

APPLE BLOSSOM • ORCHARD VIEW • SUNRIDGE • TWIN HILLS



**Twin Hills School District**  
SEBASTOPOL, CALIFORNIA

**AB1200**  
**Collective Bargaining**  
**Agreement**  
**2020-21**  
**&**  
**2021-22**

**Sonoma County Office of Education**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: Twin Hills USD  
 Name of Bargaining Unit: T.H.T.A. & All non represented  
 Certificated, Classified, Other: All employees: Certificated, Classified, Administrators

Offered 4.0% off schedule 2020-21 all employees plus 4% on schedule for 2021-22 all employees.  
 The proposed agreement covers the period beginning: July 1, 2020 and ending: continuous  
 (date) (date)  
 The Governing Board will act upon this agreement on: June 24, 2021  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation - INCLUDES D53 FUNDS 01, 03, 09, AND D21 F09**

Compensation	Annual Cost Prior to Proposed Agreement. Current budget 20-21 FY 2020-21	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 2020-21	Year 2 Increase/(Decrease) FY 2021-22	Year 3 Increase/(Decrease) FY 2022-23
1 <b>Salary Schedule</b> (This is to include Step and Column, which is also reported separately in Item 6.) <i>21-22 4% On Schedule</i>	\$ 7,170,431	\$ -	\$ 292,553	\$ 298,404
		0.00%	4.08%	4.00%
2 <b>Other Compensation -</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc. <i>20-21 4% Off Schedule</i>	\$ -	\$ 286,817	\$ -	\$ -
<b>Other compensation: 21-22 Increase H&amp;W Medical Insurance</b>		\$ -	\$ 19,966	\$ 20,166
3 <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b> <i>21-22 4% On Schedule</i>	\$ 1,485,469	\$ -	\$ 60,607	\$ 61,821
		0.000%	4.08%	4.00%
4 <b>Statutory Benefits - 2020-21 only</b>	\$ -	\$ 59,419	\$ -	\$ -
5 <b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 8,655,900	\$ 346,236	\$ 373,126	\$ 380,391
		4.000%	4.14%	4.06%
6 <b>Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1.</b>	\$ -	\$ -	\$ 5,736	\$ 5,850
7 <b>Total Number of Represented Employees</b> (Use FTEs if appropriate)	108.60			
8 <b>Total Compensation Average Cost per FTE</b>	\$ 79,704	\$ 3,188	\$ 3,436	\$ 3,503
		4.000%	4.14%	4.06%

**Sonoma County Office of Education**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**

**in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: **Twin Hills USD**  
 Name of Bargaining Unit: **Twin Hills Teachers Association**  
 Certificated, Classified, Other: **Certificated**

The proposed agreement covers the period beginning: **July 1, 2020** and ending: **continuous**  
 (date) (date)

The Governing Board will act upon this agreement on: **June 24, 2021**  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation - INCLUDES D53 FUNDS 01, 03, 09, AND D21 F09**

Compensation	Annual Cost Prior to Proposed Agreement. Current budget 20-21 FY 2020-21	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 2020-21	Year 2 Increase/(Decrease) FY 2021-22	Year 3 Increase/(Decrease) FY 2022-23
1 <b>Salary Schedule</b> (This is to include Step and Column, which is also reported separately in Item 6.) <i>21-22 4% On Schedule</i>	\$ 4,742,435	\$ -	\$ 193,491	\$ 197,361
		0.00%	4.08%	4.00%
2 <b>Other Compensation -</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc. <i>20-21 4% Off Schedule</i>	\$ -	\$ 189,697	\$ -	\$ -
<b>Other compensation: 21-22 Increase H&amp;W Medical Insurance</b>			\$ 14,575	\$ 14,721
3 <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b> <i>21-22 4% On Schedule</i>	\$ 873,315	\$ -	\$ 35,631	\$ 36,344
		0.000%	4.08%	4.00%
4 <b>Statutory Benefits - 2020-21 only</b>		\$ 34,933		
5 <b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 5,615,750	\$ 224,630	\$ 243,697	\$ 248,426
		4.000%	4.17%	4.08%
6 <b>Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1.</b>	\$ -	\$ -	\$ 3,794	\$ 3,870
7 <b>Total Number of Represented Employees</b> (Use FTEs if appropriate)	68.00			
8 <b>Total Compensation Average Cost per FTE</b>	\$ 82,585	\$ 3,303	\$ 3,584	\$ 3,653
		4.000%	4.17%	4.08%

**Sonoma County Office of Education**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**

in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: Twin Hills USD

Name of Bargaining Unit: NONE

Certificated, Classified, Other: Classified (including classified admin)

The proposed agreement covers the period beginning: July 1, 2020 and ending: continuous  
(date) (date)

The Governing Board will act upon this agreement on: June 24, 2021  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation - INCLUDES D53 FUNDS 01, 03, 09, AND D21 F09**

Compensation	Annual Cost Prior to Proposed Agreement. Current budget 20-21 FY 2020-21	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 2020-21	Year 2 Increase/(Decrease) FY 2021-22	Year 3 Increase/(Decrease) FY 2022-23
1 <b>Salary Schedule</b> (This is to include Step and Column, which is also reported separately in Item 6.) <i>21-22 4% On Schedule</i>	\$ 1,727,901	\$ -	\$ 70,498	\$ 71,908
		0.00%	4.08%	4.00%
2 <b>Other Compensation -</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc. <i>20-21 4% Off Schedule</i>	\$ -	\$ 69,116	\$ -	\$ -
<b>Other compensation: 21-22 Increase H&amp;W Medical Insurance</b>			\$ 3,993	\$ 4,033
3 <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b> <i>21-22 4% On Schedule</i>	\$ 479,473	\$ -	\$ 19,562	\$ 19,954
		0.000%	4.08%	4.00%
4 <b>Statutory Benefits - 2020-21 only</b>		\$ 19,179	\$ -	\$ -
5 <b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 2,207,374	\$ 88,295	\$ 94,053	\$ 95,895
		4.000%	4.10%	4.01%
6 <b>Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1.</b>	\$ -	\$ -	\$ 1,382	\$ 1,410
7 <b>Total Number of Represented Employees (Use FTEs if appropriate)</b>	35.20			
8 <b>Total Compensation Average Cost per FTE</b>	\$ 62,709	\$ 2,508	\$ 2,672	\$ 2,724
		4.000%	4.10%	4.01%

**Sonoma County Office of Education**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**

in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: Twin Hills USD  
 Name of Bargaining Unit: NONE  
 Certificated, Classified, Other: Administrators (Superintendent, Directors, Principals and Assistant Principals)

The proposed agreement covers the period beginning: July 1, 2020 and ending: continuous  
 (date) (date)

The Governing Board will act upon this agreement on: June 24, 2021  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation - INCLUDES D53 FUNDS 01, 03, 09, AND D21 F09**

Compensation	Annual Cost Prior to Proposed Agreement. Current budget 20-21 FY 2020-21	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 2020-21	Year 2 Increase/(Decrease) FY 2021-22	Year 3 Increase/(Decrease) FY 2022-23
1 <b>Salary Schedule</b> (This is to include Step and Column, which is also reported separately in Item 6.) <i>21-22 4% On Schedule</i>	\$ 700,095	\$ -	\$ 28,564	\$ 29,135
		0.00%	4.08%	4.00%
2 <b>Other Compensation -</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc. <i>20-21 4% Off Schedule</i>	\$ -	\$ 28,004	\$ -	\$ -
<b>Other compensation: 21-22 Increase H&amp;W Medical Insurance</b>			\$ 1,398	\$ 1,412
3 <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b> <i>21-22 4% On Schedule</i>	\$ 132,681		\$ 5,414	\$ 5,523
		0.000%	4.08%	4.00%
4 <b>Statutory Benefits - 2020-21 only</b>		\$ 5,308		
5 <b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 832,776	\$ 33,312	\$ 35,376	\$ 36,070
		4.000%	4.08%	4.00%
6 <b>Step and Column - Due to movement plus any changes due to settlement. This is a subset</b>	\$ -	\$ -	\$ 560	\$ 571
7 <b>Total Number of Represented Employees</b> (Use FTEs if appropriate)	5.40			
8 <b>Total Compensation Average Cost per FTE</b>	\$ 154,218	\$ 6,169	\$ 6,551	\$ 6,680
		4.000%	4.08%	4.00%

## Twin Hills USD

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

Year 1 20-21: No on schedule salary increase. There is an off schedule bonus of 4.0% for all employees (me too district). Year 2 2021-22: Salary increase of 4.0% on schedule beginning July 1, 2021 for all employees. This year negotiations between the district and THTA (teacher union) resulted in mediation and factfinding. These amounts were imposed based on the factfinding report located on the district website.

10. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No change in steps or columns.

11. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

The 20-21 2nd Interim MYPs include lines in the expenditure section for the estimated increase amounts. These MYPs include years 2021-22 and 2022-23 and these subsequent years include an additional 2% for step/column and employer's costs.

12. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No

If yes, please describe the cap amount.

Year 1 2020-21: There is a no changes to medical, dental vision for this year. We agreed to pay Kaiser High employee only before the year began. The medical total is \$9,360 for this school year (\$830 per month). The cap for dental for 20-21 is based on the comp rate for an annual cost of \$1,398. Cap for vision is \$121.20 annually. Year 2 2021-22: Increased cost agreed to by district to pay Kaiser High amount of \$853 per month (annually district contributes for medical \$10,236, an increase estimated to be the equivalent of .24% salary).

- B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Signed tentative agreements attached.

- C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Positive impact is to our salary schedule as we strive to be more competitive reflecting the Board's and Administration's support of our teachers and classified staff. We will be making necessary adjustments to staff as needed and reduce supply spending to make sure this district can support this increase at all sites. For prior year salary increase BAS funds have been transferred and for the 20-21 off schedule bonus an amount of BAS funds will be transferred to each fund to cover that cost. Starting in 2019-20 any schools needing support to maintain the required 17% reserve will have BAS funds available as a reserve in Fund 01.

## Twin Hills USD

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

N/A

**E. Will this agreement create or increase deficit financing in the current or subsequent year(s)?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

Yes. The fund balance will be used to pay the increased cost when current year revenue over expenditures is not sufficient. The fund balance is large enough to support this in all years. For the subsequent years if a deficit is expected on the MYP, other expenses may be decreased to avoid large deficit spending. BAS funds will also be transferred to those funds needing additional support.

**F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

N/A

**G. Source of Funding for Proposed Agreement:**

## 1. Current Year

State, Federal, and all other routine funding sources. As previously indicated, Basic Aid Supplement (BAS) funds will be transferred to all funds to cover the 20-21 bonus costs.

## 2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

Currently revenue is increasing based only on COLA which is applied to LCFF, for 20-21 the COLA is zero. Basic Aid Supplemental funding is expected again this year (2020-21). For the second subsequent year there may need to be expense reductions if state funding does not continue and continue to increase. Keeping our ADA up is very important, if there are significant ADA losses, staff will be reduced.

## 3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

Salary increase on schedule for next school year (2021-22) is funded by COLA and information is provided on the MYPs. These MYPs are from the 2nd Interim 20-21 and when they were prepared the COLA for 21-22 was expected to be 3.84% and this increased at May Revise to 5.07%.

Twin Hills USD

**H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Combined General Fund: D53 Fund 01, 03, 09 + D21 Fund 09**

Bargaining Unit:

T.H.T.A. + Classified + Administration

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 6/1/21)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue Sources (8010-8099)	\$ 10,703,107	\$ -	\$ -	\$ 10,703,107
Remaining Revenues (8100-8799)	\$ 2,370,341	\$ -	\$ -	\$ 2,370,341
<b>TOTAL REVENUES</b>	\$ 13,073,448	\$ -	\$ -	\$ 13,073,448
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 5,646,658	\$ 217,701	\$ -	\$ 5,864,359
Classified Salaries (2000-2999)	\$ 1,737,569	\$ 69,116	\$ -	\$ 1,806,685
Employee Benefits (3000-3999)	\$ 3,010,033	\$ 59,419	\$ -	\$ 3,069,452
Books and Supplies (4000-4999)	\$ 789,429	\$ -	\$ -	\$ 789,429
Services, Other Operating Expenses (5000-5999)	\$ 2,308,229	\$ -	\$ -	\$ 2,308,229
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 50,000	\$ -	\$ -	\$ 50,000
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 13,541,918	\$ 346,236	\$ -	\$ 13,888,154
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (468,470)	\$ (346,236)	\$ -	\$ (814,706)
Transfer In and Other Sources (8910-8979)	\$ 1,301,927	\$ 192,577	\$ -	\$ 1,494,504
Transfers Out and Other Uses (7610-7699)	\$ (1,265,000)	\$ (199,969)	\$ -	\$ (1,464,969)
Contributions (8980-8999)	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (431,543)	\$ (353,628)	\$ -	\$ (785,171)
<b>BEGINNING BALANCE</b>	\$ 4,922,652		\$ -	\$ 4,922,652
Prior-Year Adjustments/Restatements (9793/9795)	\$ -		\$ -	\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 4,491,109	\$ (353,628)	\$ -	\$ 4,137,481
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 193,952	\$ -	\$ -	\$ 193,952
Reserved for Economic Uncertainties (9770)	\$ 2,434,290	\$ 92,180	\$ -	\$ 2,526,470
Designated/Assigned Amounts (9775-9780)	\$ 1,758,070	\$ (92,180)	\$ (248,831)	\$ 1,417,059
Unappropriated Amount - Unrestricted (9790)	\$ 104,797	\$ -	\$ -	\$ -
Unappropriated Amount - Restricted (9790)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties Percentage	17.15%			16.46%

Column 1 is the current budget at 2nd Interim 2020-21. Column 2 shows the total cost for the salary increase as well as funding transfers to cover this off schedule increase as BAS funds are being transferred from Fund 01 to all other funds. The REU increases along with the salary increase costs and the Designated/Assigned amounts is reduced by this same amount. Column 3 shows 2020-21 closing differences between the 2nd Interim budget and now that this year is closing and indicates a reduction to Assigned amounts. The Reserve for EU percentage shows 16.46% but actually we have 17%, this report does not deduct the STRS on Behalf of State prior to making this calculation. Please note that Reserved for EU includes amounts for the charter schools equal to the required board policy of 17%. The Designated/Assigned Amounts include charter negative amounts when they can't meet the 17% reserve, this reserve is assigned in Fund 01. BAS funds will continue to be shared with sites as needed to assist in fund balance management.

**H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET  
--- Separate Fund, not included on any of the other pages of this report ---  
Cafeteria Fund #13**

Bargaining Unit:

NONE

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 6/1/21)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 25,200	\$ -	\$ -	\$ 25,200
<b>TOTAL REVENUES</b>	\$ 25,200	\$ -	\$ -	\$ 25,200
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ 34,674	\$ 1,388	\$ -	\$ 36,062
Employee Benefits (3000-3999)	\$ 10,180	\$ 408	\$ -	\$ 10,588
Books and Supplies (4000-4999)	\$ 38,620	\$ -	\$ -	\$ 38,620
Services, Other Operating Expenses (5000-5999)	\$ 3,680	\$ -	\$ -	\$ 3,680
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 87,154	\$ 1,796	\$ -	\$ 88,950
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (61,954)	\$ (1,796)	\$ -	\$ (63,750)
Transfers In and Other Sources (8910-8979)	\$ 65,000	\$ 1,796	\$ -	\$ 66,796
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ 3,046	*	\$ -	\$ 3,046
<b>BEGINNING BALANCE</b>	\$ 7,788			\$ 7,788
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 10,834	\$ -	\$ -	\$ 10,834
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9713) + Committed	\$ 10,834		\$ -	\$ 10,834
Reserved for Economic Uncertainties (9770)	\$ -	\$ -	\$ -	\$ -
Board Designated Amounts (9775-9780)	\$ -	\$ -	\$ -	\$ -
Unappropriated Amounts (9790)	\$ -	\$ -	\$ -	\$ -

## Twin Hills USD

**H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

--- Separate Fund, not included on any of the other pages of this report ---

Child Development Fund #12

Bargaining Unit:

NONE

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 6/1/21)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 95,000	\$ -	\$ -	\$ 95,000
<b>TOTAL REVENUES</b>	\$ 95,000	\$ -	\$ -	\$ 95,000
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ 111,691	\$ 4,468	\$ -	\$ 116,159
Employee Benefits (3000-3999)	\$ 39,378	\$ 1,128	\$ -	\$ 40,506
Books and Supplies (4000-4999)	\$ 16,200	\$ -	\$ -	\$ 16,200
Services, Other Operating Expenses (5000-5999)	\$ 10,500	\$ -	\$ -	\$ 10,500
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 177,769	\$ 5,596	\$ -	\$ 183,365
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (82,769)	\$ (5,596)	\$ -	\$ (88,365)
Transfers In and Other Sources (8910-8979)	\$ -	\$ 5,596	\$ -	\$ 5,596
Transfers Out and Other Uses (7610-7699)	\$ 9,000	\$ -	\$ -	\$ 9,000
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (91,769)	\$ -	\$ -	\$ (91,769)
<b>BEGINNING BALANCE</b>	\$ 279,819			\$ 279,819
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 188,050	\$ -		\$ 188,050
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9713)	\$ 4,000	\$ -	\$ -	\$ 4,000
Assigned /fee for service (9780)	\$ 184,050	\$ -		\$ 184,050
Board Designated Amounts (9780)	\$ -	\$ -	\$ -	\$ -
Unappropriated Amounts (9790)	\$ -	\$ -	\$ -	\$ -

## Twin Hills USD

## I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Combined General Fund

Bargaining Unit:

NONE

	Current Year	Year 2	Year 3
	Total Current Budget After Settlement 20-21	First Subsequent Year After Settlement 21-22	Second Subsequent Year After Settlement 22-23
<b>REVENUES</b>			
Revenue Limit Sources (8010-8099)	\$ 10,703,107	\$ 10,885,155	\$ 11,063,604
Remaining Revenues (8100-8799)	\$ 2,370,341	\$ 1,860,095	\$ 1,890,349
<b>TOTAL REVENUES</b>	\$ 13,073,448	\$ 12,745,250	\$ 12,953,953
<b>EXPENDITURES</b>			
Certificated Salaries (1000-1999)	\$ 5,864,359	\$ 5,399,311	\$ 5,507,298
Classified Salaries (2000-2999)	\$ 1,806,685	\$ 1,748,129	\$ 1,783,093
Employee Benefits (3000-3999)	\$ 3,069,452	\$ 3,050,713	\$ 3,290,013
Salary Increase: 20-21 4% Off included above, 21-22 4% On * plus Medical Insurance Increase starting 21-22		\$ 373,126	\$ 380,391
Books and Supplies (4000-4999)	\$ 789,429	\$ 311,397	\$ 317,402
Services, Other Operating Expenses (5000-5999)	\$ 2,308,229	\$ 2,111,155	\$ 2,149,361
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 50,000	\$ 50,000	\$ 50,000
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -
Other Adjustments-Necessary reductions		\$ (50,000)	\$ (350,000)
<b>TOTAL EXPENDITURES</b>	\$ 13,888,154	\$ 12,993,831	\$ 13,127,558
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (814,706)	\$ (248,581)	\$ (173,605)
Transfers In and Other Sources (8910-8979)	\$ 1,494,504	\$ 1,376,725	\$ 1,377,600
Transfers Out and Other Uses (7610-7699)	\$ (1,464,969)	\$ (1,315,000)	\$ (1,315,000)
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (785,171)	\$ (186,856)	\$ (111,005)
<b>BEGINNING BALANCE</b>	\$ 4,922,652	\$ 4,137,481	\$ 3,950,625
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 4,137,481	\$ 3,950,625	\$ 3,839,620
<b>COMPONENTS OF ENDING BALANCE:</b>			
Reserved Amounts (9711-9740)	\$ 193,952	\$ 193,952	\$ 193,952
Reserved for Economic Uncertainties (all sites) - Unr(9770)	\$ 2,526,470	\$ 2,352,000	\$ 2,372,300
Reserved for Economic Uncertainties - Restricted (9770)	\$ -	\$ -	\$ -
Board Designated Assigned- Unrestricted (9775-9780)	\$ 1,417,059	\$ 1,404,673	\$ 1,273,368
Board Designated Amounts - Restricted (9775-9780)	\$ -	\$ -	
Unappropriated Amounts - Unrestricted (9790)	\$ -	\$ -	
Unappropriated Amounts - Restricted (9790)	\$ -		

Please note that Reserved for EU includes amounts for the charter schools to equal the board required 17%. If charters are not able to meet the 17% reserve, an amount is assigned in Fund 01. BAS funds will be shared with sites as needed to assist in fund balance management.

**J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		Current Year	Year 2	Year 3
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 15,353,123	\$ 14,308,831	\$ 14,442,558
b.	State Standard Minimum Reserve Percentage for this District Enter percentage:	4.00%	4.00%	4.00%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$50,000)	\$ 614,125	\$ 572,353	\$ 577,702

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9770)	\$ 2,526,470	\$ 2,352,000	\$ 2,372,300
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9770)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9790) Assigned per GASB54 for Volatile State revenue/funding	\$ 312,278	\$ 316,278	\$ 320,278
e.	Total Available Reserves	\$ 2,838,748	\$ 2,668,278	\$ 2,692,578
f.	Reserve for Economic Uncertainties Percentage	18.49%	18.65%	18.64%

3. Do unrestricted reserves meet the state minimum reserve amount?

Current Year	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Year 2	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Year 3	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Twin Hills USD

**L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This disclosure document is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure. The absence of one or both of the signatures should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of the TWIN HILLS UNION SCHOOL District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from JULY 1, 2020 to JUNE 30, 2022.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year 2020-21

**Budget Adjustment Categories:**

	<b>Budget Adjustment Increase/(Decrease)</b>
Revenues/Other Financing Sources	\$ -
Expenditures/Other Financing Uses	\$ 346,236
Ending Balance(s) Increase (Decrease)	\$ (346,236)

Subsequent Years - see MYPs for changes due to agreement for 21-22

**Budget Adjustment Categories:**

	<b>Budget Adjustment Increase/(Decrease)</b>
Revenues/Other Financing Sources	\$ -
Expenditures/Other Financing Uses	\$ 373,126
Ending Balance(s) Increase (Decrease)	\$ (373,126)

**Budget Revisions**

If the district does not adopt all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify  I am unable to certify

Barbara Bickford  
Barbara Bickford, Ed.D., District Superintendent  
(Signature)

6/10/21  
Date

I hereby certify  I am unable to certify

Patty Nosecchi  
Patty Nosecchi, Chief Business Official  
(Signature)

6/10/21  
Date

**Special Note: The Sonoma County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.**

**TWIN HILLS UNION SCHOOL DISTRICT**  
**DISTRICT AND APPLE BLOSSOM - FUND 01: 2020-21 Multi-Year Projection @ 2nd Interim January 31, 2021**

2020-21 4% off schedule plus 2021-22 4% on schedule and increase in medical benefits	Object Codes	Prior Fiscal Year Budget: 2019-20	Current Fiscal Year Budget: 2020-21	First Subsequent Fiscal Year: 2021-22	Second Subsequent Fiscal Year: 2022-23
		Total	Total	Total	Total
COLA (percentage)		3.26%	2.31%	1.50%	2.98%
Funded COLA		3.26%	0.00%	3.84%	2.98%
Current Year ADA		377.65	377.65	377.59	365.00
ADA for LCFE Funding purposes		401.00	360.00	381.00	380.00
<b>Revenue</b>					
LCFE Sources: LCFE, EPA, Property Tax	8010-8099	3,606,479	3,543,185	3,659,827	3,645,559
Transportation Funding		95,000	95,000	95,000	95,000
Revenue transfer (Def Maint, F14)	8091	(150,000)	(50,000)	(50,000)	(50,000)
Basic Aid Supplement: Cur & Subq years, estimates only		894,398	800,000	800,000	800,000
Federal Revenues	8100-8299	204,459	196,493	193,489	193,489
COVID19 Fed LLM Funding 20-21 only			178,271		
Other State Revenues	8300-8599	195,827	109,358	107,017	106,526
Other State: STRS/PERS on Behalf of State		252,981	199,092	209,047	219,499
COVID19 SBI17 PPE Funding 19-20 only		6,659	-	-	-
COVID19 State LLM Funding 20-21 only		-	31,545	-	-
Local Revenues	8600-8799	709,466	652,562	579,085	579,885
<b>Total Revenue</b>		<b>5,815,269</b>	<b>5,755,506</b>	<b>5,593,465</b>	<b>5,589,958</b>
<b>Expenditures</b>					
Certificated Salaries	1000-1999	2,420,857	2,225,344	2,075,363	2,116,871
COVID19 Certificated Salaries			12,733		
Classified Salaries	2000-2999	1,086,668	1,007,535	1,024,746	1,045,241
Employee Benefits -- Statutory	3301-3399; 3501-3699	152,660	146,396	144,996	147,896
COVID19 Employee Benefits			4,227		
Employee Benefits STRS/PERS on Behalf of State		252,981	199,092	209,047	219,499
Employee Benefits STRS	3101-3199	404,036	352,293	330,398	381,037
Employee Benefits PERS	3201-3299	193,324	191,073	235,692	274,899
Employee & Retiree Benefits -- Health & Welfare	3400-3499; 3700-3799	402,194	410,546	411,276	415,389
Salary Inc 20-21 4% off schedule			153,659	-	-
Salary Inc 21-22 4% on schedule			-	156,732	159,867
Medical Insurance Increase 21-22			-	8,226	8,308
Books and Supplies	4000-4999	182,896	174,722	115,711	118,025
COVID19 Books and Supplies		-	145,807	-	-
Services, Other Operating Expenses	5000-5999	1,319,260	1,395,664	1,310,100	1,334,402
COVID19 Services, Other Operating Expenses		-	47,049	-	-
Necessary Expense Reductions - see narrative		-	-	-	(200,000)
Capital Outlay	6000-6999	-	-	-	-
Other Outgo	7100-7199; 7300-7499	-	-	-	-
Other Outgo: BAS to D21 Charter	7299	73,600	50,000	50,000	50,000
<b>Total Expenditures</b>		<b>6,488,476</b>	<b>6,516,140</b>	<b>6,072,287</b>	<b>6,071,434</b>
<b>Excess (Deficiency)</b>		<b>(673,207)</b>	<b>(760,634)</b>	<b>(478,822)</b>	<b>(481,476)</b>
<b>Transfers/Other Uses</b>					
Transfers In from OVS	8910-8929	444,800	390,000	390,000	390,000
Transfers In from THCMS	8910-8929	416,100	360,000	360,000	360,000
Transfers In from F20 OPEB for CRSP	8910-8929	-	9,471	9,600	9,800
Transfers In from ABASP	8910-8929	19,405	9,000	18,000	18,000
Transfers Out to Cafeteria (enter as negative)	7610-7629	(50,000)	(65,000)	(50,000)	(50,000)
Transfers Out: BAS to Fund 03	7200+7600	(400,000)	(400,000)	(400,000)	(400,000)
Transfers Out: BAS Assist with 18-19 5% Salary Increase		(133,242)	(50,000)	(50,000)	(50,000)
Transfers Out: BAS Assist with 20-21 4% Salary Increase		-	(199,969)	(65,000)	(65,000)
Transfers Out: PG&E Solar, OPEB, Cap Equip	7200+7600	(200,000)	-	-	-
Other Sources	8930-8979	-	-	-	-
Other Uses (enter as negative)	7630-7699	-	-	-	-
Contribution to Restricted Program	8980-8999	126,000	100,000	100,000	100,000
<b>Total Transfers/Other Uses</b>		<b>223,063</b>	<b>153,502</b>	<b>312,600</b>	<b>312,800</b>
<b>Net Increase (Decrease)</b>		<b>(450,144)</b>	<b>(607,132)</b>	<b>(166,222)</b>	<b>(168,676)</b>
<b>Fund Balance</b>					
Beginning Balance		4,174,170	3,724,026	3,116,894	2,950,672
Audit Adjustment(s)		-	-	-	-
Net Ending Balance		3,724,026	3,116,894	2,950,672	2,781,996
<b>Components of Ending Balance:</b>					
Revolving Cash (nonspendable)	9711	5,000	5,000	5,000	5,000
Stores (nonspendable)	9712	-	-	-	-
Restricted (Res 2000-9999)	9740	114,297	11,029	11,029	11,029
Committed	9750	-	-	-	-
Assigned: West County JPAs- Spec Ed & Transport.		70,000	70,000	70,000	70,000
Assigned - I Time Discr. Funds: 2015-16 thru 2018-19		-	-	-	-
Assigned - Amount required for THCMS to meet BP3100		362,000	298,307	262,043	164,489
Assigned - Amount required for OV to meet BP3100		160,300	263,070	309,740	384,560
Assigned - Amount required for SR to meet BP3100		27,300	-	-	-
Assigned - Fund Bal Support/Pensions/Tech/Facilities		1,400,000	1,400,000	1,400,000	1,400,000
Assigned - Basic Aid TF/ Salary Increases reduces above assignment		-	(329,316)	(307,140)	(653,082)
Assigned - COVID19 Legal: Distance Learning (20-21 only)		-	100,000	100,000	100,000
Assigned - Overspending/Expenses not reduced as needed		-	103,504	-	200,000
Reserve for Economic Uncertainties	9789	1,256,000	1,195,500	1,100,000	1,100,000
Unassigned/Unappropriated Ending Bal	9790	329,129	0	(0)	(0)
Net Ending Balance		3,724,026	3,116,894	2,950,672	2,781,996

TWIN HILLS UNION SCHOOL DISTRICT

TWIN HILLS CHARTER MIDDLE SCH - FUND 03: 2020-21 Multi-Year Projection @ 2nd Interim January 31, 2021

2020-21 4% off schedule plus 2021-22 4% on schedule and increase in medical benefits	Object Codes	Prior Fiscal Year Budget: 2019-20	Current Fiscal Year Budget: 2020-21	First Subsequent Fiscal Year: 2021-22	Second Subsequent Fiscal Year: 2022-23
		Total	Total	Total	Total
COLA (percentage)		3.26%	2.31%	1.50%	2.98%
Funded COLA		3.26%	0.00%	3.84%	2.98%
Current Year ADA for LCFE		233.49	233.49	218.00	218.00
Current Year Enrollment		248.00	226.00	230.00	230.00
<b>Revenue</b>					
LCFE Sources: LCFE, EPA, In Lieu Property Tax	8010-8099	1,957,399	1,952,961	1,886,166	1,939,130
Federal Revenues	8100-8299	-	-	-	-
COVID19 Fed LLM Funding 20-21 only			86,934	-	-
Other State Revenues	8300-8599	56,024	52,493	49,376	49,150
Other State: STRS/PERS on Behalf of State		135,608	93,082	97,736	102,623
COVID19 SB117 PPE Funding 19-20 only		4,113	-	-	-
COVID19 State LLM Funding 20-21 only		-	16,682	-	-
Other State: 1 Time Discr. Funds \$184 per ADA 18-19		-	-	-	-
Local Revenues	8600-8799	17,122	11,377	6,600	6,600
<b>Total Revenue</b>		<b>2,170,266</b>	<b>2,213,529</b>	<b>2,039,878</b>	<b>2,097,503</b>
<b>Expenditures</b>					
Certificated Salaries	1000-1999	1,274,352	1,159,514	1,123,031	1,145,492
COVID19 Certificated Salaries 20-21 only			5,774		
Classified Salaries	2000-2999	266,445	222,861	226,042	230,563
Employee Benefits -- Statutory	3301-3399;				
COVID19 Employee Benefits 20-21 only	3501-3699	52,907	49,884	49,330	50,317
Employee Benefits STRS/PERS on Behalf of State		135,608	93,082	97,736	102,623
Employee Benefits STRS	3101-3199	216,577	164,740	169,048	194,957
Employee Benefits PERS	3201-3299	49,800	52,168	59,233	69,086
Employee & Retiree Benefits -- Health & Welfare	3400-3499;				
Salary Inc 20-21 4% off schedule	3700-3799	178,855	178,197	179,186	180,978
Salary Inc 21-22 4% on schedule			62,601	-	-
Medical Insurance Increase 21-22			-	63,854	65,131
Books and Supplies	4000-4999	38,378	69,071	33,461	33,907
COVID19 Books and Supplies			74,005		
Services, Other Operating Expenses	5000-5999	92,437	80,720	67,034	68,375
COVID19 Services, Other Operating Expenses			22,762		
Necessary Expense Reductions - see narrative					(100,000)
Capital Outlay	6000-6999	-	-	-	-
Other Outgo	7100-7199				
	7300-7399				
<b>Total Expenditures</b>		<b>2,305,359</b>	<b>2,236,454</b>	<b>2,071,539</b>	<b>2,045,049</b>
<b>Excess (Deficiency)</b>					
		(135,093)	(22,925)	(31,661)	52,454
Transfers In from General Fund 01	8910-8929	468,170	433,456	434,125	434,800
Transfers In from Fund 01 BAS, Sal Inc starting 20-21		-	62,601	65,000	65,000
Transfers Out to General Fund 01	7610-7629	(416,100)	(360,000)	(360,000)	(360,000)
Transfers Out: PG&E Solar Init Funds	7610-7629	-	-	-	-
Other Sources	8930-8979	-	-	-	-
Other Uses (enter as negative)	7630-7699	-	-	-	-
Contribution to Restr Pgm (Spec Ed)	8980-8999	(126,000)	(100,000)	(100,000)	(100,000)
<b>Total Transfers/Other Uses</b>		<b>(73,930)</b>	<b>36,057</b>	<b>39,125</b>	<b>39,800</b>
<b>Net Increase (Decrease)</b>					
		(209,023)	13,132	7,464	92,254
<b>Fund Balance</b>					
Beginning Balance		374,539	165,516	178,648	186,112
Audit Adjustment(s)		-	-	-	-
Net Ending Balance		165,516	178,648	186,112	278,366
<b>Components of Ending Balance:</b>					
Revolving Cash (nonspendable)	9711	-	-	-	-
Stores (nonspendable)	9712	-	-	-	-
Restricted (Res 2000-9999)	9740	90,267	51,355	51,355	51,355
Committed	9750	-	-	-	-
Assigned: See Fund 01 for Assignment to meet 17%		(387,451)	(298,307)	(262,043)	(164,489)
Reserve for Economic Uncertainties	9789	462,700	425,600	396,800	391,500
Unassigned/Unappropriated Ending Balance		0	0	0	0
<b>Net Ending Balance</b>		<b>165,516</b>	<b>178,648</b>	<b>186,112</b>	<b>278,366</b>

**Twin Hills Union School District - Orchard View Charter  
2020-21 Multi-Year Projection @ 2nd Interim January 31, 2021**

2020-21 4% off schedule plus 2021-22 4% on schedule and increase in medical benefits		Prior Fiscal Year Budget: 2019-20	Current Fiscal Year Budget: 2020-21	First Subsequent Fiscal Year: 2021-22	Second Subsequent Fiscal Year: 2022-23
<b>COLA (percentage)</b>		3.26%	2.31%	1.50%	2.98%
<b>Funded COLA</b>		3.26%	0.00%	3.84%	2.98%
<b>ADA: Current Year / LCFF Funding</b>		225.62	225.62	232.00	232.00
<b>Enrollment Estimate</b>		227.00	249.00	242.00	242.00
<b>Object Codes</b>					
<b>Revenue</b>					
LCFF Sources: LCFF, Education Protection					
Account, In Lieu Property Tax	8010-8099	2,064,933	2,060,807	2,199,401	2,267,450
Federal Revenues	8100-8299				
COVID19 Fed LLM Funding 20-21 only			14,336		
State Revenues	8300-8599	56,330	53,852	55,162	55,287
COVID19 State LLM Funding 20-21 only		-	17,598	-	-
State Revenues: STRS/PERS on Behalf of State		119,527	110,708	116,243	122,056
Local Revenues	8600-8799	13,070	5,000	5,000	5,000
<b>Total Revenue</b>		2,253,860	2,262,301	2,375,806	2,449,793
<b>Expenditures</b>					
Certificated Salaries	1000-1999	1,093,279	1,194,677	1,218,571	1,242,942
Classified Salaries	2000-2999	104,801	120,274	122,679	125,133
	3300-3399;				
Employee Benefits -- Statutory	3500-3699	34,058	38,925	39,704	40,498
Employee Benefits -- STRS/PERS on Behalf of State	310x	119,527	110,708	116,243	122,056
Employee Benefits -- STRS	3100-3199	190,896	197,041	193,997	223,730
Employee Benefits -- PERS	3200-3299	20,602	21,724	28,216	32,910
Employee & Retiree Benefits -- Health & Welfare	3400-3499; 3700-3799	157,835	201,603	203,619	205,655
Salary Increase: 20-21 4% off schedule		-	61,881		-
Salary Increase: 21-22 4% on schedule		-		63,118	64,382
Medical Insurance Increase: 21-22		-	-	4,072	4,113
Books and Supplies	4000-4999	103,539	113,184	77,585	79,135
COVID19 Books and Supplies		-	17,598	-	-
Services, Other Operating Expenses	5000-5999	254,348	96,790	80,840	82,460
COVID19 Services, Other Operating Expenses		-	14,336	-	-
Capital Outlay	6000-6999		-	-	-
	7100-7199				
Other Outgo	7300-7399				
Necessary Reductions				(50,000)	(50,000)
<b>Total Expenditures</b>		2,078,885	2,188,741	2,098,644	2,173,014
<b>Excess (Deficiency)</b>		174,975	73,560	277,162	276,779
Transfers In (From F01 Basic Aid Sup)	8910-8929	57,060	50,000	50,000	50,000
Transfers In BAS 20-21 4% Off Schedule	8910-8929		61,881		
Transfers Out (enter as negative)	7610-7629	(444,800)	(390,000)	(390,000)	(390,000)
Other Sources	8930-8979				
Other Uses (enter as negative)	7630-7699				
Contribution to Restricted Program	8980-8999				
<b>Total Transfers/Other Uses</b>		(387,740)	(278,119)	(340,000)	(340,000)
<b>Net Increase (Decrease)</b>		(212,765)	(204,559)	(62,838)	(63,221)
<b>Fund Balance</b>					
Beginning Balance		614,702	401,937	197,378	134,540
Beginning Fund Balance Transfers (restricted program carryovers)					
Net Ending Balance		401,937	197,378	134,540	71,319
<b>Components of Ending Balance:</b>					
Revolving Cash (nonspendable)	9711				
Stores (nonspendable)	9712				
Restricted (Res 2000-9999)	9740	65,473	40,873	40,873	40,873
Committed	9750				
Assigned - 1 Time Discr. Funds: 2015-16 thru 2018-19			-	-	-
Assigned - Common Core IM + Technology			-	-	-
Assigned - STRS/PERS 20% by 2020-21			-	-	-
Assigned - Per Board Policy 3100 (17%)	9780	429,100	419,570	403,400	415,000
Assigned - Balance After Above GASB54 - *See Note Below		(92,636)	(263,065)	(309,733)	(384,554)
Unasn/Unappr Amt (not for charters)	9790				
Net Ending Balance		401,937	197,378	134,540	71,319

**Twin Hills Union School District - SunRidge Charter**  
**2020-21 Multi-Year Projection @ 2nd Interim January 31, 2021**

2020-21 4% off schedule plus 2021-22 4% on schedule and increase in medical benefits	Prior Fiscal Year Budget: 2019-20	Current Budget Fiscal Year: 2020-21	First Subsequent Fiscal Year: 2021-22	Second Subsequent Fiscal Year: 2022-23
<b>COLA (percentage)</b>	3.26%	2.31%	1.50%	2.98%
<b>Funded COLA</b>	3.26%	0.00%	3.84%	2.98%
<b>ADA: Current Year / LCFF Funding</b>	264.14	264.14	253.00	253.00
<b>Enrollment Estimate</b>	281.00	272.00	265.00	265.00
<b>Object Codes</b>				
<b>Revenue</b>				
LCFF Sources: LCFF, Education Protection				
Account, In Lieu Property Tax 8010-8099	2,289,315	2,301,154	2,294,761	2,366,465
Federal Revenues 8100-8299				
COVID19 Fed LLM Funding 20-21 only		83,621	-	-
State Revenues 8300-8599	62,229	59,378	57,053	57,111
State Revenues: Block Grants 8300-8599	4,409	-	-	-
COVID19 State LLM Funding 20-21 only	-	19,510	-	-
State Revenues: STRS/PERS on Behalf of	112,554	89,254	93,717	98,403
Local Revenues: Interest, Cafeteria + Other 8600-8799	25,965	13,695	11,000	11,000
Local Revenues: Parent Pledges 8699	186,022	203,500	207,570	211,720
Local Revenues: After Care Program	70,427	-	-	-
Local Revenues: Special Ed 8792	70,014	72,000	72,000	72,000
<b>Total Revenue</b>	<b>2,820,935</b>	<b>2,842,112</b>	<b>2,736,101</b>	<b>2,816,699</b>
<b>Expenditures</b>				
Certificated Salaries 1000-1999	1,058,598	1,044,979	982,346	1,001,993
COVID19 Certificated Salaries 20-21 only		3,637	-	-
Classified Salaries 2000-2999	518,667	386,899	374,662	382,156
Employee Benefits-Statutory: Social Security, Medicare, State Unemployment, Workers Comp 3301-3399; 3501-3699	161,310	57,692	55,050	56,151
COVID19 Employee Benefits	-	677	-	-
Employee Benefits-Statutory: STRS on Behalf of State 310x	112,554	89,254	93,717	98,403
Employee Benefits-Statutory: STRS 3101-3199	183,705	172,426	156,389	180,359
Employee Benefits-Statutory: PERS 3201-3299		73,014	82,860	96,644
Employee & Retiree Benefits -- Health & Welfare 3400-3499; 3700-3799	182,004	204,196	194,976	196,926
Salary increase: 20-21 4% off schedule	-	68,095	-	-
Salary increase: 21-22 4% on schedule	-	-	69,456	70,845
Medical Insurance Increase: 21-22	-	-	4,084	4,125
Books and Supplies 4000-4999	105,777	103,621	84,640	86,335
COVID19 Books and Supplies		91,421	-	-
Services, Other Operating Expenses 5000-5999	449,980	431,256	440,925	449,745
COVID19 Services, Other Operating Expenses	-	7,396	-	-
Services, Other Op Exps: Pine Crest Rent	212,256	212,256	212,256	214,379
<b>Necessary reductions</b>				
Capital Outlay 6000-6999	-	-	-	-
Other Outgo 7100-7199 7300-7399	-	-	-	-
<b>Total Expenditures</b>	<b>2,984,851</b>	<b>2,946,819</b>	<b>2,751,361</b>	<b>2,838,061</b>
<b>Excess (Deficiency)</b>	<b>(163,916)</b>	<b>(104,707)</b>	<b>(15,260)</b>	<b>(21,362)</b>
Transfers In BAS from D53 87,8910-8929	73,600	50,000	50,000	50,000
Transfers In BAS from D53: 20-21 4% off schedule		68,095		
Transfers Out (enter as negative) 7610-7629				
Other Sources 8930-8979				
Other Uses (enter as negative) 7630-7699				
Contribution to Restricted Program 8980-8999				
<b>Total Transfers/Other Uses</b>	<b>73,600</b>	<b>118,095</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Increase (Decrease)</b>	<b>(90,316)</b>	<b>13,388</b>	<b>34,740</b>	<b>28,638</b>
<b>Fund Balance</b>				
Beginning Balance	721,489	631,173	644,561	679,301
Beginning Fund Balance Transfers (restricted program carryovers)				
<b>Net Ending Balance</b>	<b>631,173</b>	<b>644,561</b>	<b>679,301</b>	<b>707,939</b>
<b>Components of Ending Balance:</b>				
Revolving Cash (nonspendable) 9711	8,000	4,000	4,000	4,000
Stores (nonspendable) 9712				
Restricted (Res 2000-9999) 9740	102,267	63,695	63,695	63,695
Committed 9760				
Assigned: 9780				
Assigned - RESIG deductible, 8th grade field trip	18,000	18,000	18,000	18,000
Assigned - Per Board Policy 3100 (17%)	530,200	485,800	451,800	465,800
Assigned - Balance After Above: GASB54 - *See Note Below	(27,294)	73,066	141,806	156,444
Unasgn/Unappr Amount (not for charters) 9790				
<b>Net Ending Balance</b>	<b>631,173</b>	<b>644,561</b>	<b>679,301</b>	<b>707,939</b>

**TWIN HILLS UNION SCHOOL DISTRICT**

**CERTIFICATED SALARY SCHEDULE**

**2021-22**

STEP	I A.B. & CREDENTIAL	II A.B. & 15 UNITS	III A.B. & 30 UNITS	IV A.B. & 45 UNITS	V M.A. OR 60 UNITS	STEP
1	50,076	50,771	51,466	52,160	52,853	1
2	50,771	51,466	52,160	52,853	54,163	2
3	51,466	52,160	52,853	54,163	56,226	3
4	52,160	52,853	54,163	56,226	58,291	4
5	52,853	54,163	56,226	58,291	60,355	5
6	54,163	56,226	58,291	60,355	62,422	6
7	56,226	58,291	60,355	62,422	64,486	7
8	58,291	60,355	62,422	64,486	66,553	8
9		62,422	64,486	66,553	68,617	9
10			66,553	68,617	70,680	10
11				70,680	72,743	11
12				72,743	74,809	12
13				74,809	76,879	13
14					78,940	14
15					81,005	15
16					81,699	16
17					82,393	17
18					83,089	18
19					83,781	19
20					84,476	20
21					85,171	21
22					85,864	22
23					86,560	23
24					87,255	24
25					87,951	25
26					88,642	26
27					89,338	27
28					90,033	28
29					90,726	29
30					91,421	30
31					92,116	31

Teacher work days for 1.0 FTE = 184 days

District will grant up to nine (9) years (Start Step 10) for full-time equivalent service for teachers new to the district.

Salary to be paid in ten (10) equal payments, September through June annually.

AB1200 6/24/21

School Board approved: \_\_\_\_\_

# TWIN HILLS UNION SCHOOL DISTRICT

## CLASSIFIED SITE SALARY SCHEDULE 2021-2022

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	RANGE
S-1	14.00	14.00	14.00	14.00	14.00	14.00	S-1
1/1/22	15.00	15.00	15.00	15.00	15.00	15.00	
S-2	14.60	14.80	15.30	15.90	16.70	17.70	S-2
1/1/22	15.00	15.00	15.30	15.90	16.70	17.70	
A	15.00	15.00	15.30	16.10	16.90	17.80	A
B	15.00	15.20	16.00	16.70	17.60	18.50	B
C	15.00	15.40	16.30	17.10	17.90	18.80	C
D	15.00	15.70	16.60	17.40	18.20	19.20	D
E	15.60	16.50	17.30	18.10	19.00	19.90	E
F	16.00	16.70	17.60	18.50	19.30	20.30	F
G	16.30	17.10	17.90	18.80	19.80	20.70	G
H	16.60	17.40	18.20	19.20	20.20	21.10	H
I	17.20	18.00	19.00	19.90	20.80	21.90	I
J	17.50	18.40	19.30	20.30	21.30	22.40	J
K	17.80	18.70	19.60	20.60	21.60	22.70	K
L	19.40	20.30	21.30	22.40	23.50	24.60	L

Longevity: Year 8 = 2.5%; Year 10 = 5%; Year 15 = 10%; Year 20 = 15%

S-1 Minimum wage effective 1/1/21 \$14.00 per hour

S-1 Minimum wage effective 1/1/22 \$15.00 per hour

S-2 Substitutes

Updated: 6/24/2021

School Board approved: \_\_\_\_\_

**TWIN HILLS UNION SCHOOL DISTRICT  
COST OF HEALTH BENEFITS 2021-22**

ALL PLANS INCLUDE CHIRO	Monthly Premium	District Pays Monthly	Employee Pays Monthly	Employee Pays Yearly
<b>SISC Kaiser High Option</b>				
\$10 Office Visit				
Rx \$10, \$0 Hospital Admit				
Employee Only	\$ 853.00	\$ 853.00	\$ 0	\$ 0
Employee + 1	\$1,800.00	\$ 853.00	\$ 947.00	\$11,364.00
Family	\$2,500.00	\$ 853.00	\$ 1,647.00	\$19,764.00
<b>SISC Kaiser Mid Option</b>				
\$20 Office Visit, \$500 Deductible – Dependent on type of service				
Rx \$10/\$30,\$500 +10%Hospital Copay after Deductible				
Employee Only	\$ 722.00	\$ 722.00	\$ 0	\$ 0
Employee + 1	\$1,524.00	\$ 853.00	\$ 671.00	\$ 8,052.00
Family	\$2,116.00	\$ 853.00	\$ 1,263.00	\$15,156.00
<b>SISC Blue Shield of CA PPO 100% Option</b>				
\$20 Office Visit Preferred Provider				
Rx \$7/\$25, 100% \$0 Hospital Admit				
Employee Only	\$ 832.00	\$ 832.00	\$ 0	\$ 0
Employee + 1	\$1,757.00	\$ 853.00	\$ 904.00	\$10,848.00
Family	\$2,442.00	\$ 853.00	\$ 1589.00	\$19,068.00
<b>SISC Blue Shield of CA PPO 80% Option</b>				
\$30 Office Visit Preferred Provider				
Rx \$9/\$35, 20% Hospital Copay				
Employee Only	\$ 673.00	\$ 673.00	\$ 0	\$ 0
Employee + 1	\$1,416.00	\$ 853.00	\$ 563.00	\$ 6,756.00
Family	\$1,966.00	\$ 853.00	\$1,113.00	\$13,356.00
<b>VSP – 12/12/12</b>				
Employee Only	\$ 10.10	\$ 10.10	\$ 0	\$ 0
Employee + 1	\$ 20.00	\$ 10.10	\$ 9.90	\$ 118.80
Family	\$ 28.28	\$ 10.10	\$ 18.18	\$ 218.16

**RESIG Delta Dental –** Composite rate of \$115.00 per month for entire family.  
District pays 100% for 1.0 FTE – Prorated for part time FTE

**NOTE:** Out-of-pocket (Employee Pays Monthly) deductions are taken out on a **twelve month basis**, with the June, July and August deductions **taken out of the June check**.

**District Contributions based on FTE. –Agreement 6/24/2021**  
 Premiums in effect 10/1/2021-09/30/2022

Agreed to Nov. 5, 2020

*JK*

*Barbara Rickford*

*B. Bulford*

ARTICLE 3  
NEGOTIATIONS PROCEDURES

*Agreed*

- 3.1 The Association will submit its proposal for contract reopeners for the following school year in time to be included within the Board Packet for the Regular January Board meeting. The District will submit its proposal for contract reopeners in time to be included within the Board Packet for the Regular February Board meeting. Within thirty (30) calendar days of presentation of both proposals, negotiations shall commence. Negotiations shall take place at mutually agreeable times and places.
- 3.2 Upon conclusion of each negotiations session, the District and the Association shall have signed all tentative agreements reached during that session.
- 3.3 The District shall provide teacher release time, at the Association's discretion, for negotiations, preparation for negotiations, and impasse proceedings not to exceed \$2,000.00 which shall be paid for substitute teacher time for the duration of the contract.
- 3.4 The Association shall notify the administration within a reasonable time, but no less than one week in advance, when the use of substitutes is required for the provisions of this Section.
- 3.5 The District agrees to provide the Association with copies of any required public reports and documents upon request thereof by the Association.
- 3.6 Not later than October 15, the District shall furnish the Association with the placement of personnel on the respective salary schedules as of October 1, by number of employees in each step and column. Names of individual employees shall not be listed.

# THTA Negotiations Proposal 9/17/20

## ARTICLE 5 ORGANIZATIONAL SECURITY *Agreed to Nov 5, 2021* *ZMK*

5.1 Any teacher who is a member of the Association, or who has applied for membership, may sign and deliver to the District an assignment authorizing deduction of unified membership dues in the Association. Such authorization shall continue in effect from year to year. Pursuant to such authorization, the District shall deduct one-tenth of such dues from the regular salary check of the teacher each month for ten months. Deductions for teachers who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the year.

Type text

*Barbara Rickford*  
*BRickford*

5.2 Any teacher while on leave from the District shall continue to pay the Twin Hills Teacher's Association dues in the total amount. C.T.A./N.E.A dues will be assessed according to the current dues information sheet issued by C.T.A./N.E.A.

~~5.3 Any teacher who is not a member of the Association or who does not make application for membership within thirty (30) days from the date of commencement of teaching duties shall become a member of the Association or pay to the Association the agency fee. This fee is payable to the Association in one lump sum cash payment in the same manner as required for the payment of membership dues unless the unit member authorized a payroll deduction for such fees as provided in 5.1 of this Article. The Association shall annually notify the District of the amount payable by July 1.~~

~~5.3.1 Mandatory Deductions In the event that a bargaining unit member shall not pay such fee directly to the Association, or~~

~~authorize payment through payroll deductions as provided in 5.1, the Association shall so inform the District and the District shall immediately begin automatic payroll deductions as provided in Education Code Section 45061 and in the same manner as set forth in 5.1 of this Article.~~

~~5.3~~ 5.4—With respect to all sums deducted by the District pursuant to authorization of the employee, whether for membership dues or agency fee, the District agrees promptly to remit such monies to California Teachers Association. The Association shall have the right to a listing of teachers for whom deductions are made.

~~5.4~~ 5.5—The Association agrees to furnish any information needed by the District to fulfill the provisions of this Article.

~~5.5~~ 5.6—Upon appropriate written authorization from the teacher, the District shall deduct from the salary of any teacher and make appropriate remittance for annuities, credit union, savings bonds, charitable donations, or any other plans or programs jointly approved by the Association and the District.

~~5.7~~ A teacher who chooses not to join CTA/NEA/THTA shall authorize payroll deductions to THTA in the following manner: Equal payments of ten (10) payable to the T.H.T.A.

~~5.7.1~~ The amount of the agency fee shall be determined in accordance with Section 32991 of the regulations of the Public Employment Relations Board and shall be subject to the notification appeal and escrow provisions of Sections 32992, 32994, 32995, and 32996 of such regulations. If the above noted existing P.E.R.B. regulations change, the parties agree to reopen and negotiate on the issue of procedural protections required for the collection of the agency fee.

~~5.8~~ Any employee who is a member of a religious body whose

~~traditional tenets or teachings include objections to joining or financially supporting employee organizations shall not be required to join or financially support the teacher unit of the Twin Hills Teachers Association/CTA/NEA as a condition of employment except that such employee shall pay, in lieu of an agency fee, sums equal to such agency fee to one of the following non-religious, non-labor organizations, exempt from taxation under Section 501(c)(3) of Title 26 of the Internal Revenue Code: Twin Hills/Apple Blossom Educational Foundation, United Way of North Bay, Sonoma County Child Abuse Council or The American Cancer Society.~~

~~5.8.1 Any unit member claiming exemption pursuant to Article 5.8 must provide a written statement of membership in a religious body whose traditional tenants or teachings object to joining or financially supporting employee organizations. Such verification shall be made on an annual basis to the District as condition of continued exemption from financial support of the Association.~~

~~5.8.2 Proof of payment shall be in the form of receipts and/or canceled checks indicating the amount paid, date of payment, and to whom payment, in lieu of the agency fee, has been made. Such proof shall be presented to the District on or before October 1 of each school year. The Association shall have the right of inspection in order to review said proof of payment.~~

~~5.8.3 Any employee making payments as set forth in Section 5.7 above, and who request that the grievance or arbitration provisions of this Agreement be used in his/her behalf, shall be responsible for paying the reasonable cost of using said grievance or arbitration procedure.~~

~~5.9 The Association shall indemnify and hold the District harmless against all reasonable legal fees, costs, judgments, or settlements incurred in defending against any court action and/or administrative action before the Public Employment Relations Board challenging the legality or constitutionality of the agency fee provisions of this Agreement or their implementation. The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to in the above paragraph shall or shall not be compromised, resisted, defended, tried, or appealed, but shall consult with the District prior to making any such decision or determination.~~

~~5.10 The agency fee provisions set forth in this Article shall expire upon the expiration of this Agreement.~~

## ARTICLE 15 COMPENSATION

Agreed to Nov. 5, 2020  
ZMK

Barbara Rickford

*[Signature]*

**ARTICLE 8  
TEACHING HOURS**

*agreed*

- 8.1 The length of the teacher workday, including preparation time, lunch, relief periods, and time required before and after school, shall not exceed 7.25 hours. Nothing in this Section shall preclude a teacher from voluntarily working hours in excess of 7.25 hours in any teacher workday.
  - 8.1.1 At Orchard View School the length of the teacher workweek, including preparation time, lunch, relief periods, and time required before and after school, shall not exceed 36.25 hours. Nothing in this Section shall preclude a teacher from voluntarily working hours in excess of 36.25 hours in any teacher workweek. Part time teachers' workweeks will be computed as a percentage of the full time teacher workweek.
- 8.2 Every teacher shall be entitled to one duty-free, uninterrupted lunch period of thirty (30) minutes and one relief period of at least fifteen (15) minutes per regular workday.
  - 8.2.1 SunRidge teachers will work with their Director to schedule a duty free lunch of thirty (30) minutes some time between 10:00 a.m. and 2:00 p.m. during each workday.
- 8.3 District shall provide full time certificated employees a minimum of four hundred ten (410) minutes of prep time per week. Part time certificated employees working fifty percent (50%) or more of the work week shall receive prep time on a pro rata basis (a percentage of 410 minutes) in an amount approximately equivalent to the percent of time worked in a one week period. Job share teachers shall receive prep time equal to one full-time position.
  - 8.3.1 Prep time will be scheduled by the site administrator.
  - 8.3.2 Prep time minutes do not have to be consecutive and may be provided during instructional and non-instructional times.
  - 8.3.3 During prep time, teachers may be asked to do the following:
    - 8.3.3.1 Substitute teach in emergencies (shall be paid at \$40.00 per hour). When needed the District will ask for volunteers that are willing to substitute teach during their prep time.
    - 8.3.3.2 Attend school meetings and hold/attend parent conferences.
- 8.3.4 The prep time provisions outlined in 8.3 do not apply to minimum days, common planning time days, staff development days or rainy days.
- 8.3.5 The District retains its right to amend, modify or rescind policies and practices referred to in this Agreement in cases of emergency or by mandate of California or Federal law. (An emergency is any immediate or

unexpected event or condition that cannot reasonably be foreseen by the District). Prior to any amendment, modification, or rescission under this Article, the District shall negotiate with the Association.

8.4 The District shall assign and require no more than a total of two (2) hours of non-teaching duties per month per teacher over and above the regular teacher workday, and such duty shall be distributed as equally as possible among all teachers at the school where the activity originates. In addition, the District may require attendance at faculty meetings for a total of sixty (60) minutes per school month over and above the regular teacher workday. If the school has a shortened day, the faculty meeting may begin earlier to extend the time of the meeting. Non-teaching duties are those which are required by the District and which do not involve instruction of students.

8.4.1 At Orchard View School these hours may be distributed as no more than a total of one (1) hour of non-teaching duties per month per teacher over and above the regular teacher workweek, and such duty shall be distributed as equally as possible among all teachers at the school where the activity originates. In addition, the district may require attendance at two (2) faculty meetings for a total of (120) minutes per school month.

8.4.2 Exceptions to the above shall be as follows:

8.4.2.1 In-service education as provided in Article 16.

8.4.2.2 Teacher orientation days as set forth in the school calendar and shall not exceed four (4) days.

8.4.2.3 Extracurricular activities which are voluntarily contracted for between the employee and the District.

8.4.2.4 An emergency, as referenced in 8.3.5 above, is any immediate or unexpected event or condition which cannot reasonable be foreseen by the District.

8.4.2.5 Attendance shall be mandatory at Back-to-School Night, open house, and parent conferences.

8.4.2.5.1 In the event of illness or leave, the attendance at the above activities shall be made up within a reasonable time.

8.5 Special meetings of extended duration or number: The parties recognize that based on the particular needs associated with a class and students assigned to a class, the classroom teacher may be required to participate in more or longer meetings outside of the regular work day to address those particular needs and/or classroom dynamics. In such situations, the teacher may meet with the Superintendent and THTA representatives to review the situation and discuss possible accommodations if such are determined

appropriate. Such accommodations may include some release time with a substitute so that the teacher may attend such meetings during the work day, or additional aide time, or compensatory time off, or a specific stipend. Such agreed upon accommodations shall be specified in a written MOU between the District and the Association and shall not act as precedent with regard to any other requests for accommodation

Agreed to Nov. 5, 2020  
Lmk

Barbara Rickford  
B. Rickford

**ARTICLE 9  
CLASS SIZE**

- 9.1 Except in traditional large group instruction or experimental classes where the Association has agreed in writing, the class size maximum shall be:

<u>Elementary</u>	<u>Maximum</u>
Kindergarten – Third	24**
Fourth – Fifth	28
Sixth – Eighth	28*
Combination Class 4/5	26

\* Determined by the total pupil contact per day (e.g. 5 periods x 28 students per day = 140) excluding specialty classes listed under 9.3 and activity classes.

\*\* Primary class size numbers may increase or decrease pursuant to Local Control Funding Formula (LCFF) regulations. If the District needs to change class size ratios, it will consult with THTA. If LCFF regulations change, all affected items in this Article will be reopened for the following year.

At SunRidge Charter School the case load for grades 1-8 shall be a maximum of 28 students.

At Orchard View School the case load shall be a maximum of 22 students and one enrichment class. If no enrichment class is taught the case load is 25.

**Teachers teaching a K-12 enrichment class:**

22 students + 1 class = 100%

18 students + 1 class = 80%

13 students + 1 class = 60%

11 students + 1 class = 50%

**Teachers teaching more than one class:**

K-12 enrichment class = 3.00 students

- 9.2 The District will pay a class size overage of \$4.50 per student per day for classes over the maximum class size stated above. Payment shall be made at the conclusion of the school year and shall be based upon actual enrollment on a prorata basis for that period of time during the school year that the student maximums are exceeded. Orchard View School teachers will not be required to carry more than 22 students at any time (pro-rated for part-time teachers).
- 9.3 For the purpose of this Article, traditional large group instruction includes the following:

9.3.1 Study Hall

9.3.2 Physical Education and related games

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9.3.3 Band

9.3.4 Chorus

9.3.5 Drama

9.3.6 Library

9.3.7 Arts and Crafts

9.3.8 Other large group instructional classes that have the mutual agreement between teacher and principal

9.4 The goal of the District is to have small group instruction in special day classes. When Special Education capacity exceeds the current District policy (current Resolution 2011-428 – Appendix M), the teacher and principal will meet to discuss methods to address the needs of the class and the teacher.

Agreed to leave as is Nov. 5, 2020

2nd K

*Barbara Buckford*

~~ARTICLE 11 - DELETED ARTICLE~~  
JOB SHARE

*B. Buckford*

- 11.1 Definition: For each shared job, job sharing shall generally refer to existing certificated employees sharing a full-time position for a specified period of time and taking an unpaid leave for that portion of their regular position that each is not working while job sharing.
- 11.2 Eligibility:
- 11.2.1 Must hold an appropriate credential for the position.
  - 11.2.2 Teachers who are tenured with a minimum of two complete school years of District service.
  - 11.2.3 Teachers who have a current satisfactory evaluation.
  - 11.2.4 If only one tenured teacher is available, a temporary teacher shall be hired to serve as the job share partner.
- 11.3 General Provisions:
- 11.3.1 The District recognizes that under appropriate conditions, unit members involved in a shared contract assignment can provide consistent instruction and services to students and maintain effective working relationships with parents/care providers and District staff.
    - 11.3.1.1 Provide for a maximum of five District job shares, three at Apple Blossom and two at Twin Hills, with a maximum of one per grade level.
    - 11.3.1.2 If all allowable job shares are not used, one of the remaining job shares may be transferred to the other school.
  - 11.3.2 Salaries shall be computed as a percentage of FTE. (FTE = full time equivalency).
  - 11.3.3 Fringe benefits shall be computed as a percentage of FTE as specified in the Education Code.
  - 11.3.4 Sick leave shall be computed as a percentage of FTE.
  - 11.3.5 Retirement shall be computed as a percentage of FTE.
  - 11.3.6 Teaching hours shall be determined consistent with Article 8 of the contract.
  - 11.3.7 Step advancement and notice shall be computed as a percentage of FTE.
  - 11.3.8 Communication between job share teachers and with parents, administration, and staff shall be maintained to the degree expected at that grade level.
  - 11.3.9 Job share participants who wish to continue job share shall re-submit annually as per this Article.

11.3.9.1 Participants must show how the requirements 11.4.4.1 through 11.4.6.7 were fulfilled.

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11.4 Written application: The two unit members requesting a shared contract assignment shall develop by January 15 of each year a written proposal which shall address the following items:

11.4.1 Specify the benefits to the District and the students, as well as the benefits to the employees involved.

11.4.2 Continuity of instruction and services for students enrolled in the potential shared position.

11.4.3 Responsibilities for developing and implementing the instructional program.

11.4.4 Responsibilities and methods of communication between:

11.4.4.1 Parent and teacher.

11.4.4.2 Job share partners.

11.4.4.3 Teacher and administrator.

11.4.4.4 Teacher and staff.

11.4.5 The following activities require mandatory attendance of both job share partners:

11.4.5.1 Pre-school meetings.

11.4.5.2 A minimum of the first two days of the first week of school.

11.4.5.3 Back to School Night.

11.4.5.4 Annual conferences.

11.4.5.5 Open house.

11.4.6 Describe which job share partner will participate in the following attendance activities:

11.4.6.1 Other parent-teacher conferences.

11.4.6.2 IEP meetings.

11.4.6.3 Staff development meetings.

11.4.6.4 Minimum days.

11.4.6.5 Faculty meetings.

11.4.6.6 Grade level meetings.

11.4.6.7 Other duties as appropriate to the position.

- 11.4.7 Responsibilities for maintenance of records such as:
  - 11.4.7.1 Progress reports.
  - 11.4.7.2 Report cards.
  - 23
  - 11.4.7.3 Cum folders/other confidential reports.
- 11.4.8 Shared Position Breakdown:
  - 11.4.8.1 Precise percentage of split position, and who will work what days.
  - 11.4.8.2 Request for unpaid leave for that percentage of position that each member will not work if shared contract proposal is approved. This will allow job share participants to retain full-time re-hire rights.
  - 11.4.8.3 The beginning and ending dates of the shared contract.
  - 11.4.8.4 Develop a plan for covering the position in the event a unit member leaves a shared contract position due to an emergency.
- 11.5 Application Process:
  - 11.5.1 By January 15:
    - 11.5.1.1 Completed application shall be submitted to the site administrator.
    - 11.5.1.2 Discussion between applicants and site administrator.
      - 11.5.1.2.1 Application forwarded as written.
      - 11.5.1.2.2 Mutually agreed upon revisions forwarded.
  - 11.5.2 By February 1:
    - 11.5.2.1 Site administrator makes written evaluation and forwards application and evaluation to superintendent.
  - 11.5.3 By February 15:
    - 11.5.3.1 Superintendent approves.
    - 11.5.3.2 Superintendent denies with reasons and notifies unit members.
    - 11.5.3.3 Superintendent approves with mutually agreed-upon revisions.
  - 11.5.4 By March School Board meeting:
    - 11.5.4.1 Denied applicants may appeal to school board.
- 11.6 Criteria For Evaluation and Selection of Proposal will be based on the following:

- 11.6.1 The degree of continuity of instruction and services to students.
- 11.6.2 The feasibility of implementation, communication, meeting attendance, and maintenance of records.
- 11.6.3 The needs of the District.
- 11.6.4 Priority given to proposals where both job share partners are permanent district employees.

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- 11.6.5 The fewer years participating in district job share = a higher consideration for selection.
  - 11.6.6 Positive administrative evaluation of prior job share.
  - 11.6.7 Greater seniority = greater consideration.
  - 11.6.8 Use lottery to break ties in equal proposals.
- 11.7 Final Notification of Acceptance or Denial of Proposal:
- 11.7.1 No later than April 1, unit members who have applied for a shared contract position shall be notified if their request has been granted.
  - 11.7.2 Unit members whose shared contract request has been denied shall receive a written response from the Superintendent, explaining reason for denial based upon evaluation and selection criteria. Upon request, the Superintendent or designee shall discuss the denial with the unit members within five working days. An Association representative has the right to attend this meeting at the request of the unit member.
- 11.8 Evaluation of Job Share:
- 11.8.1 Evaluation of job share shall be based upon the degree to which the job share proposal was fulfilled.
    - 11.8.1.1 This job share evaluation may be completed by the site administrator in conference with the job share participants.
  - 11.8.2 Evaluation of job share shall occur mid-year and informally as needed.
  - 11.8.3 Parent surveys may be used to gather information regarding job share evaluations.
- 11.9 Return to Full-Time Teaching Position:
- 11.9.1 If during the course of a school year a unit member leaves a shared contract position due to an emergency, the shared contract position will continue when an acceptable long-term substitute can be found to fill the vacant shared position.

11.9.2 If job share participants do not reapply, they will return to full-time position with the same assignment rights held prior to the leave.

11.10 Length of Job Share

11.10.1 The maximum number of consecutive years for a job share and leave cannot be more than three (3) years and a fourth may be granted pending Board approval.

Agreed to Nov. 5, 2020  
ZMK

Barbara Rickhoff  
[Signature]

ARTICLE 12  
TEACHING CONDITIONS

Agreed to  
not staff parking

- 12.1 The District shall make available in each school an adequate lunch room and faculty lounge, which may be one and the same, for adult use during the school day. Adequate restroom facilities for adult use shall be provided.
- 12.2 Telephone facilities for private local calls shall be made available to Association members for their use. No long distance calls shall be made without the District's prior approval.
- 12.3 The District shall provide the teachers with safe conditions of employment as required by existing State and Federal legislation.
- 12.4 In all cases, when a school official or teacher is advised of a bomb threat, he/she shall immediately notify the Superintendent, who shall in turn promptly contact the proper law enforcement agency. The Superintendent shall evacuate all students until such time as a search reveals the bomb or lack thereof. No teacher shall be required to search for a bomb.
- 12.5 The District shall maintain adequate first aid supplies on hand at each school for the proper treatment of employees and students.
- 12.6 The District shall comply with provisions of the California Occupational Safety and Health Act in regulations relating thereto.
- 12.7 For involuntary transfers/reassignments or construction related reasons the District, upon request, shall provide assistance in transporting materials from the present work location to the new work location. The affected unit member will be paid \$150 per day for a maximum of two (2) days based on mutual agreement between the affected unit member and principal to move and set up his or her new classroom. This monetary provision shall not apply to teachers at SunRidge Charter School for movement of classroom unless it is an involuntary transfer.

Agreed to Nov. 30, 2020

ZMK

Barbara Rickford

ZBulford

ARTICLE 24  
CONCERTED ACTIVITIES

- 24.1 Except in response to a unilateral change in the Agreement, it is agreed and understood that there will be no strike or work stoppage, ~~or slowdown~~ by the Association or its members during the term of this Agreement. During the term of this Agreement, the Board will not authorize or permit any lockout of Association members or other persons covered by this Agreement. "Lockout" as used in this article is defined as work stoppage or denial of employment initiated by the management ~~of a company~~ during a labor dispute, and includes but is not limited to denying access to District maintained and controlled electronic media and resources.
- 24.2 The Association recognizes the duty and obligation of its representatives to comply with the provisions of this Agreement and to make every effort toward inducing all employees to do so. In the event of a strike or work stoppage, ~~or slowdown~~ contrary to this article by employees, who are represented by the Association, the Association agrees to advise those employees to cease such action on request of the District. It is agreed and understood that any employee violating this Article may be subject to discharge by the District.
- 24.3 The foregoing provisions of this Article shall not constitute grounds on which either party hereto may demand arbitration of any dispute not covered by other express terms of this Agreement.

Agreed to Nov. 5, 2020  
ZMK  
Barbara Rickford  
Bobackford

APPENDIX H (Article 19)

TWIN HILLS UNION SCHOOL DISTRICT  
CERTIFICATED RETIREMENT PROGRAM

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

To: Superintendent  
Twin Hills Union School District  
700 Watertrough Rd  
Sebastopol, CA 95472

Please accept my retirement/resignation from the Twin Hills Union School District to be effective \_\_\_\_\_. I qualify to participate in the District's Certificated Retirement Program as outlined in Article 19 of the Collective Bargaining Contract (copy attached).

I understand the annual cash buy-out shall not exceed one third of the total dollar benefit. I select (please circle one): Direct Deposit OR Physical Check (see below and back for further details)

In the event of my death during the benefit period, I name \_\_\_\_\_ as my beneficiary. I understand my named beneficiary shall receive the remaining benefits following the annual one third buy-out plan.

Beneficiary contact information: Address: \_\_\_\_\_

Phone#: \_\_\_\_\_ email address: \_\_\_\_\_

Sincerely, \_\_\_\_\_

District Use Only

The above employee, \_\_\_\_\_, annual dollar benefit has been computed using the following calculations:

Highest unit member's step \_\_\_\_ in Column V

Salary based on step/column above = \$ \_\_\_\_\_ x \_\_\_\_\_ % (benefits to age schedule)

= Total Cash Buy-out \$ \_\_\_\_\_

Divided by one third = annual buy-out amount of \$ \_\_\_\_\_.

Accordingly the first annual buy-out will be on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The second annual buy-out will be on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The third and final buy-out will be on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Direct Deposit: As part of the CRSP (Certificated Retirement Support Program), THTA Article 19, you will receive three annual payments. You have the option of direct deposit for your three annual CRSP payments. The notice of deposit can go to (please check one):

Continued on next page

- Personal email address: \_\_\_\_\_
- Mailed to your mailing address: \_\_\_\_\_

If you change bank accounts, you will need to contact THUSD HR as soon as possible so we can end your current direct deposit and start a new one for your new account. This cannot be completed online to ensure security of your account information.

Physical Check: If you select a physical check, you will be contacted when it is in the district office and you can either pick it up or request that it be mailed to you. If you move during the three year payment plan, please notify THUSD HR of your new address.

- Personal phone #: \_\_\_\_\_
- Mailing address: \_\_\_\_\_

Employee Confirmation of Receipt of Retirement Benefits

I received \$ \_\_\_\_\_ on \_\_\_\_\_ as my first annual retirement benefit.  
Signature: \_\_\_\_\_

I received \$ \_\_\_\_\_ on \_\_\_\_\_ as my second annual retirement benefit.  
Signature: \_\_\_\_\_

I received \$ \_\_\_\_\_ on \_\_\_\_\_ as my third/final retirement benefit.  
Signature: \_\_\_\_\_

*Adim Komalinda*  
1/28/21

ARTICLE 7  
PUBLIC CHARGES

*Barbara Bulford*  
1/28/21

- 7.1 Any teacher who encounters a student-teacher conflict or parental complaint which he/she cannot resolve shall communicate that conflict or complaint to the school principal as soon as possible.
- 7.2 Any parent or guardian of a pupil enrolled in the District may make a written complaint regarding any district employee. All such complaints shall be on complaint forms (Appendix B, as per school Board Policy and Administrative Regulation #1312), signed by the complainant and submitted to the building principal and a copy provided to the teacher. The District's Uniform Complaint Procedure (BP 1312.3 and AR 1312.3) shall be utilized in regard to the unlawful discrimination, harassment, intimidation, or bullying, as specified in the Board policy. Complaints must be submitted to the District within thirty (30) days of the event giving rise to the complaint. District complaint forms shall include a place for the complainant to indicate whether a response from the District is requested. If no such request is made the District shall not be required to respond to the complainant.
- ~~7.3~~ Upon request, by either the involved teacher or the District, the teacher shall have the right to meet with the complainant in order to question the complainant regarding the accuracy and validity of the complaint. The District shall schedule a meeting at a mutually agreeable time with the complainant. A District representative may be present at said meeting at the District's discretion or by teacher request. At any successive meeting where a District representative is present, an Association representative may be present if so requested by the teacher.
- 7.4 If a response is requested by the complainant, the appropriate administrator or the District shall reply in writing within twenty (20) working days from receipt of the complaint and a copy provided to the teacher.
- 7.5 The complainant or teacher may contest the response of the District representative by written appeal to the Superintendent within twenty (20) workdays of such response. The Superintendent, upon receipt of such appeal, shall respond within twenty (20) workdays.
- 7.6 After response from the Superintendent, any complainant or teacher still dissatisfied with the District resolution of the complaint may make a final written appeal to the Governing Board within fifteen (15) working days of the Superintendent's decision. The final decision regarding disposition of the complaint shall be by the Governing Board.
- 7.7 Any complaint filed by a parent or guardian will not be used in the evaluation of an employee or placed in that employee's personnel file if the procedural steps described above have not been followed or a complaint is found to be false.
- 7.8 The District shall not dismiss or refuse to re-employ a permanent Association member solely on the basis of uncorroborated, unsubstantiated, uninvestigated hearsay in a citizen or parent complaint.

*Delete*

Lisli M. Komalika  
1/28/21

B Brckford  
1/28/21

ARTICLE 15  
COMPENSATION

- 15.1 Wages and other compensation shall be paid to the teachers in accordance with Appendices E and E-1 attached hereto and made a part hereof.
- 15.2 For 2017-18 the current Certificated Salary Schedule shall be increased by two percent (2.0%) retroactive to July 1, 2017. Additionally, a one percent (1.0%) off-schedule increase shall be provided for 2017-18.
- 15.3 Teachers covered by this contract who work less than a full school year or part-time shall receive a prorata portion of the amounts indicated on the salary schedule set forth in Appendix E.
- 15.4 Unit members who have an earned Master's degree shall be paid an additional ~~\$650~~ \$1,000.
- 15.5 The District shall compensate teachers using their own personal vehicles for previously approved official school business at the IRS rate per mile.
- 15.6 Part time unit members, and those on shared contracts, shall accrue credit for salary advancement purposes when they have accumulated 75% of a school year. The accumulation shall take place within consecutive years and the salary advancement will be effective at the beginning of the school year after which the 75% accumulation has been earned. No time earned beyond the 75% accumulation may be carried forward.

*Julie M. Kornelius*  
1/28/21

*R. Bickford*  
1/28/21

APPENDIX E-1 (Article 15)

TWIN HILLS UNION SCHOOL DISTRICT  
EXTRACURRICULAR POSITIONS – CERTIFICATED STAFF

EXTRACURRICULAR POSITIONS-CERTIFICATED STAFF

HOURLY:

Academic Support Programs (Homework Club, Summer School, Renew Teacher, Monday Math, etc.) \$35.00 per hour

Note on above: If program attendance drops below an economically viable number, continuation of the program will be reconsidered.

Course Design for University of California A-G requirements, pre-approval of hours and assignment required \$35.00 per hour

BIT Member\*: \$35.00 per hour or up to \$750.00 per person

Detention: ~~\$25.00~~ per hour *\$35.00*

Home/Hospital Teaching: \$35.00 per hour

STIPENDS:

SST Coordinator\*: \$1,500.00 1 position per site

SST Member\* \$750.00 3 positions per site  
Orchard View School \$35.00 per hour, not to exceed \$750.00

Teacher in Charge\* \$1,500.00 1 position per site

IEP Coordinator\* \$1,500.00 per FTE as assigned by Supt.

ELAC Coordinator\* \$750.00 2 positions per district

Coaching\*\* (girls/boys basketball, co-ed football, girls volleyball)  
\$1,500.00 per certificated coach not to exceed 12

\*Indicates stipend is paid one time each year at the end of the school year. This includes stipends for BTSA.

\*\*Indicates stipend is paid one time each year after sport has ended.