

# Hamilton Unified School District's

## 2014-15 Education Protection Account (EPA) Budget and Spending Plan

### Background:

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the state sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

### Implementation:

- These new state revenues will be deposited into a state account called the *Education Protection Account* (EPA).
- School districts will receive funds from the EPA based on their proportionate share of the statewide Local Control Funding amount. Entitlements will be made quarterly.

### Further Reporting Requirements:

- Each year, a spending plan must be approved by the governing board during a public meeting.
- EPA funds cannot be used for salaries or benefits of administrators or any other administrative costs.
- Each year, the district must publish on its website an accounting of how much money was received from the EPA and how the funds were expended.
- There will be a requirement for the annual financial audit to include verification that the EPA funds were used as specified by Proposition 30.
- The EPA entitlement and expenditures will be recorded in Resource Code 1400.

### District Spending Plan:

As specified by Proposition 30, it is the district's intent to spend the EPA funds on "instructional activities"; primarily teacher salaries and benefits as detailed below.

<u>Teacher Salaries</u>	<u>STRS/PERS</u>	<u>Medicare</u>	<u>Unemployment</u>	<u>Work Comp</u>	<u>H&amp;W</u>	<u>Total</u>
553,168	52,835	8,795	2,766	16,823	95,667	730,054
				EPA Entitlement		<u>739,420</u>
				EPA Reserve		9,366

Hamilton Unified School District  
To  
California Schools Employee Association  
Chapter 623  
May 13, 2014

ARTICLE 1, Agreement

- 1.4. Ratification of additions and changes-District wishes to hold this article in abeyance to discuss as necessary at the conclusion of negotiations.

ARTICLE 9, Hours and Days

- 9.1 Work week – The work week for each regular employee shall consist of five (5) consecutive workdays, Monday through Friday, unless otherwise designated by the District. ~~at the time of employment.~~ **As posted in the Job Announcement (TA)**

- 9.2 Workday – The length of the workday shall be designated by the District for each classified assignment in accordance with the provisions set forth in this Agreement. At the time of employment, bargaining unit employee shall be assigned a fixed, regular, and ascertainable minimum number of hours. ~~Daily shift hours may be adjusted by the District by mutual agreement between CSEA and the District~~

**The District will accept CSEA custodial plan with the following conditions:**

- 1. The hours of the Universal begin at 6:45 AM**
  - 2. The day time Universal will be responsible for on-call status at all school sites**
  - 3. Will perform duties as assigned by the Director of Maintenance and Transportation through the district during the day hours.**
  - 4. District will provide a phone stipend of \$28.00 per month for use of dayshift Universal personal phones. The expectations is that Universal will answer during assigned work hours.**
- 9.3 Adjustment of Assigned Time – Any part time employee in the bargaining unit who works an average of thirty (30) minutes or more per day in excess of his/her regular part-time assignment for a period of twenty (20) consecutive working days or shall have his/her regular assignment adjusted upward to reflect the longer hours, effective with the next pay period. Employees who work over assigned hours must have pre-approval of their supervisor before working overtime. **(TA)**
- 9.5.5 Overtime shall be distributed to employees in the bargaining unit within each department in order of bargaining unit seniority. If the employee with the greatest bargaining unit seniority elects to refuse the overtime assignment, it shall be offered to employees in the bargaining unit

in descending order of seniority until the assignment is made. If overtime is mandatory and no unit member volunteers, the supervisor will distribute equally among unit members the required overtime on a reverse seniority rotational basis. Refusal by a senior employee in the bargaining unit of any overtime assignment shall not waive his/her right under this section to be offered any subsequent overtime assignment in order of seniority. Under extraordinary circumstances CSEA and the District agrees that a department head may work overtime usually owned by CSEA.

9.10.2 Whenever any combination of driving and standby hours in a day exceeds the established workday, all excess hours shall be compensated at the appropriate overtime rate based on the employee's regular pay rate. Unit members may choose to adjust their work schedule for the day that they are assigned to drive if the trip/events exceeds their scheduled work time. (TA)

#### ARTICLE 11 – HEALTH AND WELFARE BENEFITS

11.1.2 The District contribution to health benefits for medical, dental, and vision coverage for full time employees shall be capped at the annualized rate of ~~\$11,100~~ \$11,150 as of July 1, 2014 and until the district and CSEA negotiate a successor agreement. (TA)

#### 11.2 FULL TIME EMPLOYEES

11.2.2 The district shall contribute the annualized cap of ~~\$11,100~~ \$11,150 per year for health benefits to qualifying unit members. (TA)

#### APPENDIX A – CLASSIFIED SALARY SCHEDULE

2.5% on schedule as a cost of living increase

1.0% to be a one-time cash bonus to be paid with the end of the month payroll November 2014.

Equal amount of the 1% will be divided equally among all unit members

**If CSEA accepts the salary offer for Appendix "A", the District agree to offer any additional amounts of salary and/or benefit changes that the Governing Board offers to/and accepts for Hamilton Teachers Association.**

District and Unit agrees that all grievances, disputes and claims currently under consideration are settled.

1. Custodial Grievance regarding Tony Robertson
2. Unit work regarding custodial regarding Marc Eddy

Appendix A Classified Salary Schedule. (See attached draft )

Unit and District Agrees to salary schedule changes as delineated in attached salary schedule "A" as modified by the joint HUSD/CSEA salary schedule committee. (TA)

**District and CSEA agrees on the attached job description on Child Nutrition Aide.**

May 13, 2014



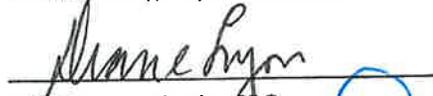
Chris DeVries, CSEA-President



Charles Tracy, Superintendent



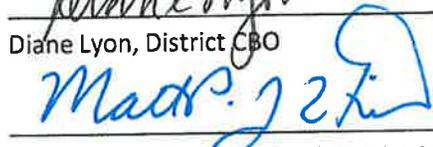
Tony Robertson, Member



Diane Lyon, District CBO



Sean Montgomery, Member



Matt Juhl-Darlington School District Attorney



Erin Johnson, Member



Nanci Eastman, CSEA Field Representative

Ratified by CSEA:

Board Adopted:

Salary Schedule first reading: May 19, 2014

Child Nutrition Aide Adopted: May 19, 2014

CSEA COUNTER PLAN	
6:30 AM	UNLOCK/CAFÉ DROP
6:45 AM	BUS to school
7:00 AM	7:15 AM
7:30 AM	7:45 AM
8:00 AM	ELEM CAFÉ
8:15 AM	HS CAFÉ
8:45 AM	HS LOCKERS
9:00 AM	BREAK
9:15 AM	MAINT/GROUNDS
9:30 AM	BREAK
9:45 AM	MAINT/GROUNDS
10:00 AM	BREAK
10:15 AM	MAINT/GROUNDS/CUSTODIAL
10:30 AM	MAINT/GROUNDS
10:45 AM	MAINT/GROUNDS
11:00 AM	11:15 AM
11:30 AM	LUNCH
11:45 AM	LUNCH
12:00 PM	LUNCH
12:15 PM	12:30 PM
12:45 PM	CAR

Austin	
Tony	
Alan	
Bertha	
New	
Bus	2
Maint	3.5
Custodial	20
Café	4
Lunch	1.5
Grounds	3.5
TOTAL	34.5
Tony	8
Alan	8
Austin	8
Bertha	5
New	4
Total	33

PROPOSED BY

E12-4

1:00 PM	1:15 PM	1:30 PM	1:45 PM	2:00 PM	2:15 PM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM	4:45 PM	5:00 PM	5:15 PM	5:30 PM	5:45 PM	6:00 PM	6:15 PM	6:30 PM	6:45 PM	7:00 PM	7:15 PM	7:30 PM	7:45 PM	8:00 PM
MAINT/GROUNDS		MAINT/GROUNDS		CUST		BREAK		CUST		CUST		CUSTODIAL		MAINT/GROUNDS		LUNCH		CUST		CUST		BREAK		CUSTODIAL				
MAINT/GROUNDS		MAINT/GROUNDS		CUST		BREAK		CUST		CUST		CUSTODIAL		MAINT/GROUNDS		LUNCH		CUST		CUST		BREAK		CUSTODIAL				

**MEMO**

To: HTA Negotiations  
From: Charles Tracy  
Date: June 4, 2014

**ARTICLE XII: WORK HOURS/WORK YEAR**

This language would be for 2014-2015 school year only.

It is understood that the district goals are as follows:

1. Regular time each week is set aside for Professional Learning Communities
2. Staff Development and program improvement needs are met.
3. Designated before/after school tutoring times upon which parent(s) can rely for extra help for students or for consultation with teachers about their child's progress.
4. Staff meetings.
5. Teacher preparation time.

Should this one year implementation not be extended by mutual agreement, the elementary preparation time will revert to the current language:

Current Language:

12.3 Preparation Period

12.3.2 Elementary Schools

12.3.2.1 There will be at least 19 minimum-day Fridays preserved for teacher prep time each year.

Proposal:

12.3 Preparation Period

The District shall minimize disruption of teacher prep time by scheduling legally required meetings (IEP, SST or 504 meetings) outside of prep time when possible. Unscheduled parent visits to campus do not constitute a legally required meeting however the parties agree that it is a professional responsibility as stated in 12.2.2 and is in compliance with Board Policy 6020 Parental Involvement.

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## 12.3.2 Elementary Schools

12.3.2.1 The designation of the tutoring/consulting times will be decided by site PLC pods and in consultation with site leadership. That schedule will be provided to the school site office and available to parents each month in order that help can be sought for students on Tuesday and Wednesdays each week.

### 12.3.2.3 Mondays

All Mondays not designated as District mandatory staff meetings (12.5.3.1) will be utilized as prep time. Exceptions may be allowed for legally required meetings.

Prep time shall be as follows:

Grades K-3                    2:20-3:15

Grades 4-8                    2:35-3:15

### 12.3.2.4 Minimum Day Fridays

All Fridays not designated as District mandatory staff development (12.5.3.2) will be utilized for prep time. Exceptions may be allowed for legally required meetings.

## 12.4 Professional Learning Communities (PLC)

Regular time each week is set aside for Professional Learning Communities. It is understood that the district focus is to incorporate Professional Learning Communities as a premier focus of school improvement.

12.4.1 This represents examples of acceptable use of PLC times. This list is not to be considered an exhaustive list:

1. Collaboration
2. Data review
3. Curriculum building
4. Pod work/group work
5. Outside trainings, example Chico Math or California Writing Project

### 12.4.2 High School

  
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12.4.2.1 PLC times will be determined by mutual agreement between the site administrator and teaching staff with consideration given to student scheduling needs. This time will be within the contract day.

#### 12.4.3 Elementary School

##### 12.4.3.1 Thursdays

Each Thursday afternoon will be designated as PLC time. All K-8 students will be released at 2:20, if state auditors can verify the required instructional minute requirements are fulfilled.

Grades K-8            2:25-3:30 PM

##### ~~12.4.3.2 Minimum Day Fridays~~

~~Not more than one (1) hour each month per pod may be designated as PLC meeting time at the discretion of the site administration with one (1) week prior notice.~~

#### 12.5 Staff Meetings:

12.5.1 As professionals, HTA and The District agree that regular staff meetings (at least one monthly) are a priority for maintaining good working order of the school sites.

##### 12.5.2 High School

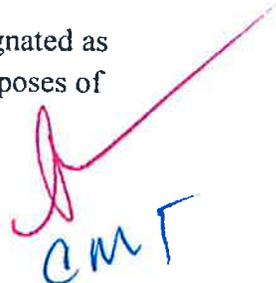
12.5.2.1 Staff meeting times will be determined by mutual agreement between the site administrator and teaching staff with consideration given to student scheduling needs. If outside the contract day, staff meetings shall commence at 3:20 and end no later than 4:00 PM unless the site staff and administration mutually agrees to remain longer.

##### 12.5.3 Elementary School

12.5.3.1 Second Monday of each month from 2:40 to 3:15, or upon another Monday should the site decide to reschedule with one weeks notice.

##### 12.5.3.2 District directed minimum day Fridays

The following days from 2014-2015 school year will be designated as professional development/staff meeting/PLC days for the purposes of meeting program improvement needs:



1 <sup>st</sup> semester	2 <sup>nd</sup> Semester
Aug. 29	Jan. 30
Sept. 26	Feb. 27
Oct. 31	Mar. 27
Nov. 21	Apr. 24
Dec. 12	May 29

Plus two additional Fridays set by the HULC.

#### ARTICLE XIV: CLASS SIZE

14.1 Conceptually, the parties agree that ~~25:1~~ 24:1 ratio of pupils to classroom teachers is desirable. As options are evaluated, the District and the Association will consider this objective.

14.2 It is recognized that smaller class sizes in the primary grades are beneficial to the K-8 instructional program.

14.3 Class size, however, is dependent upon District resources, the educational needs of pupils, and the enrollment trends of the District. The parties acknowledge that retention of District flexibility in assignment and class load is essential to preserve jobs and District function.

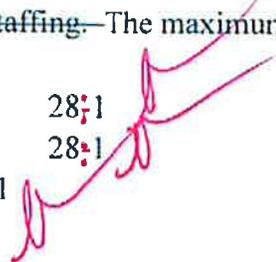
14.4 In so far as practicable within the constraints of offering a variety of subjects to a limited number of students in a small ~~high~~ school, the District shall attempt to distribute students in classes of the same course title as equitably as possible.

14.5 ~~Flexibility in meeting grade span reduction targets.~~ The District and HTA agree with the changes in language for ARTICLE XIV to keep funds provided by the State of California flexible to the degree allowed under state law. The District and Unit agree to immediately meet and negotiate the language should it be found to be non-compliant with state laws regulating GSA (Grade Span Adjustment).

A) Class sizes in Kindergarten-3<sup>rd</sup> grade may be above the GSA 24-1 ratio set by the State of California with the understanding that the District will balance the number of students per grade level as closely as possible.

~~B) The District and Unit agree that our class ratio goals for Kindergarten-3<sup>rd</sup> grade will be as close to not exceed the following: as reasonably possible based on budget and staffing.~~ The maximum class size for K-3 will be as follows:

Kindergarten 28:1  
 First Grade 28:1  
 Second Grade 28:1



CMT

Third Grade

28:1

K-3 Combination Classes, if necessary ~~28:1~~

26:1 27:1

- C) For any combination class or should the ~~conceptual ratio~~ grow exceed the above, ~~above 28:1~~ the site administrator will distribute ~~some~~ classroom aid support (if available) instructional support among those classes, if available. ~~that exceed this ratio.~~
- D) Should the K-3 class size ~~average~~ reported on P-2 on the Class Size Penalty Report exceed ~~26:1 27:1~~ or that any k-3 teacher's class is a combination class that teacher would receive a one-time payment of \$1000.00 to be paid in the ~~subsequent~~ end of June pay period.

## ARTICLE XVII: EVALUATIONS

(Tentative Agreement on this language and corresponding forms. This replaces the existing language from 2013-2014.)

### 17.0 Definitions

Job performance deficiencies in 3 or more elements in any two (2) CSTP standards may qualify as an unsatisfactory rating.

### 17.1 General Provisions

17.1.1 A fundamental premise for a successful evaluation program includes the necessity for honest and open communication between and among the evaluator and the evaluatee.

17.1.2 This process is intended to evaluate and assess the performance of certificated employees in accordance with the requirements set forth at Education Code section 44660 et seq. The objective is to assist the certificated employee to establish, maintain, and improve the learning environment within the scope of the unit members' responsibility.

17.1.3 Evaluations shall be based in part on District goals, classroom objectives, and the unit member's Professional Growth Plan. Mutual agreement on these factors between the evaluator and the evaluatee is highly desirable. The Professional Growth Plan shall serve as the basis for the evaluation for all certificated employees.

17.1.4 The written evaluation shall be narrative in nature and shall be based on the requirements of law and the identified needs of the unit member being evaluated. The evaluator shall not base any evaluation of classroom performance upon any information which is not within the scope of the unit member's responsibility.

17.1.5 Formal classroom observations shall be no fewer than 20 minutes or until the closure of the lesson. Observations may be extended by mutual consent of the evaluator and evaluatee.

17.1.6 The evaluation process will be supported by regular and on-going instructional coaching, focused in-service, District seminars, peer coaching, collaborative support, and facilitation of the unit member's Professional Growth Plan as established during the annual conference. (Appendix D-1)

17.1.7 No unit member shall be held accountable for any aspect of the educational program over which the member has no authority.

17.1.9 Only alleged violations of procedure for evaluation are grievable.

17.1.10 Upon the request of the member and by agreement of the site administrator, the District shall reschedule the evaluation to the following year when the unit member serves on a committee in a lead role such as WASC, or BTSA. This also includes extended service on CDE or other sponsored committees.

## 17.2 FREQUENCY OF EVALUATION

### Probationary/Temporary Unit Members:

17.2.1 All temporary/probationary employees shall be formally observed two times before February 15 of the first and second year of probation.

17.2.2 Every probationary and/or temporary member shall be formally evaluated by their immediate supervisor each year by March 1 using the forms in Appendices D1-4.

### Permanent Employees:

17.2.4 Every tenured employee shall be evaluated every other year pursuant to Education Code 44664 (a) (1) (2).

a) Employees with ten (10) or more years of service to Hamilton Unified School District may be evaluated at least once during every five (5) years.

17.2.5 All evaluations for permanent certificated employees shall be completed, reviewed, and signed by the unit member and administrator prior to May 1 of each year.

## 17.3 Evaluation Forms

17.3.1 The documents which are Appendices D1 - 4 shall be the forms used for this process.

Appendix D-1 Professional Growth Plan

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The initials "amt" are written in blue ink below the signature.

Appendix D-2 Classroom Observation

Appendix D-3 Post Observation Conference

Appendix D-4 Evaluation of Teaching Performance

#### 17.4 Evaluation Conferences

17.4.1 Prior to the start of school, the personnel office shall notify the site principals in writing ~~and each~~ which unit members ~~to~~ shall be evaluated that school year

17.4.2 During the first two weeks of school each year a copy of the Professional Growth Plan and the Classroom Observation (APPENDIX D-1 & D-2) shall be sent to each member who will be observed and evaluated that year.

17.4.3 Administrators shall schedule a pre-evaluation conference to take place prior to October 15 of the school year. At this conference, evaluation forms will be reviewed and a professional growth plan will be discussed and developed.

17.4.4 Observation dates shall be settled between the administrator and the certificated member. Sufficient time between observations for all teachers shall be necessary.

17.4.4 (a) No formal observation of a bargaining unit member shall be conducted in the two weeks after the initial conference.

17.4.5 A mid-point conference may be requested by either administration or unit member.

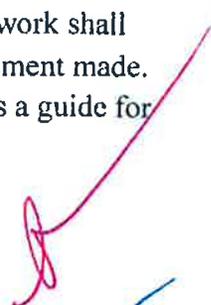
17.4.6 A draft summary of the evaluation (Appendix D-4) will be prepared and given to the unit member ten (10) school days prior to the summative conference.

17.4.7 The final Evaluation of Teaching Performance will be prepared and discussed at a summative conference as follows:

##### Permanent Certificated Employee:

By May 1, the evaluator shall have met with each evaluated permanent unit member in a private conference, at which time evaluation of the unit member's work shall have been discussed and, if necessary, specific suggestions for improvement made. The Evaluation of Teaching Performance (Appendix D-4) shall serve as a guide for the conference.

##### Probationary/Temporary Unit Members:

  
@MT

By March 1, the evaluator shall have met with each evaluated Probationary/ Temporary unit member in a private conference, at which time evaluation of the unit member's work shall have been discussed and, if necessary, specific suggestions for improvement made. The Evaluation of Teaching Performance (Appendix D-4) shall serve as a guide for the conference.

#### Probationary Non-Reelection

Prior to March 1, evaluators shall typically meet in a private conference with any temporary/probationary unit member.

17.4.8 Three (3) copies of the summative evaluation are to be distributed as follows:

One (1) copy to employee during the evaluation conference.

One (1) copy may be retained by Superintendent/Principal/Evaluator.

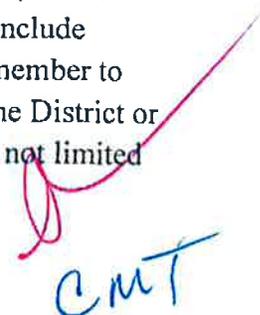
One (1) original placed in the personnel file of the evaluatee.

17.4.9 The unit member shall have the right to initiate a written response to the final Evaluation of Teaching Performance form. Such response shall become a part of the final evaluation.

#### 17.5 Procedures Applicable to Employees Receiving an Unsatisfactory Evaluation

17.5.1 Any certificated unit member who receives an unsatisfactory evaluation shall, upon the member's request, be entitled to at least one (1) subsequent observation, conference and written evaluation. Subsequent observations and evaluations shall be mutually scheduled in the same year if possible. If insufficient time remains, then the subsequent observation conference and written evaluation shall be scheduled for the next year.

17.5.2 The evaluator of the unit member shall assist the unit member in correcting any cited deficiencies. Assistance shall include such items as specific recommendations for improvement on the evaluation form D-4, direct assistance in implementing such recommendations, and may include released time (as determined by Superintendent) for the unit member to visit and observe effective teachers in similar classes within the District or in other schools. Resources for the employee include, but are not limited to:



- a) Peer helpers or colleagues
- b) BTSA
- c) Curriculum specialists
- d) Mentor and/or
- e) Teacher on Assignment

17.5.3 A permanent certificated employee who does not correct cited deficiencies, and who continues to be rated unsatisfactory by the District, shall be assigned to the PAR program as defined in ARTICLE XXIII. The permanent employee then may be subject to termination by the District for unsatisfactory performance after completion of the PAR process.

**ARTICLE XIII LEAVES (Tentative agreement on this article)**

~~13.7.3 The benefits provided under this subsection shall run concurrent with other leave benefits. As an example: If an employee has a total of forty (40) days of paid leave accrued from sick leave, that person is entitled to an additional sixty (60) days' leave (less daily cost of substitute) for illness or injury under the provisions of this section.~~

13.7.3 During each school year, when a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from his or her duties on account of illness or accident for an additional period of five school months, whether or not the absence arises out of or in the course of the employment of the employee, the amount deducted from the salary due him or her for any of the additional five months in which the absence occurs shall not exceed the sum that is actually paid a substitute employee employed to fill his or her position during his or her absence or, if no substitute employee was employed, the amount that would have been paid to the substitute had he or she been employed. The school district shall make every reasonable effort to secure the services of a substitute employee. See Ed. Code 44977.

13.7.3.1 For purposes of ~~subdivision (a)~~ of 13.7.3:

13.7.3.1a The sick leave, including accumulated sick leave, and the five-month period shall run consecutively.

13.7.3.1b An employee shall not be provided more than one five-month period per illness or accident. However, if a school year terminates before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year.

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- 13.7.3.2 The governing board of every school district shall adopt a salary schedule for substitute employees. The salary schedule shall indicate a salary for a substitute for all categories or classes of certificated employees of the district.
- 13.7.3.3 Excepting in a district the governing board of which has adopted a salary schedule for substitute employees of the district, the amount paid the substitute employee during any month shall be less than the salary due the employee absent from his or her duties.
- 13.7.3.4 When a person employed in a position requiring certification qualifications is absent from his or her duties on account of illness for a period of more than five school months, or when a person is absent from his or her duties for a cause other than illness, the amount deducted from the salary due him or her for the month in which the absence occurs shall be determined according to the rules and regulations established by the governing board of the district. The rules and regulations shall not conflict with rules and regulations of the State Board of Education.
- 13.7.3.5 Nothing in this section shall be construed so as to deprive any district, city, or city and county of the right to make any reasonable rule for the regulation of accident or sick leave or cumulative accident or sick leave without loss of salary for persons acquiring certification qualifications.
- 13.7.3.6 This section shall be applicable whether or not the absence from duty is by reason of a leave of absence granted by the governing board of the employing district.

## ARTICLE XXI: SALARY REGULATIONS

### 21.3 Horizontal Column Movement

21.3.1 Course credit for salary placement and movement shall be given only for post graduate, upper division, **continuing education**, or graduate course work taken at four year colleges, universities, or graduate schools which are accredited by a regional accrediting commission, except under a waiver, as provided for in Item 21.3.5. See 21.3.6 for more detail on acceptable course work.

21.3.2 Semester hours (units), as defined by the particular accredited college or university, will be acceptable for placement on the salary schedule. Quarter

hours (units) shall be converted to semester hours (units) by multiplying the total of such hours (units) by two-thirds.

21.3.3 Teachers requesting reclassification from one class (column) to another must file such request with the Superintendent not later than June 1 of each year. Supporting records or transcripts verifying post graduate units of study that are to apply toward ~~such a reclassification~~ column movement must be filed with the Superintendent not later than September 15. If the teacher is unable to submit supporting records or transcripts verifying post graduate units of study that are to apply toward ~~reclassification~~ column movement, official notes in the form of a grade card or letter from the college or institution shall be submitted. Such temporary verifications, which indicate satisfactory completion of the course(s), shall be verified by transcripts within three (3) months of the month of the date of the temporary certificate.

21.3.4 The burden of proof of training, experience, possession of credential, and other required documents shall lie with the teacher, both for initial placement and for subsequent ~~reclassification~~ column movement. Any error in classification shall be corrected as soon as the error is verified.

21.3.5 If a teacher believes that participation in a lower division course will be of direct benefit to the district and that a similar benefit is not available at an upper division or graduate course level, such teacher may petition the District for a waiver. Such waiver, if granted, allows the units so approved to be counted for advancement on the salary schedule. Prior to the date of enrollment in a lower division course, the teacher must make formal application and receive pre-approval from the Superintendent. ~~in the form of the aforementioned letter.~~

#### 21.3.6 Definition of Course work

21.3.6.1 Upper division, continuing education, or graduate courses that shall be credited:

- A subject directly related to the teaching assignment.
- A course recommended and/or approved by the site administrator for the improvement of instruction (may be lower division/continuing education, with prior District approval)
- A subject directly related to an advanced degree in professional education or a teaching assignment.
- A subject required by the California credential, evaluation or renewal if the required course is a new requirement not in current law.

21.3.6.2 Lower division or graduate courses that shall be credited:

- Courses required by a California credential, evaluation or renewal.
- Courses required by an advanced degree related to the teaching assignment.
- A course, not previously taken, that is offered by a teacher training institution and which is directly related to the teaching assignment.
- Courses required as a foundation for the acquiring of an additional teaching assignment major or minor. Such courses will be credited when the full major or minor requirement has been met and the teacher has been assigned to the subject area.

21.5 Statement of Units

21.4.1 The District shall provide each teacher by the first day of October, a statement of the number of units that the District has on file for them. This statement shall also include the total number of days of sick leave that have accumulated.

21.6 Annual Advancement

21.5.1 Each unit member shall advance in a class, one (1) step per year, for each year of experience until additional steps cease to exist.

The Unit and the District agree to meet and confer regarding any forms or required process for pre-approval of upper division, graduate, or continuing education units. Until such time as a new form and process is agreed upon, HTA and the District agree that unit members will request, of the superintendent pre-approval of the coursework. The request will include a brief description of the course and the benefits to the current teaching assignment/school/ and their professional development.

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**ARTICLE XXI: SALARY**

The Association wishes to add /increase the following extra duty pay:

Elementary School Yearbook Advisor	\$400
Masters Stipend	\$800
Varsity Head Coaches	\$2,700

**Appendix "A"**

Permanent increase to the salary schedule of three and three quarter percent (3.75%) beginning July , 2014

**Appendix B**

Increase the District contribution to the District paid Health Insurance Cap by \$50.00 to \$11,150 annually.

**Appendix C**

Elementary coaches language status quo for the 2014-15. The superintendent will form a committee to address future planning for elementary sports during the 2014-15 school year.



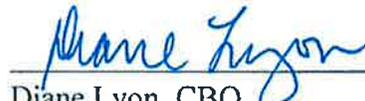
Leslie Anderson Lead Negotiator, HTA



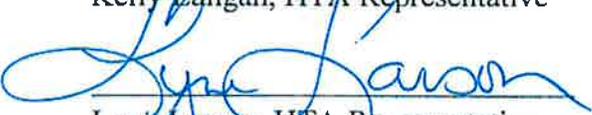
Charles Tracy, District Superintendent



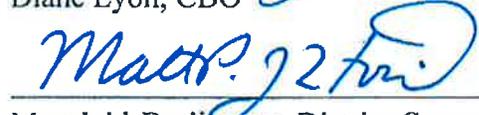
Kelly Langan, HTA Representative



Diane Lyon, CBO



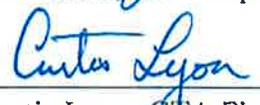
Lynh Larson, HTA Representative



Matt Juhl-Darlington, District Counsel



Don Jones, HTA Representative



Curtis Lyon, CTA Field Representative

# Hamilton Unified School District

620 Canal Street  
P.O. Box 488  
Hamilton City, CA 95951

Charles Tracy, Superintendent

(530) 826-3261  
(530) 826-0440 (Fax)  
[www.hamiltonusd.org](http://www.hamiltonusd.org)



## MEMORANDUM

DATE: June 5, 2014  
TO: Kristen Klimper  
FROM: Charles Tracy  
SUBJECT: Provisional Internship Permit

---

I am recommending you for a Provisional Internship Permit (PIP) to the Hamilton Unified School District Governing Board due to the lack of qualified applicants who can provide the services and skills you provide to the District.

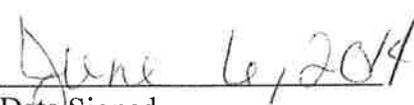
You must understand and acknowledge that this PIP is conditional for one school year only, beginning with the 2014-2015 school year. To continue in the employ of Hamilton Unified School District beyond the 2014-2015 school year, you must meet the following conditions:

1. Take and successfully pass your CSET in music.
2. Apply for and obtain an internship student teaching assignment with an accredited university not later than February 1, 2015.
3. Successfully complete the student teaching program, no later than June 2016.

If you fail to accomplish the aforementioned conditions, you will not qualify for a teaching credential and will, therefore, not have the proper credential to teach in California. As such, Hamilton Unified School District will be obligated to release you from its employ.

-----  
By signing below, you acknowledge that you have read this memorandum, received a copy of it, and understand the content of it, for example, the conditions that must be met for continued employment with the District.

  
\_\_\_\_\_  
Kristen Klimper

  
\_\_\_\_\_  
Date Signed

## VERIFICATION OF REQUIREMENTS For the Provisional Internship Permit

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

Name of Applicant Kristen Klimper

SSN 517-96-3057

Name of Employing Agency Hamilton Unified School District

County/District/CDS Code 11-76562

Multiple Subject

Single Subject - Specify subject(s): MUSIC

Education Specialist - Specify specialty area(s): \_\_\_\_\_

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

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

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

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

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

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

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

**Public School District**

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

(continued)

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

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

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

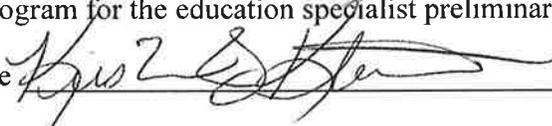
Public notice included the applicant's name, assignment, including subject(s) grade level(s), school site, and a statement that the applicant will be employed on the basis of a Provisional Internship Permit.

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

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

I certify under penalty of perjury that I need to complete NCLB core area subject matter to enroll in an intern program for the education specialist preliminary credential

Applicant Signature

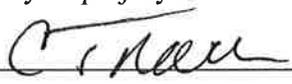


**Employing Agency Certification**

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

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

Signature



Title

SUPERINTENDENT

Date

6/5/14

Vendor/Addr Remit name Tax ID num Deposit type ABA num Account num  
 Req Reference Date Description Fd Res Y Goal Func Obj Sit Bcr DD T9MPS Liq Amt Net Amount

001045/00 CDW  
 PO-014672 05/05/2014 LQ20404 1 01-0000-0-1110-1000-4300-000-0000-00000 NN F 222.61 222.61  
 TOTAL PAYMENT AMOUNT 222.61 \*

000292/00 CLARK CONSULTING & TRAINING 954663756  
 PO-000419 05/25/2014 JUNE FINAL PMT 1 01-3010-0-1110-1000-5890-000-000-00000 NY F 1,772.75 1,772.75  
 PO-000419 05/25/2014 JUNE FINAL PMT 2 01-4203-0-1110-1000-5890-000-000-00000 NY F 1,772.74 1,772.74  
 TOTAL PAYMENT AMOUNT 3,545.45 \*

001519/00 COASTAL BUSINESS SYSTEMS INC  
 PO-000447 05/02/2014 JUNE HS 15264268 1 01-0000-0-1110-1000-5620-100-000-00000 NN P 0.00 671.27  
 PO-000447 05/02/2014 JUNE EB 15264268 3 01-0000-0-3200-1000-5620-000-000-00000 NN P 0.00 119.58  
 TOTAL PAYMENT AMOUNT 790.85 \*

000541/00 DARCY FOLIAK  
 FV-000277 05/12/2014 REIMB SUPPLIES 01-0801-0-1110-1000-4300-800-582-00000 NN 113.46 113.46  
 TOTAL PAYMENT AMOUNT 113.46 \*

000159/00 ENTERPRISE-RECORD 911947496  
 PO-000428 04/30/2014 EXPECT SUCCESS CAMP 1 01-0000-0-0000-2700-5890-000-000-00000 NY P 0.00 651.20  
 PO-000428 04/30/2014 SCIENCE TEACHER/TEMP 1 01-0000-0-0000-2700-5890-000-000-00000 NY P 0.00 490.12  
 TOTAL PAYMENT AMOUNT 1,141.32 \*

000162/00 GRAINGER  
 PO-000409 05/02/2014 9431359000 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 96.75  
 TOTAL PAYMENT AMOUNT 96.75 \*

001019/00 HAMILTON ELEMENTARY  
 PO-014693 05/10/2014 1862 BOOKFAIR BOOKS 1 01-0801-0-1110-1000-4300-800-560-00000 NN F 100.00 105.29  
 TOTAL PAYMENT AMOUNT 105.29 \*

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Liq Amt	Net Amount
000072/00	HILLYARD															
PO-000412	05/07/2014	601137524		1	01-8150-0-0000-8100-4300-000-000-0000	NN	P								0.00	116.57 116.57
TOTAL PAYMENT AMOUNT																
000445/00	IT SAVVY															
PO-014677	05/02/2014	712772		1	01-0801-0-1110-1000-4400-800-575-00000	NN	P								763.33	763.33
PO-014677	05/04/2014	713074		1	01-0801-0-1110-1000-4400-800-575-00000	NN	F								86.67	49.93 813.26
TOTAL PAYMENT AMOUNT																
000723/00	JIMMY'S CUSTOM TROPHIES															
PO-014107	05/09/2014	23623		1	01-0000-0-1110-1000-4300-100-000-00000	NN	P								800.00	107.39 107.39
TOTAL PAYMENT AMOUNT																
000217/00	KELLY LANGAN															
PV-000275	05/12/2014	REIMB REG2GO SUPPLIES		01-0801-0-1110-1000-5200-000-522-00000	NN											10.76 10.76
TOTAL PAYMENT AMOUNT																
001359/00	KRISTEN KLIMPER															
PV-000276	05/12/2014	MILEAGE OCT-APRIL 2014		01-0000-0-1110-1000-5200-000-013-00000	NN											709.15 709.15
TOTAL PAYMENT AMOUNT																
001388/00	LARRY'S PEST & WEED CONTROL	141953612														
PO-000440	04/22/2014	APRIL 2014 ELEM SPEC ED		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P									27.50
PO-000440	04/22/2014	APRIL ELEM PRESCHQ		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P									27.50
PO-000440	04/22/2014	APRIL HS SPEC ED		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P									24.50
PO-000440	04/22/2014	APRIL HS & ELEM		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P									328.50
TOTAL PAYMENT AMOUNT																
000522/00	LESLIE ANDERSON-MILLS															
PV-000274	05/09/2014	REIMB BATTERIES		01-0801-0-1110-1000-4300-000-501-00000	NN											12.14 12.14
TOTAL PAYMENT AMOUNT																

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Liq Amt	Net Amount
000309/00	OFFICE DEPOT														
PO-014100	05/01/2014	707536080001		2	01-0000-0-1110-1000-4300-000-000-00000	NN	P							0.00	107.49
PO-014100	05/01/2014	707536189001		2	01-0000-0-1110-1000-4300-000-000-00000	NN	P							0.00	13.64
PO-014100	05/01/2014	707568122001		2	01-0000-0-1110-1000-4300-000-000-00000	NN	P							0.00	17.58
PO-014100	05/01/2014	707568662001		2	01-0000-0-1110-1000-4300-000-000-00000	NN	P							0.00	41.87
PO-014100	05/02/2014	7075686661001		2	01-0000-0-1110-1000-4300-000-000-00000	NN	P							0.00	20.16
PO-014669	04/29/2014	711223056001		1	01-0000-0-1110-1000-4300-800-000-00000	NN	P						59.75	59.75	
PO-014669	04/30/2014	711223055001		1	01-0000-0-1110-1000-4300-800-000-00000	NN	P						141.26	141.26	
PO-014669	04/29/2014	711223009001		1	01-0000-0-1110-1000-4300-800-000-00000	NN	P						353.91	353.91	
PO-014676	05/01/2014	707516705001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						17.58	17.58	
PO-014676	05/01/2014	707516525001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						57.42	52.60	
PO-014681	05/05/2014	707929879001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						23.50	23.50	
PO-014681	05/07/2014	708372786001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						141.50	144.41	
PO-014682	05/05/2014	707929217001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						128.91	129.22	
PO-014684	05/05/2014	707930399001		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F						148.35	148.35	
PO-014684	05/06/2014	707930755001		2	01-0801-0-1110-1000-4300-000-516-00000	NN	F						140.59	140.59	
TOTAL PAYMENT AMOUNT															
1,411.91 *															

000134/00	QUILL CORPORATION													56.36	55.32
PO-014666	04/29/2014	25686657		1	01-0000-0-1110-1000-4300-100-000-00000	NN	F							55.32	55.32
TOTAL PAYMENT AMOUNT															
55.32 *															

000804/00	SEWARD L SCHREDER CONSTRUCTION														
PO-014380	04/29/2014	ELEM PROJ		2	01-9151-0-0000-8500-6200-000-000-00000	NY	P							0.00	10,047.06
PO-014380	04/29/2014	HIGH SCH PROJ		2	01-9151-0-0000-8500-6200-000-000-00000	NY	F						19,068.08	19,068.08	
TOTAL PAYMENT AMOUNT															
29,115.14 *															

000172/00	U S POSTMASTER														
PO-014696	05/12/2014	BULK MAIL ACCOUNT RESTOCK		1	01-0000-0-0000-2700-5990-000-000-00000	NN	F							1,200.00	1,200.00
TOTAL PAYMENT AMOUNT															
1,200.00 *															

TOTAL Fund	PAYMENT	39,975.37	**												39,975.37
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12 HAMILTON UNIFIED SCHOOL DIST. J8769 ACCOUNTS PAYABLE PRELIST APY500 H.02.12 05/15/14 08:48 PAGE 4  
 BATCH 61:JUNE 16 2014 BATCH: 0061 BATCH 61:MAY 19 2014 Fund : 11 ADULT EDUCATION << Open >>

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num Liq Amt Net Amount  
 Req Reference Date PO-000447 05/02/2014 JUNE AE 15264268 4 11-0000-0-4110-1000-5620-000-0000-000000 NN P 0.00 119.58  
 001519/00 COASTAL BUSINESS SYSTEMS INC 119.58 \* 119.58

TOTAL Fund PAYMENT 119.58 \*\*  
 TOTAL PAYMENT AMOUNT 119.58

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Account num	Liq Amt	Net Amount
001519/00	PO-000447	COASTAL BUSINESS SYSTEMS INC	05/02/2014	JUNE PS 15127323	5	12-6105-0-1110-1000-5620-000-000-00000	NN	P							0.00	119.57 119.57
TOTAL PAYMENT AMOUNT 119.57 *																
000858/00	TALIA SCHERQUIST															
	PO-014690	05/07/2014	NORWEX CLEANING CLOTHS	1	12-6105-0-1110-1000-4300-000-000-00000	NN	F								80.01	80.01 80.01
TOTAL PAYMENT AMOUNT 80.01 *																
TOTAL Fund PAYMENT 199.58 **																

Vendor/Addr Req Reference Date	Remit name Date	Description	Tax ID num	Deposit type Fd Res	Y Goal	Func Obj	ABA num Sit Bdr DD	Account num T9MPS	Liq Amt	Net Amount
000764/00	DANIELSON CO									
	PO-000425	05/12/2014 43962	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P			0.00	168.79
	PO-000425	05/12/2014 43965	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P			0.00	40.20
	PO-000425	05/12/2014 43962	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	708.91
	PO-000425	05/12/2014 43965	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	1,179.19
	PO-000425	05/12/2014 43965	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P			0.00	5.00
	PO-000425	05/12/2014 43965	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P			0.00	2,102.09
				TOTAL PAYMENT AMOUNT			2,102.09 *			

000258/00	LEANN RADTKE									
	PV-000278	05/12/2014 REIMB CAFE SUPPLIES		13-5310-0-0000-3700-4700-000-000-00000	NN		60.54 *			60.54
				TOTAL PAYMENT AMOUNT			60.54 *			60.54

000592/00	MISSION UNIFORM & LINEN									
	PO-000405	05/08/2014 250119165	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P			0.00	37.29
	PO-000405	05/01/2014 250117867	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P			0.00	16.40
	PO-000405	05/01/2014 250117868	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P			0.00	32.69
				TOTAL PAYMENT AMOUNT			86.38 *			86.38

001037/00	PRODUCERS DAIRY FOODS									
	PO-000431	05/05/2014 14526718	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	374.16
	PO-000431	05/08/2014 14549406	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	81.87
	PO-000431	05/05/2014 14503911	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	163.73
				TOTAL PAYMENT AMOUNT			619.76 *			619.76

000763/00	PROPACIFIC FRESH									
	PO-000407	05/11/2014 1905497	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	997.65
	PO-000407	05/11/2014 1905493	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	413.01
	PO-000407	05/11/2014 1905497	2	13-5310-0-0000-3700-5890-000-000-00000	NN	P			0.00	2.86
	PO-000407	05/11/2014 1905493	2	13-5310-0-0000-3700-5890-000-000-00000	NN	P			0.00	2.86
				TOTAL PAYMENT AMOUNT			1,416.38 *			1,416.38

	TOTAL Fund	PAYMENT		4,285.15 **						4,285.15
	TOTAL BATCH PAYMENT			44,579.68 ***		0.00				44,579.68
	TOTAL DISTRICT PAYMENT			44,579.68 ****		0.00				44,579.68
	TOTAL FOR ALL DISTRICTS:			44,579.68 ****		0.00				44,579.68

Number of warrants to be printed: 26, not counting voids due to stub overflows.

\*\*\*\*\* END OF REPORT \*\*\*\*\*

0.00	44,579.68
Prepared by <i>Christina Bria</i> 9/14/14	
Date	
Authorized by _____	
Date	



Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date		Fd Res	Y Goal	Func Obj	Sit BGR DD	T9MPS	
001390/00	BROWN INDUSTRIES INC		1	01-0000-0-1110-1000-4300-000-0000-0000	YN F			126.18
								126.18
								150.00
								1,956.35
								1,956.35
001519/00	COASTAL BUSINESS SYSTEMS INC		2	01-0000-0-1110-1000-5620-800-000-00000	NN P			0.00
								1,956.35
								1,956.35
000748/00	CSUC RESEARCH FOUNDATION		1	01-7405-0-1110-1000-5200-000-000-00000	NN P			3,600.00
								1,200.00
								4,550.00
								2,000.00
								11,350.00
								11,350.00
001279/00	ERIN JOHNSON		1	01-7405-0-1110-1000-5200-000-000-00000	NN F			341.26
								341.26
								341.26
								66.50
								66.50
000244/00	FED EX		1	01-7405-0-1110-1000-5200-000-000-00000	NN F			66.50
								66.50
								66.50
								66.50
								66.50
000307/00	HAMILTON HIGH SCHOOL		1	01-7405-0-1110-1000-5200-000-000-00000	NN F			5.27
								10.00
								6.00
								21.27
								21.27
								20.00
								20.00

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num Sit BGR DD T9MPS Liq Amt Net Amount  
 Req Reference Date  
 000072/00 HILLYARD  
 PO-000412 05/13/2014 601144414 1 01-8150-0-0000-8100-4300-000-0000-000000 NN P 0.00 1,458.18  
 TOTAL PAYMENT AMOUNT 1,458.18 \*

000445/00 IT SAVVY  
 PO-014664 05/12/2014 714655 3 01-0350-0-6000-1000-4400-000-000-000000 NN F 1,397.48 1,397.48  
 TOTAL PAYMENT AMOUNT 1,397.48 \*

001153/00 MARIA GONZALEZ  
 PV-000280 05/15/2014 REIMB BOOK FAIR BOOKS 01-0801-0-1110-1000-4300-800-560-000000 NN 120.27 \*  
 TOTAL PAYMENT AMOUNT 120.27

000309/00 OFFICE DEPOT  
 PO-014100 05/08/2014 708498626001 2 01-0000-0-1110-1000-4300-000-000-000000 NN P 109.26 109.26  
 PO-014100 05/12/2014 708866077001 2 01-0000-0-1110-1000-4300-000-000-000000 NN P 2.60 2.60  
 PO-014100 05/08/2014 708498500001 2 01-0000-0-1110-1000-4300-000-000-000000 NN P 96.64 96.64  
 PO-014100 05/08/2014 708498624001 2 01-0000-0-1110-1000-4300-000-000-000000 NN P 18.25 18.25  
 PO-014691 05/08/2014 708556240001 1 01-0000-0-1110-1000-4300-100-000-000000 NN F 47.34 47.34  
 TOTAL PAYMENT AMOUNT 273.89 \*

000322/00 PRESIDENTS EDUCATIONAL AWARDS  
 PO-014679 05/12/2014 224282 1 01-0000-0-1110-1000-4300-100-000-000000 YN F 27.00 \*  
 TOTAL PAYMENT AMOUNT 27.00 \*  
 TOTAL USE TAX AMOUNT 2.03

000137/00 SCHOOL SERVICES OF CALIF INC  
 PO-000426 04/30/2014 APRIL 2014 1 01-0000-0-1110-1000-5890-000-000-000000 NN P 0.00 205.00  
 TOTAL PAYMENT AMOUNT 205.00 \*  
 TOTAL Fund PAYMENT 17,363.38 \*\*  
 TOTAL USE TAX AMOUNT 11.49

Vendor/Addr Remit name Description  
 Reg Reference Date Date Description  
 001470/00 CRIS OSEGUERA

PV-000281 05/15/2014 REIMB STUDENT/CAFE WORK PWMTS 13-5310-0-0000-3700-5890-000-000-00000 NN 48.00 \* 48.00  
 TOTAL PAYMENT AMOUNT 48.00

000764/00 DANIELSON CO  
 PO-000425 05/19/2014 44612 1 13-5310-0-0000-3700-4300-000-000-00000 NN P 0.00 65.11  
 PO-000425 05/19/2014 44608 1 13-5310-0-0000-3700-4300-000-000-00000 NN P 0.00 139.07  
 PO-000425 05/15/2014 44347 2 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 221.70  
 PO-000425 05/19/2014 44612 2 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 879.64  
 PO-000425 05/19/2014 44608 2 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 1,130.27  
 PO-000425 05/19/2014 44608 3 13-5310-0-0000-3700-5890-000-000-00000 NN P 0.00 8.00  
 TOTAL PAYMENT AMOUNT 2,443.79 \*

0020209/00 GOLD STAR FOODS  
 PO-000415 05/19/2014 1056626 2 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 341.57  
 TOTAL PAYMENT AMOUNT 341.57

000592/00 MISSION UNIFORM & LINEN  
 PO-000405 05/15/2014 250120463 1 13-5310-0-0000-3700-4300-000-000-00000 NN P 0.00 37.29  
 PO-000405 05/15/2014 250120462 1 13-5310-0-0000-3700-4300-000-000-00000 NN P 0.00 19.85  
 TOTAL PAYMENT AMOUNT 57.14 \*

001037/00 PRODUCERS DAIRY FOODS  
 PO-000431 05/12/2014 14571914 1 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 405.41  
 PO-000431 05/15/2014 14594607 1 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 284.67  
 PO-000431 05/12/2014 14549408 1 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 39.14  
 TOTAL PAYMENT AMOUNT 729.22 \*

000763/00 PROPACIFIC FRESH  
 PO-000407 05/18/2014 4908558 1 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 532.95  
 PO-000407 05/18/2014 1908554 1 13-5310-0-0000-3700-4700-000-000-00000 NN P 0.00 910.25  
 PO-000407 05/18/2014 1908558 2 13-5310-0-0000-3700-5890-000-000-00000 NN P 0.00 2.86  
 PO-000407 05/18/2014 1908554 2 13-5310-0-0000-3700-5890-000-000-00000 NN P 0.00 2.86  
 TOTAL PAYMENT AMOUNT 1,448.92 \*

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	ABA num	Sit	Bdr	DD	T9MPS	Account num	Liq Amt	Net Amount
002012/00	UNITED GROCERS																
PO-000438	05/01/2014	540170072	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P										0.00	5.04
PO-000438	05/01/2014	540170072	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P										0.00	110.53
TOTAL PAYMENT AMOUNT																	
TOTAL Fund																	
TOTAL BATCH PAYMENT																	
TOTAL USE TAX AMOUNT																	
TOTAL DISTRICT PAYMENT																	
TOTAL USE TAX AMOUNT																	
TOTAL FOR ALL DISTRICTS:																	
TOTAL USE TAX AMOUNT																	

Number of warrants to be printed: 20, not counting voids due to stub overflows.

\*\*\*\*\* E N D O F R E P O R T \*\*\*\*\*

Prepared by Chris Davis Date 5/21/14  
 Authored by \_\_\_\_\_ Date \_\_\_\_\_

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	ABA num Y Goal Func Obj Sit	Account num Bdr DD	Liq Amt	Net Amount
001391/00	ABSOLUTE HEATING & AIR INC		510664349					
PO-000435	05/16/2014	1159051614		1	01-8150-0-0000-8100-5630-000-000-00000	NN P	0.00	63.75
PO-000435	05/14/2014	1149051414		1	01-8150-0-0000-8100-5630-000-000-00000	NN P	0.00	435.00
TOTAL PAYMENT AMOUNT								498.75 *
000911/00	BLICK ART MATERIALS							
PO-014698	05/16/2014	3040779		1	01-0000-0-1110-1000-4300-000-023-00000	NN F	1,000.00	1,000.00
PO-014698	05/16/2014	3040779		2	01-0801-0-1110-1000-4300-000-515-00000	NN F	5.17	5.17
TOTAL PAYMENT AMOUNT								1,005.17 *
000876/00	COASTAL BUSINESS SYSTEMS							
PV-000285	05/27/2014	STAPLES FOR ELEM			01-0000-0-1110-1000-4300-800-000-00000	NN		85.66
TOTAL PAYMENT AMOUNT								85.66 *
000238/00	DEBORAH SIOUX-THORUP							
PO-014575	05/21/2014	REIMB PHOTO PROCESS		1	01-0350-0-6000-1000-4300-000-044-00000	NN F	166.08	30.30
TOTAL PAYMENT AMOUNT								30.30 *
000602/00	DEER CREEK BROADCASTING		841647962					
PO-014675	05/25/2014	2982-00008		1	01-0000-0-1110-1000-5890-000-000-00000	NY P	577.00	577.00
PO-014675	05/18/2014	2982-00007		1	01-0000-0-1110-1000-5890-000-000-00000	NY P	640.00	640.00
PO-014675	05/18/2014	298200006		1	01-0000-0-1110-1000-5890-000-000-00000	NY P	720.00	720.00
TOTAL PAYMENT AMOUNT								1,937.00 *
000563/00	DIANE LYON		561259712					
PV-000289	05/23/2014	REIMB MILEAGE			01-0000-0-0000-7300-5200-000-000-00000	NN		110.18
TOTAL PAYMENT AMOUNT								110.18 *
000723/00	JIMMY'S CUSTOM TROPHIES							
PO-014107	05/20/2014	23671		2	01-0000-0-1110-1000-4300-100-000-00000	NN P	0.00	58.05
TOTAL PAYMENT AMOUNT								58.05 *

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	ABA num Y Goal	Sit Bdr DD Func Obj	Account num T9MFS	Liq Amt	Net Amount
001225/00	MATT STEELE								
PV-000287	05/23/2014	REIMB ART SUPPLIES	01-0801-0-1110-1000-4300-000-504-00000	NN					125.10
		TOTAL PAYMENT AMOUNT							125.10
000309/00	OFFICE DEPOT								
CM-000034	05/27/2014	RETURN/REPLACE 10KEY INKROLLER	01-0000-0-1110-1000-4300-000-000-00000	NN					2.64
		TOTAL PAYMENT AMOUNT							2.64
000084/00	PG&E								
PO-000416	05/15/2014	MAY HS 9921774729-6	1 01-0000-0-0000-8100-5590-000-000-00000	NN P				0.00	6,255.81
		TOTAL PAYMENT AMOUNT							6,255.81
000087/00	SACRAMENTO VALLEY MIRROR		533423142						
PO-000421	05/18/2014	12611 SCIENCE/TEACHER/EXFSUCCE	1 01-0000-0-0000-2700-5890-000-000-00000	NY P				0.00	96.12
		TOTAL PAYMENT AMOUNT							96.12
000324/00	SHASTA COUNTY OFFICE OF ED								
PV-000288	05/01/2014	INV14-01100	01-0000-0-0000-7300-5200-000-000-00000	NN					150.00
		TOTAL PAYMENT AMOUNT							150.00
001148/00	UPS								
PV-000286	05/24/2014	8V6291214	01-0000-0-0000-2700-5990-000-000-00000	NN					15.48
		TOTAL PAYMENT AMOUNT							15.48
		TOTAL Fund						10,364.98	**
		PAYMENT						10,364.98	**

Fund : 12 CHILD DEVELOPMENT

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	Y	Goal	Func	Obj	ABA num	Sit	Bdr	DD	Account num	T9MPS	Liq Amt	Net Amount
000309/00		OFFICE DEPOT														
	PO-014704	05/20/2014	714201726001	1	12-6105-0-1110-1000-4300-000-000-00000	NN	P								2.11	2.11
	PO-014704	05/20/2014	714201585001	1	12-6105-0-1110-1000-4300-000-000-00000	NN	F								178.73	178.73
					TOTAL PAYMENT AMOUNT										180.84 *	180.84
					TOTAL Fund										180.84 **	180.84

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	Y	Goal	Func	Obj	ABA num Sit	Account num Bdr DD	T9MPS	Liq Amt	Net Amount	
000764/00	DANIELSON CO													
PO-000425	05/27/2014	45139		1	13-5310-0-0000-3700-4300-000-000-000000	NN	P					0.00	139.07	
PO-000425	05/27/2014	45178		1	13-5310-0-0000-3700-4300-000-000-000000	NN	P					0.00	28.98	
PO-000425	05/23/2014	45187		2	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	90.26	
PO-000425	05/27/2014	45139		2	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	755.75	
PO-000425	05/27/2014	45178		2	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	709.84	
PO-000425	05/27/2014	45178		3	13-5310-0-0000-3700-5890-000-000-000000	NN	P					0.00	5.00	
					TOTAL PAYMENT AMOUNT				1,728.90 *				0.00	1,728.90
000592/00	MISSION UNIFORM & LINEN													
PO-000405	05/22/2014	250121762		1	13-5310-0-0000-3700-4300-000-000-000000	NN	P		38.44 *			0.00	38.44	
					TOTAL PAYMENT AMOUNT				38.44 *				0.00	38.44
001059/00	NORCAL FOOD EQUIPMENT INC													
PO-014142	05/23/2014	RA66760		1	13-5310-0-0000-3700-5630-000-000-000000	NN	P		806.98 *			0.00	806.98	
					TOTAL PAYMENT AMOUNT				806.98 *				0.00	806.98
001037/00	PRODUCERS DAIRY FOODS													
PO-000431	05/19/2014	14594609		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	163.73	
PO-000431	05/22/2014	14639819		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	108.96	
PO-000431	05/19/2014	14617408		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	202.09	
PO-000431	05/22/2014	14639815		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	736.64	
					TOTAL PAYMENT AMOUNT				1,211.42 *				0.00	1,211.42
000763/00	PROPACIFIC FRESH													
PO-000407	05/26/2014	1910605		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	331.20	
PO-000407	05/26/2014	1910603		1	13-5310-0-0000-3700-4700-000-000-000000	NN	P					0.00	796.09	
PO-000407	05/26/2014	1910605		2	13-5310-0-0000-3700-5890-000-000-000000	NN	P					0.00	2.86	
PO-000407	05/26/2014	1910603		2	13-5310-0-0000-3700-5890-000-000-000000	NN	P					0.00	2.86	
					TOTAL PAYMENT AMOUNT				1,133.01 *				0.00	1,133.01
					TOTAL Fund				4,918.75 **				0.00	4,918.75
					TOTAL BATCH PAYMENT				15,464.57 ***				0.00	15,464.57
					TOTAL DISTRICT PAYMENT				15,464.57 ****				0.00	15,464.57
					TOTAL FOR ALL DISTRICTS:				15,464.57 ****				0.00	15,464.57

0.00  
 Prepared by *Chris Doria* 5/28/14  
 Date  
 Authenticated by \_\_\_\_\_ Date \_\_\_\_\_

Number of warrants to be printed: 18, not counting voids due to stub overflows.  
 \*\*\*\*\* END OF REPORT \*\*\*\*\*

5/31/14

Vendor/Addr Req Reference Date	Remit name Date	Description	Tax ID num	Deposit type Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Account num	Liq Amt	Net Amount
001532/00	MATT JUHL-DARLINGTON LAW CORP	464107099													
PV-000291	05/28/2014	LEGAL SERVICES	01-0000-0-0000-7110-5815-000-000-000000	NY											13,465.50
		TOTAL PAYMENT AMOUNT													13,465.50
000584/00	STANDARD														
PO-000408	05/20/2014	JUNE CT503202 DIV 3000	1 01-0000-0-0000-0000-9573-000-000-000000	NN	P									0.00	296.48
		TOTAL PAYMENT AMOUNT													296.48
		TOTAL Fund		PAYMENT											13,761.98
		TOTAL BATCH PAYMENT												0.00	13,761.98
		TOTAL DISTRICT PAYMENT												0.00	13,761.98
		TOTAL FOR ALL DISTRICTS:												0.00	13,761.98

Number of warrants to be printed: 2, not counting voids due to stub overflows.

Prepared by	Uster Hamman	Date	5/30/14
Authorized by		Date	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res Y Goal Func Obj Sit Bdr DD	ABA num	Account num	Liq Amt	Net Amount
000053/00	CALIFORNIA WATER SERVICE CO							
PO-000422	05/28/2014	JUNE 0669843652		1 01-0000-0-0000-8100-5590-000-000000 NN P			0.00	917.36
PO-000422	05/28/2014	JUNE 3624177777		1 01-0000-0-0000-8100-5590-000-000000 NN P			0.00	14.00
PO-000422	05/28/2014	JUNE 4328876467		1 01-0000-0-0000-8100-5590-000-000000 NN P			0.00	430.21
PO-000422	05/28/2014	JUNE 6314177777		1 01-0000-0-0000-8100-5590-000-000000 NN P			0.00	228.87
PO-000422	05/28/2014	JUNE 7314177777		1 01-0000-0-0000-8100-5590-000-000000 NN P			0.00	619.10
		TOTAL PAYMENT AMOUNT			2,209.54 *			2,209.54
001105/00	CEV MULTIMEDIA							
		752803669						
PO-014723	06/02/2014	078698		1 01-0350-0-6000-1000-4300-000-000000 NN F	850.00 *		850.00	850.00
		TOTAL PAYMENT AMOUNT						850.00
000114/00	HAMILTON UNIFIED REVOLVING FND							
PV-000293	06/02/2014	CR#1582 TRACK MEET/CLOVIS TRAV		01-0000-0-1110-1000-5200-000-000000 NN	268.00 *			268.00
		TOTAL PAYMENT AMOUNT						268.00
000072/00	HILLYARD							
PO-000412	05/28/2014	601162543		1 01-8150-0-0000-8100-4300-000-000000 NN P	562.96 *		0.00	562.96
		TOTAL PAYMENT AMOUNT						562.96
000445/00	IT SAVVY							
PO-014718	05/28/2014	718039		1 01-0000-0-3200-1000-4300-000-000000 NN F			64.21	64.21
PO-014719	05/30/2014	718376		1 01-9150-0-0000-2420-4300-000-000000 NN F			2,580.00	2,580.00
		TOTAL PAYMENT AMOUNT						2,644.21
001283/00	JOHN'S TIRE & MUFFLER SERVICE							
		943171305						
PV-000294	05/22/2014	125824		01-8150-0-0000-8100-5630-000-000000 NY	19.53 *			19.53
		TOTAL PAYMENT AMOUNT						19.53
001388/00	LARRY'S PEST & WEED CONTROL							
		141953612						
PO-000440	05/22/2014	MAY HS SPEC ED		1 01-0000-0-0000-8100-5590-000-000000 NY P			0.00	24.50
PO-000440	05/22/2014	MAY ELEM FRESCH		1 01-0000-0-0000-8100-5590-000-000000 NY P			0.00	27.50
PO-000440	05/22/2014	MAY ELEM SPEC ED		1 01-0000-0-0000-8100-5590-000-000000 NY P			0.00	27.50
PO-000440	05/22/2014	MAY HS & ELEM		1 01-0000-0-0000-8100-5590-000-000000 NY P			0.00	328.50

Vendor/Addr Remit name Date Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit EdR DD T9MPS Account num Liq Amt Net Amount  
 Req Reference Date

001388 (CONTINUED)  
 PO-000440 06/23/2014 JUNE ELEM SPEC ED 1 01-0000-0-0000-8100-5590-000-0000-00000 NY P 0.00 27.50  
 PO-000440 06/23/2014 JUNE ELEM PRESCH 1 01-0000-0-0000-8100-5590-000-000-00000 NY P 0.00 27.50  
 PO-000440 06/23/2014 JUNE HS SPEC ED 1 01-0000-0-0000-8100-5590-000-000-00000 NY P 0.00 24.50  
 PO-000440 06/23/2014 JUNE HS & ELEM 1 01-0000-0-0000-8100-5590-000-000-00000 NY P 0.00 328.50  
 TOTAL PAYMENT AMOUNT 816.00 \* 816.00

001450/00 MARIA REYES  
 PV-000298 05/23/2014 REIMB PARENT APP LUNCH 5/23 01-3010-0-1110-1000-4300-000-000-00000 NN 100.00 100.00  
 TOTAL PAYMENT AMOUNT 100.00 \*

000096/00 MILLER GLASS INC  
 PO-014724 05/14/2014 3-219321 1 01-8150-0-0000-8100-5630-000-000-00000 NN F 359.89 359.89  
 TOTAL PAYMENT AMOUNT 359.89 \*

000524/00 MJB WELDING SUPPLY  
 PO-014587 05/30/2014 1036194 1 01-0350-0-6000-1000-6400-000-000-00000 NN F 15,204.96 15,204.96  
 TOTAL PAYMENT AMOUNT 15,204.96 \*

000719/00 NORTH WOODWINDS 316480153  
 FV-000292 03/21/2014 388559 01-0000-0-1110-1000-5630-000-013-00000 NY 33.00 33.00  
 TOTAL PAYMENT AMOUNT 33.00 \*

000309/00 OFFICE DEPOT  
 CM-000035 05/27/2014 RETURN OF WRONG ORDER 01-0000-0-1110-1000-4300-000-000-00000 NN 2.60 2.60  
 PO-014100 05/28/2014 712358764001 2 01-0000-0-1110-1000-4300-000-000-00000 NN P 0.00 2.60  
 PO-014703 05/20/2014 714191887001 1 01-0801-0-1110-1000-4300-800-571-00000 NN F 198.10 198.10  
 PO-014706 05/23/2014 714514651001 1 01-0000-0-1110-1000-4300-100-000-00000 NN F 1,246.57 1,246.57  
 TOTAL PAYMENT AMOUNT 1,444.67 \* 1,444.67

000027/00 ORLAND HARDWARE  
 PO-000417 05/05/2014 217074 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 33.81  
 PO-000417 05/14/2014 217967 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 55.23  
 PO-014657 04/29/2014 216422 1 01-0350-0-6000-1000-4300-000-000-00000 NN F 1,000.00 966.97

118-19

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	ABA num Y Goal	Account num Func Obj Sit BDR DD	T9MPS	Liq Amt	Net Amount
000084/00	PG&E								1,056.01
TOTAL PAYMENT AMOUNT									
PO-000416	05/28/2014	MAY ELEM 3699672995-4	1	01-0000-0-0000-8100-5590-000-000-000000	NN	P		0.00	5,980.96
TOTAL PAYMENT AMOUNT									
001246/00	PROFESSIONAL TUTORS OF AMERICA	330015574							5,980.96
PO-014485	05/20/2014	APRIL 49784	1	01-3010-0-1110-1000-5890-000-000-000000	NY	F	746.00	357.00	357.00
TOTAL PAYMENT AMOUNT									
001152/00	TREVOR MERRILL	561559641							357.00
PO-014729	06/04/2014	2/12-5/19 REPAIR LOG	1	01-9150-0-0000-2420-5630-000-000-000000	NY	F	1,225.00	1,225.00	1,225.00
TOTAL PAYMENT AMOUNT									
001382/00	U S BANK CORPORATE								1,225.00
PO-014302	05/28/2014	TRAVEL/FUEL AIG	1	01-7010-0-3800-1000-5200-000-000-000000	NN	P	0.00	543.48	543.48
PO-014527	05/28/2014	SUBWAY STUDENT INCENTIVES	1	01-0801-0-1110-1000-4300-800-567-000000	NN	F	200.00	100.00	100.00
PO-014574	05/28/2014	FFA HOTEL	1	01-7010-0-3800-1000-5200-000-000-000000	NN	F	1,392.78	1,397.28	1,397.28
PO-014662	05/28/2014	TRACK UMBRELLAS	1	01-0801-0-1110-1000-4300-800-584-000000	NN	F	125.00	105.36	105.36
PO-014671	05/28/2014	ACHARLON CLASS SUPPLIES	1	01-0000-0-1110-1000-4300-000-000-000000	NN	F	135.00	132.51	132.51
PO-014678	05/28/2014	AIR FILTERS	1	01-8150-0-0000-8100-4300-000-000-000000	NN	F	557.80	557.79	557.79
PO-014688	05/28/2014	KEY MACHINE MAINT	1	01-8150-0-0000-8100-4300-000-000-000000	NN	F	475.00	466.66	466.66
PO-014692	05/28/2014	BATTERIES	1	01-0000-0-1110-1000-4300-100-000-000000	NN	F	75.81	75.81	75.81
PO-014695	05/28/2014	BOOKSHELVES	1	01-0801-0-1110-1000-4300-800-560-000000	NN	F	100.00	96.65	96.65
PV-000297	06/04/2014	4246044555628555						15.50	15.50
PV-000297	06/04/2014	4246044555628555						529.22	529.22
PV-000297	06/04/2014	4246044555628555						238.55	238.55
PV-000297	06/04/2014	4246044555628555						156.31	156.31
PV-000297	06/04/2014	4246044555628555						20.53	20.53
PV-000297	06/04/2014	4246044555628555						4,451.15	4,451.15
TOTAL PAYMENT AMOUNT									
000801/00	VANELLA OIL COMPANY								4,451.15
PO-000400	05/20/2014	67748	1	01-7230-0-0000-3600-4392-000-000-000000	NN	P	0.00	2,881.07	2,881.07
TOTAL PAYMENT AMOUNT									
									2,881.07

E15-19

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Lig Amt	Net Amount	
000009/00	VERSA PRODUCTS INC															
	PO-014667	04/28/2014	91425		1	01-3010-0-1110-1000-4300-000-000-00000	NN	F						7,035.66	7,035.66	
TOTAL PAYMENT AMOUNT														7,035.66	7,035.66	
000377/00	WASTE MANAGEMENT															
	PO-000402	06/01/2014	JUNE HS MAINT		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P						0.00	748.80	
	PO-000402	06/01/2014	JUNE ELEM MAINT		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P						0.00	187.20	
	PO-000402	06/01/2014	JUNE ELEM CAFE		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P						0.00	242.42	
	PO-000402	06/01/2014	JUNE HS CAFE		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P						0.00	187.20	
TOTAL PAYMENT AMOUNT														1,365.62	1,365.62	
000743/00	WEST COAST PAPER															
	PO-000429	05/22/2014	8540204		1	01-8150-0-0000-8100-4300-000-000-00000	NN	P						0.00	119.88	
	PO-000429	05/22/2014	8540202		1	01-8150-0-0000-8100-4300-000-000-00000	NN	P						0.00	396.03	
	PO-000429	05/22/2014	8540203		1	01-8150-0-0000-8100-4300-000-000-00000	NN	P						0.00	55.15	
TOTAL PAYMENT AMOUNT														571.06	571.06	
TOTAL Fund														PAYMENT	49,436.29	**
TOTAL Fund														PAYMENT	49,436.29	**

ACCOUNTS PAYABLE PRELIST  
 Vendor/Addr Remit name Description  
 Req Reference Date

001402/00 BEYOND PLAY LLC  
 PO-014710 05/23/2014 538314  
 Tax ID num Deposit type ABA num Account num  
 Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN F 108.71 \* 108.72 108.71  
 TOTAL PAYMENT AMOUNT 108.71 \*

000506/00 CVS PHARMACY INC  
 PO-014250 05/22/2014 6005432059000825  
 PO-014250 05/22/2014 6005432059000825  
 Tax ID num Deposit type ABA num Account num  
 Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN P 22.55 32.51  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN P 0.00 30.02  
 TOTAL PAYMENT AMOUNT 62.53 \*

001024/00 DISCOUNT SCHOOL SUPPLY  
 PO-014712 05/26/2014 W20071250101  
 Tax ID num Deposit type ABA num Account num  
 Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN F 500.00 499.06  
 TOTAL PAYMENT AMOUNT 499.06 \*

000309/00 OFFICE DEPOT  
 PO-014711 05/23/2014 714692199001  
 PO-014711 05/28/2014 714692337001  
 Tax ID num Deposit type ABA num Account num  
 Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN P 51.38 51.38  
 1 12-6105-0-1110-1000-4300-000-0000-00000 NN F 72.82 72.82  
 TOTAL PAYMENT AMOUNT 124.20 \*

001320/00 SCHOLASTIC INC  
 PO-014705 05/20/2014 T94454184  
 Tax ID num Deposit type ABA num Account num  
 Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount  
 1 12-6105-0-1110-1000-4300-000-0000-00000 YN F 24.00 24.00  
 TOTAL PAYMENT AMOUNT 24.00 \*  
 TOTAL USE TAX AMOUNT 1.80

TOTAL Fund PAYMENT 818.50 \*\*  
 TOTAL USE TAX AMOUNT 1.80

Vendor/Addr Remit name Tax ID num Deposit type ABA num Account num  
 Req Reference Date Description Fd Res Y Goal Func Obj Sit Bdr DD TSMPs Liq Amt Net Amount  
 001318/00 MONA MOON 13-5310-0-0000-3700-5200-000-000-00000 NN 22.04 \* 22.04 22.04

PV-000299 05/30/2014 REIMB MILEAGE 5/21 TOTAL PAYMENT AMOUNT 22.04 \* 22.04

TOTAL Fund	PAYMENT	22.04 **		22.04
TOTAL BATCH PAYMENT		50,276.83 ***	0.00	50,276.83
TOTAL USE TAX AMOUNT		1.80		
TOTAL DISTRICT PAYMENT		50,276.83 ****	0.00	50,276.83
TOTAL USE TAX AMOUNT		1.80		
TOTAL FOR ALL DISTRICTS:		50,276.83 ****	0.00	50,276.83
TOTAL USE TAX AMOUNT		1.80		

Number of warrants to be printed: 27, not counting voids due to stub overflows:

\*\*\*\*\* E N D O F R E P O R T \*\*\*\*\*

Prepared by Christina 6/4/15 Date  
 Authenticated by \_\_\_\_\_ Date

12 HAMILTON UNIFIED SCHOOL DIST. J9739

APY500 H.02.12 06/04/14 14:04 PAGE 1

ACCOUNTS PAYABLE PRELIST  
BATCH: 0068 BATCH 68; JUNE 16, 2014  
Fund : 01 GENERAL FUND

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount

001532/00 MATT JUHL-DARLINGTON LAW CORP 464107099  
PV-000295 04/23/2014 FEBRUARY LEGAL SERVICES 01-0000-0-0000-7110-5815-000-000-00000 NY 12,722.00  
PV-000296 05/08/2014 MARCH LEGAL SERVICES 01-0000-0-0000-7110-5815-000-000-00000 NY 19,316.50  
TOTAL PAYMENT AMOUNT 32,038.50 \* 32,038.50

TOTAL Fund PAYMENT 32,038.50 \*\* 32,038.50  
TOTAL BATCH PAYMENT 32,038.50 \*\*\* 0.00 32,038.50  
TOTAL DISTRICT PAYMENT 32,038.50 \*\*\*\* 0.00 32,038.50  
TOTAL FOR ALL DISTRICTS: 32,038.50 \*\*\*\*\* 0.00 32,038.50

Number of warrants to be printed: 1, not counting voids due to stub overflows.

Prepared by Walter Hamman 6/4/14 Date  
Authorized by \_\_\_\_\_ Date

E15-23

**HAMILTON UNIFIED SCHOOL DISTRICT**  
**REGULAR BOARD MEETING**  
**MINUTES**  
**Hamilton High School Library**  
**Monday, May 19, 2014**

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**1.0 OPENING BUSINESS.**

1.1 Called to order at 6:01 p.m. and roll call.

Board Members Present: Tomas Loera, President; Judy Twede, Clerk; and Wendall Lower.

Board Members Absent: Tim Anderson and Gabriel Leal.

Others Present: Charles Tracy, Superintendent; Elizabeth Perry, Administrative Assistant; and Michaela Brantingham, HES Student Council President.

Others Absent: Ivan Ureña-Valdes, ASB President.

Guests: Cris Oseguera, Diane Lyon, Darcy Pollak, Tracey Leveroni, Ellese Mello, Michael Brantingham, John Kissam, Maggie Sawyer, Margrit Voogesang, Maria Llamas, Tom Conwell, Leslie Anderson, Patricia Loera, Rosalinda Sanchez, Cain Medina, Liz Cox, Maribel Hernandez, Guadalupe Mata, Rosa Vargas, Lynn Larson, Maria Elena Alvarez, Kathy Perez, and others on sign in sheet.

**2.0 IDENTIFIED CLOSED SESSION ITEMS.**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS.** None.

**4.0 ADJOURNED TO CLOSED SESSION AT 6:02 PM.** To consider qualified matters.

4.1 Government Code Section 54957.6, Labor Negotiations. To confer with the District's labor negotiator, Superintendent Charles Tracy, regarding HTA and CSEA negotiations.

4.2 Government Code Section 54957, Personnel Issues. To consider the employment, evaluation, reassignment, dismissal, or discipline of certificated employees.

**5.0 RECONVENED TO PUBLIC SESSION AT 6:41 PM/FLAG SALUTE LED BY TOMAS LOERA.**  
No action taken in closed session (**no earlier than 6:30 p.m.**).

**6.0 ADOPTED AGENDA (M).** It was moved, seconded, and carried to adopt as presented.

(322 Twede – Lower)

**7.0 PUBLIC COMMENT.**

7.1 Tracey Leveroni thanked the Board for their support of the Track team and coach. It meant a lot to her and her daughter to finish the season.

**8.0 COMMUNICATIONS/REPORTS.**

8.1 Board Member Comments/Reports. None.

8.2 ASB President and Student Council President Reports.

1. Hamilton High, Ivan Ureña-Valdes. Absent
2. Hamilton Elementary, Michaela Brantingham, reported on an outstanding year due to focused students, an outstanding principal, and an amazing staff. She reported on activities including the Art show, community service, May Festival, community support of activities, track meet and results, and 8<sup>th</sup> grade trip to Six Flags.

8.3 District Reports (written reports submitted).

1. Food Service Report by LeAnn Radtke.
  - o Meals served in April: HHS 4152, HES 9893
2. Operations Report by Marc Eddy.
  - o Total bus miles driven in April were 2,153.
  - o Maintenance included game prep for four games; round up application, bathroom partitions replaced, and toilets repaired.
3. Technology Report by Allan Bradley included the main objectives for his department in April: Smarter Balanced Testing, VOIP System, PG&E Power Savings, Microsoft XP, HUSD Tech Plan, Email Archiving, Viruses and Malware Prevention, District System Updates, Cabling, and Accounting Systems.

E16-1

- 8.4 Principal and Dean of Student Reports.
1. Cris Oseguera, Hamilton High School Principal, distributed a summary of May and June events/activities and highlighted the successful completion of STAR and CAASPP testing, FFA's success at the Glenn County Fair, Frosh Career Day, successful Senior Project presentations, the FFA Banquet, Drama production, CAHSEE Census Test results (ELA 81%; Math 89%), sports, and upcoming events.
  2. Darcy Pollak, Hamilton Elementary School Principal.
    - Michael Brantingham, Science teacher, reported on his Action Research Project for BTSA—"If I change my instruction by incorporating technology to enhance student comprehension of models as presented in the engineering portion of the Next Generation Science Standards (NGSS), what effect will this have on student performance on assessments?" He provided a handout of his research.
    - Maggie Sawyer updated the Board on the Tuato'o Memorial Bench. A packet was distributed with pictures of the committee's proposal. She explained the process the committee went through to reach their decision for the bench, location, and logo. The bench will be bolted into place; however, it will be removable in case repairs are necessary below the cement. The project is funded completely with private funds. They would like to move forward. Mr. Tracy directed them to work with Marc Eddy.
  3. Maria Reyes, District Dean of Students. Submitted a written report through Mr. Tracy as she was home ill. 16 students are enrolled at Ella Barkley with one student enrolled in Community Day School. Seniors finished their Butte College Reg-to-Go registration process for the fall, Senior Projects will be presented on May 29, and guest speakers will share about their careers on May 23.

- 8.5 Superintendent Report by Charles Tracy.
1. Staff BBQ on June 5, 12:30 p.m. behind the HHS Cafeteria. Board members Tim Anderson and Gabe Leal will help BBQ.
  2. Board participation reminder for graduation and promotion ceremonies.
  3. P2 Report. Up 16 ADA; grades K-3 average class size 23.75; grades 4-8 22.3 average class size.
  4. Diplomas presented for Board President's signature.
  5. Miscellaneous Reports. Great Saturday at auction. Kids did well. Mr. Tracy complimented the kids, Mr. Bentz, Ms. Lohse, Mr. Oseguera, and the parents.
  6. Communications.
    - Letter from Glenn County Office of Education dated April 14, 2014, which concurs with the District's positive certification of the 2013-14 First Interim Review.

## 9.0 DISCUSSION ITEMS

- 9.1 HUSD Coaches' Handbook. First Reading. Mr. Oseguera gave an overview of the handbook and the reason for having it.
- 9.2 Mosquito, Vector and Disease Control Assessment for the Butte County Mosquito and Vector Control District. Mr. Tracy gave an overview of the information and services available to us to protect our public. There are also excellent educational materials available.
- 9.3 Fiscal Crisis & Management Assistance Team Study Agreement, April 14, 2014. To provide on-site technical assistance to study specific aspects of the district's operations—Special Education. Mr. Tracy explained the reasoning behind this agreement.
- 9.4 2014-15 District Calendar. Option A and B presented for review. Mr. Tracy discussed the differences in each calendar. Mr. Tracy will recommend Option A under action items.
- 9.5 Proposition 39. Clean jobs money. PG&E is providing free consulting. Handout distributed. Program and strategic plan review by Diane Lyon. Start work in summer 2014. Roofing of main office building complex as it is the roof showing the most wear. Plans to bring actual expenditure plan for approval in June.
- 9.6 Nichols, Melburg & Rossetto Architectural Proposals. (1) Modular Classroom for Hamilton Elementary School; (2) Modular classroom for Hamilton High School; (3) Gateway Entrance for HES; (4) Improvement and Future Growth Plan, HHS; (5) Improvement and Future Growth Plan, HES; and (6) Improvement and Future Growth Plan, EBHS. The district wants a study to

be prepared for anticipated growth. Dollar General has purchased land in Hamilton City. Mr. Tracy reminded the Board of discussions over the past three years about facilities and future growth – What will happen to Hamilton in the future? How will we deal with staffing, facilities if new subdivisions are built?

- 9.7 Technology Plan. First Reading of plan submitted to CDE for their certification. Mr. Bradley coordinated the re-writing of this plan. The purpose is to help us qualify for E-rate funding. The plan was approved today by CDE.
- 9.8 Classified Salary Schedule. First reading of negotiated revisions reviewed.
- 9.9 Public Hearing for LCAP: Opened at 8:09 p.m. / Closed at 8:42 p.m. To solicit input on the adoption of the proposed LCAP for the 2014-15 year. First Reading. Presentation made by Mr. Tracy. Question and answer period ensued.
- 9.10 Public Hearing for Budget: Opened at 8:42 p.m. / Closed at 8:50 p.m. To solicit input on the adoption of the proposed District Budget for the 2014-15 year. First Reading. Presentation by Diane Lyon. Big picture: Proposing to adopt a balanced budget after running a \$200,000 deficit budget—the first time in years, and no layoffs this year. Adding several teachers and a half-time custodian/bus driver as well as giving a COLA, bonus, and increasing the benefit cap.
- 9.11 Public Hearing for HES Year 4 Plan Progress Report: Opened at 8:50 p.m. / Closed at 8:55 p.m. To solicit input on the District Advisory Committee's (DAC) Progress Report/Recommendation for the Year 4 Plan for the elementary school under the Federal Law known as No Child Left Behind (NCLB) for the Governing Board to consider, which would be implemented at the beginning of the 2014-2015 school year. First reading. Mr. Tracy spoke positively about the progress of the elementary school. The DAC unanimously believes moving the school forward with 12 goals for next year is the correct thing to do. Public DAC meetings will be held to review the school's progress on Nov. 3, March 2, and May 4 with a final DAC committee meeting on May 11, 2015 to finalize the committee's recommendation. Mr. Tracy congratulated the elementary school on their hard work.
- 10.0 **ACTION ITEMS (M)** (Including any item removed from the Consent Agenda.)
- 10.1 Fiscal Crisis & Management Assistance Team Study Agreement, April 14, 2014. It was moved, seconded, and carried to hire as presented.  
(323 Twede – Lower)
- 10.2 2014-15 District Calendar. It was moved, seconded, and carried to adopt Option A.  
(324 Twede – Lower)
- 10.3 Meal Price Increase. It was moved, seconded, and carried to increase prices in the District as proposed.  
(325 Lower – Twede)
- 10.4 Nichols, Melburg & Rossetto Architectural Proposals. It was moved, seconded, and carried to hire NM&R and approve the proposals as presented.
1. Modular Classroom for Hamilton Elementary School.
  2. Modular classroom for Hamilton High School.
  3. Gateway Entrance for HES.
  4. Improvement and Future Growth Plan, HHS.
  5. Improvement and Future Growth Plan, HES.
  6. Improvement and Future Growth Plan, EBHS.
- (326 Twede – Lower)
- 10.5 Tentative Settlement Agreement between Hamilton Unified School District and Unrepresented Confidential Classified Employees for the 2014-15 year. It was moved, seconded, and carried to approve as presented.  
(327 Lower – Twede)
- 10.6 Tentative Settlement Agreement between Hamilton Unified School District and Unrepresented Classified Management Employees for the 2014-15 year. It was moved, seconded, and carried to approve as presented.

10.7 Tentative Settlement Agreement between Hamilton Unified School District and Unrepresented Certificated Principals for the 2014-15 year. It was moved, seconded, and carried to approve as presented.

(329 Lower – Twede)

10.8 2014-15 Designation of CIF Representatives to League. It was moved, seconded, and carried to approve as presented.

(330 Twede – Lower)

11.0 **CONSENT AGENDA.** It was moved, seconded, and carried to approve as presented.

(331 Twede – Lower)

11.1 Warrants and Expenditures.

11.2 Minutes of the Regular Board Meeting of April 14, 2014.

11.3 Preschool Program Self-Evaluation Forms, Year End 2013-14.

11.4 LCFF Certification, 2013-14.

11.5 MOU between HES and GCOE: SPARK/After School Education and Safety (ASES) Supplemental Program, June 11, 2014 until July 9, 2014.

11.6 Migrant Education – Region 2 Memorandum of Understanding

1. 2013-14 ELA Afterschool Intervention Program.
2. 2014-15 ELA Afterschool Program.
3. 2013-14 Expect Success Summer Camp High School Credit Recovery.
4. 2014-15 Expect Success Summer Camp High School Credit Recovery.
5. 2013-14 Speech and Debate.

11.7 Hamilton Elementary School Activities.

1. Mr. Zambrano: Fundraiser Selling Chico Bags.
2. Mr. Brantingham: Basketball Camp Fundraiser.
3. Fifth Grade: Field Trip to Barry Kirshner Foundation.

11.8 Personnel.

1. CSEA Classified Job Description: Child Nutrition Aide.
2. Hamilton High:
  - o Martha Jaeger, Resign as JV Volleyball Coach.
  - o Kelli Stanley, JV Volleyball Coach.
  - o Alex Martinez, Resign as Volunteer Cheer Advisor.
  - o Robert Cabral, Volunteer Cheer Advisor.
3. Hamilton Elementary:
  - o Resignation: Rosie Vogt, Teacher, effective June 2014.
  - o Expect Success Summer Camp.
    - Amanda Pickren – Teacher
    - Sally Hedley – Teacher
    - Margrit Vogelesang – Preschool Teacher
    - Suzanne Titchenal – Lead Camp Counselor
    - Esther Cruz-Zaragoza – Camp Counselor
    - Itaith Esquivel – Camp Counselor
    - Christine Miles (Clark) – Camp Counselor
    - Nicholas Allen – Camp Counselor
    - Tara Payano – Camp Counselor
    - Daniel Kirk – Camp Counselor
    - Jared DuVal – Camp Counselor
    - Jennifer Porter – Preschool Aide

12.0 **ADJOURNMENT AT 9:07 PM**

Respectfully Submitted,	Approved and Entered in Board Records,
Chuck Tracy, Superintendent	Judy Twede, Board Clerk

Hamilton Unified School District

DATE: May 19, 2014

COMMITTEE: Board - Regular

MEETING PURPOSE: Public Meeting

PRINT NAME	
1. ✓	Maggie Sawyer
2. ✓	Ellese Mello
3. ✓	Michael Brantingham
4. ✓	Lis Segnera
5. ✓	Kathy Reese
6. ✓	Tom Conwell
7. ✓	Thuy Leuom
8. ✓	Mangrit Vogelusang
9. ✓	Debra Alvord
10. ✓	[Signature]
11. ✓	[Signature]
12. ✓	Judalyn Natus
13. ✓	Rowen Dies
14. ✓	John Kyrion
15. ✓	[Signature]
16. ✓	[Signature]
17. ✓	[Signature]
18. ✓	Hesa Vargas
19. ✓	Lynne Larso

✓ Dany Pol  
 ✓ Rosalinda Sanchez  
 ✓ L. Anderson

# Hamilton Elementary School



277 Capay Avenue • P.O. Box 277  
Hamilton City, CA 95951-0277  
School Office (530) 826-3474 • Fax (530) 826-0419  
District Office (530) 826-3261

**District Governing Board**  
Tomas Loera, President,  
Judy Twede, Clerk  
Wendell Lower  
Gabriel Leal  
Tim Anderson

**District Superintendent**  
Charles Tracy

**Principal**  
Darcy Pollak

## Hamilton Elementary School

### School Site Council Meeting

**Monday April 14, 2014**

**5:30 pm**

**Hamilton Elementary School – Conference Room  
PO Box 277 Capay Avenue – Hamilton City, CA 95951**

### MINUTES

#### ORDER OF BUSINESS

**Item 1 Call to Order**

*Meeting called to order 5:34 pm*

**Item 2 Establish Quorum (3 HES Staff, 3 Parents/Community Members)**

Staff: Anderson, Pollak, Reyes, Cox, Jones  
Audience: Gorden, Sawyer, Mr & Mrs Mendoza  
Community: Sanchez, Vargas (late), Rivera (late)

*No quorum at the beginning of the meeting discussion only. Quorum occurs at 5:46.*

**Item 3 Verification of Posting of the Agenda- 72 Hours in advanced**

*Anticipated posting by April 11, 2014.*

*Done*

**Item 4 Public Comment**

*This is the time for members of the audience to present items not on the Agenda. Comments should be limited to a maximum of three minutes duration. The SSC is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.*

*No public comment.*

Attachment #1

**Item 5            Approval of Minutes –  
                          March 17, 2014 – Attachment #1**

*Motion to approve the minutes as written: Rivera*

*Second: Cox.*

*Minutes approved unanimously.*

**ADMINISTRATION**

**Item 6            Updates**

**Title 1 Conference  
LCAP**

*Pollak announces Smarter Balanced testing schedule. Implementation went well. One lab had some problems student bumped a computer, wiring came loose. One teacher can test multi levels. Jones says 8<sup>th</sup> graders helped with the younger students with log in procedures. STAR testing is still in place with Science.*

*8<sup>th</sup> grade fundraiser with PTO for 8<sup>th</sup> grade trip, will be a spaghetti dinner on Wednesday April 16. May Dance festival is scheduled for May 8.*

*Board will do the second reading of 8<sup>th</sup> grade promotion requirements. The new requirements are more substantial than the past and if approved will go into effect next year. Pollak states the school will have to provide sufficient support for struggling students.*

*District calendar will be discussed and presented to the board. Pollak discusses changing winter break to 2 weeks. The concern is minimizing the length of breaks for students and maximizing learning time. It would be best for instruction to shorten vacation. This will not happen however without substantial input from all stakeholders. Vargas concerned about who decides the length of winter. She is concerned about families taking time off beyond the 2 weeks.*

*DAC report to be presented in May.*

*Martinez, Cox, Anderson, Medina attended the Title 1 conference last month. The focus of the conference was on parent involvement in schools. Parents are hesitant to participate so we need to come up with ideas to increase involvement. Ideas such as student lead conferences to increase parent access to student achievement goals and improvement in facilities were mentioned. Rivera voices concern about how the budget is generated and the difference between the types of funds. This conference did not address the funding nor legal requirements.*

*LCAP is the accountability plan for District funding of activities not funded through Title 1. Survey went home with all students. There will be a drawing for students who return their surveys. Vargas suggests a bulletin board posting with what went home to parents. Pollak will make a parent call home to remind them. Parents at the meeting have not seen the surveys, due Wednesday.*

**BUSINESS REPORT DISCUSSION**

**Item 7 Title 1 budget expenditures to date. Attachment #2**

*There are questions about carryover of \$116,331. This is unusual, no more than 15% is allowed by law. Vargas asks about equipment/tech amount. Anderson clarifies that allocation was made last year.*

**OLD BUSINESS**

None

**DISCUSSION ITEMS**

**Item 8 Discuss adding supplemental personnel**

- Full time ELD specialist
- Full time ELA specialist

*Jones stated that in the past ELD and ELA specialist had success when in place. He had no test results to back up his claim. Their job would be to primarily serve students, and serve as coordinators. Jones believes these positions are aligned with SPSA. ELA specialist would be a reading specialist. Pollak questions the funding of 2 additional positions. Currently Title 1 funds pay a portion of many teachers' salaries on campus. If those Title 1 funds are diverted for additional support staff, Pollak states that it may cause a layoff situation and higher class sizes. Jones states that he is familiar with the budget and the District can afford to fund these positions out of the general fund. Jones states that SSC can recommend these positions be filled. Pollak reminds him it is a discussion item on this agenda. Anderson states that any change in the funding model effecting personnel changes would have to be made well ahead of time because of contractual issues. The decision to hire a specialist would have to be for the 2015-2016 school year. Vargas comments about targeted application of services verses school wide assistance. Vargas says that there must be more than 50% low income for a school to qualify for school wide services. Rivera states that parents don't understand the funding models nor the requirements. Jones requests that this discussion be continued at the next SSC meeting.*

**NEW BUSINESS ACTION ITEMS**

**Item 9 Approve a formal process for request for funds. Attachment #3**

*Pollak describes the form, clarifies the process, and ensures alignment of SPSA. Jones doesn't see importance of the additional paper trail. Too much work. Cox is confused about the requirements.*

*Motion: Anderson*

*Second: Jones with added friendly amendment to provide a sample prior to voting next meeting. Anderson agrees.*

*Second the amendment Vargas.*

*Motion carries, Pollak abstained.*

Attachment #1

**Item 10** Amend the maximum carry over expenditures to be spent on the upgrades to the existing computer lab to be limited to \$40,000.

*Pollack clarifies need to keep some carryover. Vargas recalls \$50,000 in carryover. There is only \$40,000 according to Pollack. Old computer will be reused if possible. 32 computers are the goal in the old lab. There will be places for each.*

*Motion: Jones*

*Second: Cox*

*Motion passes unanimously.*

**Item 11** Approve conceptual support for placement of a bench in memory of Mr. Tuato'o.

*Sawyer speaks to this. The bench is to use the family design in front of the school, by the cafeteria.*

*Motion: Cox*

*Second: Jones*

*Passes unanimously.*

*Next meeting May 19 at 5:30*

**ADJOURNMENT**

*Adjourn at 6:55.*

# QUOTE

Date: 5/22/2014

Quote #: 475

This quote is valid for 60 days

**Adrylan Communications, Inc.**

P.O. Box 1150 • Murrieta, CA 92564

(951) 506-3593

(951) 694-9689 (fax)

To Charles Tracey  
**Hamilton Unified  
 School District**

620 Canal Street  
 Hamilton City, CA 95951

**EADMS Data Management System Quote for 2014-2015 School Year**

#	Item	Qty	List Price	Total
1	<b>Educator's Assessment Data Management System (EADMS)</b> <b>Annual Support for 2014-2015 School Year</b> - Reporting, Assessment Management, & Student Testing - Data Installation & Migration - Custom Data Import/Export with SIS - Regular per student price: \$3.75 - Student Count: 710	710	3.75	\$2662.50
2	<b>EADMS Professional Development</b> - Admin Level Training - Power User & Train-the-Trainer sessions - Full Day, On-site (travel included) \$1,495/day - Training Order and Dates: One half day training, Two Full Day Trainings; Aug 8 <sup>th</sup> August 29 <sup>th</sup> and date TBD **\$175 for additional travel expense for half day trainings.	3.0 <del>2.5</del> Days	\$1,495 ( per day) Plus \$747.50 (per half day plus travel **)	4485.00 <del>3,912.50</del>
3	<b>Measured Progress</b> <b>CC Item Bank/Testletss Bundle</b> <b>COMMON CORE Item Bank and Testlets grades 3-HS</b> Subscription, 3 year term This pricing includes the following discount: \$0.30 per student discount for 3 year contract	495	\$2.75	\$1,361.25
4	INSPECT Item bank 30,000 Items to include all content areas	710	\$1.25	\$887.50
5				
6				
7				
8				

Subtotal 9396.25  
~~\$8,823.75~~  
 Shipping -  
 Sales Tax 9396.25  
 Total ~~\$8,823.75~~

This quote is valid for 60 days

*Butte County Office of Education*  
MIGRANT EDUCATION - REGION 2/SANTA ROSA AREA OFFICE  
5510 Skylane Blvd., Suite 100, Santa Rosa, CA 95403-1029

6/11-7/9/14

Closed 7/4

20 days

Telephone: (707) 526-1272

**SUMMER FOOD SERVICE PROGRAM AGREEMENT**

Food Services - DISTRICT will provide BCOE specific goods/services NOT TO EXCEED the estimated cost(s) shown. **PLEASE NOTE - Invoices for food services may be submitted on a MONTHLY basis; FINAL invoice no later than 9/12/14. IMPORTANT: See Terms and Conditions for SFSP guidelines/requirements on back.**

2200 CLASSIFIED STAFF: N/A

2200 COOKS: Mona Moon 5.5 hrs./day X \$16.60/hr. X 22 days = \$2,008.60  
Erendida Moreno 4 hrs. hrs./day X \$16.60/hr. X 10 days = \$664.00  
Sean Montgomery 4 hrs./day X \$16.14 X 10 days = \$645.60

3000 BENEFITS: estimated at 25% = \$829.55

4300 OTHER SUPPLIES/NON-FOOD ITEMS: Paid directly by BCOE

4700 FOOD: Paid directly by BCOE

5200 TRAVEL: N/A

5900 TELEPHONE(S): N/A

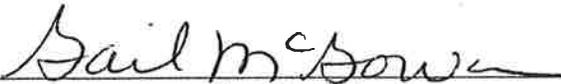
5702 DUPLICATION/COPYING: \$10.00

5900 POSTAGE: N/A

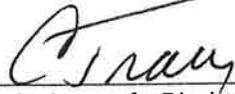
5800 OTHER SERVICES: Mileage round trip for required training meeting  
Approx. 155 miles X .56 = \$86.80

**TOTAL ESTIMATED COSTS: \$4,244.55**

**NOT TO EXCEED: \$4,244.55**

  
\_\_\_\_\_

Gail McGowan, Assistant Superintendent  
BCOE/Migrant Education - Region 2

  
\_\_\_\_\_

Authorized Agent for District

Date: 5-28-14

Date: 6/5/14

## TERMS AND CONDITIONS

**BILLINGS AND PAYMENTS:** District claims for reimbursement must be supported by copies of actual bills, requisitions, work orders, payroll records or auditable working papers. Claims must be presented to Rita Kesler by September 12<sup>th</sup>, following the end of this agreement. BCOE will notify DISTRICT in writing if DISTRICT's claim is not received on time.

**BILLING ADDRESS:** Migrant Education – Region 2  
ATTN: Rita Kesler, SFSP Manager  
5510 Skylane Blvd. Suite 100  
Santa Rosa, CA 95403

**TELEPHONE:** (707) 526-1272 ext. 21

**SUMMER FOOD SERVICE PROGRAM (SFSP):** SFSP Regulations require that program facilities meet sanitation and health standards for adequate kitchen equipment, including refrigeration, cooking and storage. **California State Law also requires that one person at the site must be certified in safe food handling at all times and has received a certificate by successfully passing the course and test provided by the state or local health department.** SFSP regulations require that no food service site may operate until personnel at the site have attended at least one of the sponsor's training sessions. Sponsors must document the attendance at site training sessions and schedule additional sessions for those personnel who are absent. Regulations also require that at least one person who has been trained by the sponsor be present at each of the sponsor's sites during the time of the meal service. This means that if a site supervisor who has attended the sponsor's training session resigns during the summer, the sponsor is responsible for ensuring that the new site supervisor receives all necessary training before taking charge of the SFSP. SFSP banner and meal times/schedule must be posted on front of the school so it is visible to the community/public.

/tw  
SEP-2.3.1  
UPDATED 3-08-14

# The Single Plan for Student Achievement Hamilton High School

School: **Hamilton High School**

District: **Hamilton Unified School District**

County-District School (CDS) Code: **11- 76562 1133701**

Principal: **Mr. Cris Oseguera**

Date of this revision: **March 2014**

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California *Education Code* sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the ConApp and ESEA Program Improvement into the SPSA.

For additional information on school programs and how you may become involved locally, please contact the following person:

Contact Person: **Mr. Cris Oseguera**

Position: **Principal**

Telephone Number: **530.826.3261**

Address: **P.O. 488 Hamilton City, CA 95951**

E-mail Address: **coseguera@hamiltonusd.org**

The District Governing Board approved this revision of the SPSA on **June 16, 2014**.



## Planned Improvements in Student Performance

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index and adequate yearly progress growth targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

### LEA GOAL: Goal 1A and 1B

**SCHOOL GOAL- 1:** Improve student performance in the core curricular areas, focusing on math and English as we transition to Common Core State Standards.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
CST Results and/or other CA state data; CAHSEE Results; Teacher Benchmark Test Data Analysis; CELDT results and EL student re-designation rates	Results from Spring 2013 CST and CAHSEE indicated improvement in API and AYP at Hamilton High School. Math and ELA CST results assisted in the growth of HHS API, however, increased growth in numbers attaining advanced and proficient on standardized tests still needed. CELDT AMAO results indicated growth district wide; re-designation rates showed improvement as well.	Analysis of state and local data; quarterly and annual progress monitoring and evaluation of goals and action steps aimed at achieving goals. SSC will also review data and make recommendations for program direction as well as encourage modifications to plan as needs dictate.

**STRATEGY: Revise Braves Time (Academic Intervention) to identify and assess students at-risk and provide specific assistance; Revise master schedule to include transition courses to Common Core; continue transition to Common Core State Standards, specifically in area of Math & ELA. Review and evaluate CCSS materials for potential purchase. Continue to provide schoolwide, departmental, and district wide collaboration through the PLC process.**

Suggested Action Steps	Person(s) Responsible	Task	Cost and Funding Source (Itemize for Each Source)
1. By August 2014, begin to identify students at-risk during academic intervention. Delineate process to have directed assistance for most at-risk/need students during intervention.	All Teachers; Principal; District TOSA; Counselors; Support Staff; HHS Math and ELA Dept's; PLC collaborative	Utilize collected school and district data to identify students for intervention; intervention for 9-12 <sup>th</sup> graders to include lunch and after school tutoring, additional math support class and potentially math teacher as funding allows.	EIA-SCE carryover of \$104,962 to assist in supporting this goal. Potential for partial utilization to support teacher salaries.
2. Revise master schedule and bell schedule to allow for directed intervention of at-risk students in Math, firstly, and ELA, secondly.	HHS all staff PLC collaboration; HHS Principal & Counselor; support staff.	Assess and analyze data from 2013-14 school year regarding intervention time and, other needs for assisting students at-risk, to create alternate options for most effective revision to improve student achievement and teacher efficacy and Praxis.	NTE \$1,000, as needed, to gather review information for master and bell schedules.
3. For Common Core transition, develop books, supplies, plan needs by July 2014 to begin process of implementing schedule changes and purchasing of materials.	All HHS staff; PLC collaborative; Principal; Counselors; Math & ELA Dept.; District TOSA	Math and ELA Dept members to attend Common Core transition meetings (2013-2014) and evaluate/review books and supplementary materials that are aligned with CCSS and with HHS goals. Recommendations made prior to purchase.	HUSD lottery or IMF funding (LCFF/General Fund)- NTE \$35,000 for new CCSS books and materials.

## (Non-Academic Goal)

**LEA GOAL:** All Students at Hamilton High School (& Hamilton Unified School District) will be educated in a safe and healthy learning environment

**SCHOOL GOAL- 2:** Hamilton High School aims to continue to maintain a zero tolerance for drugs, alcohol, weapons, violence, and gang behavior while ensuring that all HHS students have a safe and equitable opportunity to progress academically.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
<p>California Healthy Kids Survey; HHS Survey of students, staff, parents, and community; Comments, suggestions, critiques by HHS students and staff. HHS Safety Committee meetings that worked to update a new Safety Plan.</p>	<p>Safety Committee analysis of the existing HHS and HUSD Safety Plans. Plans have been updated and are prepared for HUSD Board approval and then implementation. CHKS survey results and HHS survey of parents which indicated that 12% of parents would like to see an increase in focus on disciplinary actions by school administration.</p>	<p>This school goal will be evaluated on an annual basis as part of the SPSA evaluation process. Also, quarterly reports to HHS SSC and to HUSD board regarding overall disciplinary actions and HHS measures aimed at proactively ensuring students are safe and can effectively learn in our school setting.</p>

**STRATEGY:** Hamilton High School will use an inquiry-based approach to identify major student safety issues, review current practices, and identify potential strategies or interventions to increase student safety. Implement revised HHS Safety Plan in 2014-2015.

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
<p>1. Implement revised HHS Safety Plan in 2014-2015 and emphasize areas of focus to HHS staff and students.</p>	<p>HHS Principal; HHS teachers; HHS support staff;</p>	<p>HHS staff and stakeholders meet to develop plan for implementation of Safety Plan and identify safety issues and review current practices by October 2014.</p>	<p>Utilize EIA/SCE funding (from the \$104,962 HHS carryover) source to purchase materials for distribution to stakeholders;</p>
<p>2. Utilize School Site Council as school planning committee and garner recommendations and review with SSC.</p>	<p>SSC members; Principal; HHS teachers and support staff.</p>	<p>SSC meets to identify potential strategies and make recommendations to site leadership.</p>	<p>N/A</p>
<p>3. Purchase of additional surveillance cameras/equipment to more effectively cover HHS school site and increase deterrence level as well as quality.</p>	<p>SSC and HHS Principal; Safety Committee</p>	<p>leadership team meets to review SSC recommendations and develop implementation plans and presents to stakeholders and makes revisions, if necessary, by February 2015.</p>	<p>NTE \$15,000 from EIA/SCE carryover amount or other specialized funding source.</p>

E 20-3

**LEA GOAL:** Increase Parental involvement and communication in all aspects of student learning to promote positive academic growth.

**SCHOOL GOAL - 3: Hamilton High School**

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
<p>California Healthy Kids Survey, HHS Survey of students, staff, parents, and community; Comments, suggestions, critiques by HHS students and staff. HHS Safety Committee meetings that worked to update a new Safety Plan.</p>	<p>Safety Committee analysis of the existing HHS and HUSD Safety Plans. Plans have been updated and are prepared for HUSD Board approval and then implementation. CHKS survey results and HHS survey of parents which indicated that 12% of parents would like to see an increase in focus on disciplinary actions by school administration.</p>	<p>This school goal will be evaluated on an annual basis as part of the SPSA evaluation process. Also, quarterly reports to HHS SSC and to HUSD board regarding overall disciplinary actions and HHS measures aimed at proactively ensuring students are safe and can effectively learn in our school setting.</p>

**STRATEGY:** Hamilton High School will use an inquiry-based approach to identify major student safety issues, review current practices, and identify potential strategies or interventions to increase student safety. Implement revised HHS Safety Plan in 2014-2015.

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
<p>1. Implement revised HHS Safety Plan in 2014-2015 and emphasize areas of focus to HHS staff and students.</p>	<p>HHS Principal; HHS teachers; HHS support staff;</p>	<p>HHS staff and stakeholders meet to develop plan for implementation of Safety Plan and identify safety issues and review current practices by October 2014.</p>	<p>Utilize EIA/SCE funding (from the \$104,962 HHS carryover) source to purchase materials for distribution to stakeholders;</p>
<p>2. Utilize School Site Council as school planning committee and garner recommendations and review with SSC.</p>	<p>SSC members; Principal; HHS teachers and support staff.</p>	<p>SSC meets to identify potential strategies and make recommendations to site leadership.</p>	<p>N/A</p>
<p>3. Purchase of additional surveillance cameras/equipment to more effectively cover HHS school site and increase deterrence level as well as quality.</p>	<p>SSC and HHS Principal; Safety Committee</p>	<p>leadership team meets to review SSC recommendations and develop implementation plans and presents to stakeholders and makes revisions, if necessary, by February 2015.</p>	<p>NTE \$15,000 from EIA/SCE carryover amount or other specialized funding source.</p>

E 20-4

## Form C: Programs Included in this Plan

Check the box for each state and federal program in which the school participates. Enter the amounts allocated for each program in which the school participates and, if applicable, check the box indicating that the program's funds are being consolidated as part of operating a schoolwide program (SWP). The plan must describe the activities to be conducted at the school for each of the state and federal programs in which the school participates. The totals on these pages should match the cost estimates in Form A and the school's allocation from the ConApp.

Note: For many of the funding sources listed below, school districts may be exercising Categorical Program Provisions options (flexibility), which are described at <http://www.cde.ca.gov/fg/aa/co/ca12sguiappcatprog.asp>.

Of the four following options, please select the one that describes this school site:

- This site operates as a targeted assistance school (TAS), not as a schoolwide program (SWP).
- This site operates a SWP but does not consolidate its funds as part of operating a SWP.
- This site operates a SWP and consolidates only applicable federal funds as part of operating a SWP.
- This site operates a SWP and consolidates all applicable funds as part of operating a SWP.

State Programs	Allocation	Consolidated in the SWP
<input type="checkbox"/> <b>Local Control Funding Formula (LCFF) – Base Grant</b> Purpose: To provide flexibility in the use of state and local funds by LEAs and schools	\$TBD	<input type="checkbox"/>
<input type="checkbox"/> <b>LCFF – Supplemental Grant</b> Purpose: To provide a supplemental grant equal to 20 percent of the adjusted LCFF base grant for targeted disadvantaged students	\$TBD	<input type="checkbox"/>
<input type="checkbox"/> <b>LCFF – Concentration Grant</b> Purpose: To provide an additional concentration grant equal to 50 percent of the adjusted LCFF base grant for targeted students exceeding 55 percent of an LEA's enrollment	\$TBD	<input type="checkbox"/>
<input type="checkbox"/> <b>California School Age Families Education (Carryover only)</b> Purpose: Assist expectant and parenting students to succeed in school	\$0	<input type="checkbox"/>
<input checked="" type="checkbox"/> <b>Economic Impact Aid/State Compensatory Education (EIA-SCE) (Carryover only)</b> Purpose: Help educationally disadvantaged students succeed in the regular program	\$104,962 *HUSD amount	<input type="checkbox"/>

<input type="checkbox"/>	<b>Economic Impact Aid/Limited English Proficient (EIA-LEP) (Carryover only)</b> Purpose: Develop fluency in English and academic proficiency of English learners	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Peer Assistance and Review (Carryover only)</b> Purpose: Assist teachers through coaching and mentoring	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Professional Development Block Grant (Carryover only)</b> Purpose: Attract, train, and retain classroom personnel to improve student performance in core curriculum areas	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Pupil Retention Block Grant (Carryover only)</b> Purpose: Prevent students from dropping out of school	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Quality Education Investment Act (QEIA)</b> Purpose: Funds are available for use in performing various specified measures to improve academic instruction and pupil academic achievement	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>School and Library Improvement Program Block Grant (Carryover only)</b> Purpose: Improve library and other school programs	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>School Safety and Violence Prevention Act (Carryover only)</b> Purpose: Increase school safety	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Tobacco-Use Prevention Education</b> Purpose: Eliminate tobacco use among students	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>List and Describe Other State or Local Funds- Career and Technical Education [CTE], etc.)</b>	\$61,270	<input type="checkbox"/>
<b>Federal Programs</b>		<b>Allocation</b>	<b>Consolidated in the SWP</b>
<input type="checkbox"/>	<b>Title I, Part A: Allocation</b> Purpose: To improve basic programs operated by local educational agencies (LEAs)	\$0	<input type="checkbox"/>
<input type="checkbox"/>	<b>Title I, Part A: Parental Involvement</b> (if applicable under Section 1118[a][3][c] of the Elementary and Secondary Education Act) Purpose: Ensure that parents have information they need to make well-informed choices for their children, more effectively share responsibility with their children's schools, and help schools develop effective and successful academic programs (this is a reservation from the total Title I, Part A allocation).	\$0	<input type="checkbox"/>

<input type="checkbox"/>	<b>For Program Improvement Schools only: Title I, Part A Program Improvement (PI) Professional Development</b> (10 percent minimum reservation from the Title I, Part A reservation for schools in PI Year 1 and 2)	\$0		<input type="checkbox"/>
X	<b>Title II, Part A: Improving Teacher Quality</b> Purpose: Improve and increase the number of highly qualified teachers and principals	\$16,559 *50% of HUSD amount		<input type="checkbox"/>
X	<b>Title III, Part A: Language Instruction for Limited-English-Proficient (LEP) Students</b> Purpose: Supplement language instruction to help LEP students attain English proficiency and meet academic performance standards	\$22,957 *HUSD amount; majority to HES for KCC		Title III funds may not be consolidated as part of a SWP <sup>1</sup>
<input type="checkbox"/>	<b>Title VI, Part B: Rural Education Achievement Program</b> Purpose: Provide flexibility in the use of ESEA funds to eligible LEAs	\$0		<input type="checkbox"/>
<input type="checkbox"/>	<b>For School Improvement Schools only: School Improvement Grant (SIG)</b> Purpose: to address the needs of schools in improvement, corrective action, and restructuring to improve student achievement	\$0		<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$		<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$		<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$		<input type="checkbox"/>

Note: Other Title I-supported activities that are not shown on this page may be included in the SPSA Action Plan.

<sup>1</sup> Title III funds are not a school level allocation even if allocated by the district to a school site. The LEA is responsible for fiscal reporting and monitoring and cannot delegate their authority to a site at which the program is being implemented. If Title III funds are spent at a school site, they must be used for the purposes of Title III and only for those students the LEA has identified for services. For more information please contact the Language Policy and Leadership Office at 916-319-0845.

## Form D: School Site Council Membership

California *Education Code* describes the required composition of the School Site Council (SSC). The SSC shall be composed of the principal and representatives of: teachers selected by teachers at the school; other school personnel selected by other school personnel at the school; parents of pupils attending the school selected by such parents; and, in secondary schools, pupils selected by pupils attending the school.<sup>2</sup> The current make-up of the SSC is as follows:

Names of Members	Principal	Classroom Teacher	Other School Staff	Parent or Community Member	Secondary Student
Janice Lohse	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ryan Bentz	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erin Johnson	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Noemi Carrillo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Cristina Rios	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Maria Reyes	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Matt Jarvis	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ivan Urena-Valdes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Henry Cowan-Larkin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cris Oseguera	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Numbers of members in each category	1	3	2	2	2

<sup>2</sup> EC Section 52852

**Form E: Recommendations and Assurances**

The school site council (SSC) recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
3. The SSC sought and considered all recommendations from the groups or committees before adopting this plan.
4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
6. This SPSA was adopted by the SSC at a public meeting on: **March 13, 2014.**

Attested:

Cris Oseguera  
Typed name of School Principal

  
Signature of School Principal

6/11/14  
Date

Janice Lohse  
Typed name of SSC Chairperson

\_\_\_\_\_  
Signature of SSC Chairperson

\_\_\_\_\_  
Date



## The Single Plan for Student Achievement 2014-15

**Hamilton Elementary**

**11625706007447**

**Approved by School Site Council on February 11, 2014**

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students to the level of performance goals established under the California Academic Performance Index. California Education Code sections 41507, 41572, and 64001 and the federal No Child Left Behind Act (NCLB) require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and NCLB Program Improvement into the Single Plan for Student Achievement.

For additional information on school programs and how you may become involved locally, please contact the following person:

<b>Contact Person:</b>	Darcy Pollak
<b>Position:</b>	Principal
<b>Telephone :</b>	530-826-3474
<b>Address:</b>	277 Capay Ave. Hamilton City, CA 95951
<b>E-mail Address:</b>	<a href="mailto:dpollak@hamiltonusd.org">dpollak@hamiltonusd.org</a>

The District Governing Board approved this revision of the School Plan on: \_\_\_\_\_

## Goals

### Goal Area : English Language Development

#### Goal Title : Improve English Language Proficiency amongst English Learners

##### Issue Statement:

Our student make-up is as follows: 208 students are classified as English Learners, 65 are identified as initially fluent English proficient, and 55 students are reclassified fluent English Proficient. The remaining 126 students are classified as English Only students. In all, 326 students are second language learners out of a total school enrollment of 418.

AMAO 3 targets for 2013 were met. An approximate gap of 14.2 percentage points continues to exist between the CST language arts scores for English learners and the school wide, Hispanic, and socioeconomically disadvantaged groups. The problem we continue to face year after year is that a majority of our EL students' CST scores fall within the basic, below basic and far below basic levels (approximately 71%). We have succeeded in moving our students from the far below basic and below basic levels into the basic levels, but the majority of our students have reached a plateau and few progress into the proficient and advanced levels, only about 29%. Our API scores for the past 7 years have remained relatively stagnant, with minimal fluctuations.

As a result of this deficiency, we have implemented a highly structured English Immersion program that explicitly and strategically develops the English language competencies that English learners are lacking to access the core curriculum (SEI). We need to focus on building those crucial English language competencies to produce proficient English language users that can fully access a rigorous core curriculum and achieve at high levels. The expectations at the federal and state levels are that all students achieve at high levels. When we fail to set structures in place to support English language development, we fail our students.

##### Analysis of Current Practice:

We have implemented the Structured English Immersion program at both the elementary and high school. Since May of 2011, five staff development days and eight in-class coaching days have been provided to all staff at Hamilton Elementary, as well as, we are providing coaching, staff development, and planning time for teachers during the 2012-13 school year. Additional in class coaching days have been provided during the 2012-13 school year and planned for the 2013-14 school year. We have established foundational, academic and enhancement Language Development classes at each grade level, and we have assigned students based on their SEI and CST scores from the 2012-13 school year. All students receive 90 minutes of SEI/Language Development instruction 100 minutes of ELA instruction daily. SEI assessments are administered quarterly and results for October and March are shared with parents during the first and third quarter conferences. We need to continue to strengthen our ELD program and strive to establish one that is marked by cohesion, continuity, clear goals and guiding principles.

##### Goals: Improve English language Proficiency amongst English Learners

1. Meet AMAO 1 (65.9% of English Learners increase by one level on the CELDT in 2012)
2. Meet AMAO 2 (59.5% of English Learners score Early Advanced or Advanced on CELDT in 2012 for 5+ year cohort and 31% for less than 5 year cohort)
3. Meet AMAO 3 to qualify for Safe Harbor (39% of English Learners score Proficient or Advanced in CST for 2013).

# Hamilton Elementary 2014-15

## Single Plan For Student Achievement Report

### Objectives:

- A comprehensive professional development program that equips staff with the most current knowledge, concepts, methods, and skill related to accelerating English language development.
- Developed a Master Plan for English learners that address all state and federal compliance requirements and provides an ELD program marked by cohesion, continuity, clear goals, and guiding principles.
- Professional learning communities to provide a venue, through which teachers and support staff can collaborate to share best practices, analyze student data, plan lessons, and develop interventions for English learners.
- Develop and administer common assessments and monitor results in alignment with pacing guides.
- Implementation of Structured English Immersion methods, pacing guides, and assessments with fidelity.

Strategies	Action Steps	Measure and timeline	Budget
<b>Curriculum</b>			
Develop mastery of the Structured English Immersion methods <b>(hereafter referred to as English Development)</b> <i>12 out of 12 – 2013-14</i>	Structured English Immersion professional development, Clark Consulting coaching, SEI peer coach, and Peer observations.	Sign-in sheets Agendas Calendars of coaching dates  Quarterly reports to Site Council	Title I, Title II, EIA-LEP
Clearly defined Instructional Time for SEI , English Language Arts, and Math at HES	Master schedule for HES	Master calendar  Annually	Title I, Title II, EIA-LEP, General Fund
Provide Collaboration (calendared by District School Leadership Team) time to discuss instructional practices, and SEI methods, and plan SEI lessons.	Provide collaboration time-Calendar meetings.  Input SEI test on Aeries Analytics  Professional Learning Communities staff during the school day	Calendar of staff development for HES Annually  Aeries.net, Intel-assess, Aeries Analytics training and support.	Title I, Title II, General Fund
Integrate SEI and core curriculum	Post language objectives along with content objectives. Professional development on language objective and integration of content in SEI lessons. Monitor fidelity to language objectives through walkthroughs.	Walkthroughs  Quarterly reports to Site Council  CELDT test scores SEI test scores Redesignation data	Title I, EIA-LEP, Title II, General Fund
Fidelity in the delivery of SEI lessons	English Language Development professional development , Pacing guides, SEI PEER Coach, Clark Consulting coach, and Walkthroughs	CELDT Test Scores SEI test scores Walkthrough data Agendas Sign in sheets Redesignation data Annually	Title I, EIA-LEP, Title II, General Fund

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

<b>Assessments</b>			
Train teachers to analyze benchmark assessment and common assessments data to drive instruction	Staff development on data analysis through PLC's.	Sign-in sheets Agendas Aeries Analytics Calendar of PLC Quarterly reports to District Advisory Committee PLC-2013-2014	Title I, EIA-LEP, General Fund
Collaboration time to dialogue about benchmark and common assessment data with colleagues.	Calendar collaboration time for PLC's throughout the school year.	Calendar of staff development Agendas Data Director reports Calendar of PLC Quarterly reports to School Site Council	Title II, General Fund
Implement and design common assessment in SEI. <i>-Quarterly Assessments</i>  <i>-Teacher designed Weekly formative assessments</i>	Collaboration time for grade level and foundational/academic groups to develop and share SEI common assessments.	Sign-in sheets Agendas Common Assessments (Substitute release time) Aeries Analytics Reports Quarterly reports to School Site Council	Title I, EIA-LEP, Title II, General Fund
Progress Monitoring and timely feedback to all stakeholders	Use Intelisus for common assessments, Quarterly reports to students and School board, and semiannually to parents (Parent/teacher conferences). Connect SEI assessments to student grades.	Common Assessments Reports using Aeries Analytics Parent Conference Data forms- both conferences  SEI benchmark assessments  Quarterly Reports to Board	Title I, General Fund, Title III
Define and develop district reclassification criteria.	Reclassification criteria, procedures, committee, forms, and reclassification calendar.	EL Master Plan Reclassification forms and calendar  Annually	EIA-LEP, Title I, General Fund
Monitor progress of R-FEP	Develop form for monitoring. Generate reports on a quarterly basis and share progress with teachers and students on a quarterly basis and with parents during parent conferences	EL Master Plan Quarterly reports to share with teachers, parents, students, board.	EIA-LEP

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

Intervention			
Develop RTI system for English Learners in reading, writing, ELD, and math	Provide curriculum, instructional resources, Provide professional development on intervention programs that meet the needs of English learners at Tier 1, 2, and 3. Develop entry and exit criteria for interventions. Generate and review Amplify Reports based on Formative assessments and common assessments quarterly with RtI team to develop intervention groups for students.	2013-2014 Clearly defined RTI system for English learners  Tier 1, Tier 2, Tier 3 Interventions for EL learners (entry and exit criteria)  Data Director Reports to students, teachers, board on student progress	Title I, EIA-LEP, Title II, General Fund
Develop awareness of ELD status/CELDT level/reclassification criteria/reclassification process to EL students and families	Plan to motivate students to work towards meeting reclassification criteria. Accountability model for English Learners. Communication of EL status to students and parents during test chats and parent conferences in fall and spring. Re-designation celebration at the end of the year	Test chat EL Master Plan Parent Conferences  Placement letters and CELDT test results to parents during parent conferences in fall and spring.	Title I, EIA-LEP, Title II, General Fund

**Goals meet the following District and L-CAP goals:**

1. Financial Goal
  - a. Manage resources to build capacity for improving the tools and facilities needed to provide a quality education for all.
2. Instructional Goal Statement
  - a. 1, 2, 3, 4, 5.

Goal Area : Math

Goal Title : Increase Student Achievement in Math

Issue Statement:

The overall AYP in Math has been somewhat stagnant over the past three years, at 38.5% in 2009, dropping slightly by 3.7% in 2010 and then slightly increasing to by 1.7% to 36.5% in 2011, there was another drop to 32.2% in 2012 and then an increase this last spring, to 34.8%. Although the directional trend is similar for all significant subgroups during the last 4 years, there was substantial growth in the English language learner population from 2010 to 2011. In fact the achievement gap that was narrowed in 2011 and has been maintained. See Figure 1. .

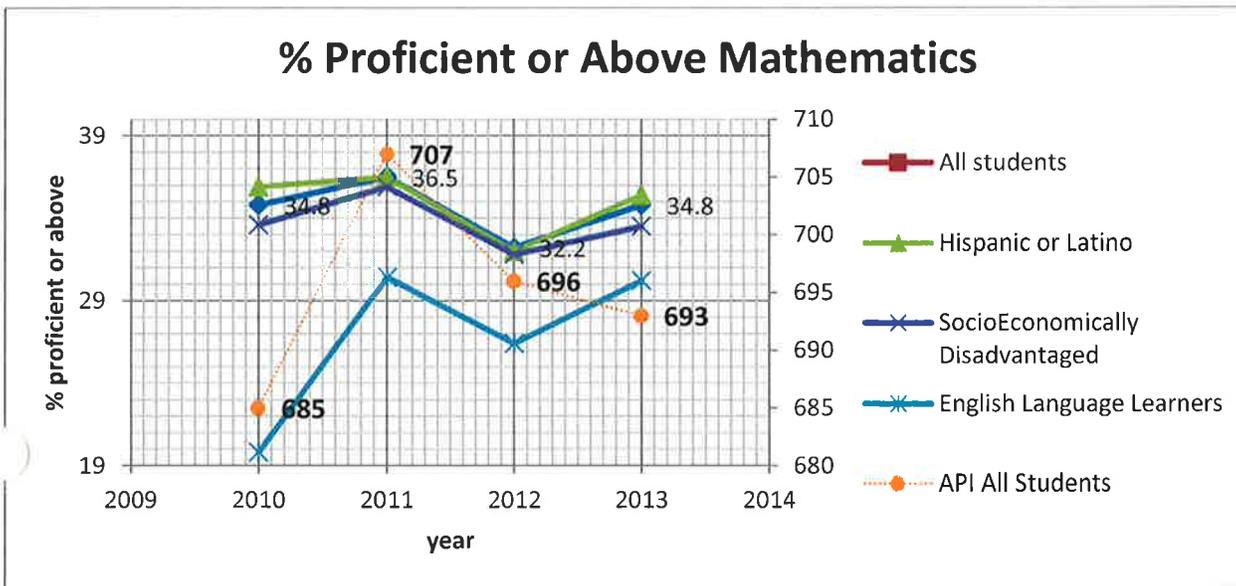


Figure 1

The percent of students advanced or proficient over the past 4 years has been relatively high at the 4<sup>th</sup> grade. This achievement has been consistent, with over 60% of students reaching benchmark the last three of four years. Grade 5 students achieved substantial growth as well for the 2013 testing cycle. Because of a change in the 8<sup>th</sup> grade testing requirement, the 8<sup>th</sup> grade CST general math scores were not decreased by an achievement band, consequently the 8<sup>th</sup> grade cohort scored relatively well in 2013. See Figure 2.

This shows the dire need to target our Basic students in order to push them back up the Proficient or Advanced levels. Focus should also be given to our Proficient and Advanced students to keep them from falling back to the Basic level.

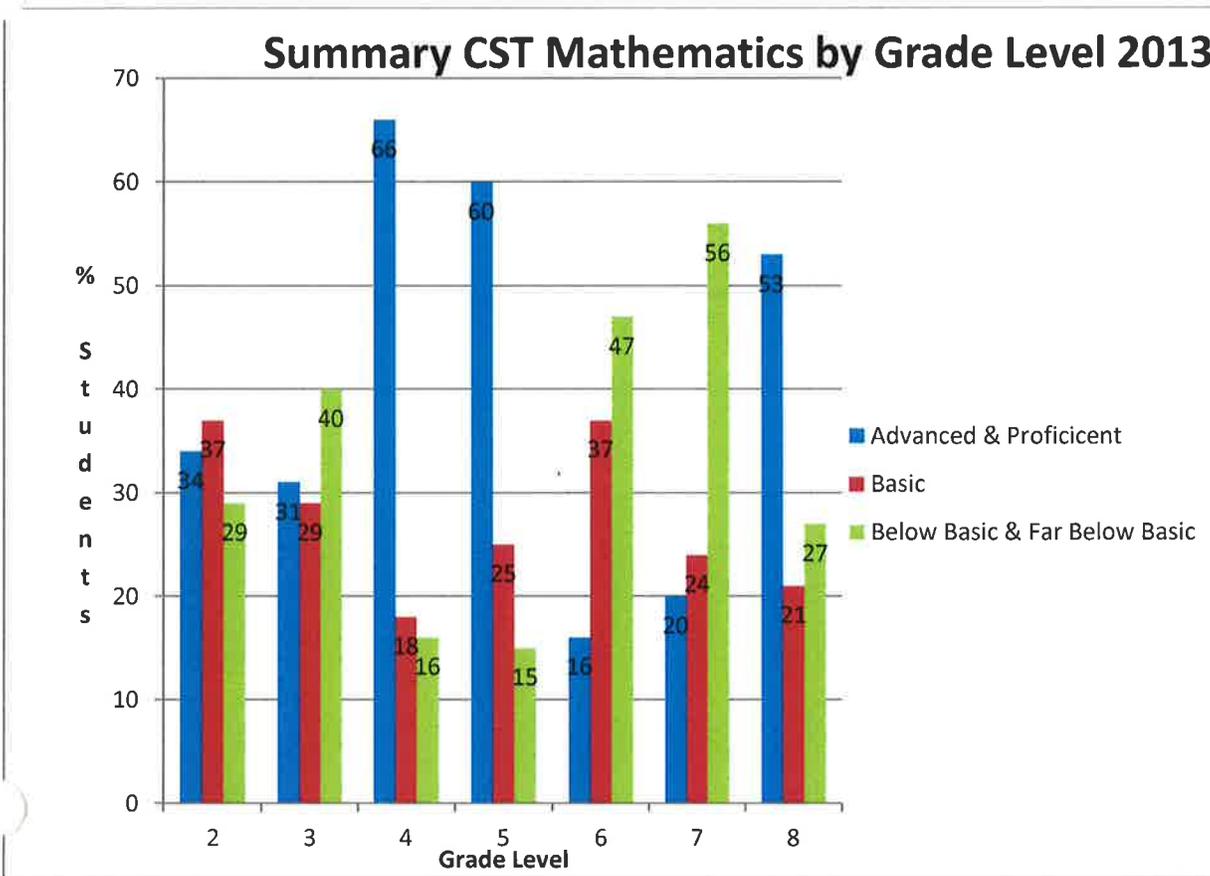


Figure 2

Due to the stagnant math scores overall, it is necessary to focus on increasing student achievement in Math. This must be accomplished by continuing to evaluate Math programs, classroom practices and monitoring student progress regularly to ensure these gains occur. By targeting grade level cluster areas where students are struggling the most, instruction, programs and assessments can be reviewed and strengthened. There is a need to support students by expanding opportunities and programs offered in math. By strengthening our math program, we will begin to make steady gains in proficiency.

**Analysis of Current Practice:**

We currently are using State Adopted textbooks and curriculum at all grade levels to provide students with standards based instruction. These materials are based on the California State Standards in Mathematics. This year however, the mathematics standards have changed, becoming the California Common Core State Standards for Mathematics (adopted 2010, revised 2013) Because of this change teachers are working toward full implementation of the new standards and teaching practices. There remains a need to continue training teachers in the new standards and the associated standards of mathematical practices. Additionally new textbooks will need to be reviewed and purchased. Publishers have yet to publish common core aligned materials. This review process should begin as soon as materials are ready.

Assessments are created and aligned to instruction and standards. These district measurements will have to be reviewed annually as the new testing model becomes clear. AIMSWEB is also being implemented this year. This is a testing/monitoring system used to gage student response to intervention.

Grades K though 6th provide a minimum of 60 minutes of math instruction. . Seventh and Eighth grade students are in seventh grade and eight grade math respectively. Algebra is no longer required at eighth grade. Additionally, there is academic support twice a week after school for students. Special Education students receive math instruction at the appropriate level, in small groups outside of the classroom. Parents are notified of their child's progress by progress reports sent home 4 times a year; report cards sent home 4 times a year, and a Spring and Fall parent conference, as needed.

## Hamilton Elementary 2014-15 Single Plan For Student Achievement Report

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### Goals: Increase Student Achievement in Math

- A. All k-6 teachers will receive training in the California CCSS for Mathematics.
- B. 50% of students, at each grade; 2-8 will be at or above the AIMSWEB target for Mathematics Concepts and Applications test by the end of the year.
- C. Maintain achievement levels for grades 2-8 on the AIMSWEB for Mathematics Computation test.
- D. Based on AIMSWEB data, at least 80% of students will be classified as Tier 1 for intervention purposes by the end of the 2014 school year
- E. 60% of students will be proficient or advanced on the district benchmark by the end of the 2014 school year.
- F. Develop a curriculum committee to create adoption criteria, and review textbooks as they become available in order to make recommendations to the administration and board.

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

<b>Strategies</b>	<b>Action Steps</b>	<b>Measure and timeline</b>	<b>Budget</b>
<b>Curriculum</b>			
Develop and review pacing guides at each grade level that target essential standards	Develop and review pacing guides through collaboration	Review Yearly and as needed. The district will provide time at the end of each school year.	Title I, Title II, General Fund
Instructional Time for Math of 50-60 minutes based on CA Math Framework	Master schedule	Annually	No cost- Title II, General Fund, Title I,
Teachers will present content objectives and lessons using a variety of tools and EDI strategies	Post math objectives	EDI Team/Coach Observations	No cost- Title II, Title I, and General Fund, EIA-SCE
Implement IXL math	Cost/Install/accessibility	By the end of the first quarter	Title I, General Fund, Title II, MAA
Compile resources to provide supplemental lessons aligned to math learning objectives	Generate lists of on-line resources and sources by grade-level Asses needs for manipulatives and software	On-going	Title I, EIA-SCE, Title III, General Fund, and Common Core Funding
Common CORE training in ELA and Math	Collaborate with GCOE and Chico Math Project to assist and provide training	Annually	Common Core Funding
Integrate common core standards and mathematical practices as related to daily instruction	Review/align common core standards  Implement with a focus at Kindergarten and First grade; including CGI	Collaboration time weekly, during PLC or staff development time	Title II, Title I, General Fund
Common CORE training in ELA and Math	Collaborate with county to assist and provide training	Annually	Title I
Integrate common core standards and mathematical practices as related daily instruction	Review/align common core standards  Implement with a focus at Kindergarten and First grade	Collaboration time in First quarter of 2013-14	Title II, Title I, General Fund

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

<b>Assessments</b>			
Assessments: District Benchmark Free response Quick Checks Performance Tasks AimsWeb	Time for teachers to develop/review/revise assessments and input into Aeries Analytics.	Calendar collaboration time and administration dates for the entire school year prior to start of school. See Assessment Calendar 2013-14	Title II, General Fund, Title I
Teachers will review benchmark assessments and AIMSWEB universal testing results in order to evaluate the effectiveness of instructional practices and math program	Time for teachers to review assessments and scores	Ongoing; See Assessment Calendar 2013-14	Title II, Title I, General Fund
Define and develop District Grade Level/Intervention benchmarks for essential standards at each grade level.	Work in progress as quarterly assessments and pacing guides are developed	On going	Title I, Title II, General Fund

<b>Intervention</b>			
Provide in-school intervention for identified skill deficits and after-school tutoring for additional academic support.	Continue to develop the RTI program Develop entry/exit criteria. Implement intervention curriculum.	IXL, benchmark assessments, AIMSWEB and formative assessments to evaluate data. Implement progress monitoring through AIMSWEB On-going	Title I, EIA-SCE, General Fund

Hamilton Elementary 2014-15  
Single Plan For Student Achievement Report

Goal Area : ELA

Goal Title : ELA

Issue Statement:

In the 2011-12 school year, 43% of students performed P/Adv on English Language Arts CST's with a growth target of %5 in the 2012-13 school year. In 2012-13, 35% of our students performed P/Adv on the English Language Arts CST's. The Federal target through No Child Left Behind goal (AYP) was 89.2%.

Our sub-groups performed as follows:

EL- 28% P/Adv

Socioeconomically disadvantaged- 33.7% P/Adv

Hispanic- 35.2% P/Adv

The time allocation for ELA is 90 minutes per day, with an opportunity for students to receive 30 minutes of ELA and/or math intervention four days per week. In addition, WOLF Time is offered as after school tutoring/academic support service twice per week until 3:15pm. Teachers meet twice per week and designated Friday afternoons in PLC groups to discuss student achievement and learning.

Through the Intel-Assess program and other Common Core resources, teachers have created two types of Common Core Benchmark assessments: three Performance Tasks Assessments and two multiple choice assessments. In addition, students are being assessed using AIMS WEB, an assessment system that indicates strengths and weaknesses in the areas of reading comprehension and fluency.

By targeting grade level cluster areas where students are struggling the most, instruction and programs can be reviewed and strengthened. There is a need to support students in expanding opportunities and programs offered in reading, language arts and writing. By strengthening our literacy programs, we will begin to make steady gains in proficiency.

The new Smarter Balanced Testing system will be implemented in 2013-14. Students in grades 3-8 will take the English Language Arts and Math assessments. However, the district will not receive scores for their students because it is the implementation year for all schools. However, through a school wide assessment matrix students are being prepared to take the Smarter Balance Assessments so they are prepared for performance tasks and higher level thinking questions.

Being a Writer (K-6) and Making Meaning (7-8) will be purchased to supplement the writing program. Teachers will be trained and coached.

Goal-

100% of students in grades K-8 will perform at 60% or higher on the current district common core assessments that will be administered in the 2013-14 school year by the end of the year

- o Multiple Choice Standards Assessment (2x per year)
- o Performance Task (3x per year)

75% of students will perform at target on the AIMSWEB reading comprehension and fluency assessments

100% of staff will use Intel-Assess, Aeries Analytics, and AIMSWEB

100% of staff who teach ELA will modify pacing guides to reflect Common Core Standards

100% of staff will be trained in *Being A Writer (K-6)* or *Making Meaning (7-8)*

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

<b>Strategies</b>	<b>Action Steps</b>	<b>Measure and timeline</b>	<b>Budget</b>
<b>Curriculum</b>			
Review and modify Pacing guides to reflect Common Core Standards	Through the PLC process and reviewing of student data, review and revise as needed.	PLC Planning Time (Tues/Thurs and identified Fridays)	General Fund
Clearly defined time for ELA/Writing	Master schedule	Master schedule ELA/Writing	General Fund
Implementation of Common Core supported writing program	Being A Writer and Making Meaning purchase and training	December- purchase curriculum Spring 2014/Fall 2015 Training and coaching	Common Core Supplemental Funding, Title I
Continue training for teachers in current curriculum: Treasures and the implementation of the Common Core Standards	Follow-up professional development for Treasures and Common Core	2013-14 and ongoing	General Fund, Title I, Title II
Develop common rubrics and writing prompts for each grade level	Being A Writer, Intel-Assess, Treasures	Calendar School-wide writing exercises- 2x per year – 2014-15	Title I, General Fund, Title II
Analyze District Common Core assessment results and data	PLC and Staff Development Days	PLC and Staff Development Calendar	General Fund, Title I

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

<b>Strategies</b>	<b>Action Steps</b>	<b>Measure and timeline</b>	<b>Budget</b>
<b>Assessments</b>			
Create Assessment matrix – 2 mult choice assessments and 3 performance tasks each school year	Create and Calendar Assessments	Fall 2013-14	General Fund, Title 1
AIMSWEB universal screener testing three times per year (Reading Comprehension and Fluency)	Assessment Calendar	Calendar- October, January, April	General Fund, Title 1
Analyze benchmark and Common Core assessment data to drive instruction	PLC and Staff Development Days	Calendar of staff development, agendas, calendar of PLC, quarterly reports to school site council.	General Fund, Title 1
Collaboration time to dialogue about Common Core Assessment data with colleagues	Calendar collaboration time for PLC's throughout the year	Calendar of staff development, agendas, calendar of PLC, quarterly reports to school site council.	Title I, General Fund
Progress monitoring and timely feedback to all stakeholders (DAC, Admin, teachers, students, and parents)	Calendar on agendas, PLC Meetings, Staff Development Days	Common Core Assessment Feedback, Aeries Analytics, Parent Conferences	Title 1, Title II, General Fund

<b>Intervention</b>			
Implement RTI model	Classroom teacher in collaboration with the Special Education Department	Identify through assessment intervention classes	Title I, General Fund, Title II
Develop RTI system for Tier 1, Tier 2 and Tier 3 intervention needs	Develop entry criteria for Tier 1, 2, 3 interventions, establish curriculum for Tier 2 and 3, establish exit criteria for interventions	Exit and Entry criteria	Title 1, General Fund, Title III, EIA-SCE
Provide Intensive ELA intervention with the school day	Identify students who need strategic and intensive intervention and provide appropriate instruction	Master Schedule	General Fund, Title 1
Provide an afterschool language/reading tutoring/academic support	Identify students that need assistance	Support with current or specialized at-risk curriculum	General Fund, Title 1, Migrant Ed Funding
Provide a language and reading program for proficient and advanced level students to challenge them to continue to move forward academically.	During tiered intervention, students who are achieving at or above grade level standards will receive a higher level of academic instruction	Assessments, class schedules, curriculum	Title I, General Fund, Title III

# Hamilton Elementary 2014-15

## Single Plan For Student Achievement Report

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### Budget and Categorical Funding:

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Allocation /Contributions/Other	\$59,330	\$19,298	\$116,150
Title I (restricted)	\$117,615	\$164,005	\$244,260
Certif. & Classified Salaries/clerical (w/ benefits)	\$159,967	\$118,851	\$212,790
Staff Development	\$903	\$16,391	\$36,041
Materials and Supplies	\$657	\$15,035	\$23,500
School of choice/Transportation	\$2,319	\$10,726	\$12,216
SES			
Professional Development/SES	\$13,100	\$13,322	\$69,083
Indirect	\$0	\$8,978	\$15,090
Title II	\$43,439 for the district	\$37,874	\$33,004
<i>Centralize Title II Services throughout the district. To be reported annually in September/October School Site Council Meeting as to how it was allocated.</i>			
EIA-LEP (English Learners only)	combined w/SCE	\$20,395	\$21,418
EIA-SCE	\$104,607	\$120,275	\$119,252
Title III	\$26,546	\$42,284	\$36,334

**Hamilton Elementary 2014-15**  
**Single Plan For Student Achievement Report**

**School Site Council Membership**

Education Code Section 64001(g) requires that the SPSA be reviewed and updated at least annually, including proposed expenditures of funds allocated to the School through the Consolidated Application, by the school site council. The current make-up of the school site council is as follows:

Name	Represents	Contact Info	Reviewed Plan Date
<b>Darcy Pollak</b>	Principal-District	530-826-3474	12/10/13 & 1/14/14
<b>Maria Reyes (alternate)</b>	Dean of Students	530-826-3474	12/10/13 & 1/14/14
<b>Jazmin Martinez-Barron</b>	Classified Staff-District	530) 826-3474	12/10/13 & 1/14/14
<b>Liz Cox</b>	Teacher-District	530) 826-3474	12/10/13 & 1/14/14
<b>Don Jones</b>	Teacher-District	530) 826-3474	12/10/13 & 1/14/14
<b>Gonzalo Fuentes</b>	Parent	530) 321-5183	
<b>Rosa Vargas</b>	Parent	530-519-9458	12/10/13 & 1/14/14
<b>Cain Medina</b>	Parent	530-865-8699	12/10/13 & 1/14/14
<b>Rosa Rivera-Vargas</b>	Parent	530-519-7255	12/10/13 & 1/14/14
<b>Rosalinda Sanchez</b>	Parent	530-826-3000	12/10/13 & 1/14/14

Total Number of Committee Members	Principal	ClassRoom Teacher	Other School Staff	Parent or Community Member	Secondary Student
<b>Number of Members of each Category</b>	1	2	3	5	

E 21-15

**Recommendations and Assurances**

The school site council recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

**Approval Date**

1. School Site Council Members
2. Plan Review Due Date: *Approved at the February 2014 SSC meeting*
3. The school site council is correctly constituted and was formed in accordance with district governing board policy and state law.
4. The school site council reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the school plan requiring board approval.
5. The school site council sought and considered all recommendations from the following groups or committees before adopting this plan

English Learner Advisory Committee \_\_\_\_\_

6. The school site council reviewed the content requirements for school plans of programs included in this Single Plan for Student Achievement and believes all such content requirements have been met, including those found in district governing board policies and in the LEA Plan.
7. This school plan is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
8. Public Notice Due Date: *June 11, 2014*
9. District Governing Board Annual Review Due Date: *June 16, 2014*
10. This Revised School Plan was adopted by the School Site Council at a public meeting on: *2/11/2014*
11. Attested by School Principal: *Darcy Pollak*
12. Attested by School Site Council Chairperson: *Roselinda Sanchez for Gonzalo Fuentes*

Darcy Pollak  
\_\_\_\_\_  
Typed name of school principal

\_\_\_\_\_  
Signature of school principal

\_\_\_\_\_  
Date

Roselinda Sanchez for Gonzalo Fuentes  
\_\_\_\_\_  
Typed name of SSC chairperson

\_\_\_\_\_  
Signature of SSC chairperson

\_\_\_\_\_  
Date

# Patricia Hernandez

Chico, CA 95224 (530) 221-7310 • phernandez8@mail.csuchico.edu

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## EDUCATION:

California State University, Chico

Single Subject Teaching Credential, Mathematics

May 2014

Bachelors of Science in Mathematics, Emphasis in Education

May 2013

Cumulative GPA: 4.00

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## TEACHING EXPERIENCE:

**High School Co-Teacher/Student Teacher (Practicum I and II) • Hamilton High School, Hamilton City, CA. – 08/2013 to present**

- ∞ Duties and responsibilities include developing daily lesson plans that meet academic standards, enforcing school and classroom rules and procedures, evaluating student progress and pacing instruction accordingly, while maintaining a democratic classroom and establishing a rapport with students.
- ∞ Provided daily instruction to students in a manner that promotes learning in all students, including English Language Learners, by offering instruction in both teacher-centered and student-centered contexts.
- ∞ Used bilingual abilities, to communicate, reteach and check for understanding with struggling ELL students.
- ∞ Interacted with students and provided supportive feedback for student's academic growth.
- ∞ Provided a positive role-model for all students HHS.
- ∞ Providing assistance with student functions and tutoring.

**Substitute Teacher • Hamilton School District, Hamilton City, CA. – 10/2013 to present**

- ∞ Followed lesson plans as described by teacher of record, provided instruction to students (all subjects), while implementing school and classroom rules and procedures.
- ∞ Acting as a resource for math teachers in their absence, competent in the subject matter, with an established personal relationship with students.

**Migrant Student Tutor • California Mini-Corps, Butte County Office of Education, Oroville, CA. – 05/2013 to 06/2011**

- ∞ Worked with Migrant Students identified as "priority for service" on a one-on-one basis or in small groups.
- ∞ Used bilingual abilities, in Spanish and English, to translate between teacher and student and vice versa.
- ∞ Supported students in understanding the material being presented in different subjects.
- ∞ Per semester, perform three home visits to discuss Migrant Students' progress in class with parents and participated in six hours of community service.

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## SUPPORTIVE EXPERIENCE:

**Mentor • Project M.A.T.H. CSU, Chico Research Foundation, Chico, CA. – 05/2011 to 08/2009**

- ∞ Worked with students who were identified as "in danger of failing", both in small groups and on a one-on-one basis.
- ∞ Prepared lessons under high school teacher's supervision, presented lessons to seminar class, made necessary revisions and then presented lesson to high/junior high school class in small groups.

**Receptionist and Document Preparer • Avila Services, Chico, CA. – 07/2013 to 10/2006**

- ∞ Responsible for scheduling and confirming appointments.
- ∞ Trusted to receive fees, create invoices and maintain client information confidential.
- ∞ Prepared forms based on information clients provided and responsible for following up with client if there are any questions.

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## ACHIEVEMENTS, PROFESSIONAL DEVELOPMENT AND ADDITIONAL SKILLS

**Recipient:** Robert Noyce Teacher Scholarship Program, NSF, 2013-2014 • **Member:** MASCOT (Math and Science Co-Teach) Program CSU, Chico, 2013-2014 • **Recipient:** Outstanding Mini-Corps Student Award, 2011-2012 • **Recipient:** California State University, Chico Dean's List Award, Fall 2011 • **Recipient:** Teacher Recruitment Scholarship (TRP), Fall 2012, Fall 2011, Fall 2010 • **Member:** Louis Stokes Alliance for Minority Participation (LSAMP), July 2009- Spring 2013 • **Member:** Educational Opportunity Program, Fall 2007-Spring 2013

**Professional Development:** SAME (Sacramento Area Math Educators) Conference, 2014 • Mount Lassen Mathematics Conference, Redding, CA., 2013

**Computer Skills:** Proficient in MS Word, Excel PowerPoint and Geometer's Sketchpad. Document Camera Proficient.

# JENNIFER PATRICK FIRTH

732 CHURCHILL DRIVE  
CHICO, CA 95973  
(530) 318-7568  
JPATRICKFIRTH@GMAIL.COM

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## OBJECTIVE

- Full-time Employment as Hamilton Unified Temporary English Teacher

## EDUCATION

- Reading Certificate Program, University of California Irvine (2014)
- Clear Multiple Subject Teaching Credential (2009)
- CLAD Certification, University of San Diego (2005)
- Secondary English Credential, San Francisco State University (1989)
- BA English, University of California Santa Barbara (1988)

## EXPERIENCE

- Title I Teacher, Chico Unified School District (2011 – Present)
- School Site Assistant Coordinator for State Assessments (2012 – Present)
- Substitute Teacher, Chico Unified School District (2004 – 2006; 2009 – 2011)
- English Teacher, Pleasant Valley High School, Chico Unified (1991 – 2001)
- English Teacher, Galt High School, Galt Joint Unified (1989 – 1991)
- Paraprofessional Teacher and Tutor, Santa Barbara (1986 – 1988)

## PROFESSIONAL GROWTH

- Northern California Writing Project 2014 Summer Institute (Enrolled)
- Common Core and ELA Trainings, CUSD (2012 – 2014)
- CSU, Chico Math Project: Connecting to the Common Core (2013)
- English Language Development Training, Chico Unified School District (2011 – 2012)
- Professional Growth Courses, Workshops, Trainings (1989 – Present)
- Area III Writing Project, UC Davis (1991)

## ORGANIZATIONS

- International Reading Association
- California Reading Association
- National Council of Teachers of English
- California State Parent Teacher Association

## ACTIVITIES

- Classroom and School Volunteer, CUSD (1997 – 2006)
- PTA Board, Reading Volunteer Coordinator, Conflict Management Teacher, (1997 – 2006)
- Girl Scout Troop Leader, Chico (1997 – 2004)

## INTERESTS

- Student Leadership, Ecology, Technology, Journalism, Gardening, and Conflict Management
-

Suzanne A. Titchenal

101 Ahwahnee Commons #34  
Chico, CA 95928  
972-832-0041  
suz@mrqcorp.com

17 April 2014

Dear Mr. Tracy and Ms. Pollak,

"He who dares to teach must never cease to learn." My approach to teaching is largely based on the understanding that I am both an educator and a student; likewise, my students are both learners and teachers.

My current position at Hamilton Elementary School in Hamilton City, CA is a jumping off point for my teaching career in California. I taught Social Science in Mesquite, Texas for 9 years. When I left Texas in the summer of 2013 to be married, I had to recertify, which postponed my teaching career for the 2013-2014 school year. The Paraprofessional position at Hamilton Elementary has allowed me to learn of the Hamilton's culture, student needs, and Common Core instruction.

I have my California Single Subject Social Sciences certification and I am scheduled to take my Second Language Learners (CTEL) exam on May 19th. I have one of the three subtests passed. In addition to my certifications, I have earned a Masters degree from Texas A&M Commerce in Secondary Education and a Bachelors of Arts from the University of Utah in History Teaching. I have taught World History, US History and Advanced Placement US History for the past nine years in Texas.

My hopes for teaching in Hamilton are to motivate students to think, read, and write critically. I recognize, like Texas students, Californian students will be of different ethnicities, economic status, and will learn differently. To approach any given day from the same perspective and reusing the same teaching strategies would mean that I am ignoring the majority of my students. I hope to have my students learn different skills i.e. writing, both analytical and creative, discussing, analyzing films, listening to music, and creating a "source" of history. The more angles I approach to teaching and the more education I have, the more I have a chance to reach my students. Students are people and when people are treated with respect and dignity, they usually respond with the same. I have high expectations of my students, expectations that, when met, would benefit them in all areas of their lives.

I am excited by the prospect of collaborating with and joining with the teams of teachers at Hamilton Unified School District who already share my passion for education. I look forward to hearing from you to discuss a partnership in sharing my innate skills in teaching and learning with students in Hamilton.

Sincerely yours,



Suzanne A. Titchenal  
Certified Teacher

**Suzanne A. Titchenal**

**101 Ahwahnee Commons #34**

**Chico, CA 95928**

**972-832-0041**

**suz@mrqcorp.com**

**OBJECTIVE:** To work with a school district that involves the community and helps students develop analytical and expressionist writing, reading, and thinking skills.

### **SUMMARY OF QUALIFICATIONS**

- California Single Subject Social Sciences certification
- Texas History 8-12 certification
- Excellent skills in communication and collaboration.
- Excellent organizational skills
- Computer literate, experience in Microsoft Word, Excel, PowerPoint, etc.
- Highly inquisitive, creative and resourceful.

### **CERTIFICATIONS**

- California Single Subject Social Sciences certification
- Texas Secondary (8-12<sup>th</sup> grades) History

### **RELEVANT EXPERIENCE**

#### **Teaching Positions**

**November 2013-Present:** Hamilton Elementary School, Hamilton USD

#### Para-Professional

- Taught ESL (K-8<sup>th</sup>) to students who recently immigrated to the United States. Used the Kevin Clark program to teach the fundamentals of the English Language.
- Staged a school-wide "Read-A-Thon" for Dr. Seuss's birthday that had over 500 students in attendance.
- Created the school's 2013-2014 yearbook. Grades K-8.
- Would fill in a substitute when needed in all grades, in the cafeteria, or for yard duty.

#### Community Day and Independent Study Teacher

- Responsible for teaching students in various grades, 5<sup>th</sup> to 12<sup>th</sup> and core subjects.
- Responsible for attendance, grades, and lesson plans for 20 subjects. (4 for teach student).

**August 2005 – June 2013:** Mesquite ISD Mesquite, Texas

History Teacher- World, U.S., and Advanced Placement U.S.

- Benchmark and TAKS scores have consistently been the highest in the History department for 5 consecutive years.
- Created an environment in the classroom that enhanced the students learning.

- Tracked students success
- Prepared students to take state assessment test at the exit level, TAKS. (Texas Assessment of Knowledge and Skills).
- Prepared students to take benchmarks twice a year to track progress.
- Tutored students twice a week for 2-3 hours in subject.
- Tutored Seniors who failed TAKS. (All passed after tutoring with me.)
- Managed student teacher (Fall 2010)

**Summer 2011 and 2012:**     Mesquite ISD Mesquite, Texas  
   History Teacher- U.S.

- Taught US History for 6 weeks
- Tracked student success
- Created an environment in the classroom that enhanced student learning.

### EDUCATION

<b>Masters, Secondary Education,</b>	Texas A&M Commerce, Commerce, TX December 2010
<b>Bachelor of Arts, History Teaching</b>	The University of Utah, Salt Lake City, UT August 2003
<b>High School Diploma</b>	Trumbull HS, Trumbull, CT June 1999

### PROFESSIONAL DEVELOPMENT

**2013-2014**

"Kevin Clark," Hamilton Elementary School, Hamilton USD (8 hours)

- Strategies in teaching ESL students.

**2011-2012**

"SIOP," Dr. John D. Horn High School, Mesquite, Texas (12 hours)

- Strategies on how to teach students whose second language in English.

**2009-2010**

"Why Try," Dr. John D. Horn High School, Mesquite, Texas (14 hours)

- Strategies on how to motivate students who are considered lower-level learners or are low socio-economic students.

**"Green Light Classrooms," Professional Development Center, Mesquite Texas (18 hours)**

- Learned how to engage students more effectively.

**"Teach Like a Champion Book Study," Dr. John D. Horn High School, Mesquite, Texas, (8 hours)**

- Strategies on how to be a good manager over my students and those in positions.

**2008-2009**

**"New Jersey Writing Project," Professional Development Center, Mesquite Texas (18 hours)**

- Learned how to write more effectively and more professionally.

Additional Professional Development available upon request.

**HONORS AND ACTIVITIES**

- Favorite Teacher Award (2012-2013)
- Favorite Teacher Award (2009-2010)
- Co-sponsor of Jag Camp, Summer camp for Freshmen (Summer 2009)

**COMMITTEES**

- *Staff Development Committee.* Help with the kick off at the beginning of the school year and teach the faculty about the "At Risk" program. (2010-2013)
- *At Risk Committee.* Help students who are "at risk" for failing TAKS, a core class, dropping out, etc. (2010-2012)
- *C.O.O.L. (Community of Ongoing Learning) Book Study.* Reading "How to Teach Like A Champion." Gives strategies on how to help hold high expectations in the classroom. (2010-2012)
- *FUN Committee.* Help raise the moral of the campus and bring closeness between the faculty and staff members. (2010-2012)
- *New Teacher Committee.* In charge of 35 new teachers. Monitor them to ensure their new year at Horn is a successful one. (2009-2012)
- *O.F.Y.P. (Optional Flex Year Program).* To encourage students to pass their classes and to pass the TAKS test to get them out of school two weeks early. Help put together videos and classes. (2008-2012)
- *Senior Leaders.* Work with 25 chosen seniors to film videos for passing TAKS, Challenge Night, how to be a leader, etc. (2008-2012)

- ***Jag Camp.*** Freshman orientation. Work with upper classmen to help freshmen to make a smooth transition into high school. (2008-2010)
- ***TAKS Prep Committee.*** Help the Seniors pass the TAKS, help the exit level junior pass. Put together after school tutorials for the entire junior class. (2005-2012)

**REFERENCES**

Available upon request.

# Hamilton Elementary School



277 Capay Avenue • P.O. Box 277  
Hamilton City, CA 95951-0277  
School Office (530) 826-3474 • Fax (530) 826-0419  
District Office (530) 826-3261

District Governing Board  
Tonus Loera, President  
Judy Twede, Clerk  
Wendell Lower  
Gabriel Leal  
Tim Anderson

District Superintendent  
Charles Tracy

Principal  
Darcy Pollak

May 12, 2014

Dear Kristen Hamman,

This letter is to notify you of my interest in becoming the 7<sup>th</sup> and 8<sup>th</sup> grade Girls Volleyball Coach for the Hamilton Elementary School.

My qualifications are as follows:

- Coached 7 years of Junior Varsity Volleyball at the High School level
- Volunteered as a volleyball coach for 5-8 grade girls for the Glenn County PAL program
- Certified in CPR
- Completed coaching training (Concussion in sports, heat acclimatization and heat illness prevention) and completed a blood borne pathogens safety course

I believe that I can make the team/individuals a valuable asset for years to come at the high school level.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads 'Martha Jaeger'. The signature is written in a cursive style.

Martha Jaeger



Fiscal Year: <u>2013-14</u> Expenditure Plan Submittal Option: <u>Multiple-Year (bundled) Award Expenditure Plan</u>	Grant Amount Requested: \$ <u>591,939.00</u> Grant Balance Available: _____						
<b>1. Applicant Information</b>							
Local Education Agency (LEA) Name: <u>Hamilton Unified School District</u> LEA CDS Code: <u>11765620000000</u> Mailing Address: <u>P.O. Box 488</u>	Tier: _____ City: <u>Hamilton City</u> Zip Code: <u>95953</u>						
LEA Authorized Representative: <u>Diane Lyon</u> Title: <u>Chief Business Official</u>	Phone: <u>5308263261 x202</u> E-mail: <u>dlyon@hamiltonusd.org</u>						
Project Manager: <u>Diane Lyon</u> Title: <u>Chief Business Official</u>	Phone: <u>5308263261 x202</u> E-mail: <u>dlyon@hamiltonusd.org</u>						
<b>2. Energy Planning Reservation Information (only available for fiscal year 2013-2014 award)</b>							
Did you request Energy Planning Funds? (If no, move on to next section) <u>Yes</u>							
Budget for Energy Surveys and Energy Audits: \$ _____	Amount Spent for Energy Surveys and Energy Audits: \$ _____						
Budget for Proposition 39 Program Assistance: \$ _____	Amount Spent for Proposition 39 Program Assistance: \$ _____						
Budget for Energy Manager: \$ <u>2,933.00</u>	Amount Spent for Energy Manager: \$ <u>1,466.00</u>						
Budget for Training: \$ <u>100.00</u>	Amount Spent for Training: \$ _____						
Totals: \$ <u>5,033.00</u>	Totals: \$ <u>1,466.00</u>						
<b>3. Energy Manager and Training</b>							
Are you hiring an Energy Manager with funds requested in this Expenditure Plan? <u>Yes</u>	Amount requesting for Energy Manager: \$ <u>2,933.00</u>						
Are you using Proposition 39 funds for energy related training costs? <u>Yes</u>	Amount requesting for Training: \$ <u>100.00</u>						
<b>4. Summary of Schools/Sites</b>							
List all schools/sites where Proposition 39 funds from this Expenditure Plan will be used. Each school/site listed must have a Expenditure Plan Project Summary Form B completed and attached. If more than 20 sites are identified please use Additional School Sites Tab as necessary.							
Estimated Project Cost							
School/Site	CDS #	Total Project Cost	Proposition 39 Share	School/Site	CDS #	Total Project Cost	Proposition 39 Share
1 Hamilton High School	11765620000000	\$ 114,386.00	\$ 114,386.00	11			
2 Hamilton Elementary School	11765620000000	\$ 160,322.00	\$ 160,322.00	12			
3 Hamilton Community Day School	11765620000000	\$ 14,198.00	\$ 14,198.00	13			
4				14			
5				15			
6				16			
7				17			
8				18			
9				19			
10				20			
		Estimated Total:				\$ <u>288,906.00</u>	\$ <u>288,906.00</u>
<b>5. Job Creation Estimates</b>							
Please fill in the corresponding budget amounts for each applicable type of project which the Proposition 39 grant funds will be used.							
Type of Project Energy Efficiency Renewable Energy Clean Advanced Distributed Energy	Budget _____ _____ _____	Estimated Direct Job-Years Created 0 0 0	Please list any state-certified apprenticeship programs being used: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>				
Apprenticeship Information Apprenticeships		Estimated Apprenticeship Job-Years Created 0					
Other Trainee Position Title (Please use Additional Trainees tab as necessary)		Estimated Other Trainee Jobs Created (Please use Additional Trainees tab as necessary)					
_____ _____ _____		_____ _____ _____	Will this project be subject to a community benefits agreement, community workforce agreement, or other mechanism that defines project co-benefits?				
		Total:	0				
<b>6. Self-Certifications</b>							
Yes. The LEA followed the Proposition 39 Guidelines regarding eligible energy project prioritization considerations. Yes. The LEA followed the guidelines regarding sequencing of facility improvements. Yes. The LEA commits to use the funds for the eligible energy project(s) approved in its energy expenditure plan. Yes. The LEA commits that the information included in the application is true and correct based to the best of the LEA's knowledge. Yes. The LEA commits that all California Environmental Quality Act (CEQA) requirements are completed. Yes. The LEA will obtain DSA project approval as applicable pursuant to California Code of Regulations, Title 24. Yes. The LEA acknowledges that the expenditures are subject to financial audit requirements (Public Resources Code Section 26206(a) and 26240(g)). Yes. The LEA commits to complying with all reporting requirements.							
Reminder: Please remember to include the signed Utility Data Release Authorization Form for your utility provider to release data to the Energy Commission							
TYPE Name of Authorized Representative: <u>/s/ Diane Lyon</u>	Date: _____						
Version 1.0							



Local Education Agency (LEA) Name: Hamilton Unified School District  
 LEA CDS Code: 1176562000000

**1. School or Site Information**  
 School/Site Name: Hamilton High School Estimated Project Start Date: 4/1/2014  
 School/Site CDS Code: \_\_\_\_\_ Estimated Project Completion Date: 3/31/2018  
 School/Site Mailing Address: P.O. Box 488 City: Hamilton City Zip Code: 95951

**2. Benchmarking** (Provide the following information from the previous fiscal year utility bills for the entire school/site)  
 Square Footage of School/Site: 48,392 Electric Utility: PG&E Gas Utility: \_\_\_\_\_  
 Average Peak Demand (kW): 14 Electric Utility Account #: 9921774729 Gas Utility Account #: \_\_\_\_\_  
 Total Annual Electric Use (kWh): 402,817 Energy Bill Fiscal Year: 2012-13

Reminder: If the School/Site includes leased facilities, please include Building Owner Certification in backup documentation.

Energy Use Intensity Calculator			
Electricity	Natural Gas		Other Fuels
0.29 kWh/SF	Therms/SF	Therms/SF	Gals/SF
8.32 kWh/SF	Cost/SF	Cost/SF	Cost/SF
\$ 1.37 Cost/SF			
Energy Costs/SF/Year: \$	1.37	Energy Use(kbtu)/SF/Year:	89.20

Other Fuels  
 Total Annual Propane Use (gals): \_\_\_\_\_  
 Total Annual Propane Charges (\$): \_\_\_\_\_  
 Total Annual Fuel Oil Use (gals): \_\_\_\_\_  
 Total Annual Fuel Oil Charges (\$): \_\_\_\_\_

**3. Energy Efficiency Project Summary**  
 Fill in the table below. All back-up documentation must be submitted with the Project Summary Form (i.e. Energy surveys, calculators, energy audits).  
 Measure Savings Source: \_\_\_\_\_ Proposition 39 Share to be used for Measure Implementation (\$): \_\_\_\_\_

Energy Efficiency Measure <small>Drop down menu</small>	Description	Demand Savings (kW)	Annual Electric Savings (kWh)	Annual Natural Gas Savings (therms)	Annual Propane Savings (gallons)	Annual Fuel Oil Savings (gallons)	Annual Cost Energy Savings (\$)	Measure Cost (\$)	Rebates & Grants (\$)	EEM SIR
<i>Example: Lighting - Interior Fixture Retrofit</i>	Replaced T12s with T8s		101,029				\$ 14,511.00	\$ 141,604.00		1.69
Lighting - Interior Re-lamping	Replace 32W T8 to 28W T8		218			(1)	\$ 36.00	\$ 1,664.00	\$ 239.00	0.19
Lighting - Exterior Fixture Retrofit	Replace exterior mercury vapor/HPS w/ LED induct lights		6,515				\$ 860.00	\$ 4,330.00	\$ 2,640.00	7.80
Plug Loads- Vending Machine Misers	Install vending machine occupancy control		1,700			(18)	\$ 280.00	\$ 462.00	\$ 451.00	129.16
Other- Premium Efficiency Motors	Replace old motor w/ premium efficiency motor		452			(3)	\$ 75.00	\$ 1,876.00	\$ 840.00	1.47
HVAC- Packaged/Split Replacement	Replace old heat pump w/ high efficiency heat pump		9,898				\$ 1,633.00	\$ 24,000.00		1.21
Lighting - Interior Re-lamping	Replace incandescent w/ compact fluorescent light		487				\$ 80.00	\$ 54.00	\$ 51.00	106.80
Lighting- Retrofit Incandescent to LED	Replace incandescent w/ LED		5,315			(23)	\$ 877.00	\$ 5,000.00	\$ 500.00	3.02
HVAC Packaged/Split Replacement	Replace old package/split w/ efficiency HVAC		13,065			(90)	\$ 2,156.00	\$ 60,000.00		0.75
Other- Variable Frequency Drives	Install variable speed drive for pumps/fans		3,040			94	\$ 502.00	\$ 8,000.00		1.13
HVAC Controls- Programmable Thermostats	Replace thermostats w/ programmable		20,720			2,468	\$ 3,419.00	\$ 9,000.00		4.19

**4. Energy Efficiency Narrative Description**

Please provide a narrative describing existing conditions, energy efficiency measures, and how these were prioritized. If a photovoltaic measure is being proposed on the site, please provide a description for why the site is a good candidate for a photovoltaic system.

The high school fixtures and equipment are extremely outdated. HVAC units are in excess of 15 years old and lighting is outdated. Because of the age of the fixtures and equipment are not energy efficient. The district is prioritizing these measures based on age and need and availability of Prop 39 funds to bring the campus up to date with some of the fixtures and equipment. The funding is not enough to update all the fixtures and equipment, but will help the campus be more energy efficient.

**5. Photovoltaic Measure**

Size (kW AC)	Demand Savings (kW)	Year 1 Production (kWh)	Year 1 Energy Cost Savings (\$)	Inverter Efficiency (%)	Measure Cost (\$)	Rebates & Grants (\$)	Measure SIR

**6. Site Project Summary**

Total Demand Savings	-	Total Annual Fuel Oil Savings	2,427	Total Prop 39 Share	\$ -	Savings-to-Investment Ratio (SIR)	1.38
Total Annual Electric Savings	61,410	Total Annual Cost Savings	\$ 9,918.00				
Total Annual Natural Gas Savings	-	Total Project Cost	\$ 114,386.00				
Total Annual Propane Savings	-	Total Rebates	\$ 4,721.00				



**School Information**

School Name	Elementary
School	
CDS Code	0
Mailing Address	0

**Energy Efficiency Measure Savings Summary**

ECM	Energy Efficiency Project	Demand Savings kW	kWh Savings kWh	Therm Savings Therms	Propane Savings Gallons	Fuel Oil Savings Gallons	Cost Savings \$	Project Cost \$	Utility Rebate \$	Simple Payback Years	SIR
ECM 1	Replace incandescent light with compact fluorescent light	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 2	Replace incandescent light with LED light	0	1595	(9.65)	-	-	\$ 277	\$ 1,500	\$ 500	3.6	4.39
ECM 3&4	Convert incandescent/CFL exit sign to LED exit sign	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 5&6	Convert T12 fluorescent to T8 with electronic ballast or LED Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 7	Replace 32 Watt T8 lamps with 28 Watt T8 Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 8&9	Replace exterior mercury vapor/HPS with LED/induction lights	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 10	Install occupancy control for intermittently occupied rooms	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 11	Replace old packaged/split HVAC unit with high efficiency HVAC	5	21775	(208)	-	-	\$ 3,753	\$ 100,000	\$ -	26.6	0.78
ECM 12	Replace old heat pump with high efficiency heat pump	2	12726	(0)	-	-	\$ 2,250	\$ 33,000	\$ -	-	1.21
ECM 13A	Replace boiler with high efficiency condensing boiler	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 13B	Replace furnace with high efficiency condensing furnace	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 14	Seal existing HVAC leaky duct	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 15	Install variable speed drive for pumps and fans	2	3040	131	-	-	\$ 597	\$ 10,000	\$ -	16.7	1.06
ECM 16	Replace manual thermostat with programmable thermostat	-3	29600	4,883	-	-	\$ 5,233	\$ 12,000	\$ -	2.3	4.63
ECM 17	Replace old motor with premium efficiency motor	1	452	(4)	-	-	\$ 78	\$ 2,022	\$ 990	13.2	1.53
ECM 18	Replace storage water heater with gas-fired tankless water heater	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 19	Install smart strip/PC management to control computers/printers	0	15422	(226)	-	-	\$ 2,160	\$ 1,800	\$ 1,500	0.1	39.25
ECM 20	Install vending machine occupancy control	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 21	Install photovoltaic system	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
	<b>Total</b>	<b>8</b>	<b>84610</b>	<b>4,566</b>	<b>-</b>	<b>-</b>	<b>\$ 14,348</b>	<b>\$ 160,322</b>	<b>\$ 2,990</b>	<b>11.0</b>	<b>1.27</b>

**School Information**

School Name	High
School	
CDS Code	0
Mailing Address	0

**Energy Efficiency Measure Savings Summary**

ECM	Energy Efficiency Project	Demand Savings kW	kWh Savings kWh	Therm Savings Therms	Propane Savings Gallons	Fuel Oil Savings Gallons	Cost Savings \$	Project Cost \$	Utility Rebate \$	Simple Payback Years	SIR
ECM 1	Replace incandescent light with compact fluorescent light	0	487	-	-	-	\$ 80	\$ 5,054	\$ 551	0.0	#####
ECM 2	Replace incandescent light with LED light	1	5315	-	-	(23)	\$ 877	\$ 5,000	\$ 500	5.1	3.04
ECM 3&4	Convert incandescent/CFL exit sign to LED exit sign	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 5&6	Convert T12 fluorescent to T8 with electronic ballast or LED Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 7	Replace 32 Watt T8 lamps with 28 Watt T8 Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 8&9	Replace exterior mercury vapor/HPS with LED/induction lights	0	6515	-	-	-	\$ 860	\$ 4,330	\$ 2,640	-	-
ECM 10	Install occupancy control for intermittently occupied rooms	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 11	Replace old packaged/split HVAC unit with high efficiency HVAC	3	13065	-	-	(90)	\$ 2,156	\$ 60,000	\$ -	27.8	0.75
ECM 12	Replace old heat pump with high efficiency heat pump	2	9898	-	-	(0)	\$ 1,633	\$ 24,000	\$ -	-	1.21
ECM 13A	Replace boiler with high efficiency condensing boiler	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 13B	Replace furnace with high efficiency condensing furnace	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 14	Seal existing HVAC leaky duct	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 15	Install variable speed drive for pumps and fans	2	3040	-	-	94	\$ 502	\$ 8,000	\$ -	16.0	1.10
ECM 16	Replace manual thermostat with programmable thermostat	-2	20720	-	-	2,468	\$ 3,419	\$ 9,000	\$ -	2.6	4.06
ECM 17	Replace old motor with premium efficiency motor	1	452	-	-	(3)	\$ 75	\$ 1,867	\$ 840	13.8	1.45
ECM 18	Replace storage water heater with gas-fired tankless water heater	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 19	Install smart strip/PC management to control computers/printers	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 20	Install vending machine occupancy control	0	1700	-	-	(18)	\$ 280	\$ 462	\$ 451	0.0	#####
ECM 21	Install photovoltaic system	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
	<b>Total</b>	<b>7</b>	<b>61192</b>	<b>-</b>	<b>-</b>	<b>2,428</b>	<b>\$ 9,881</b>	<b>\$ 117,713</b>	<b>\$ 4,982</b>	<b>11.4</b>	<b>1.34</b>

<b>School Information</b>	
School Name	Community Day
School	
CDS Code	0
Mailing Address	
	0

**Energy Efficiency Measure Savings Summary**

ECM	Energy Efficiency Project	Demand Savings KW	kWh Savings	Therm Savings Therms	Propane Savings Gallons	Fuel Oil Savings Gallons	Cost Savings \$	Project Cost \$	Utility Rebate \$	Simple Payback Years	SIR
ECM 1	Replace incandescent light with compact fluorescent light	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 2	Replace incandescent light with LED light	0	797	-	-	(3)	\$ 156	\$ 800	\$ -	5.1	2.99
ECM 3&4	Convert incandescent/CFL exit sign to LED exit sign	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 5&6	Convert T12 fluorescent to T8 with electronic ballast or LED Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 7	Replace 32 Watt T8 lamps with 28 Watt T8 Lamps	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 8&9	Replace exterior mercury vapor/HPS with LED/Induction lights	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 10	Install occupancy control for intermittently occupied rooms	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 11	Replace old packaged/split HVAC unit with high efficiency HVAC	1	1536	-	-	(5)	\$ 300	\$ 6,000	\$ -	20.0	0.95
ECM 12	Replace old heat pump with high efficiency heat pump	0	2828	-	-	(0)	\$ 553	\$ 5,998	\$ -	-	1.54
ECM 13A	Replace boiler with high efficiency condensing boiler	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 13B	Replace furnace with high efficiency condensing furnace	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 14	Seal existing HVAC leaky duct	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 15	Install variable speed drive for pumps and fans	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 16	Replace manual thermostat with programmable thermostat	0	2220	-	-	264	\$ 434	\$ 900	\$ -	2.1	5.10
ECM 17	Replace old motor with premium efficiency motor	0	90	-	-	(1)	\$ 18	\$ 500	\$ -	28.3	0.72
ECM 18	Replace storage water heater with gas-fired tankless water heater	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 19	Install smart strip/PC management to control computers/printers	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 20	Install vending machine occupancy control	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
ECM 21	Install photovoltaic system	0	0	-	-	-	\$ -	\$ -	\$ -	-	-
	<b>Total</b>	<b>1</b>	<b>7471</b>	<b>-</b>	<b>-</b>	<b>255</b>	<b>\$ 1,461</b>	<b>\$ 14,198</b>	<b>\$ -</b>	<b>9.7</b>	<b>1.59</b>

## Technology Status Memorandum

Date: June 16, 2014  
To: Hamilton Unified School District, Board Meeting  
From: Allan Bradley, Director of IT  
Subject: Technology Status Report

### Summary

Main objectives are to complete summer schedule work for the following areas:

**VOIP Phone System** – We are currently doing the inventory and analysis for HUSD District-Wide phone system replacement. Jive is our intended vendor to host our new phones. This will be a “cloud-based” system whereby our phones will be controlled via the Web. The new phone system is slated to be up and functional by 8/1/2014. This is an Erate project with funding already successfully granted.

**Elementary Computer Lab 1** – This is a replacement and upgrade of the current “old” Elementary Computer Lab including deployment of new PCs. The current Lab PCs will be redeployed to upgrade Teacher Desktops within the Elementary. Additional, flat screen TVs will be installed to modernize the Lab to mimic the newer Computer Lab 2.

**XP to Window 7 Conversion** – This initiative is to upgrade all PCs on all campuses to Windows 7 operating system. This is in response to the fact the XP is no longer support by Microsoft.

**Sophos** – We deploying an upgraded virus protection software solution District-wide, to prevent the recent increase in computer systems infections.

**High School Business Lab Upgrade** – We will be attempting to upgrade the High School business lab software this summer as well.

**PG&E Power savings software** – We will be deploying a solution to save the District power consumption (PCs on after hours) that will power down all PCs to conserve energy.

**Various Classroom Makeovers** – We will be installing projectors, moving student PCs, etc. – doing miscellaneous request needs for classroom upgrades prior to school start.

### Current Status

All systems up and running