wire Shevling Unit for MV Kitchen	130.79	261.58
1915052	09/02/2022	King, Celeste E	01-4310	Varies Supplies		241.48
1915053	09/02/2022	Ballard, Shelby L	01-4310	Teachers Stipend		300.00
1915054	09/02/2022	Rushing Hart, Moriah F	01-5950	Certified Mail Overage		3.28
1915055	09/02/2022	Duarte, Jennifer R	01-4310	Instructional Materials 1st DI		148.17
1915056	09/02/2022	Johnson, Mindy A	01-4310	Various school supplies		209.90
1915057	09/02/2022	Corrales, Erika	01-4397	Coffe Travelers for Staff/ Meeting		40.00
1915058	09/02/2022	Kellison, Michael J	01-4397	August Board Meeting- Dinner		86.60
1915059	09/02/2022	Wong, Lynn M	13-4390	Supplies for Kitchen's		341.75
1915060	09/02/2022	Synyard, Julie A	01-4397	Breakfast SIPP's Training		35.00
1915061	09/02/2022	Obedin, Reiley M	01-4310	Student Supplies		299.06
1915062	09/02/2022	aarestad-gjervik Consulting	01-5840	Erate Consulting		5,500.00
1915063	09/02/2022	RosevilleTermite & Pest Contro l	01-5800	Pest Management Services		585.00
1915064	09/02/2022	Advanced Security Systems-SR	25-5800	Service Call Repair & Replacement		130.00
1915065	09/02/2022	Advanced Reproduction Center	01-5800	Open PO-ARC- Copies 2022/2023		479.60

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Checks Dated 08/10/2022 through 09/07/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1915066	09/02/2022	August- Jaye Construction	21-6200	BUSD Portable Building Repairs		897,432.47
1915067	09/02/2022	Valley Comfort Heating & Air	01-5800	Open PO : 2022/2023		2,388.96
1915068	09/02/2022	City Of Santa Rosa Alarm Progr am	01-5805	M&O Burglary Alarm Fee		616.71
1915069	09/02/2022	DK Landscaping	01-5800	M&O: OPEN PO for Landscape service		7,052.60
1915070	09/02/2022	Environment Control	01-5800	Cleaning Services		1,787.50
1915071	09/02/2022	Fast Sign	01-4350	Office Sign		340.29
1915072	09/02/2022	Fishman Supply Co	01-4350	20 Boxes of Paper	1,125.80	
			01-4370	M&O: Custodial Supplies@BV	941.86	
				M&O: Custodial Supplies @ TM	1,162.63	
				M&O; Custodial Supplies @ DO	314.35	
				M&O; Custodial Supplies @ KW	265.17	3,809.81
1915073	09/02/2022	Frontline Technologies	01-5840	Absence & Substitute Mgmt		3,089.75
1915074	09/02/2022	Ghilotti Construction	21-6200	200 Feet of K Rail		2,984.67
1915075	09/02/2022	Golden State Electric	01-5800	Electrical General Services		260.00
1915076	09/02/2022	Golden State Electric Inc	01-4390	Acquire/Install Astronomical Time Clocks		3,220.00
1915077	09/02/2022	Jacobson Fence Co Inc	01-4390	100 Lf Green Mesh for TM	4,834.00	
			25-6200	Front Entrance Amendment	15,523.00	20,357.00
1915078	09/02/2022	Janus Corportation	21-6200	Hazardous Materials Abatement		40,914.00
1915079	09/02/2022	Sally J Yates dba Kids Hear	01-5800	Nursing Services 2022/2023		10,300.00
1915080	09/02/2022	Pace Supply Corp Cust #02188-00	01-4380	Open PO-Pace Supply		418.86
1915081	09/02/2022	Recology Sonoma Marin	21-6200	KW Debris Box		1,418.29
1915082	09/02/2022	RGM Kramer Inc	21-6200	RGMK CM Services Agreement KS Modernization		20,000.00
1915083	09/02/2022	RGM Kramer Inc	21-6200	BUSD Portables MODernization Cousulting		20,000.00
1915084	09/02/2022	Supply Solutions	01-5800	Alen Breathesmart Filter Replacement.		22,264.21
1915085	09/02/2022	TLCD Architecture	21-6200	KS Modernizaton Architecture		15,305.00
1915086	09/02/2022	Wyatt Irrigation Supply	01-4390	M&O: Irrigation Supplies		374.41
1915087	09/02/2022	Gomez, Maria T	01-5201	Aug Mileage		67.00
1915088	09/02/2022	Whitaker, Tracy J	01-4397	Character Strong Launch and Target		440.06
1915089	09/02/2022	Romo-Flores, Aracely	01-4397	Breakfast for Workshop		397.59
1915090	09/02/2022	BAM Plumbing	21-6200	Install Temp Kitchen		8,675.00
1915091	09/02/2022	Valley Comfort Heating & Air	01-5800	Open PO : 2022/2023		1,147.02
1915092	09/02/2022	CalSPRA	01-5300	Membership Due		150.00
1915093	09/02/2022	Discovery Office Systems	01-5840	DO: Service Contract all sites 2022/2023		1,550.00
1915094	09/02/2022	DOCUSIGN INC lockbox	01-5845	Annual DocuSign Service Contract		13,455.00
1915095	09/02/2022	Education Week	01-5860	Online Education Resource		1,125.00
1915096	09/02/2022	Fishman Supply Co	01-4350	20 Boxes of Copy Paper		1,141.77
1915097	09/02/2022	Friedman's Home Improvement	01-4380	TM: OPEN PO for Supplies		3.46

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1915098	09/02/2022	Henris Supply DBA Henris Roofing	21-6200	South End Sleeper Install		12,788.90
1915099	09/02/2022	Lozano Smith, LLP	01-5823	Open PO-Legal Fees 22/23		134.00
1915100	09/02/2022	Napa County Office Of Ed	01-5800	ELO Program MOU		266,083.62
1915101	09/02/2022	P65 IT LLC	25-9510	Erate FY22 Category 2 Fiber Upgrade at TM & MV		3,301.45
1915102	09/02/2022	PG&E	01-5520	Open PO -PG & E 2022/2023		210.84
1915103	09/02/2022	Presence Learning Inc	01-5800	Speech & Psych Services		2,230.44
1915104	09/02/2022	Lockbox Bartley Pump PMLLC	25-5800	Open PO -Bartley Pump		914.93
1915105	09/02/2022	School & College Legal Service Sonoma County Office of Ed.	01-5823	OPEN PO - Legal Services 2022/2023		8,550.00
1915106	09/02/2022	SLP Toolkit	01-4310	SLP Toolkit Yearly Subscription		1,290.00
1915107	09/02/2022	Soliant	01-5100	LPN & SLPA Services		7,562.25
1915108	09/02/2022	Super Duper® Publications	01-4310	Speech & Language Assessments		2,400.61
1915109	09/02/2022	WEX BANK	01-4362	DO : Fuel Card		544.59
1916227	09/07/2022	RosevilleTermite & Pest Contro l	01-5800	Pest Management Services		780.00
1916228	09/07/2022	Ameriprints	01-5862	FingerPrint Service		40.00
1916229	09/07/2022	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc	487.05	
				Paper Goods Supplies	568.31	1,055.36
1916230	09/07/2022	Castino Restaurant Equipment & Supply, Inc.	13-4390	Cafeteria supplies		477.84
1916231	09/07/2022	Central Valley Environmental	21-6200	Asbestos Containing Transite		3,091.00
1916232	09/07/2022	Culligan of Sonoma County	01-5800	OPEN PO :Drinking Water 5 Gallon		58.95
1916233	09/07/2022	Environmental Pump Services, Inc.	13-5800	Open PO-Grease Trap Service		325.00
1916234	09/07/2022	TIAA Bank	01-5600	DO:Agreement For SF-5130 Account # 20415329-1	303.58	
				Lease Agreement for Copiers Acc# 20399421-1	1,273.10	1,576.68
1916235	09/07/2022	FedEx	01-5800	DO: Fedex Shipments		111.24
1916236	09/07/2022	Fishman Supply Co	01-4310	DO: All School Site Paper Order	233.30	
			01-4370	M&O: Custodial Supplies @ TM	643.38	
				M&O: Custodial Supplies @ MV	76.82	953.50
1916237	09/07/2022	Friedman's Home Improvement	01-4380	BV: OPEN PO for Supplies	558.90	
				KW: OPEN PO for Supplies	674.56	
				MV: OPEN PO for Supplies	103.45	
				TM: OPEN PO for Supplies	306.35	
			01-4390	Open PO General Dist Maint	334.46	1,977.72
1916238	09/07/2022	Mike Brown Electric Co	21-6200	KS Temp Kitchen Electrical		21,500.00
1916239	09/07/2022	Pace Supply Corp Cust #02188-00	01-4380	Open PO-Pace Supply		436.13

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 5 of 6

Checks Dated 08/10/2022 through 09/07/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1916240	09/07/2022	Paradigm Healthcare Services	01-5800	Contracted service for Medical Billing 2022/2023		1,298.03
1916241	09/07/2022	PLTW	01-9510	Professional Developement		4,900.00
1916242	09/07/2022	Roseland School District	01-5800	Food Manager Certification for BV Cook		159.00
1916243	09/07/2022	Spurr	01-5510	Open PO Spurr		504.08
1916244	09/07/2022	Teaching Strategies	01-4310	TK Curriculum		29,325.00
1916245	09/07/2022	Wyatt Irrigation Supply	01-4390	M&O: Irrigation Supplies		374.41
1916246	09/07/2022	Westminster Woods Camp and Conference Center	01-5833	6th grade Outdoor Ed		3,500.00
Total Number of Checks					149	2,417,141.49

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	120	1,032,591.22
12	Child Development Fund	1	304,594.23
13	Cafeteria Fund	11	3,803.33
21	Building Fund	14	1,054,669.33
25	Capital Facilities Fund	5	21,483.38
Total Number of Checks		149	2,417,141.49
Less Unpaid Tax Liability			.00
Net (Check Amount)			2,417,141.49

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 6 of 6

Bellevue Union School District
2021-2022
Aug-22 Payroll Totals

Manual Payroll 8/17/2022

Certificated	3,000.00
Classified	-
Total	<u>3,000.00</u>

Regular Payroll 8/31/2022

Certificated	844,916.85
Classified	378,900.47
Total	<u>1,223,817.32</u>

Supplemental Payroll 9/9/2022

Certificated	56,455.69
Classified	18,176.39
Total	<u>74,632.08</u>

Total:	<u>1,301,449.40</u>
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Bellevue Union School District

Consent Calendar for Board Meeting of September 13, 2022

7. Consent Calendar

- 7.1. Sonoma State University Student Teaching Agreement with Bellevue Union School District
- 7.2. Agreement with Total School Solutions, FY 2022.23
- 7.3. Board Meeting Minutes
 - 7.3.1. Special Board Meeting September 7, 2022
 - 7.3.2. Special Board Meeting August 23, 2022
 - 7.3.3. Regular Board Meeting August 16, 2022
- 7.4. Personnel Activity Log

Recommended Action:

It is recommended that the Board of Trustees approve the agenda items on the Consent Calendar.

Supporting Documents:

Backup documentation for each item on the Consent Calendar.

**Sonoma State University
School of Education**

**CREDENTIAL PROGRAMS INTERN
AGREEMENT**

**With
Bellevue Union School District**

This Credential Programs Intern Agreement, hereafter referred to as “Intern Agreement”, effective July 1, 2022 is made between the Trustees of the California State University on behalf of California State University, Sonoma State University and its School of Education, hereafter referred to as “University” and Bellevue Union School District, hereafter referred to as “District/Agency”.

Definition of Stakeholders

- An individual currently enrolled in a teacher preparation program at the university shall hereafter be referred to as “student candidate”.
- A student candidate that has met all of the CTC requirements to qualify for an Intern Credential shall hereafter be referred to as “Intern Eligible”.
- A student candidate that has *not* met all of the CTC requirements to qualify for an Intern Credential, but is eligible for employment as an educator within a District/Agency by working on a permit (E.g. Provisional Intern Permit [PIP], Short-Term Staff Permit [STSP] Teaching Permit for Statutory Leave (TPSL), etc.) shall hereafter be referred to as “Permitted Candidates (PCS’s)”.
- A student candidate that is employed by the District/Agency as the teacher of record and working on an Intern Credential shall hereafter be referred to as “Intern”.
- A fully credentialed educator that meets the CTC guidelines for mentorship of an intern, who may be employed by the District/Agency, university, or at another school in the District/Agency, shall hereafter be referred to as “District Employee Supervisor (DES)”.
- An employee of the University who fulfills the supervisor requirements set forth by the CTC for Interns shall hereafter be referred to as “University Supervisor”.
- An employee of the University that oversees the coordination of the Intern Program to ensure that all CTC requirements are being met, shall hereafter be referred to as “Intern Coordinator”.

Whereas, Permitted Candidates who are hired with a District/Agency will follow the same requirements set forth by the CTC and receive the same level of supervision by the University and mentoring support by the District/Agency as Interns, the Intern Agreement will pertain to all University student candidates who are employed as a teacher of record with the District/Agency.

1. Purpose: The purpose of this Agreement is to define the respective roles and responsibilities of the two parties in order to allow School District/Agency to extend offers of employment to enrolled students in University’s School of Education Credential Intern program established under California law and rules by the California Teachers Commission (CTC).

2. Term: The term of this Agreement shall be for the period July 1, 2022 through June 30, 2024.

3. Roles and Responsibilities:

- District/Agency Roles and Responsibilities under this Agreement are as follows:
- District/Agency shall comply with all State requirements necessary in order to properly offer and subsequently employ as Credential Interns students at the University in accordance with the California Credential Program Intern program established by State law and regulations: Teacher Education Internship Act of 1967 (Cal. Ed. Code 44450-44468, et. Seq.); Education Code 44321; 44325- 44328; and subsequent regulations. Title 5; California Code of Regulations 80033; 80055; et. seq.
- Provide a flat fee of \$3750 to the School of Education for each academic year that the Intern or permitted candidate is employed with the District/Agency. The University will reimburse the District/Agency \$1500 per year (prorated per semester) to provide stipends to eligible DES who are matched with interns/permitted candidates. Eligible DES are defined as educators who that fit the CTC's mentoring guidelines. It is expected that invoices be paid promptly upon receipt or as agreed upon by both parties. Stipends for DES will not be released until District/Agency has paid their invoice.
- Utilize defined selection criteria to identify high-quality, experienced teachers to serve as District Employee Supervisors for Candidates. District Employee Supervisors must demonstrate effective coaching, interpersonal and communication skills and:
- Display best practices in providing "just in time" (as needed) and longer-term analysis of teaching practice to help Candidates develop enduring professional skills.
Are committed to attend coaching/DES trainings, meetings and to meet weekly with Candidates;
- Display willingness to work collaboratively with SSU faculty and staff;
- Embrace a positive attitude and disposition towards students and teaching;
- Develop a sustained and thoughtful collegial relationship with Candidates;
- Demonstrate leadership skills, curriculum expertise, and knowledge of district resources;
- Serve as a role model for the teaching profession.
- In accordance with Executive Order N-3-22, the CTC allows programs to count hours that candidates serve as a substitute toward the 600 hours of required clinical experiences, as long as the program ensures that these candidates are receiving adequate support and guidance from their school site supervisor and the program. *The University will only allow Permitted Candidates who are hired on temporary permits (STSP, TPSL, etc.) to use assignment hours towards their required clinical experiences if the District/Agency agrees to adhere to the guidelines within the University's MOU and follow the requirements of Intern support set forth by the CTC.*
- The District/Agency will employ the intern/permitted candidate for a minimum of 14 weeks in a semester, in the same position(s), for the candidate's hours to be counted towards their field experience. Intern/permitted candidates who accept a temporary assignment (less than 14 weeks) or are hired at a point in the semester where they cannot be employed for a minimum of 16 weeks will not have their position count towards their fieldwork hours. Exceptions will be authorized in writing at the discretion of the Intern Coordinator.
- Collaborate with the University's intern coordinator to identify and assign a qualified District Employee Supervisors to each eligible Candidate within 30 days of when the candidate is hired (date of signed contract) who meets the Commission's identified criteria of a valid corresponding Clear or Life Credential, three (3) years successful teaching experience, and English learner authorization. Pair Candidates with District Employee Supervisors who most closely match their teaching assignment, including grade level and subject matter, and their credential. If a District Employee Supervisor is assigned after the 30 day period, the stipend will be prorated for services rendered.

- Collaborate with the University's intern coordinator to identify an individual (with an English Language Authorization) to provide Intern/PC with immediate support in planning, instruction, and assessment of English Learners. (This may be the Intern's/PC's assigned DES.)
 - Provide release days for each DES and/or Intern/PC to be used for observations, professional development, and/or program requirements set forth by the CTC.
 - Acknowledge the Intern's /PC's novice status and required attendance in University courses; adjust assignments/schedules accordingly.
 - The District/Agency understands and complies with the mandated guidelines as stipulated in the California Commission on Teacher Credentialing Intern Specific Preconditions, "that interns/PC's do not displace certificated employees in participating districts".
 - Be responsible, as employer, for employed Credential Programs Intern's/PC's salary and benefits, including, but not limited to, workers compensation, and professional and general liability insurance.
 - District/Agency is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". District/Agency is familiar with an informed about the Center for Disease Control and Prevention ("CDC") current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District/Agency, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, District/Agency will take steps to comply with the modified, changed or updated guidelines or directives. If at any time School becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify University of that fact.
 - Not assign the Intern/PC duties or professional development/training obligations that **interfere with his/her university class schedule** or are inappropriate for a beginning teacher.
2. University Roles and Responsibilities under this Agreement are as follows:
- University shall vet student's academic eligibility to be an Intern Credential Candidate pursuant to CTC criteria and protocols set forth in Attachment 1, attached hereto and incorporated hereto by this reference.
 - Sonoma State University will reimburse districts \$1500 (\$750 per semester of service) to provide stipends to DES who are matched with interns/permitted candidates that fit the CTC's mentoring guidelines. DES must be paired with a candidate within 30 days of hire, or the reimbursement stipend will be prorated based on services rendered.
 - Provide collaborative employer input in the Candidates' development of an Individual Learning Plan (ILP) within the first 60-days of hire and in program evaluation including administrative mid-year survey, end-of-year surveys, and CTC Accreditation. The District/Agency understands that the ILP is used to guide professional development and not for the purpose of teacher evaluation or employment decisions.
 - Provide administrative oversight, coordination and compliance in regards to state requirements.
 - Collaborate with district/agency to identify DES who fulfill the CTC requirements within 30 days of hire of the intern/PC.
 - Provide training for DES that support development of effective coaching and communication skills that align with the CTC guidelines.
 - Provide a University supervisor who will observe and coach the teacher at their District/Agency site twice per semester.
 - Provide training and tracking procedures for Interns/PC's to receive a minimum of 144 hours of support/mentoring and supervision per District/Agency year as outlined in Ed Code 44321.
 - Provide training and tracking procedures for Interns/PC's who enter the program without valid English learner authorization receive an additional 45 hours of support/mentoring and supervision specific to

- meeting the needs of English learners as outlined in Ed Code 44321.
- Recommend State approval of the Intern Credential, upon student's satisfactory completion of appropriate requirements.

4. General Provisions

4.1 Indemnification – District/Agency agrees to indemnify, defend and save harmless the State of California, the Trustees of the California State University, Sonoma State University, their respective officers, agents, employees and volunteers from any and all liability for any personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligence or willful misconduct of School's officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.

4.2 Insurance – District/Agency agrees to maintain professional and general liability coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate and to provide evidence of coverage upon request. Insurance must be placed with insurers with a current A.M. Best rating of at least A:VII. District/Agency shall also maintain workers compensation coverage as required by law.

4.3 Modifications/Termination – This Agreement may be amended upon mutual agreement of the parties in writing. This Agreement may be terminated by either party upon thirty (30) days prior written notice to the other party.

4.4 Notices – Notices shall be sent to the parties, at the addresses set forth below:

To University:

For Programmatic Related Issues - Attention: Dr. Suzanne O'Keeffe, EdD
Chair, Associate Professor, Special Education
Intern Director, School of Education Assessment Coordinator, PUERTA
Department of Educational Leadership and Special Education 1801 E. Cotati Avenue, Rohnert Park, CA 94928
Email: okeeffes@sonoma.edu

For Billing Related Issues - Attention:
Sara Jordan, Administrative Manager
Sonoma State University, School of Education
1801 E. Cotati Avenue, Rohnert Park, CA 94928
Ph: 707/664-2395 FAX: 707/664-2483
Email: jordansa@sonoma.edu

For Contractual Notices - Attention:

Contracts and Procurement
Sonoma State University, Financial Services
1801 E. Cotati Avenue, Rohnert Park, CA 94928
Ph: 707/664-3830, FAX: 707/664-4183
Carolyn Faulconer Carolyn.faulconer@sonoma.edu

To School District/Agency:

Michael Kellison, Superintendent
Bellevue Union School District
3150 Education Drive
Santa Rosa, CA. 95407

Phone: _____
Fax: _____
Email: mkellison@busd.org

In witness whereof, this Agreement has been executed by the parties, upon the date first written above.

Bellevue Union School District

DocuSigned by:

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DS
CK

DS
AR

Michael Kellison, Superintendent

8/24/2022

Date

Sonoma State University



Contracts and Procurement

8/30/2022

Date

AGREEMENT FOR CONSULTING SERVICES

RECITALS

This Agreement for Consulting Services ("Agreement") is entered into this 25th day of August 2022, by and between the Bellevue Union School District ("District") and Total School Solutions ("Consultant").

I

District desires to retain a Consultant to perform special services, projects, and/or to provide advice specified below. District doesn't employ internal staff or doesn't have any internal staff currently available that is able to perform said services.

II

Consultant is specially trained, experienced and competent to perform such special services and render such advice.

TERMS

- 1. Services.** The Consultant shall provide assistance, as needed and requested by the District during the 2022-23 school year and may be extended by mutual agreement.
- 2. Independent Contractor Status.** Consultant shall at all times during the term of this agreement serve as an independent contractor, and shall not represent itself, or its employees or contractors, as officers, agents, or employees of the District.
- 3. Compensation.** District agrees to pay Consultant for services rendered pursuant to this Agreement an hourly rate of \$250 per hour plus any out-of-pocket expenses including mileage during weekdays and \$300 per hour if work is requested to be done during the weekend.
- 4. Scope of Services Provided**
 - a. Any additional services requested by the District or due to a condition existing in and/or caused by the District, rendered after prior written approval, shall be billed and reimbursed separately, in accordance with the TSS standard hourly fee schedule. Any out-of-pocket expenses will be billed at actual cost-plus 15 percent. These out-of-pocket costs include, but are not limited to, telephone, postage, travel and mileage.

In the event that the district cancels or postpones, a scheduled visit by the Consultant, with less than 48 hours notice, the Consultant shall be paid all expenses actually incurred as well as up to four hours of time..

5. Termination.

- a. By Consultant: Consultant may, upon thirty (30) days written notice, with or without cause, terminate this Agreement. Upon termination, District shall only be obligated to compensate Consultant for services rendered and hours worked to the date of termination. Written notice by Consultant shall be sufficient to stop further performance of services to District.

- b. By District: District may, upon thirty (30) days written notice, with or without cause, terminate this Agreement. Upon termination, District shall only be obligated to compensate Consultant for the percentage (progress billing) of services rendered (hours worked if an hourly contract), and any expenses incurred, to the date of the termination. Written notice by District shall be sufficient to stop further performance of services by Consultant.
- c. Consultant shall be relieved of the obligation to perform, and District shall not recover any damages, in the event that Consultant is prevented from performing by act of God or nature, fire, union strike, lockout, or seizure of materials, products, plants, facilities, or other such condition, upon satisfactory evidence being presented to District.

6. Indemnification. Consultant shall indemnify and hold harmless the District, their agents, representatives, officers, consultants, employees, trustees, governing board, and volunteers from any and all demands, losses, liabilities, claims, suits, and actions of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and consultants' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, permitted, or suffered to be done by the Consultant in conjunction with this Agreement, unless the claims are caused by the gross negligence or willful misconduct of parties wholly unconnected to the Consultant.

The District shall indemnify and hold harmless the Consultant, its officers and employees from any and all demands, losses, liabilities, claims, suits, and actions arising from the gross negligence or willful misconduct of the District, its agents, representatives, officers, consultants, employees, trustees, governing board, and volunteers.

7. Insurance. The Consultant shall procure and maintain at all times during the term of this agreement insurance required of an independent contractor.

8. Notice. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District

Bellevue Union School District
3150 Education Drive
Santa Rosa, CA 95407
ATTN: Chris Kim, Ed.D

Consultant

Total School Solutions
4751 Mangels Boulevard
Fairfield, CA 94534
ATTN: Tahir Ahad President

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

9. Integration/Entire Agreement of Parties. This Agreement constitutes the entire agreement between the Parties and supersedes any and all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written

instrument signed by the party against whom enforcement is sought.

10. California Law. This Agreement shall be governed by the laws of the State of California.

11. Waiver. The waiver by either party of any breach of the terms of this agreement shall not be deemed to waive the requirement of such term, covenant, or condition in whole or in part.

12. Severability. If any term, condition or provision of this Agreement is held invalid or illegal by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

13. Incorporation of Recitals and Exhibits. The recitals and each exhibit attached hereto are incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Bellevue Union School District

Total School Solutions, Consultant

By: 

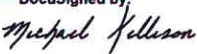
By: 

Title: Chief Business Official

Title: President

Dated: 8/29/2022

Dated: August 25, 2022

DocuSigned by:

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Superintendent

Bellevue Union School District

8/29/2022

BUSD September 6, 2022 Board Meeting Minutes

1. Open Session 5:30 P.M.

The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:37 pm by Trustee Jamie Padilla, in person at the Bellevue Union School District Office.

1.1. Call To Order

1.2. Flag Salute: Jamie Padilla led the flag salute.

Members Present: Jamie Padilla, Lisa Reyes, John Jarvis, Adele Walker, and Michael Kellison

Members Absent: Stephanie Merrida-Grant

Late Arrivals: John Jarvis

Early Departures: None

District Office Staff Present: Michael Kellison

Others Present: Babs Cavanaugh

1.3. Public Comment: None

2. Governance Workshop

3. Planning

September 13, 2022	Regular Board Meeting	5:30 pm	BUSD District Office 3150 Education Drive Live stream on Zoom linked from the District's Homepage: www.busd.org
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Open Session Adjournment Time: 8:26 pm

Respectfully Submitted,

By Michael Kellison
Secretary to the Board and

BUSD September 6, 2022 Board Meeting Minutes

District Superintendent

Board Signature: _____ Date: _____

BUSD August 16, 2022 Board Meeting Minutes

1. Open Session 5:30 P.M.

The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:33 pm by Trustee Jamie Padilla, in person at the Bellevue Union School District Office & Streamed Live Via Zoom on the BUSD Homepage.

1.1. Call To Order

1.2. Public Comment on Closed Session Agenda	None
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2. Adjourn To Closed Session: 5:34 P.M.

2.1. Closed Session Agenda

2.1.1. Public Employment §54957

2.1.2. Conference with Labor Negotiator §54957.6

Agency Designated Representative: Michael Kellison, Superintendent

Employee Organization: Unrepresented: Superintendent

2.1.3. Conference with Legal Counsel – anticipated litigation

2.1.3.1. Initiation of Litigation pursuant to §54956.9(d)(4)

Number of Potential Cases: 1

3. Reconvene To Regular Session: 6:36 P.M.

3.1. Flag Salute: Moriah Hart led the flag salute.

Members Present: Jamie Padilla, Lisa Reyes, John Jarvis, Adele Walker, Stephanie Merrida-Grant and Michael Kellison

Members Absent: None

Late Arrivals: John Jarvis, Lisa Reyes

Early Departures: None

District Office Staff Present: Michael Kellison, Chris Kim, Stacy Spector, Tracy Whitaker, Aracely Romo-Flores, Bill Jereb, Ryan Green, Moriah Hart

Others Present: See the sign in sheet/screenshot

3.2. Report on Closed Session	None
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- 3.4. Public Comment: None

4.1. COVID-19 Updates, Tracy Whitaker, M.A. Director of Student Services & BUSD COVID-19 Coordinator

5.1. On a motion by John Jarvis, second by Lisa Reyes, the Board approved the 45 Day Budget Revision for FY 2022.23

Vote	5	Ayes
	0	Noes
	0	Absent

- Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

BUSD August 16, 2022 Board Meeting Minutes

- 5.4. On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board approved the Addendum to the Employment Contract for Michael Kellison, Superintendent

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 5.5. On a motion by Stephanie Merrida-Grant, second by Lisa Reyes, the Board approved Resolution No 2: School and Classroom Capacity Limits for Purposes of Granting or Denying an Interdistrict Transfer Request

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 5.6. On a motion by Adele Walker, second by Lisa Reyes, the Board approved Resolution No 3: Proclamation of September as Attendance Awareness Month

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 5.7. On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board approved the Revised School Cook Job Description

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 5.8. Ratification of Bills and warrants

BUSD August 16, 2022 Board Meeting Minutes

Payroll Totals

Regular Payroll 07/29/2022

Certificated:	\$151,950.89
Classified:	<u>\$136,638.53</u>
Total:	\$288,589.42

Supplemental Payroll 8/10/2022

Certificated:	\$50,719.66
Classified:	<u>\$39,353.92</u>
Total:	\$90,070.58

Total:	\$378,660.00
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Accounts Payable Totals:

Fund Description	Expensed Amount
01 General Fund	1,105,133.44
12 Child Dev. Fund	304,594.23
13 Cafeteria Fund	21,169.50
21 Building Fund	826,368.25
<u>25 Cap Facilities Fund</u>	<u>37,388.00</u>
Total Payables	\$2,294,653.42

On a motion by Lisa Reyes, second by Adele Walker, the Board ratified the Bills and Warrants.

Action:	Approved	
Vote	5	Ayes
	0	Noes
	0	Absent

6. Consent Calendar

6.1. Board Meeting Minutes

6.1.1. Regular Board Meeting July 19, 2022

6.2. BUSD Service Agreement: Barbara Cavanaugh (BUSD Board Governance Workshop)

6.3. BUSD Service Agreement: Kenneth Schwinn (BUSD Home Study Program)

BUSD August 16, 2022 Board Meeting Minutes

- 6.4. BUSD Service Agreement: Sally McDaniel (SIPPS Program)
- 6.5. BUSD Service Agreement: David Kerr (BUSD Chorus)
- 6.6. School and College Legal Services Retainer Agreement with BUSD
- 6.7. Reflex Math and Frax Proposal and Requisition
- 6.8. Acknowledge and Accept Grants & Donations
 - 6.8.1. Marmot, 260 urban hauler backpacks filled with school supplies, Meadow View Elementary School
- 6.9. Personnel Activity Log

On a motion by Stephanie Merrida-Grant, second by Lisa Reyes, the Board approved the Consent calendar

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

7. Reports

7.1. California School Employees Association, Chapter 501

CSEA Executive Board Member Donna Rinnels submitted the following report:

CSEA would like to welcome our BUSD Board Members and our new Superintendent to the 2022-2023 school year! We are looking forward to working with all of you to create a positive, thriving work environment. Our union members are dedicated to supporting our students and staff.

The Executive Board Members for this school year are:

President, Jenn Spain

Vice President, Teresa Gomez

Secretary, Amy Flores Casares

Treasurer, Gloria Reyes

C-Pro, Donna Rinnels

We will be having our monthly meetings at a different school site each month to give everyone the opportunity to attend. We are an all inclusive bunch so our members are welcome to bring their children if need be. Soon we will be sending out a survey to all our members so we can obtain feedback of their wants and needs so we can prepare for our next contract negotiations. We held our first EERC meeting on August 2. Jenn, Teresa, and Donna met with Superintendent Kellison where we discussed ideas and opportunities. We felt welcomed and

BUSD August 16, 2022 Board Meeting Minutes

listened to and are looking forward to working together.

Here's to a great school year and thank you for all you do.
CSEA Chapter 501 Bellevue Union School District

7.2. Bellevue Education Association

BEA Co-President Becky Hansen Reported:

Good evening members of the board and Superintendent Kellison,

We're back! We are Becky Hansen and Julie McMurtrie and we are starting our second year as BEA co-presidents. We don't have much to say as it's only the 4th day of school, but so far so good! It was so exciting to welcome back all our new students last week and see their happy, loving smiles. We are slowly getting routines down and are looking forward to a great year.

We wanted to say thank you to Michael for stopping by several of our classrooms the first day of school. It was so good to see you and introduce you to some of the BUSD students. They were thoroughly impressed by your height and now affectionately refer to you as the "tall man". Thank you for taking the time to come around and say hi.

Other than that, we have nothing new to report. See you next month!

7.3. Principal Report

Principal's Report: Margaret Jacobson, Taylor Mountain

Good evening members of the board, community and Superintendent Kellison,

What a difference a year makes! Or even two! We want to start by recognizing that this is the first year in a while that we've had a 'normal' start. The past two years have been so uncertain with Distance Learning and returning in the midst of covid and everchanging guidelines, we just appreciate that this year feels so 'normal'. We have been supported more than ever by district leadership on our sites in real time and we want to acknowledge and thank the team for helping us pull off a smooth start of the school year.

Have you seen the Kawana Springs campus? Although it's not looking or feeling so 'normal', we are pleased to share that the new protocols are running smoothly. We are appreciative of our school community for being so flexible this year with all of the changes. Our students are buzzing about the new building and cannot wait until it is finished!

We would like to share some highlights of the last few weeks as we kicked off our new school year:

On our professional day last Tuesday, teachers participated in a writing training for our new curriculum Writing by Design. The afternoon of training focused on our new Social Emotional

BUSD August 16, 2022 Board Meeting Minutes

Curriculum, Character Strong. SEL site teams at each site have been formed. Principals are eager to support their staff with a successful implementation launch using these new materials. Following our district-wide welcome at Taylor Mountain on Wednesday, site leadership welcomed many new staff members with team building activities. We facilitated conversations with staff about setting the tone for the new school year by identifying what we believe in as educators, what we value, and how to best support our students this year. All district staff also participated in Mandated Reporter training at their respective sites.

As we begin our first full week of instruction, students are participating in PBIS Expectations Stations across the sites. PBIS is Positive Behavior Supports and Interventions. Teachers and staff are reviewing and restating behavior expectations with all students in order to promote a respectful, responsible, safe, and kind learning community.

Teachers and support staff are busily building new communities within their own rooms, fostering new relationships and teaching classroom routines. Initial assessments in English Language, reading, math, and foundational literacy skills are being administered so that small intervention support groups can be formed and teachers can target their daily instruction. Engaging our communities and welcoming families is a very important focus for all us now that our campuses are fully open with few restrictions!

Our youngest BUSD students in TK and Kindergarten were welcomed onto campuses the day before school started to visit their classrooms and meet their teachers. We are very excited to confirm that our kinder and TK classes are bursting at the seams as we experience a surge of growth for our district. We have welcomed many new families to our schools and are so happy to support these young learners with a robust TK program.

Within the first few days of school, all sites welcomed parents and families back to campus with school-wide pledge of allegiance gatherings and Principal's Coffee events.

We are currently planning Back-to-School nights at each of our campuses. These welcoming events will take place in the final two weeks of August.

As you can see there is so much positive activity going on in every corner of the district. The best part about returning to school is seeing the smiles on all of our students' faces and knowing that we have a great team of BUSD staff members supporting their success. We know it's going to be a great school year!

7.4. Board Reports/Board Items

John Jarvis reported he was excited about all of the growth and definitely excited about the work being done at Kawana Springs. He said all three of his children had Ms. Toller. And they're getting back into the routine of school and gratitude. He has been appreciative of all of the smiling happy faces he's seen on staff. "Your attitudes pass along to the kids."

Stephanie Merrida-Grant reported she was excited for a brand new school year. She took her son to his first day of high school, he went all the way through school at Bellevue. He's excited for high school, but also asked if he could just go back to Bellevue. Time flies. She also went

BUSD August 16, 2022 Board Meeting Minutes

through Bellevue and remembers every one of her teachers. Teachers make a mark on their students and they'll remember Bellevue. She said she's excited to see where this year takes us. She also shared "I have decided, and it wasn't an easy decision, to not seek re-election in November. We've been through tough times, our students and our community. I'll still be here and connected with you, just not in this seat. Thank you for showing up every day. I am happy to see where we will go this year."

Adele Walker thanked everyone. She said it's hard opening a school for the new year - she did it as an office manager for ten years. There are so many moving pieces and such a stressful time of the year, but so much excitement for the new year. Thank you for all of your hard work.

Lisa Reyes reported that she was excited for the new school year, especially about the new construction at Kawana Springs. Two more of her grandkids have joined the BUSD family, there are 8 attending Kawana Springs and two at the Early Learning Center.

Jamie Padilla thanked everyone for coming in with smiles and ready to go. "We are impacting so many lives." Her kids also went to Bellevue.

7.5. Superintendent Report

Superintendent Kellison reported:

The beginning of the 2022-2023 school year was a great success as measured by the smiles on the faces of the children and adults. Students have quickly acclimated to their new classrooms and routines and procedures are being developed and practiced. As I stated at the BUSD Welcome Back Breakfast, there is nothing like the beginning of a new school year. I wish that we could bottle up that energy and use it throughout the year.

Prior to the first day of school, the District hosted newly hired certificated employees for a day and a half of orientation and training. With more than twenty newly hired people occupying the Board Room, it was quite a sight to behold. Dubbed the "New Teacher Launch", this was an opportunity to build community among our new staff and to share with them what makes our district special. Administrators from all departments, along with the site principals, delivered information to our "Class of 2022", and supplied them with their teacher tool belts that included needed instructional supplies and technology. Our hope is that this is the beginning of a new tradition in which we officially welcome new teachers to our learning community. Next year, we plan on holding an equivalent before school orientation for our newly hired classified staff.

On Monday, August 8th, BUSD staff participated in professional learning for two newly adopted programs, Writing By Design and Character Strong. Both programs address identified needs in our District. Writing By Design is a structured writing program that builds foundational writing skills year to year using a systematic approach. Character Strong is a social-emotional learning curriculum that supports students' growth in the areas of self-awareness, self-management, relationship skills and responsible decision making. The implementation of both programs

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district-wide will support our students as they grow, mature and succeed as thinkers and learners.

On Tuesday, August 9th, all BUSD staff gathered for a hosted breakfast at Taylor Mountain. Following breakfast, the administrative team officially kicked off the new school year. All newly hired staff were introduced to the returning staff members and our district-wide theme of “I Believe/Yo Creo” was unveiled. This was my first opportunity to address the entire BUSD community and I was humbled by their welcome. The remainder of the day was spent at school sites in faculty meetings and completing mandated trainings.

State of the District

Across the District, much of the beginning of August was spent preparing for the start of the new school year. Facilities were thoroughly cleaned and our portable classrooms received some much needed repair and painting. We started the planning for a refresh of landscaping district-wide and are in the initial stages of planning for upgrades to district playground equipment. The MPR at Kawana was razed and initial work has started on the construction of the new facility.

The technology team, along with additional district help, deployed both employee and student devices across the district and ensured that classrooms were properly equipped with what they needed to start the year. In human resources, approximately 50 new staff members were onboarded as we “staffed up” to meet the needs of our students at each of the school sites. The curriculum team received and distributed several pallets full of newly purchased curriculum materials (with more to come) while also developing plans for professional learning throughout the year. In student services, new and returning staff were trained in our new social-emotional learning curriculum while partnerships with new and existing outside agencies were developed as we continue to address the needs of all of our students. Food service set up a temporary kitchen at the Kawana Springs campus, introduced the use of new reusable cutlery, and reintroduced the point of sale system at each of the campuses. The business department processed a large quantity of orders while also proactively worked on the automation of many of our primary business and payroll functions with the intent of creating a user friendly system for our employees. And lastly, our site principals managed their campuses, welcomed new staff and supported new and returning students and families as offices opened for the start of the new school year.

Overall, I couldn’t have asked for a better start to the school year. I am thrilled to be part of the Bellevue Community and look forward to a bright future.

With great pride.

Submitted by: Michael Kellison, Superintendent

8. Planning

BUSD August 16, 2022 Board Meeting Minutes

September 6, 2022	Special Board Meeting- Board Study Session: Governance Training	5:30 pm	BUSD District Office 3150 Education Drive
September 13, 2022	Regular Board Meeting	5:30 pm	BUSD District Office 3150 Education Drive Live stream on Zoom linked from the District's Homepage: www.busd.org

~~9. Returned to Closed Session~~

Open Session Adjournment Time: 7:34 pm

Respectfully Submitted,

By Michael Kellison
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

BUSD August 23, 2022 Board Meeting Minutes

1. Open Session 5:30 P.M.

The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:34 pm by Trustee Jamie Padilla, in person at the Bellevue Union School District Office.

1.1. Call To Order

1.2. Flag Salute: John Jarvis led the flag salute.

Members Present: Jamie Padilla, Lisa Reyes, John Jarvis, Adele Walker, Stephanie Merrida-Grant and Michael Kellison

Members Absent: None

Late Arrivals: None

Early Departures: None

District Office Staff Present: Michael Kellison

Others Present: None

1.3. Public Comment: None

2. Action

2.1. On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board approved Resolution No 4: Adopting Procedures And Guidelines For Selection Of Lease-Leaseback Contractor (Education Code §17406)

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

3. Planning

BUSD August 23, 2022 Board Meeting Minutes

September 6, 2022	Special Board Meeting- Board Study Session: Governance Training	5:30 pm	BUSD District Office 3150 Education Drive
September 13, 2022	Regular Board Meeting	5:30 pm	BUSD District Office 3150 Education Drive Live stream on Zoom linked from the District's Homepage: www.busd.org

Open Session Adjournment Time: 5:45 pm

Respectfully Submitted,

By Michael Kellison
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

 Recording

Live Transcription (Closed Captioning) has been enabled

 Who can see this transcript? Recording on



 View

08.16.2022 - Board - Google Drive | FY 2022/23 45-Day Budget Review

drive.google.com/drive/folders/1Ps31ei2h0MEi5wk9akUEimE9uOelJo5e

BUSD Calendar | BUSD Drive | BUSD Gmail | District Financial Re... | SCOE: Directory | Mosaic | Aeries | AESOP | Suralink | Docusign | SACS | Frontline - Sign In

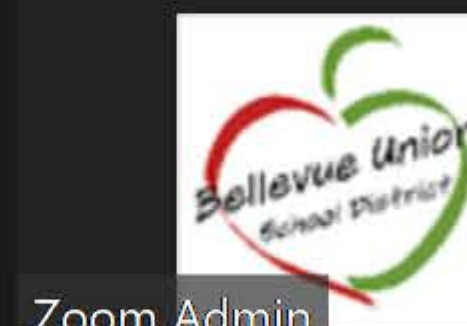
Supporting Documents:

Balances through June (12)				Fiscal Year 2022/23		
FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Revenue	Account Balance	
Fund 01 - General Fund						
01- 1400- 0- 0000- 0000- 8012- 000- 0000	EPA,EPA	292,091.00	292,091.00		292,091.00	
Total for Revenue Accounts and Object 8012		292,091.00	292,091.00	.00	292,091.00	
FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
01- 1400- 0- 1110- 1000- 5899- 690- 0000	Budget,Instruction,Regula	292,091.00	292,091.00			292,091.00
Total for Expense Accounts and Object 5899		292,091.00	292,091.00	.00	.00	292,091.00
Total for Org 005 and Fund General Fund						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted		292,091.00		292,091.00		
Actuals	.00					



Moriah Hart - E...

Moriah Hart - Executive As...



gidelcampo@y...

gidelcampo@yahoo.co...

Click to join audio

Participants (10)

Panelists (7)

Attendees (3)

CS Carl Servais

KM Karen Martin

S susie

Chat

 Hello Moriah, can you hear both of us interpreters?

Me to gidelcampo@y... (Direct Message)

 I'm not signed in to interpretation. Who can see your messages? Recording On

To: gidelcam... (Direct Message)

Type message here...

Bellevue Union School District
Board Meeting
Tuesday August 16, 2022
Sign-in Sheet

Name	School Site/Community Member
1	Stacy Spector
2	Nina Cro
3	Becky Hanson
4	Margaret Jacobson
5	Julie McMurtrie
6	Tracy Whitaker
7	Grady N. Flom
8	Denise McCulloch
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Bellevue Union School District Personnel Activity Log

For the period: August 16, 2022-September 7, 2022

Date of Board Approval: September 13, 2022

Employment

Classified:

1. Arenas, Perla, .625 FTE, Resource Specialist Program (RSP) Instructional Assistant, Bellevue Elementary
Effective: August 29, 2022
2. Barrales, Nicole, .75 FTE, Transitional Kindergarten (TK) Instructional Assistant, Taylor Mountain
Effective: August 29, 2022
3. Cervantes, Maria, .625 FTE, Resource Specialist Program (RSP) Instructional Assistant, Taylor Mountain Elementary
Effective: August 29, 2022
4. Garcia, Airis, .5 FTE, Student Supervision, Taylor Mountain Elementary
Effective: August 22, 2022
5. Gutierrez, Georgina, .5 FTE, Student Supervision, Taylor Mountain Elementary
Effective: August 29, 2022
6. Harrison, Stephanie, .75 FTE, Special Day Class (SDC) Instructional Assistant, Kawana Springs Elementary
Effective: August 29, 2022
7. Juarez, Maria, .5 FTE, Student Supervision, Taylor Mountain Elementary
Effective: August 29, 2022
8. Reyes-Moreno, Maria, .75 FTE, Special Day Class (SDC) Instructional Assistant, Early Learning Center (ELC)
Effective: August 22, 2022
9. Rose, Richard, .375 FTE, Student Supervision (Psych testing), Taylor Mountain Elementary
Effective: September 1, 2022
10. Sosa, Xavier, .5 FTE, Student Supervision, Kawana Springs Elementary
Effective: September 12, 2022
11. Vega, Maria De La Luz, .5 FTE, Student Supervisor, Taylor Mountain Elementary
Effective: August 22, 2022

Classified Management: No report at this time.

Certificated:

1. Palmer, Lisa, 1.0 FTE, Grade TK/K, Meadow View Elementary
Effective: August 19, 2022

Certificated Management: No report at this time.

Change of Contract:

Classified:

1. Cervantes, Maria, .5 FTE, Student Supervision, Taylor Mountain Elementary
Effective: September 1 , 2022
2. Mondragon, Octavio, 1.0 FTE Night Custodian, Taylor Mountain to 1.0 FTE, Night
Custodian, Bellevue Elementary
Effective: September 6, 2022
3. Santos, Anna, .25 FTE Newcomer Instructional Assistant, Kawana Springs Elementary
Effective: September 10, 2022
4. Valdovinos, Evelia, .75 FTE, Student Supervision (Psych Testing) Kawana Springs
Elementary
Effective: September 9, 2022

Classified Management: No report at this time.

Certificated Job Shares: No report at this time.

Certificated Leave: No report at this time.

Unpaid Leave of Absence: 39 month rehire: No report at this time.

Resignations

Classified:

1. Conde, Eddie, 1.0 FTE, Night Custodian, Bellevue Elementary
Effective: September 2, 2022
2. Santos, Anna, .13 FTE Student Supervision, Kawana Springs Elementary
Effective: September 10, 2022

Classified Management: No report at this time.

Certificated: No report at this time.

Certificated Management: No report at this time.

Retirements: No report at this time.

BELLEVUE UNION SCHOOL DISTRICT

Current Enrollment

School	August	September	October	November	December	January	February	March	April	May
Bellevue	410	407								
Kawana	314	309								
Meadow View	416	421								
Taylor Mountain	442	443								
Total Enrollment	1582	1580	0	0	0	0	0	0	0	0

Census Day (CalPADS/LCFF) Enrollment (1st Wednesday of October)

School	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
District	1736	1786	1769	1802	1753	1691	1616	1596	1539	1486	
Charter	0	37	71	94	145	144	0	0	0	0	
Total Enrollment	1736	1823	1840	1896	1898	1835	1616	1596	1539	1486	TBD

Attendance (P2, Average Attendance over 8 Months) Reported in the Month of April

School	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Bellevue	403	406	391	366	387	397	376	336			
Kawana	388	381	365	337	337	322	321	253			
Meadow View	397	409	425	437	406	382	353	340			
Taylor Mountain	502	503	483	456	413	415	381	352			
Independent Study	0	0	0	0	0	0	0	19			
District Attendance	1690	1699	1664	1597	1543	1517	1430	1300	TBD	TBD	TBD
<i>% Attendance</i>	<i>95.52%</i>	<i>94.26%</i>	<i>94.92%</i>	<i>94.41%</i>	<i>95.46%</i>	<i>95.02%</i>	<i>92.94%</i>	<i>87.48%</i>			
Charter	76	105	131	141	0	0	0	0	0	0	0
With Charter	1765	1803	1794	1737	1543	1517	1430	1300	TBD	TBD	TBD
<i>% Attendance</i>	<i>95.94%</i>	<i>95.12%</i>	<i>94.54%</i>	<i>94.69%</i>	<i>95.46%</i>	<i>95.02%</i>	<i>92.94%</i>	<i>87.48%</i>			

Updated:

9/8/22