



GUAJOME LEARNING CENTERS
2000 North Santa Fe Avenue
Vista, California 92083
Phone (760) 631-8500
Website www.guajome.net

Board of Directors

Llamas, Luis, Chair
Landin, Luis, Vice-Chair
Davenport, Joji
Hamamoto, Kathy

**BOARD OF DIRECTORS
Agenda
May 7, 2024
NO CLOSED SESSION**

Administration

Humphrey, Kevin
Superintendent

Dhillon, Mary
Administrator

Regular Board of Directors Meeting
Public Session 3:30 p.m.

Building 1, Student Services Building
Administration Training Center

	<u>Agenda</u>	<u>Presenter</u>	<u>Action/ Information</u>
1.	PUBLIC SESSION – CALL TO ORDER (3:30 p.m.) Roll call and establishment of quorum Pledge of Allegiance	Luis Llamas	
2.	APPROVAL OF AGENDA Recommended motion: The Board of Directors approve the agenda for the May 7, 2024 Board of Directors Meeting	Luis Llamas	Action
3.	PUBLIC COMMENTS ON AGENDA ITEMS The Board welcomes and encourages public comments. Each Individual will be allotted a maximum of three minutes to address the Board. The Board will limit the total agenda time for Public input to 20 minutes		
4.	PUBLIC COMMENTS ON NON-AGENDA ITEMS The Board welcomes and encourages public comments. Each Individual will be allotted a maximum of three minutes to address the Board. The Board will limit the total agenda time for Public input to 20 minutes		
5.	CHARTER SCHOOL SUPERINTENDENT REPORT A. General Updates	Kevin Humphrey	Information
6.	BOARD OF DIRECTORS A. Board of Directors 2024-2025 Calendar Adoption B. SDCOE Annual Resolutions 1. Designating Authorized Agent to Receive Mail and Pick up Warrants at the County Office- Resolution No. 01-2024/2025 2. Payment Order Resolution No. 02-2024/2025 3. Designating Authorized Agent to Sign School Orders (Commercial Warrants)- Resolution No.03-2024/2025 4. Authorization of Replacement of Warrants- Resolution No. 04-2024/2025 5. Declaration of Need for Fully Qualified Educators- Resolution No. 05-2024/2025	Luis Llamas Kevin Humphrey Kevin Humphrey Kevin Humphrey Kevin Humphrey Kevin Humphrey	Action Action Action Action Action

- | | | | |
|----|--|----------------|---------------|
| 6. | Designate Authorized Representative to the San Diego County Schools Fringe Benefits Program Resolution No. 6-2024-2025 | Kevin Humphrey | Action |
| 7. | Designate Authorized Representative to the San Diego Schools Risk Management Joint Authority for Workers' Compensation, Property & Liability or any other Risk or Plan Authorized by Law Resolution No. 07-2024-2025 | Kevin Humphrey | Action |
-
- | | | | |
|----|-----------------------------------|----------------|---------------|
| 7. | BUSINESS SERVICES | | |
| | A. Employee Health Benefits | Kevin Humphrey | Action |
| | B. Certificated Employee Handbook | Kevin Humphrey | Action |
| | C. Classified Employee Handbook | Kevin Humphrey | Action |
| | D. One time off schedule payment | Kevin Humphrey | Action |
| | E. Salary Schedules | Kevin Humphrey | Action |
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- | | | | |
|----|-------------------------|--------------|---------------|
| 8. | STUDENT SERVICES | | |
| | A. Course Catalog | Mary Dhillon | Action |

The purpose of the consent calendar motion is to expedite action on routine agenda items. All agenda action items that are not held for discussion at the request member of the audience or Board member will be approved as written as part of a single motion Consent Calendar Motion. Action items designated or held for discussion will be acted upon individually.

- | | | | |
|----|--|-------------|---------------|
| 9. | CONSENT CALENDAR | Luis Llamas | Action |
| | A. APPROVAL OF MINUTES | | |
| | 1. Board of Directors Meeting March 12, 2024 | | |
-
- | | | | |
|-----|--|-------------|--|
| 10. | COMMUNICATION FROM THE BOARD | Luis Llamas | |
| 11. | PROPOSED AGENDA ITEMS FOR UPCOMING MEETINGS | Luis Llamas | |
| 12. | FUTURE BOARD MEETING DATES | | |
| | • June 11, 2024 | | |
| 13. | ADJOURNMENT | Luis Llamas | |

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Office of the Charter School Superintendent at (760) 631-8500, Ext. 1222, at least 72 hours before the Board meeting.

GUAJOME LEARNING CENTERS

AGENDA ITEMS 6 A

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: 2024-2025 GLC Board Meeting Dates Calendar and Board Meeting Agenda Calendar

The 2024-2025 Board Agenda and Board Meeting calendars will be reviewed and presented for approval. Calendars have been updated and dates revised as needed.

FISCAL IMPACT:

None

RECOMMENDATION:

Approval

Prepared by:
Dawn Voss

Approved by:
Kevin Humphrey, Superintendent



Guajome Schools
"California Public Certified Charter Schools"

2000 North Santa Fe Avenue
Vista, Ca. 92083

Guajome Learning Centers
Meeting Calendar
Board of Directors
2024-2025

Meetings are held at Guajome Park Academy in Building 1; Student Services Building; Administration Training Center located at 2000 North Santa Fe Avenue, Vista, CA 92083. Public session begins at 3:30 p.m. Closed Executive Session precedes Public Session on the same day unless otherwise posted.

August 8, 2024

(3:00) Brown Act Training & Conflict of Interest)

September 10, 2024

November 12, 2024

December 10, 2024

February 11, 2025

March 11, 2025

May 13, 2025

June 10, 2025

**Guajome Learning Centers
Board of Directors
Annual Agenda Calendar
2024-2025 School Year**

July	August	September	October	November	December
No Regular Meeting	No Regular Meeting Brown Act Training & Conflict of Interest Training	Un-Audited Actuals Report Facilities Report Educational Protection Account Special Education Allocation Plan	No Regular Meeting	Goal Setting Workshop Review of Local Indicator /Data Dashboard Comprehensive School Safety Plan	First Interim Budget Report Student Performance Index Review LCAP Updates and Revisions

January	February	March	April	May	June
No Regular Meeting	Governor's Budget Workshop Audit Report	Second Interim Budget Report SARC Report School Calendar Adoption	No Regular Meeting	Course Catalogue Adoptions Student Handbook Adoption Employee Benefits Staff Handbook Adoption Board of Directors Calendar Adoption LCAP Update	Approval of Annual SDCOE Resolutions Board Member Recognition Election of Board Members Election of Board Officers LCAP Adoption Projected Year end Fiscal Report Adoption of Proposed Budget

Independent Auditor Selection Certification (March- every 3 years – next Adoption 2026)

GUAJOME LEARNING CENTERS

AGENDA ITEM 6 B 1-7

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: SDCOE Annual Resolutions

The San Diego County Office of Education requires a variety of resolutions be kept on file on behalf of each school or district within the county. This presentation will cover resolutions meant to be kept on file to address replacement of warrants, updating authorized personnel lists, authorization for release of information, and authorization of payment.

FISCAL IMPACT:
None.

RECOMMENDATION:
Adoption

Prepared by:
Kevin Humphrey

Approved by:
Kevin Humphrey, Superintendent

GUAJOME LEARNING CENTERS
2000 NORTH SANTA FE AVENUE
VISTA, CA 92083
(760) 631-8500

RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION

Resolution # 01–2024/2025

Guajome Learning Centers Charter School, San Diego County ON MOTION OF member _____, seconded by member _____, effective July 1, 2024 through June 30, 2025.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (one person only) to receive mail from the Payroll Sections is Kevin Humphrey.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are: Kevin Humphrey, Judd Thompson, Kendria Tavares, Julie Hoopes and Vista Unified School District authorized agent.
3.

	Mail	Hold	Consortium	
Check One	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Monthly Payroll warrants each and every month.
Check One	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Daily/Hourly payroll warrants each and every month.

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 7, 2024 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

GUAJOME LEARNING CENTERS
2000 NORTH SANTA FE AVENUE
VISTA, CA 92083
(760) 631-8500

PAYMENT ORDER RESOLUTION

Resolution # 02 – 2024/2025

Guajome Learning Centers Charter School, San Diego County ON MOTION OF member _____, seconded by member _____, effective July 1, 2024 through June 30, 2025.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title 1 of the Government Code (all districts), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Kevin Humphrey, Superintendent
or
Judd Thompson, Head of School

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (merit system districts only), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

Kevin Humphrey, Superintendent

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 7, 2024 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS (COMMERCIAL WARRANTS)

Guajome Learning Centers Charter School, San Diego County ON MOTION OF member _____, seconded by member _____, effective July 1, 2024 through June 30, 2025.

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

AYES: MEMBERS

NOES: MEMBERS

ABSENT: MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s): Facsimile signature(s), if applicable:
(Rubber Stamp)

**GUAJOME LEARNING CENTERS
2000 NORTH SANTA FE AVENUE
VISTA, CA 92083
(760) 631-8500**

AUTHORIZATION OF REPLACEMENT OF WARRANTS

Resolution # 04 – 2024/2025

Guajome Learning Centers Charter School, San Diego County ON MOTION OF member _____, seconded by member _____, effective July 1, 2024 through June 30, 2025. This resolution is adopted:

WHEREAS, during the course of business, Guajome Learning Centers issues payroll and commercial warrants for the payments of goods and services received by Guajome Learning Centers; and

WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

NOW, THEREFORE BE IT RESOLVED by the Governing Board of Guajome Learning Centers, located in San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

Kevin Humphrey, Superintendent (Manual Signature)

Facsimile Signature

Judd Thompson, Head of School (Manual Signature)

Facsimile Signature

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 7, 2024 the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

**GUAJOME LEARNING CENTERS
2000 NORTH SANTA FE AVENUE
VISTA, CA 92083
(760) 631-8500**

RESOLUTION OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Resolution # 05 – 2024/2025
ORIGINAL DECLARATION OF NEED FOR YEAR: 2024/2025

Guajome Learning Centers Charter School, CDS code 3768452 0124917, San Diego County, ON MOTION OF member _____, seconded by member _____, effective July 1, 2024 through June 30, 2025.

By submitting this annual declaration, Guajome Learning Centers is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made.
- If a suitable fully prepared teacher is not available to Guajome Learning Centers, reasonable effort will be made to recruit based on the priority stated below.

The governing board of Guajome Learning Centers specified above adopted this declaration at a regularly scheduled public meeting held on May 9, 2023 certifying that there is an insufficient number of certificated persons who meet the specified employment criteria for the position(s) listed on the attached form. The **attached** form was part of the board agenda, and the declaration did NOT appear as part of a consent calendar.

PASSED AND ADOPTED by said Governing Board on May 7, 2024 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Office Phone: (760) 831-8500
Office Fax: (760) 631-8503
Email: vossda@guajome.net



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

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2024-2025

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Guajome Learning Centers District CDS Code: 0124917

Name of County: _____ County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 5/7/2024 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► Enclose a copy of the board agenda item

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2025.

Submitted by (Superintendent, Board Secretary, or Designee):

Dawn Voss

Name

Signature

Board Secretary

Title

760-631-8503

Fax Number

760-631-8500

Telephone Number

05/07/2024

Date

2000 N. Santa Fe Avenue, Vista, CA 92083

Mailing Address

vossda@guajome.net

E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ Name	_____ Signature	_____ Title
_____ Fax Number	_____ Telephone Number	_____ Date
_____ Mailing Address		
_____ EMail Address		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	5
Bilingual Authorization (applicant already holds teaching credential)	5
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	5
Teacher Librarian Services	
Emergency Transitional Kindergarten (ETK)	2

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	3
Special Education	1
TOTAL	5

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	1
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English	1	Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science	1	Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. There has not been a need to establish a program.

Does your agency participate in a Commission-approved college or university internship program?

☐ Yes ☒ No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

There has not been a need.

GUAJOME LESRNING CENTERS

AGENDA ITEM 7A

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: Employee Health Benefits

The Benefits Committee has held several meetings and fielded renewal offers through March & McLennan Agency (MMA) for all benefits plans. Plans were initially higher in their renewal rates but came down after negotiation through MMA. Two major steps were taken to help mitigate costs to the organization and to the individual:

1. A switch from Anthem to Cigna as it relates to a non-Kaiser option.
2. The proposal includes increasing the cost cap for employees from \$1300.00 a month to \$1,400.00 a month. Rates will increase by 7.5% for Guajome which is under the 9% increase that we project from year to year.

FISCAL IMPACT:

Total cost to the organization is estimated to be less than \$12,000.00 which signifies a 7.5% increase in rates.

RECOMMENDATION:

Action

Prepared by:
Kevin Humphrey

Approved by:
Kevin Humphrey, Superintendent

Financial Summary

Final Renewals – Total Premium

	Enrollment	Current Estimated Annual Costs	Initial Renewal Anthem & Kaiser	Negotiated Renewal Anthem & Kaiser	Option #1 Cigna Select HMO/Full HMO/OAP & Kaiser
MEDICAL					
Total Premium Cost					
Medical Coverage					
Kaiser HMO	62	\$866,716	\$1,006,531	\$980,596	\$980,596
Anthem Priority Select HMO	42	\$622,365	\$708,844	\$696,417	\$626,443
Anthem Select HMO	8	\$81,694	\$93,049	\$91,416	\$82,103
Anthem Classic PPO	17	\$210,464	\$239,719	\$236,509	\$242,931
TOTAL MEDICAL	129	\$1,781,229	\$2,048,143	\$2,003,938	\$1,931,073
% Change from Renewal			\$266,914 15.0%	\$222,709 12.5%	\$149,844 8.4%
Dental Coverage					
Cigna DHMO	19	\$8,460	\$8,460	\$8,460	\$8,460
Cigna DPO	110	\$148,451	\$148,451	\$148,451	\$148,451
TOTAL DENTAL	129	\$156,911	\$156,911	\$156,911	\$156,911
% Change from Renewal			\$0 0%	\$0 0%	\$0 0%
Vision Coverage					
Eyemed	130	\$24,640	\$24,640	\$24,640	\$24,640
TOTAL VISION	130	\$24,640	\$24,640	\$24,640	\$24,640
% Change from Current			\$0 0%	\$0 0%	\$0 0%
Basic Life/AD&D Coverage (ER Paid)					
MOO Life/AD&D		\$10,874	\$10,874	\$10,874	\$10,874
MOO Dependent Life		\$662	\$662	\$662	\$662
TOTAL Life/AD&D		\$11,537	\$11,536	\$11,536	\$11,536
% Change from Current			\$0 0%	\$0 0%	\$0 0%
Combined Health Plans					
% Change from Current		\$1,974,317	\$2,241,230 13.5%	\$2,197,025 11.3%	\$2,124,160 7.6%

Financial Summary – Guajome Cost

Final Renewals – Based on \$1,400/month

	Enrollment	Current Estimated Annual Costs	Initial Renewal Anthem & Kaiser	Negotiated Renewal Anthem & Kaiser	Option #1 Cigna Select HMO/Full HMO/ OAP & Kaiser
Total Guajome Cost					
Medical Coverage Kaiser HMO	62	\$796,464	\$900,499	\$890,067	\$890,067
Anthem Priority Select HMO	42	\$550,975	\$618,846	\$610,635	\$563,829
Anthem Select HMO	8	\$80,584	\$90,817	\$89,517	\$82,103
Anthem Classic PPO	17	\$200,929	\$226,922	\$223,527	\$229,512
TOTAL Medical	129	\$1,628,952	\$1,837,084	\$1,813,746	\$1,765,511
\$ Change from Current			\$208,132	\$184,794	\$136,559
%Change from Current			12.8%	11.3%	8.4%
Dental Coverage					
Cigna DHMO	19	\$8,460	\$8,460	\$8,460	\$8,460
Cigna DPPPO	110	\$148,451	\$148,451	\$148,451	\$148,451
TOTAL DENTAL	129	\$156,911	\$156,911	\$156,911	\$156,911
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Vision Coverage					
EyeMed	130	\$24,640	\$24,640	\$24,640	\$24,640
TOTAL VISION		\$24,640	\$24,640	\$24,640	\$24,640
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Basic Life/AD&D Coverage (ER Paid)					
MOO Life/AD&D		\$10,874	\$10,874	\$10,874	\$10,874
MOO Dependent Life		\$662	\$662	\$662	\$662
TOTAL LIFE/AD&D		\$11,537	\$11,536	\$11,536	\$11,536
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Combined Health Plans					
\$ Change from Current		\$1,822,040	\$2,030,171	\$2,006,833	\$1,958,598
% Change from Current			11.4%	10.1%	7.5%

Financial Summary – Guajome Cost

Based on Current Contribution Strategy (\$1,300/month)

MEDICAL	Enrollment	Current Estimated Annual Costs	Initial Renewal Anthem & Kaiser	Negotiated Renewal Anthem & Kaiser	Option #1 Cigna Select HMO/Full HMO/ OAP & Kaiser
Total Guajome Cost					
Medical Coverage			(Status Quo Enrollment)	(Status Quo Enrollment)	(Status Quo Enrollment)
Kaiser HMO	62	\$796,464	\$850,099	\$845,078	\$845,078
Anthem Priority Select HMO	42	\$550,975	\$585,262	\$583,478	\$553,029
Anthem Select HMO	8	\$80,584	\$89,617	\$88,317	\$80,909
Anthem Classic PPO	17	\$200,929	\$224,522	\$221,127	\$227,112
TOTAL Medical	129	\$1,628,953	\$1,749,500	\$1,738,000	\$1,706,128
\$ Change from Current			\$120,547	\$109,047	\$77,175
%Change from Current			7.4%	6.7%	4.7%
Dental Coverage					
Cigna DHMO	19	\$8,460	\$8,460	\$8,460	\$8,460
Cigna DPPO	110	\$148,451	\$148,451	\$148,451	\$148,451
TOTAL DENTAL	129	\$156,911	\$156,911	\$156,911	\$156,911
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Vision Coverage					
EyeMed	130	\$24,640	\$24,640	\$24,640	\$24,640
TOTAL VISION		\$24,640	\$24,640	\$24,640	\$24,640
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Basic Life/AD&D Coverage (ER Paid)					
MOO Life/AD&D		\$10,874	\$10,874	\$10,874	\$10,874
MOO Dependent Life		\$662	\$662	\$662	\$662
TOTAL LIFE/AD&D		\$11,537	\$11,536	\$11,536	\$11,536
\$ Change from Current			\$0	\$0	\$0
%Change from Current			0.0%	0.0%	0.0%
Combined Health Plans					
\$ Change from Current		\$1,822,041	\$1,942,587	\$1,931,087	\$1,899,215
% Change from Current			6.6%	6.0%	4.2%

GUAJOME LEARNING CENTERS

AGENDA ITEM 7 B & C

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: Certificated & Classified Handbook Revisions

Based on our annual review of handbook policies, several policies have been amended and some new language has been included to address growing needs. This presentation will cover all proposed changes and provide rationale for those changes.

FISCAL IMPACT:

None.

RECOMMENDATION:

Adoption

Prepared by:
Julie Hoopes

Approved by:
Kevin Humphrey, Superintendent

Guajome Schools

Handbook Revisions for 24/25 School Year

SB 616 - Sick Days: Paid Sick Accrual and Use

- SB 616 increases an employee's entitlement to paid sick leave from three days to five days or from twenty-four hours to forty hours.

Section III, C, 1

CURRENT:

For non-contracted employees (hourly staff), effective July 1, 2015 (AB 1522 "Healthy Workplaces, Healthy Families Act of 2014"), an employee who works thirty (30) or more days within a year from the beginning of employment is entitled to paid sick leave. Guajome provides twenty-four (24) hours of paid sick time at the beginning of each twelve (12) month employment period. Employees may use paid sick time beginning on the 90th day of employment. There is no accrual or carry-over of sick time from one year to the next. If twenty-four (24) hours of paid sick leave is exhausted, time off will be unpaid. If at the end of the school year, an hourly staff employee who does not utilize any of his or her available sick time for the year and has worked at least 30 days during the school year, will receive a bonus of \$200 in the June pay cycle.

PROPOSED REVISION:

For non-contracted employees (hourly staff), effective July 1, 2015 (AB 1522 "Healthy Workplaces, Healthy Families Act of 2014"), an employee who works thirty (30) or more days within a year from the beginning of employment is entitled to paid sick leave. SB616 amends this act by increasing an employee's entitlement to paid sick leave from three days to five days or from twenty-four hours to forty hours. Guajome provides forty (40) hours of paid sick time at the beginning of each twelve (12) month employment period. Employees may use paid sick time beginning on the 90th day of employment. There is no accrual or carry-over of sick time from one year to the next. If forty (40) hours of paid sick leave is exhausted, time off will be unpaid. If at the end of the school year, an hourly staff employee who does not utilize any of his or her available sick time for the year and has worked at least 30 days during the school year, will receive a bonus of \$200 in the June pay cycle.

SB 848 - Reproductive Loss

- This policy is designed to provide support and understanding to employees experiencing reproductive loss events, including failed adoption, failed surrogacy, miscarriage, stillbirth, or unsuccessful assisted reproduction.

Section III, C, 1

PROPOSED Addition:

17. Eligible employees, who have completed at least 30 days of service, are entitled to up to five days of leave for reproductive loss events. This leave is unpaid unless the employee opts to utilize accrued and available paid sick leave.

If an employee experiences more than one reproductive loss within a 12-month period, the cumulative leave taken should not exceed 20 days within that time frame.

This leave can be taken intermittently but must be utilized within three months of the reproductive loss event, following any existing applicable leave policy of the employer.

AB 2188 - Employment Protections for Cannabis Consumption

- AB 2188 prohibits employers from holding test results for non psychoactive cannabis metabolites against an applicant or employee if all the test reveals is evidence of past marijuana use.

Section II, M

CURRENT:

GPA requires all prospective employees to complete a drug screening process at a designated local testing site. This test shall screen for substances that include but may not be limited to marijuana, cocaine, amphetamines, opiates, and PCP. Despite California being a state with legal use of recreational marijuana, GPA is bound to federal regulations as a public entity that receives federal funding and does not view positive test results for marijuana as employable. The use of any drugs (legal or non), alcohol, and tobacco or nicotine products are strictly prohibited on school property or at school-related events.

PROPOSED REVISION:

GPA requires all prospective employees to complete a drug screening process at a designated local testing site. This test shall screen for substances that include but may not be limited to marijuana, cocaine, amphetamines, opiates, and PCP. Despite California being a state with legal use of recreational marijuana, GPA is bound to federal regulations as a public entity that receives federal funding. **Guajome will not discriminate or take adverse action against an employee or applicant for cannabis (marijuana) use that is off duty and away from the workplace. However, employees may not possess or be under the influence of any drugs (legal or non), alcohol, and/or tobacco or nicotine products on school property or at school-related events. If these substances are present in your system during work or at the time of hire, you will violate this policy.**



Title 8 (T8) of the California Code of Regulations (CCR)

- Requires every California employer to have an effective Injury and Illness Prevention Program that includes a system for communicating with employees on matters relating to occupational safety and health.
- If employers choose to establish a safety committee (which Guajome does), they should meet regularly but not less than quarterly.

Section III, L - Classified / Section III, K - Certificated

CURRENT:

GPA will form a committee that will study safety conditions on a bi-annual schedule. The recommendations of the Safety Committee will be presented to the GPA Safety Officer.

PROPOSED REVISION:

GPA will form a committee that will study safety conditions on a **quarterly** schedule. The recommendations of the Safety Committee will be presented to the GPA Safety Officer.

GUAJOME LEARNING CENTERS

AGENDA ITEM 7D

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: One-time off schedule payment

It is recommended to the Board to provide a one-time off schedule payment to staff (excluding the superintendent) that will amount to a 3% salary increase for each full time employee at Guajome Schools. Combining this off with the 5% off scheduled payment that was provided to staff in November, Guajome will have equaled the 8% COLA provided by the state for the 2023-2024 school year.

FISCAL IMPACT:

\$15,292.00 in additional expenditures

RECOMMENDATION:

Approval

Prepared by:
Kevin Humphrey

Approved by:
Kevin Humphrey, Superintendent

GUAJOME LEARNING CENTERS

AGENDA ITEM 7E

TO: Board of Directors
FROM: Superintendent
DATE: May 1, 2024

SUBJECT: FY 242/5 Salary Schedule

FY 24/25 Salary Schedules for Certificated and Classified

RECOMMENDATION:

Approval

Prepared by:
Kendria Tavares, Business Services

Approved by:
Kevin Humphrey, Superintendent

GUADALUPE SCHOOLS
CLASSIFIED HOURLY OCCUPATIONAL THERAPIST SALARY SCHEDULE

2024-25

NON-EXEMPT

EXEMPT

GROUP 14

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	43.00	45.15	47.41	49.78	52.27	54.88

Job Title		Range
Occupational Therapist		1

GUAYOME SCHOOLS
MANAGEMENT SALARY SCHEDULE (ANNUAL)

EXEMPT
2024-25

BASED ON 225 CALENDAR DAYS

GROUP 27

	STEP	STEP	STEP	STEP	STEP	STEP	STEPS	STEPS	STEPS	STEPS	STEP
Range	1	2	3	4	5	6	7-9	10-14	15-19	20-24	25
52	64,330	67,546	70,923	74,470	78,193	82,103	86,208	90,518	95,044	99,796	104,786
Job Classification											
Plant Manager				Range	Days						
				52	225						

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

**GUAYOME SCHOOLS
MANAGEMENT SALARY SCHEDULE (ANNUAL)**

EXEMPT

2024-25

BASED ON 220 CALENDAR DAYS

GROUP 28

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
60	111,821	115,735	119,785	123,978	128,317	132,808	137,457	142,267	147,247	152,401	157,735
Job Classification		Range		Days							
Directors		60		220							

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUAIOME SCHOOLS
MANAGEMENT SALARY SCHEDULE (ANNUAL)

EXEMPT
2024-25

BASED ON 205 CALENDAR DAYS

GROUP 36

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
50	62,375	65,494	68,768	72,207	75,817	79,608	83,589	87,768	92,156	96,764	101,602

Job Classification	Range	Days
Site Manager	50	205

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

**GUADALUPE SCHOOLS
MANAGEMENT SALARY SCHEDULE (ANNUAL)**

**EXEMPT
2024-25**

BASED ON 205 CALENDAR DAYS

GROUP 38

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
Range	91,836	95,050	98,377	101,820	105,384	109,072	112,890	116,841	120,931	125,163	129,544

Job Classification	Range	Days
Coordinators	57	205

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
SALARY SCHEDULE (ANNUAL)
NON EXEMPT

2024-25

BASED ON 205 CALENDAR DAYS

GROUP 37											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
Range											
30	53,396	56,066	58,869	61,812	64,903	68,148	71,555	75,133	78,890	82,834	86,976
31	69,380	72,849	76,491	80,316	84,332	88,548	92,976	97,625	102,506	107,631	113,013

Job Classification	Range	Days
Accountant Specialist	30	205
Human Resources Specialist	30	205
Fiscal Services Specialist	31	205

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
OFFICE/TECHNICAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT
2024-25
BASED ON 215 CALENDAR DAYS

GROUP 40												
Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25	
27	63,167	66,325	69,642	73,124	76,780	80,619	84,650	88,882	93,326	97,993	102,892	
Job Classification				Range	Days							
Student Data Systems Specialist				27	215							

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
OFFICE/TECHNICAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT
2024-25
BASED ON 210 CALENDAR DAYS

GROUP 41

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
Range											
29	46,925	49,271	51,735	54,322	57,038	59,890	62,884	66,028	69,330	72,796	76,436
58	67,127	70,483	74,008	77,708	81,593	85,673	89,957	94,455	99,177	104,136	109,343

Job Classification	Range	Days
GESS Manager	29	210
Registrar	29	210
Executive Assistant	58	210

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
OFFICE/TECHNICAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT
2024-25
BASED ON 200 CALENDAR DAYS

GROUP 42												
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25	
Range 19	32,032	33,634	35,315	37,081	38,935	40,882	42,926	45,072	47,326	49,692	52,177	
Job Classification				Range	Days							
Kitchen Manager				19	200							

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
OFFICE/TECHNICAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT
2024-25

BASED ON 195 CALENDAR DAYS

GROUP 43

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
22	38,058	39,961	41,959	44,057	46,260	48,573	51,001	53,551	56,229	59,040	61,992

Job Classification	Range	Days
Media Services Tech	22	195
Office Assistant	22	195

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
OFFICE/TECHNICAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT
2024-25
BASED ON 185 CALENDAR DAYS

GROUP 45											
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
Range											
21	29,900	31,395	32,964	34,613	36,343	38,160	40,068	42,072	44,175	46,384	48,703
22	36,414	38,235	40,146	42,154	44,261	46,475	48,798	51,238	53,800	56,490	59,315
23	38,021	39,922	41,918	44,013	46,214	48,525	50,951	53,499	56,174	58,982	61,931
24	38,983	40,932	42,979	45,128	47,384	49,754	52,241	54,853	57,596	60,476	63,500
33	36,107	37,912	39,808	41,798	43,888	46,082	48,386	50,806	53,346	56,013	58,814

Job Classification	Range	Days
Library Technician	21	185
Health Services Technician	22	185
Health Services Specialist	23	185
HR / Finance Technician	24	185
Administrative Assistant	24	185
Attendance Technician	33	185
Family & Community Liaison	33	185
Office Assistant	33	185

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADALUPE SCHOOLS
PARAPROFESSIONAL SALARY SCHEDULE (ANNUAL)
NON- EXEMPT

2024-25

BASED ON 175 CALENDAR DAYS

GROUP 47

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
12	26,779	28,118	29,524	31,000	32,550	34,178	35,887	37,681	39,565	41,543	43,621
13	32,482	34,106	35,812	37,602	39,483	41,457	43,529	45,706	47,991	50,391	52,910
15	39,388	41,358	43,425	45,597	47,877	50,270	52,784	55,423	58,194	61,104	64,159

Job Classification		Range	Days
Instructional Assistant I		12	175
Instr. Asst. SpEd I		12	175
Instructional Assistant II		13	175
Instr. Asst. SpEd II		13	175
Campus Security I		13	175
Campus Security II		15	175

Note: Salaries will be prorated using the listed rates for contracts that contain more or fewer days than what is listed.

GUADOME SCHOOLS
CLASSIFIED HOURLY SALARY SCHEDULE
NON- EXEMPT

2024-25
GROUP 35

Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEPS 7-9	STEPS 10-14	STEPS 15-19	STEPS 20-24	STEP 25
9	16.00	16.80	17.64	18.52	19.45	20.42	21.44	22.51	23.64	24.82	26.06
10	17.06	17.92	18.81	19.75	20.74	21.78	22.87	24.01	25.21	26.47	27.79
12	19.13	20.08	21.09	22.14	23.25	24.41	25.63	26.92	28.26	29.67	31.16
13	23.20	24.36	25.58	26.86	28.20	29.61	31.09	32.64	34.28	35.99	37.79
15	28.13	29.54	31.01	32.56	34.19	35.90	37.70	39.58	41.56	43.64	45.82
16	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00
17	24.40	25.62	26.90	28.24	29.65	31.14	32.69	34.33	36.04	37.85	39.74
18	26.34	27.66	29.04	30.49	32.02	33.62	35.30	37.06	38.92	40.86	42.91

Job Classification	Range
Student Worker	9
CNS Assistant	10
After School Instructional Assistant	10
GPPA Lunchtime Supervision	10
Instructional Assistant I	12
Instructional Assistant II	13
Instructional Assistant SpEd I	12
Instructional Assistant SpEd II	13
GESS SITE Lead	13
Campus Security I	13
Campus Security II	15
Enrichment Support	16
Hourly Office Assistant Support	17
Hourly HR / Finance Technician	18

**GUADALUPE SCHOOLS
CERTIFICATED TEACHERS
2024-25
180 DAYS
GROUP 11**

STEPS		BA DEGREE						STEPS					
BA + 90 or BA + 75 (incl MA) RANGE 6	STEPS	RANGE 1		RANGE 2		RANGE 3		RANGE 4		RANGE 5		RANGE 6	
		BA + 15		BA + 30		BA + 45		BA + 60		BA + 75		BA + 90 or	
		60,060		60,060		60,060		62,253		64,807		67,166	
		62,253		64,447		66,640		69,194		71,747		74,300	
		64,447		66,640		68,834		71,387		73,940		76,493	
		66,640		68,834		71,027		73,221		75,414		77,608	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
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		71,027		73,221		75,414		77,608		79,801		82,000	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
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		71,027		73,221		75,414		77,608		79,801		82,000	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
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STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
STEPS		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,801		82,000	
		71,027		73,221		75,414		77,608		79,8			

**GUAJOME SCHOOLS
CERTIFICATED COUNSELOR**

**2024-25
192 DAYS
GROUP 12**

STEPS	BA DEGREE	BA + 15	BA + 30	BA + 36	BA + 48	BA + 90 or	STEPS
	RANGE 1	RANGE 2	RANGE 3	RANGE 4	(incl MA) RANGE 5	BA + 75 (incl MA) RANGE 6	
1	67,267	68,612	68,612	69,298	71,377	74,946	1
2	-	68,612	68,612	71,377	73,519	77,195	2
3	-	68,612	70,671	73,519	75,724	79,511	3
4	-	68,612	72,791	75,724	77,996	81,896	4
5	-	70,671	74,975	77,996	80,336	84,353	5
6	-	72,791	77,224	80,336	82,746	86,883	6
7	-	74,975	79,541	82,746	85,228	89,490	7
8	-	-	81,927	85,228	87,785	92,174	8
9	-	-	84,385	87,785	90,419	94,940	9
10	-	-	86,916	90,419	93,131	97,788	10
11	-	-	-	93,131	95,925	100,722	11
12	-	-	-	93,131	98,803	103,743	12
13	-	-	-	93,131	101,767	106,855	13
14	-	-	-	95,925	101,767	106,855	14
15	-	-	-	98,803	101,767	106,855	15
16	-	-	-	101,767	104,820	110,061	16
17	-	-	-	101,767	107,965	113,363	17
18	-	-	-	101,767	107,965	113,363	18
19	-	-	-	101,767	111,204	116,764	19
20	-	-	-	101,767	111,204	116,764	20
21	-	-	-	101,767	114,540	120,267	21
22	-	-	-	104,820	114,540	123,875	22
23	-	-	-	-	114,540	123,875	23
24	-	-	-	-	117,976	127,591	24
25	-	-	-	-	117,976	127,591	25
26	-	-	-	-	117,976	127,591	26
27	-	-	-	-	117,976	131,419	27
28	-	-	-	-	117,976	131,419	28
29	-	-	-	-	117,976	131,419	29
30	-	-	-	-	117,976	131,419	30

An additional stipend of \$2,000 will be allowed for a single earned Masters and Doctoral Degree from an accredited college or university.

TEACHER HOURLY RATE IS \$30.00

GUAJOME SCHOOLS
PSYCHOLOGIST
SPEECH & LANGUAGE PATHOLOGIST
2024-25
180 DAYS
GROUP 13

STEPS	RANGE 1
1	73,500
2	76,440
3	79,498
4	82,678
5	85,985
6	89,424
7	89,424
8	89,424
9	93,001
10	93,001
11	93,001
12	93,001
13	93,001
14	93,001
15	96,721
16	96,721
17	96,721
18	96,721
19	96,721
20	96,721
21	100,590
22	100,590
23	100,590
24	104,613
25	104,613
26	104,613
27	108,798
28	108,798
29	108,798
30	113,150

An additional stipend of \$2,000 will be allowed for a single earned Masters and Doctoral Degree from an accredited college or university.

TEACHER HOURLY RATE IS \$30.00

**GUAJOME SCHOOLS
OCCUPATIONAL
THERAPIST
2024-25
HOURLY
GROUP 14**

STEPS	RANGE 1
1	\$ 43.00
2	\$ 45.15
3	\$ 47.41
4	\$ 49.78
5	\$ 52.27
6	\$ 54.88

**GUAJOME PARK ACADEMY
CERTIFICATED COORDINATOR SCHEDULE
2024-25
GROUP 20**

**205 Days
RANGE 3**

STEP	Annual	Monthly	Per Diem
1	91,836	7,653	447.98
2	95,050	7,921	463.66
3	98,377	8,198	479.89
4	101,820	8,485	496.68
5	105,384	8,782	514.07
6	109,072	9,089	532.06
7-10	112,890	9,408	550.68
11-15	116,841	9,737	569.96
16-20	120,931	10,078	589.91

An additional stipend of \$2,000 will be allowed for a single earned Masters and Doctoral Degree from an accredited college or university.

**GUAJOME PARK ACADEMY
CERTIFICATED ADMINISTRATION SCHEDULE**

2024-25

GROUP 48

Assistant Site Administrator

210 Days

RANGE 1

STEP	Annual Monthly Per Diem		
	Annual	Monthly	Per Diem
1	108,380	9,032	516.09
2	112,173	9,348	534.16
3	116,099	9,675	552.85
4	120,163	10,014	572.20
5	124,368	10,364	592.23
6	128,721	10,727	612.96
7-10	133,227	11,102	634.41
11-15	137,889	11,491	656.62
16-20	142,716	11,893	679.60

An additional stipend of \$2,000 will be allowed for a single earned Masters and Doctoral Degree from an accredited college or university.

**GUAJOME PARK ACADEMY
CERTIFICATED ADMINISTRATION SCHEDULE
GROUP 19
2024-25**

**Head of School
215 Days
RANGE 1**

STEP	Annual	Monthly	Per Diem
1	117,874	9,823	548.25
2	123,768	10,314	575.66
3	129,956	10,830	604.45
4	136,454	11,371	634.67
5-6	143,277	11,940	666.40
7-8	150,440	12,537	699.72
9-10	157,962	13,164	734.71

An additional stipend of \$2,000 will be allowed for a single earned Masters and Doctoral Degree from an accredited college or university.

GUAJOME PARK ACADEMY
CERTIFICATED ADMINISTRATION SCHEDULE
2024-25
GROUP 23
Superintendent
220 Days
RANGE 2

STEP	Annual	Monthly	Per Diem
1	135,000.00	11,250.00	613.64
2	135,000.00	11,250.00	613.64
3	155,000.00	12,916.67	704.55
4	160,053.00	13,337.75	727.51
5	160,053.00	13,337.75	727.51
6	175,000.00	14,583.33	795.45
7	180,000.00	15,000.00	818.18
8	185,000.00	15,416.67	840.91
9	190,000.00	15,833.33	863.64
10	195,000.00	16,250.00	886.36

GUAJOME LEARNING CENTERS**AGENDA ITEM 8A**

TO: Board of Directors
FROM: Superintendent
DATE: May 7, 2024

SUBJECT: GUAJOME LEARNING CENTERS COURSE CATALOG ADOPTION

GLC is adopting an updated course catalog to reflect additions and revisions for the upcoming school year. Updates to the GLC course catalog include:

- Updated language to reflect current practices
- Revised graduation requirement table for accuracy
- Updated to include new Elective Courses and course descriptions

FISCAL IMPACT:

None

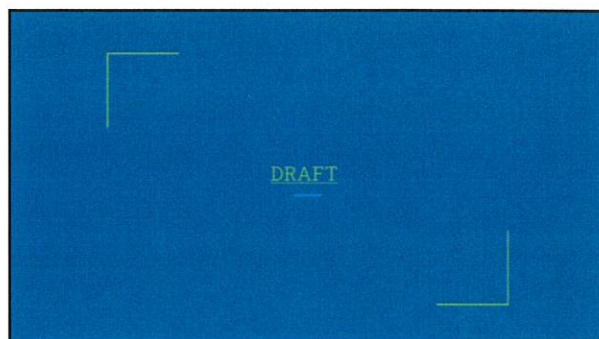
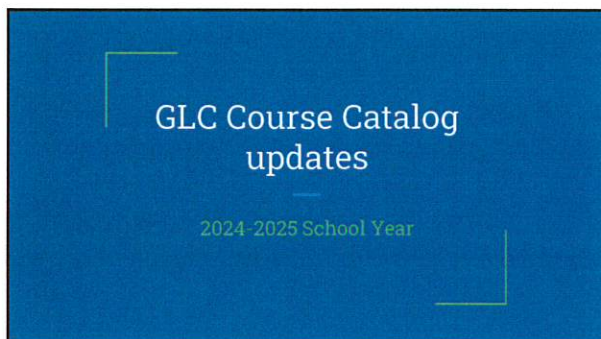
RECOMMENDATION:

Action

Administration recommends approval of the GLC Course Catalog

Prepared by:
Mary Dhillon

Approved by:
Kevin Humphrey, Superintendent



Heading Revision for Accuracy

Prior Language	New Language
California State University Admission Requirements.	California State University and University of California Admission Requirements.
See page 10 of course catalog	See page 10 of course catalog

The requirements listed under the heading above are also for University of California.

Graduation Requirement Language Revision

Prior Language	New Language				
<table border="1"> <tr> <td>Math</td> <td>30 credits 10 credits must be Algebra 1</td> </tr> </table>	Math	30 credits 10 credits must be Algebra 1	<table border="1"> <tr> <td>Math</td> <td>30 credits 10 credits must be Algebra 1 or Integrated Math 1</td> </tr> </table>	Math	30 credits 10 credits must be Algebra 1 or Integrated Math 1
Math	30 credits 10 credits must be Algebra 1				
Math	30 credits 10 credits must be Algebra 1 or Integrated Math 1				
See page 10 of course catalog	See page 10 of course catalog				

In order to make transfers in and out of GLC more streamlined, the addition of integrated math aligns GLC with the requirements of GPA. This is an update to the language in the course catalog that reflects an existing practice.

Graduation Requirement Language Revision

Prior Language	New Language
One year of visual and performing arts.	One year of visual and performing arts or language other than English.
See page 10 of course catalog	See page 10 of course catalog

Students may currently take visual and performing arts OR language other than English. This is an update to the language in the course catalog that reflects an existing practice.

Revision of language for Accuracy

Prior Language	New Language
One year of visual and performing arts chosen from UC approved Courses	One year of visual and performing arts chosen from CSU/UC approved Courses
See page 10 of course catalog	See page 10 of course catalog

The requirements listed under the heading above are also for University of California.

Graduation Requirement Language Revisions for Accuracy

Prior Language		New Language	
Physical Education	One year 10 credits	Physical Education/Health	10 credits
Health	5 credits	Electives	80 credits
Electives	75 credits		

See page 10 of course catalog

See page 16 of course catalog

Students must take 10 credits of Physical Education/Health. Health counts towards that 10 credits of Physical Education. The shifting of the 5 Health credits bring the elective credits to 80. This is an update to the language in the course catalog that reflects an existing practice.

New Elective Courses

- Contemporary World History A
- Contemporary World History B
- Philosophy
- Anthropology 1
- Anthropology 2
- Archaeology
- Women's Studies
- African American History

See pages 27-36 in the course catalog for course descriptions

New Elective Courses

- 3D Modeling 1A
- 3D Modeling 1B
- Animation 1A
- Animation 1B
- Veterinary Science
- Journalism 1A
- Journalism 1B
- Interior Design
- Fashion Design
- California Principles of Human Services A
- California Principles of Human Services B
- California Principles of Law, Public Safety, Corrections, and Security A
- California Principles of Law, Public Safety, Corrections, and Security B
- Coding 1A
- Coding 1B
- Astronomy 1A
- Astronomy 1B
- Biotechnology 1A
- Biotechnology 1B
- Military Careers
- Personal and Family Finance

See pages 27-36 in the course catalog for course descriptions

Guajome Learning Centers

2000 North Santa Fe. Avenue, Vista, CA 92083
Phone: 760-631-8500 Website: www.guajome.net

Board of Directors REGULAR MEETING UNADOPTED MINUTES March 12, 2024

-
- 1. Public Session - Call to Order**

Luis Llamas called the meeting to order in public session at 3:30 p.m. in Building 1, Student Services Building, Administrative Training Center.

Members Present: Luis Llamas, Luis Landin, Kathy Hamamoto, Joji Davenport

Absent: None
 - 2. Approval of Agenda**

Moved by Kathy Hamamoto; second by Luis Landin; Board unanimously approved the agenda with the following vote:

Yes: Luis Llamas, Luis Landin, Kathy Hamamoto, Joji Davenport
No: 0
Absent: 0
 - 3. Public Comments on Agenda Items**

None
 - 4. Public Comments on Non-Agenda Items**

None
 - 5. Charter School Superintendent Report**

A. General Update

Kevin Humphrey reported on general updates at Guajome Learning Centers.
 - 6. Educational Services**

A. SARC Report

Kevin Humphrey provided the board with the executive summary of the School Accountability Report Card. This executive summary of the School Accountability Report Card (SARC) is intended to provide parents and community members with a quick snapshot of information related to individual public schools. Most data presented in this report are reported for the 2022–23 school year. School finances and school completion data are reported for the 2022–23 school year. Contact information, facilities, curriculum and instructional materials, and select teacher data are reported for the 2023–24 school year.

B. 2024-2025 GLC School Calendar Update

Kevin Humphrey presented the 2024-25 school calendar for Board approval. All requirements are met for total school days that will translate to meeting all legal requirements for instructional minutes. A modification was made for Stakeholders Day, originally scheduled for May 2, 2025 will now be scheduled on March 1, 2025.

Moved by Luis Landin; second by Joji Davenport; the Board unanimously approved the 2024-2025 GLC School Calendar with the following vote:

Yes: Luis Llamas, Luis Landin, Kathy Hamamoto, Joji Davenport
No: 0
Absent: 0
 - 7. Fiscal Services**

A. Second Interim

Stephanie Whitehouse presented the Second Interim report for Board approval and provided details and clarifications for updates from the adopted budget in the areas of Expenditure,

Revenue, Reserves, and Assumptions for consideration during the budgeting process. Projections for two subsequent years were included. Discussion included considerations for upcoming changes and the impact of those changes.

Fiscal Impact: A balanced budget.

Moved by Kathy Hamamoto; second by Joji Davenport; the Board unanimously approved the Second Interim Report with the following vote:

Yes: Luis Llamas, Luis Landin, Kathy Hamamoto, Joji Davenport

No: 0

Absent: 0

B. LCAP Updates

Kevin Humphrey provided an LCAP update to the Board including a timeline and the progress of developing a new GPA LCAP.

8. Consent Calendar

The purpose of the consent calendar motion is to expedite action on routine agenda items. All agenda action items that are not held for discussion at the request of a member of the audience or Board member will be approved as written as part of a single motion Consent Calendar Motion. No action items were held for discussion.

Moved by Luis Landin; second by Kathy Hamamoto; the Board unanimously approved the Consent Calendar with the following vote:

Yes: Luis Llamas, Luis Landin, Kathy Hamamoto, Joji Davenport

No: 0

Absent: 0

Consent Calendar

A. APPROVAL OF MINUTES

1. Board of Directors Minutes, February 6, 2024

9. Communication From The Board

None

10. Proposed Agenda Items for Upcoming Meetings

None

11. Future Board Meeting Dates

- May 7, 2024
- June 11, 2024

12. Adjournment

Luis Llamas adjourned the meeting at 3:51 pm.