

HAMILTON UNIFIED SCHOOL DISTRICT

REGULAR BOARD MEETING

AGENDA

Hamilton High School Library

Monday, August 18, 2014

6:00 p.m.	Public session for purposes of opening the meeting only.
6:00 p.m.	Closed session to discuss closed session items listed below.
6:30 p.m.	Reconvene in public session.

1.0 OPENING BUSINESS.

1.1 Call to order and roll call.

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Tomas Loera, President | <input type="checkbox"/> Tim Anderson | <input type="checkbox"/> Gabriel Leal |
| <input type="checkbox"/> Judy Twede, Clerk | <input type="checkbox"/> Hubert "Wendall" Lower | |

2.0 IDENTIFY CLOSED SESSION ITEMS.

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS. Public comment will be heard on any closed session item. The Board may limit comments to no more than three minutes per speaker and 15 minutes per item.

4.0 ADJOURN TO CLOSED SESSION. 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, resignation, dismissal, or discipline of classified and certificated employees.

5.0 RECONVENE TO PUBLIC SESSION/FLAG SALUTE. Report action taken in closed session (no earlier than 6:30 p.m.).

6.0 ADOPT AGENDA (M).

7.0 PUBLIC COMMENT. Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

8.0 COMMUNICATIONS/REPORTS.

- 8.1 Board Member Comments/Reports.
- 8.2 ASB President and Student Council President Reports.
1. Hamilton High, Ivan Ureña-Valdes.
 2. Hamilton Elementary, Michaela Brantingham.
- 8.3 District Reports (in person).
1. Food Service Report by LeAnn Radtke.
 2. Operations Report and New Employee Introduction by Marc Eddy.
 3. Technology Report by Allan Bradley.
- 8.4 Principal and Dean of Student Reports and New Employee Introductions.
1. Cris Oseguera, Hamilton High School Principal.
 - o FFA Report on Washington D.C. Trip.
 2. Darcy Pollak, Hamilton Elementary School Principal.
 3. Maria Reyes, District Dean of Students.
- 8.5 Superintendent Report by Charles Tracy.
1. Facilities Update.

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2. ACSA Personnel Academy for District Principals.
3. Board Candidate Filing Update.
4. 2013-2014 Glenn County Grand Jury Final Report. (Encl. E1)
5. Miscellaneous Reports.

9.0 **DISCUSSION ITEMS**

- 9.1 High School Crosswalk. (Encl. E2)
- 9.2 BP 9270 Conflict of Interest Code Biennial Review. First Reading. (Encl. E3)
- 9.3 CSBA Annual Education Conference and Trade Show. December 14-16, 2014 in San Francisco for Board Members. (Encl. E4)
- 9.4 Truck Bid.

10.0 **ACTION ITEMS (M)** (Including any item removed from the Consent Agenda.)

- 10.1 Crosswalk. Direction to the Superintendent.
- 10.2 Truck Bid.
- 10.3 Agricultural Career Technical Education Incentive Grant, 2014-15. (Encl. E5)

11.0 **CONSENT AGENDA**. (M) Items listed in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

- 11.1 Warrants and Expenditures. (Encl. E6)
- 11.2 Minutes of the Regular Board Meeting of July 21, 2014. (Encl. E7)
- 11.3 Hamilton Elementary School's Calendar. (Encl. E8)
- 11.4 Field Trip/Fundraiser Requests from Hamilton High School. (Encl. E9)
- 11.5 District Personnel.
 1. Peter Dunbar, Part-Time, District Universal – Maintenance & Transportation. (Encl. E10)
 2. Job Description: Assistant Principal. (Encl. E11)

12.0 **ADJOURN TO CLOSED SESSION**. To consider qualified matters.

- 12.1 Government Code Section 54957, Personnel Issues. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of classified and certificated employees.

13.0 **RECONVENE TO PUBLIC SESSION**. Report action taken in closed session.

14.0 **ADJOURNMENT**.

BRENDON
CHAPMAN.

WRITIS

FORMAL

LETTER

& BOARD RESOLUTION

2013 – 2014 GLENN COUNTY GRAND JURY FINAL REPORT

INTER-DISTRICT SCHOOL TRANSFERS

I. PURPOSE:

To determine the policies, procedures, and relevant California Education Codes regarding the use of inter-district transfer permits within the Capay, Lake, and Plaza School Districts in Glenn County.

II. BACKGROUND:

The Glenn County Grand Jury received inquiries from the public regarding the use of the inter-district transfer permits (known as Form 10 Inter-District Transfer Permits or Form 10) by the three single school districts in Glenn County: Capay, Lake, and Plaza School Districts. Citizens questioned what policies, procedures, and California Education Codes are in use to determine how available classroom seats are distributed to applicants with a Form 10.

III. FINDINGS:

Each of the above named districts has its own policies regarding the selection of Form 10 applicants. Current school board policies regarding Inter-district transfers are in place, but do not adhere to California Education Codes requiring the use of an unbiased lottery process to determine which applicants are selected for available classroom seats once all district students are in place. The Glenn County Office of Education is aware that these districts do not use a lottery system but has not approached any of the three districts in question, addressing the use of a lottery system when selecting inter-district transfer students.

IV. CONCLUSIONS:

All three Glenn County single school districts are responsible for complying with all California Education Codes regarding inter-district transfers as well as incorporating these codes in each school district's policies and procedures.

V. RECOMMENDATIONS:

As two of the three districts have become impacted, it is incumbent on the administration and school boards of each district to implement a lottery system in accordance with applicable California Education Codes to allow out of district

students a fair and equitable selection process. It is also recommended that the Glenn County Board of Education encourage the three single school districts to adopt the use of an equitable lottery system in compliance with the state education code when selecting students with Form 10 transfer permits.

VI. RESPONSES REQUIRED:

Capay Elementary School/District Board of Education
Lake Elementary School/District Board of Education
Plaza Elementary School/District Board of Education
Glenn County Board of Education

RELEVANT CALIFORNIA EDUCATION CODE SECTIONS:

Section 35160.5 (b) (1)
Section 48301
Section 48356 (d) (3)
Section 48980

**RELEVANT CALIFORNIA STATE LEGISLATURE
REGULATIONS:**

California Assembly Bill 9
California Assembly Bill 1279

Hamilton Unified School District

DATE: August 14, 2014
TO: Governing Board, Hamilton Unified School District
FROM: Charles Tracy, Superintendent
SUBJECT: Progress Report for Crosswalk at Hamilton High School

HISTORY

Approximately a year and a half ago, a student was injured while crossing Canal Street from the student parking lot to the main campus of Hamilton High School. The Governing Board requested the Superintendent explore the possibility of partnering with the County of Glenn to place a pedestrian crosswalk at the prolongation of the entrance of the High School main parking lot adjacent to the north side of the High School administration/classroom building.

In the Discussion with the Board, it was noted the prior Superintendent, Ray Odom, had similar conversations with the Glenn County Road Department and Caltrans regarding the placement of a pedestrian crosswalk in the same location. These efforts were met with opposition by the county road department.

As directed over a year ago, I made several attempts to meet with the County Road Department without success. I contacted Supervisor Leigh McDaniel at a school board meeting where he asked me to call him the following day. He and I spoke about the problem and a meeting was set up with Mr. McDaniel and Mr. Leonhard, County Public Works Director; however, neither Mr. McDaniel nor Mr. Leonhard appeared for the meeting and would not return phone calls regarding the meeting.

Shortly after the meeting date that was to have taken place, Mr. Leonhard left the county employ. I again reached out to Mr. McDaniel who promised to have the interim director of the Public Works Department contact me. No such contact was ever initiated. I called Mr. McDaniel several times and wrote an email to him requesting that he assist us in facilitating a meeting with county personnel. Again, no such facilitation was made.

After a year of attempting to set up a meeting, I contacted Golden State Risk Management who is the insurance carrier for both the County of Glenn and the District. I met with Jennifer Peters and explained the problem. She agreed to facilitate a meeting between the school district and the County Public Works Department. Approximately three months later, on Wednesday, August 6, 2014, Ms. Peters met with me to inform me that the County Road Department refused to meet with me regarding the crosswalk. They did, however, meet with her and Scott Schimke. Basically, the County Public Works Director refused to talk to them about a crosswalk stating that the school administration should make the kids walk to the cross walk at State Route 32 and Canal Street and cross at the light.

I explained to Ms. Peters why this was not a reasonable request. First, this placed students in immediate harm's way of more traffic both on S.R 32 and that of the confluence of Canal Street on the north of the intersection and S.R 45 to the south. Also, due to school man power availability and the fact that it is 1/10 of a mile to the light and 1/10 of a mile back for students and no one would be able to enforce that kind of movement of students.

I informed Ms. Peters this issue was of the greatest concern for our Board and the members of our community for the following reasons: injury to our students, the speed of vehicles, the amount of traffic, and finally expedience and safety of students who have to cross the street several times daily.

LEGAL BASIS FOR BOARD ACTION

The Governing Board has the option to act in two areas to improve crossing for schools. Under Senate Bill 187, the State Legislature empowered Governing Boards to establish safe schools. Under SB187, the lion share of power for Governing Boards is to prevent gang activities, bullying violence, and alcohol, drugs, and tobacco use and sales within 100 feet surrounding each school. It also establishes the rights of the Board to establish safe routes to school for students to insure that they arrive to school and return home safely. SB187 also implies that allied agencies, such as law enforcement, and public entities such as cities and counties are to be cooperating partners in creating the safe routes to school and prevention of violence and drug free zones.

SB187 strengthened the authority of the Governing Board to compel allied Agencies to act when the assumed cooperation is not garnered through collaborative measures. In my research, given our present situation with

Hamilton Unified School District

the County of Glenn, I found two vehicles code sections that allow an agency such as our School Board to act in two areas:

1. Vehicle Code Section 22358.4 allows for the Governing Board to set the safe traveling speed in a given area of jurisdiction (a school zone) at a speed less than the posted 25 MPH speed limit imposed by statute when school children are present. To accomplish this change, the Governing Board may act after the following has been completed:
 - A) A Traffic Survey has been completed;
 - B) Establish by Resolution, a lower speed limit is justified based on the conditions of the roadway and the safety of the students and staff.; and
 - C) All signs and warnings must be placed 500 feet from the school warning drivers of the change in the speed limit.

I went to the Highway Patrol office in Willows to obtain a copy of the traffic survey for Canal Street. I learned that because Canal Street is already posted 25 miles per hour while children are present, no such traffic survey exists.

Should the Board wish to pursue the option, they will have to follow the resolution process and wait for the county to complete the traffic survey. The County has 90 days to complete the survey, once you pass the resolution and serve it upon the Board of Supervisors.

2. Vehicle Code Section 21372 allows a school agency to establish the need for a school crossing if the following conditions exist:
 - A) You must establish that a crosswalk is warranted based on the need to protect students. i.e Pedestrian volumes, vehicle volumes, width of the roadway, physical terrain, speed of vehicles, traffic patterns, horizontal and vertical alignment of roadway, the distance to existing traffic control devices, proximity to school and the degree of urban or rural environment of the area and/or;
 - B) If the crosswalk is not more than 600 feet from the school building and/or 2,800 feet from a school building (.53 miles from a school).

Section 21373 School Board's Request for Traffic Control Devices:

"The governing board of any school district may request the appropriate city, county, city and county or state agency to install traffic control devices in accordance with the warranted established pursuant to Section 21372. Within 90 days thereafter, the city, county, city and county, involved shall undertake an engineering and traffic survey to determine where the requested crossing protection meets the warrants established pursuant to Section 21372. The city, county, city and county, or state agency in involved may require the requesting district to pay an amount not to exceed 50% of the cost of the survey. If it is determined that such requested protection is warranted, it shall be installed by the city, county, city and county or state agency involved."

OTHER LEGAL DEFINITIONS THAT APPLY TO ISSUE

1. Vehicle Code Section 590 Street defined:

"Street" is a way or place of whatever nature publicly maintained and open to the use of the public for purposes of vehicular travel. Streets includes Highways"

2. Vehicle Code Section 365 Intersection:

An "intersection" is the area embraced within the prolongations of the lateral curb lines, or, if none, then the lateral boundary lines of the roadways, of two highways which join one another at approximately right angles or the area within which vehicles traveling upon different highways join at any other angle may come in conflict.

3. Vehicle Code Section 275 Crosswalk:

A) That portion of a roadway included within the prolongation or connection of the boundary lines of sidewalks at intersections where the intersecting roadways meet at approximately right angles, except the prolongation of such lines from an alley across a street.

Hamilton Unified School District

- B) Any portion of a roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface.

BOARD AUTHORITY

The Board has the authority to act on both vehicle code sections (22358.4 establishing a safe traveling speed for motor vehicles on Canal Street and Vehicle Code Section 21372, requesting the county to conduct a traffic and engineering study and traffic survey to establish a crosswalk on Canal Street in the aforementioned and described location). The Board options are (1) a letter or (2) a resolution to direct such a study to establish a safe crossing for students given the traffic patterns and vehicle speed, contour of the roadway and visibility that may be limited by the factors that affect vehicle and pedestrian traffic.

OTHER FACTORS TO CONSIDER

Other justifications for this crosswalk are the number of extracurricular activities of the school site. Such activities include:

1. Football games
2. Basketball games
3. Baseball games
4. Soccer games
5. Public events
6. Youth football on weekends
7. Little League
8. Private events (facilities rented out to public for private events)
9. Community members who use facilities for individual uses.
10. Clubs and organizations within the school who hold events
11. Promotions and Graduations
12. Fundraisers

These events can host populations exceeding five hundred people and vehicle traffic is greatly enhanced by these events. Not having proper crosswalks, lighting and signage is a clear liability that the district must address.

SUPERINTENDENTS RECOMMENDATIONS

1. The Superintendent recommends the Board direct Glenn County Board of Supervisors to conduct the Traffic and Engineering Study for a placement of a pedestrian crosswalk to be located in a location advantageous to school facilities as a means to reduce the possibility of a catastrophic loss to life of students, parents, or those who participate in school sponsored events.

The direction may come in either one of two ways:

- A) A formal letter requesting such actions (the quickest method but has little or no legal power behind such a request) or by:
- B) Board Resolution. This method is the legal authority of the Board to act and compel the Glenn County Board of Supervisors to act. This method will have costs associated with it because it will need legal review of the School District's Counsel. It will also take time. It must have a first and second reading before it can go into effect and be forwarded to the county. The county then has 90 days to conduct the Traffic and Engineering Study which will either justify the crosswalk or provide solid reasons why the crosswalk is not a viable alternative.

Once the letter and/or the resolution is passed, served upon the county, the Board must follow the processes set forth in the law. Should the County decline to follow the law, the School Board must decide on what other actions it may wish to pursue. We can discuss those options if and when the circumstances dictate.

CONFLICT OF INTEREST

Incompatible Activities

Governing Board members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district. (Government Code 1126)

Conflict of Interest Code

The district's conflict of interest code shall be comprised of the terms of 2CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.5)

When a change in the district's conflict of interest code is necessitated by changed circumstances, such as the creation of new designated positions, amendments or revisions, the changed code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing conflict of interest codes, the district shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

If a Board member or designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required. (2 CCR 18700)

Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. (Government Code 81008)

Financial Interest

Board members and designated employees shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members or designated employees. (Government Code 1090)

CONFLICT OF INTEREST (continued)

A Board member shall not be considered to be financially interested in a contract if his/her interest includes, but is not limited to, any of the following: (Government Code 1091.5)

1. That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty
2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board
3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091
4. That of a spouse of an officer or employee of the district if his/her spouse's employment or officeholding has existed for at least one year prior to his/her election or appointment
5. That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records
6. That of a non-compensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the nonprofit board or to which the school Board has a legal obligation to give particular consideration, and provided further that such interest is noted in its official records
7. That of a person receiving salary, per diem, or reimbursement for expenses from a governmental entity, unless the contract directly involves the department of the government entity that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that such interest is noted in its official records
8. That of an attorney of the contracting party or that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm

CONFLICT OF INTEREST (continued)

In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor. (Government Code 1091.5)

A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child. (Government Code 1091)

A Board member may enter into a contract if the rule of necessity or legally required participation applies as defined in Government Code 87101.

Even if there is no prohibited or remote interest, a Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. "Relative" means an adult who is related to the person by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse unless the individual is widowed or divorced.

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the prevailing gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

CONFLICT OF INTEREST (continued)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term *honorarium* does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

APPENDIX

DESIGNATED POSITIONS/DISCLOSURE CATEGORIES

1. Persons occupying the following positions are designated employees in **Category 1**:

District Superintendent/Principal Alternative Education

~~Assistant/Associate Superintendent~~

Chief Business Official

~~District Account Clerk Purchasing Agent~~

Governing Board Members

~~Superintendent of Schools~~

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income from sources which:
- (1) Are engaged in the acquisition or disposal of real property within the district;
 - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district; or
 - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the district.

2. Persons occupying the following positions are designated employees in **Category 2**:

Director of Maintenance-Operations-Transportation

Director of Nutrition and Student Welfare

Director of Technology

Principal, Hamilton High School

Principal, Hamilton Elementary School

Assistant Principal, Hamilton Elementary School

~~Maintenance and Operations Director~~

~~Program Coordinator~~

~~Business Manager~~

~~Supervisor~~

Activities Director

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or

CONFLICT OF INTEREST (continued)

- b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
3. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

- a. Approve a rate, rule or regulation
- b. Adopt or enforce a law
- c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement
- d. Authorize the district to enter into, modify or renew a contract that requires district approval
- e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party
- f. Grant district approval to a plan, design, report, study or similar item
- g. Adopt or grant district approval of district policies, standards or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's Conflict of Interest Code. (2 CCR 18701)

Legal Reference: (see next page)

CONFLICT OF INTEREST (continued)

Legal Reference:

EDUCATION CODE

- 1006 *Qualifications for holding office*
- 35107 *School district employees*
- 35230-35240 *Corrupt practices*
- 35233 *Prohibitions applicable to members of governing boards*
- 35239 *Compensation for board members in districts under 70 ADA*

GOVERNMENT CODE

- 1090-1098 *Prohibitions applicable to specified officers*
- 1125-1129 *Incompatible activities*
- 81000-91015 *Political Reform Act of 1974, especially:*
- 82011 *Code reviewing body*
- 82019 *Definition of designated employee*
- 82028 *Definition of gifts*
- 82030 *Definition of income*
- 87100-87103.6 *General prohibitions*
- 87200-87210 *Disclosure*
- 87300-87313 *Conflict of interest code*
- 87500 *Statements of economic interests*
- 89501-89503 *Honoraria and gifts*
- 91000-91014 *Enforcement*

CODE OF REGULATIONS, TITLE 2

- 18110-18997 *Regulations of the Fair Political Practices Commission, especially:*
- 18702.5 *Public identification of a conflict of interest for Section 87200 filers*

COURT DECISIONS

- Thorpe v. Long Beach Community College District*, (2000) 83 Cal.App.4th. 655
- Kunec v. Brea Redevelopment Agency*, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

- 86 *Ops. Cal. Atty. Gen.* 138(2003)
- 85 *Ops. Cal. Atty. Gen.* 60 (2002)
- 82 *Ops. Cal. Atty. Gen.* 83 (1999)
- 81 *Ops. Cal. Atty. Gen.* 327 (1998)
- 80 *Ops. Cal. Atty. Gen.* 320 (1997)
- 69 *Ops. Cal. Atty. Gen.* 255 (1986)
- 68 *Ops. Cal. Atty. Gen.* 171 (1985)
- 65 *Ops. Cal. Atty. Gen.* 606 (1982)

Management Resources:

WEB SITES

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Bylaw

adopted: September 21, 2009

Reviews: 07.21.2010 no revision; 08.20.2012 no revision; 08.18.14 revision first reading

HAMILTON UNIFIED SCHOOL DISTRICT

Hamilton City, California



CSBA Annual Education Conference and Trade Show

Sunday, Dec. 14 - Tuesday, Dec. 16, Moscone Center San Francisco aec.csba.org

2014 Conference Regular Registration Worksheet

(Aug. 5 - Nov. 12)

Pre-conference event fees (Aug. 13 - Nov. 12)

Saturday, December 13	
Orientation for New Trustees	_____ @ \$215*
Legal Symposium for Experienced Board Members	_____ @ \$215*
Delegate Assembly Luncheon (open to Delegates only)	_____ @ \$79
Board Presidents Workshop	_____ @ \$215*

Conference regular registration fees (Aug. 5 - Nov. 12)

Sunday, December 14 through Tuesday, December 16	
CSBA Members**	_____ @ \$485
Spouse/Partner† (complimentary)	_____ @ \$0
Other (Individuals not affiliated with any school district or COE)	_____ @ \$955
Student Board Members (Includes student program and meals)	_____ @ \$350
Past CSBA Presidents (complimentary)	_____ @ \$0
Executive Assistants one-day registration (Event is Monday, Dec. 15. Includes continental breakfast and lunch)	_____ @ \$280

CA Council of School Attorneys Annual Meeting and Luncheon***

Sunday, December 14 and Monday, December 15

If you are interested in registering for the CA Council of School Attorneys Annual Meeting and Luncheon, please contact Anita Ceballos at (916) 669-3248 or aceballos@csba.org.

Meal function fees

Sunday, December 14	
California Suburban School Districts Association Luncheon	_____ @ \$79
Urban School Districts Luncheon	_____ @ \$79
Small School Districts Luncheon	_____ @ \$79
California Latino School Boards Association (CLSBA) Luncheon	_____ @ \$79
Chaperone ticket for Student Board Member	
Ice Cream Social	_____ @ \$55
Monday, December 15	
Asian Pacific Islander School Board Members Association Breakfast	_____ @ \$55
CCBE Breakfast/Membership Meeting	_____ @ \$55
California Coalition of Black School Board Members (CCBSBM) Luncheon	_____ @ \$79
CCSA (Luncheon only)	_____ @ \$79
ACSA Superintendents Luncheon	_____ @ \$79
CSBA Legislative Network Luncheon	_____ @ \$79
Chaperone ticket for Student Board Member	
Networking Luncheon	_____ @ \$79
Tuesday, December 16	
Fellowship Breakfast	_____ @ \$55
CSBA/California Women Lead Breakfast	_____ @ \$55
CSBA Golden Bell Awards Luncheon	_____ @ \$79

Total

\$ _____

Make checks payable to CSBA, Attn: A/R, 3251 Beacon Blvd., West Sacramento, CA 95691-1660 prior to **November 12, 2014**. If paying by purchase order or credit card, please fax completed form along with payment information to (916) 669-3366. Direct all registration inquiries to register@csba.org (preferred) or (800) 266-3382, ext. 3314.

Name	_____		Title	_____	
School District/County Office/Agency	_____				
Address	_____		City	_____	
	_____		Zip	_____	
Phone	_____			Email	_____
Check/P.O./Visa/MasterCard/American Express #	_____			Expiration Date	_____

Spouse/Partner† Registration Name (Please indicate the name of spouse/partner who is being registered at the complimentary spouse/partner fee. **Note:** meal functions require additional purchased tickets.)

† Individuals not affiliated with any school district or county office of education.
 * Member fee
 ** Individual board members, administrators, teachers and staff are considered members of CSBA if their district or county office is a member.

*** You do not need to register for CSBA's Annual Education Conference to attend the CCSA meeting and luncheon. Registration of the CCSA meeting does not permit access to the CSBA Annual Education Conference and Trade Show.

E4-1

Conference Strands

The conference planning committee has strategically planned a conference program with more than 110 sessions covering a wide variety of relevant and timely topics. Use the following strands to help you make the most out of your conference experience.

Opportunity and Achievement

This strand underscores the importance of school board governance in maximizing opportunity and achievement for all students. Understanding the challenges confronting students' academic, social, and emotional well-being and insight into strategies for shaping the district's decisions, plans and programs and how they impact student access and success is at the core of this strand.

Topics include: conditions of children; efforts to close the achievement gap and the connection to the Local Control Funding Formula and the Local Control and Accountability Plans; programs that serve gifted students, children in foster care, English language learners, and children who are homeless; transgender students; bullying and the various forms of cyberbullying; student and staff safety; programs that address the mental, nutritional, and physical health for improved student achievement; district arts and music education; summer learning opportunities; before and after school learning opportunities; full service community schools; chronic absenteeism; the legacy, impact and promise of Brown v. Board of Education; equity and diversity; alternative programs to suspensions and expulsions that include restorative justice and alternative education programs; and programs that prepare students for transitions to new schools and postsecondary education.

Student Learning

Student engagement and learning is at the heart of all education leadership. The more engaged a student is, the greater the learning opportunities. This strand examines the many ways students can be engaged in learning, both in school and the community.

Topics include: career and technical education; programs that have implemented teaching technology to younger grades; Common Core implementation; curriculum framework; assessment preparation with Common Core standards and alignment across districts; technology; professional development and teacher preparation; programs that address the impact of poverty on students learning; special education; early learning; civic engagement; programs that engage students in their community; leadership programs; flipped classrooms; and lessons learned with Local Control Funding Formula and pathways to keep moving forward.

Funding, Finance and Facilities

The funding, finance and facilities strand will include a broad spectrum of learning opportunities that address sound fiscal management and budget oversight, cost-cutting strategies and facilities planning.

Topics include: the Local Control Funding Formula; funding and maintaining technology with limited resources; special education resources; oversight and understanding about bonds; collective bargaining; health care and labor negotiations; partnerships with corporations; creative and innovative strategies in budgeting; communicating the budget to the community; financing options for facilities; safety issues surrounding aging facilities and planning for new ones; and local, state and federal budget issues.

Leadership Through Governance

This strand aims to equip board members with the tools and strategies to become effective agents of change.

Topics include: Local Control and Accountability Plans as a governance and oversight tool; public engagement; strategic planning; board, superintendent and legal counsel evaluations; crisis communication and management; mandated reporting; superintendent hiring process; policy and protocol development to ensure practice follows policy; local advocacy; building public trust in board members; developing governance handbooks and district master plans; characteristics of high functioning boards; leadership role of the board president; the Brown Act; Form 700 and conflict of interest; social media use and technology in the board room; media training for school board members; lobbying the legislature; local advocacy; and the marketing of schools.

General Sessions

First General Session

Sunday, December 14 | 1:30 – 3:15 p.m.



Freeman Hrabowski

Dr. Freeman Hrabowski has served as the President of University of Maryland, Baltimore County since 1992. His research and publications focus on science and math education, with special emphasis on minority participation and performance. Time magazine named him one of the "100 Most Influential People in the World" in 2012. Also in 2012, he received the Heinz Award for his contributions to improving the "Human Condition" and was among the inaugural inductees into the U.S. News & World Report STEM Solutions Leadership Hall of Fame. Dr. Hrabowski has authored numerous articles and co-authored two books, *Beating the Odds—Raising Academically Successful African American Males* and *Overcoming the Odds—Raising Academically Successful African American Young Women*.

Second General Session

Monday, December 15 | 1:30 – 3:15 p.m.



Amanda Ripley

Amanda Ripley is an investigative journalist for Time, The Atlantic and other magazines. She is the author of *The Smartest Kids in the World—and How They Got That Way* and *The Unthinkable: Who Survives When Disaster Strikes—and Why*. In her books and magazine writing, Amanda explores the gap between public policy and human behavior. For Time and The Atlantic, she has chronicled the stories of kids, parents and teachers, writing cover stories on the college of the future, the politics of education reform and the science of motivating children. She has visited schools on four continents and interviewed hundreds of students, teachers and parents. Her work has helped Time win two National Magazine Awards.

Third General Session

Tuesday, December 16 | 10:00 a.m. – Noon

A Conversation with Salman Khan

10:00 – 10:30 a.m.



Salman Khan



Vernon M. Billy

Join your colleagues in a session designed to inspire and intrigue as CSBA's CEO and Executive Director, Vernon M. Billy, and Sal Khan, Founder and Executive Director, Khan Academy, engage in a thought provoking one-on-one conversation about innovative strategies for improving the way that all children learn. Based on Khan's book, *The One World Schoolhouse*, the conversation will provide insight into how online technology can, and should, play an integral role in educating communities, closing the opportunity gap and providing high-quality education for all. The discussion will explore how technology is poised to change the face of education and what school boards should be doing now to prepare students, teachers and schools for the rapidly changing landscape of the classroom and the economy.

State of the State

10:30 a.m. – Noon



Vernon M. Billy



Dennis Meyers



Karen Stapf Walters



Ron Bennett



Kevin Gordon

From the global view to the state perspective, as California's ever changing political and public education environment impacts the work that school boards do, CSBA's Governance First legislative agenda is focused on strengthening local governance to ensure a strong and stable public education system. Hear the latest on school finance and legislative issues, the Local Control Funding Formula, teacher tenure, standardized testing and Common Core State Standards from CSBA's CEO and Executive Director, Vernon M. Billy, and Assistant Executive Director of Governmental Relations, Dennis Meyers, who will be joined by Karen Stapf Walters, Executive Director of California State Board of Education, Ron Bennett, President and CEO of School Services of California, and Kevin Gordon, President of Capitol Advisors Group, LLC. This panel of statewide leaders will take a candid look at the complex issues that will impact public education in 2015.

California Department of Education
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT
2014-15 APPLICATION FOR FUNDING

(Due Date: To be received in Regional Supervisor's Office by August 31, 2014)

DATES OF PROJECT DURATION - JULY 1, 2014, TO JUNE 30, 2015

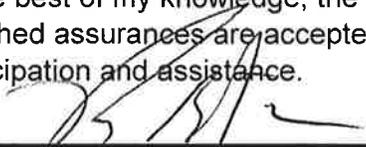
Hamilton High School

Hamilton Unifed School District

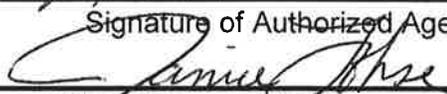
(School Site)

(District)

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.



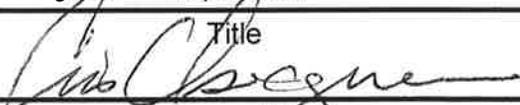
Signature of Authorized Agent



Signature of Agriculture Teacher
Responsible for the Program

Agriculture Department Chair

Title



Signature of Principal

Contact Phone Number: 530-826-3261

Date of Approval of Local Agency Board:

August 18, 2014

Funds Requested - Part I

\$4,500.00

Part II

\$1,256.00

Part III

\$12,000.00

Part IV

\$7,500.00

Total

\$25,256.00

Number of Different Agriculture Teachers at Site:

2

PART I - QUALITY CRITERIA 1-9 (REQUIRED) ALLOCATION

Quality Criteria	Will Meet Criteria	Variance Requested
1. Curriculum and Instruction	X	
2. Leadership and Citizenship Development	X	
3. Practical Application of Occupational Skills	X	
4. Qualified and Competent Personnel	X	
5. Facilities, Equipment, and Materials	X	
6. Community, Business, and Industry Involvement	X	
7. Career Guidance	X	
8. Program Promotion	X	
9. Program Accountability and Planning	X	

Formal Variance Request must be included if requesting a variance. A variance is a proposed plan for bringing the program into compliance with required quality criteria. Variances should result in compliance prior to the following year's application. All variances must be approved with the application. Non-compliance with the terms of the approved variance will result in a loss of funds.

PART I - CONTINUED

Departmental Allocation: Meeting the criteria in PART I makes the program eligible for the following amounts based on the number of teachers in the program.

Total Number of Teachers	Amount Eligible	Amount Requested
One Teacher or Less	\$4,000	
Two Teachers	\$4,500	\$4,500.00
Three Teachers or More	\$5,000	

PART II - PROGRAM ENROLLMENT ALLOCATION

Total Number of Students	2013-14 R2 Number	Amount Requested
List Number from R2 Report (\$8/Member)	157	\$1,256.00

PART III - QUALITY CRITERIA 10-11 (OPTIONAL) ALLOCATION

Schools which qualify for a Departmental Allocation may apply for additional amounts for each specific Quality Criteria (10 and 11) met.

- * Amounts requested in Quality Criterion 10 will be the indicated amount for that criterion, multiplied by the full-time equivalent (FTE). To count a preparation period, the teacher must be teaching Career Technical Education courses in Agriculture for 50 percent or more of their teaching periods.
- * Amounts requested in Quality Criterion 11A will be the indicated amount for each teacher who was compensated a minimum of \$2,000 for year-round employment.
- * Amounts requested in Quality Criterion 11B will be the indicated amount for each teacher who is provided a project supervision period. Project periods will be counted if the teacher has a preparation period as part of the regular teaching day.

Number of FTE Agriculture Teachers at Site: 2

List the Names of the Agriculture Teachers:

Janice Lohse	4.
Ryan Bentz	5.
3.	6.

	Number Meeting Criteria	Amount Requested
Criterion 10 - Student/Teacher Ratio	2	\$4,000.00
Criterion 11A - Year-Round Employment	2	\$4,000.00
Criterion 11B - Project Supervision Period	2	\$4,000.00
TOTAL FUNDS REQUESTED PART IV		\$12,000.00

PART IV - QUALITY CRITERION 12 (OPTIONAL) ALLOCATION

Quality Criterion 12 Form is attached and all criteria has been met. If the answer is yes, list \$7,500 (funds requesting) in space to the right.

\$7,500.00

PART V - FINANCIAL SCHEDULE

Part A

	Acct. No.	Classification	A Description of Item for Which Funds Will be Expended	B Incentive Grant Funds	C Matching Funds
1	4000	Books & Supplies		8,000.00	8,000.00
2			Subtotal for 4000	\$8,000.00	\$8,000.00
3	5000	Services and Other Operating Expenses such as: Services of Consultants, Staff Travel, and Conference; Rentals, Leases, and Repairs; Bus Transportation	1. Travel/Gas	8,500.00	8,500.00
4			2. Utilities	1,500.00	1,500.00
5			3. Conference	5,500.00	5,500.00
6			4.		
7			5.		
8			6.		
8			Subtotal for 5000	\$15,500.00	\$15,500.00
9	6000	Capital Outlay: Includes Sites and Improvements of Sites; Buildings and Improvement of Buildings; Equipment	1. Equipment Repair	1,756.00	1,756.00
10			2.		
11			3.		
12			4.		
13			5.		
13			Subtotal for 6000	\$1,756.00	\$1,756.00
14			Total for 4000-6000 Lines 2, 8, 13	\$25,256.00	\$25,256.00

TOTAL 2014-15 Incentive Grant Allocation:

\$25,256.00

Part B - Complete this portion if a waiver of the matching requirement is requested:

Line	Acct No.	Classification	A Description of Item for Which Funds Were Expended	B Incentive Grant Funds	C Amount of Salary and Benefits
15	1000	Salaries	Teachers' Summer Service Salaries		
16	1000	Salaries	Teachers' Salaries for Project Supervision Period		
17	3000	Benefits	Benefits for the Above Items (1000)		
18			TOTAL		\$0.00

TOTAL Amount of Waiver Requested:

Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Account num	Liq Amt	Net Amount	
000177/00	A 1 APPLIANCE																		
		PO-015147	07/07/2014	127392			1	01-0000-0-1110-1000-4400-800-000-00000	NN	F							767.06	767.06	
		TOTAL PAYMENT AMOUNT																	
000100/00	ACCREDITING COMMISSION																		
		PO-015161	07/02/2014	71146	14-15 ANNUAL FEE		1	01-0000-0-0000-2700-5300-000-000-00000	NN	F							820.00	820.00	
		TOTAL PAYMENT AMOUNT																	
001257/00	BLACKBOARD ENGAGE																		
		PO-015116	07/22/2014	1162568	EDLINE		1	01-0000-0-1110-1000-5890-000-000-00000	NY	F							547.88	547.88	
		TOTAL PAYMENT AMOUNT																	
002024/00	CHICO PRINTING																		
		PO-015151	07/10/2014	12699			1	01-0000-0-1110-1000-4300-800-000-00000	NN	F							216.37	216.88	
		TOTAL PAYMENT AMOUNT																	
001519/00	COASTAL BUSINESS SYSTEMS INC																		
		PO-000447	07/11/2014	AUG ELEM 15563734			2	01-0000-0-1110-1000-5620-800-000-00000	NN	P							0.00	1,956.35	
		TOTAL PAYMENT AMOUNT																	
000541/00	DARCY POLLAK																		
		PV-000014	07/01/2014	REIMB SCHOOL MTG SUPPLY			01-0006-0-1110-1000-4300-800-000-00000	NN									35.60	35.60	
		TOTAL PAYMENT AMOUNT																	
001447/00	DGS																		
		PV-000018	07/30/2014	2776206			01-0000-0-0000-7110-5815-000-000-00000	NN									420.75	420.75	
		TOTAL PAYMENT AMOUNT																	
000563/00	DIANE LYON																		
		PV-000016	07/18/2014	WORKSHOP MILEAGE 7/15			01-0000-0-0000-7300-5200-000-000-00000	NN									47.46	47.46	
		TOTAL PAYMENT AMOUNT																	

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num
 Req Reference Date
 000202/00 ENERGY MASTERS 942709083
 PO-015164 07/03/2014 007971

001304/00 ESPLANADE OFFICE
 PO-015156 07/18/2014 16876 OFFICE FILE CABINETS 1 01-0000-0-1110-1000-4300-000-000000 NN F
 TOTAL PAYMENT AMOUNT 560.98 * 560.98

001166/00 EXPLORE LEARNING
 PO-015125 07/09/2014 1302941 1 01-0801-0-1110-1000-5890-000-501-000000 NN F
 TOTAL PAYMENT AMOUNT 99.00 * 99.00

000201/00 FOLLETT SCHOOL SOLUTIONS INC
 PO-015188 07/01/2014 1135124 ELEM 1 01-0000-0-1110-2420-5890-000-026-000000 NN F
 PO-015188 07/01/2014 1135145 HS 1 01-0000-0-1110-2420-5890-000-026-000000 NN F
 TOTAL PAYMENT AMOUNT 960.00 * 960.00

000032/00 HAND 2 MIND
 PO-015148 07/14/2014 50607037 1 01-7405-0-1110-1000-4300-000-000-000000 NN F
 TOTAL PAYMENT AMOUNT 161.03 * 161.03

000071/00 HAYDEN FIRE PROTECTION 481302858
 PO-015165 07/08/2014 46417 1 01-8150-0-0000-8100-5630-000-000-000000 NY P
 PO-015165 07/08/2014 46415 1 01-8150-0-0000-8100-5630-000-000-000000 NY P
 PO-015165 07/08/2014 46416 1 01-8150-0-0000-8100-5630-000-000-000000 NY F
 TOTAL PAYMENT AMOUNT 1,576.33 * 1,576.33

001028/00 JC NELSON SUPPLY CO
 PO-000430 07/09/2014 672240 1 01-8150-0-0000-8100-4300-000-000-000000 NN P
 TOTAL PAYMENT AMOUNT 194.20 * 194.20

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	
001283/00	JOHN'S TIRE & MUFFLER SERVICE																	
			943171305															
PO-000410	07/01/2014	126595		1	01-8150-0-0000-8100-5630-000-000000											1.00	50.75	
PO-000410	07/01/2014	126686		1	01-8150-0-0000-8100-5630-000-000000											0.00	50.75	
PO-000410	07/02/2014	126384		1	01-8150-0-0000-8100-5630-000-000000											0.00	95.75	
PO-000410	07/01/2014	126724		1	01-8150-0-0000-8100-5630-000-000000											0.00	85.75	
PO-000410	07/01/2014	126709		1	01-8150-0-0000-8100-5630-000-000000											0.00	85.75	
					TOTAL PAYMENT AMOUNT													368.75 *
000626/00	MARKERBOARD PEOPLE																	
PO-015127	07/14/2014	186715		1	01-9151-0-0000-8100-4300-000-000000											1,209.70	1,125.30	
PO-015157	07/11/2014	186648		1	01-0801-0-1110-1000-4300-000-509-000000											135.45	126.00	
					TOTAL PAYMENT AMOUNT													1,251.30 *
					TOTAL USE TAX AMOUNT													93.85
000346/00	MYRON CORP																	
PO-015132	07/08/2014	90180696		1	01-0801-0-0000-2700-4300-800-584-000000											300.00	240.77	
					TOTAL PAYMENT AMOUNT													240.77 *
					TOTAL USE TAX AMOUNT													18.06
000259/00	NCS PEARSON INC																	
PO-015124	07/16/2014	4430525 AIMSWEB ANNUAL		1	01-3010-0-1110-1000-5890-000-000-000000											1,800.00	1,800.00	
					TOTAL PAYMENT AMOUNT													1,800.00 *
000335/00	PEARSON EDUCATION																	
CL-000006	07/07/2014	4023295346			01-6300-0-1110-1000-4200-000-000-000000											2,292.11	2,362.61	
CW-000003	07/18/2014	6001301106			01-6300-0-1110-1000-4200-000-000-000000												70.51	
					TOTAL PAYMENT AMOUNT													2,292.10 *
000232/00	PETERSON																	
PO-015171	07/03/2014	SW010039723		1	01-0000-0-0000-3600-5630-000-000-000000											743.39	743.39	
					TOTAL PAYMENT AMOUNT													743.39 *

Vendor/Addr Req Reference Date	Remit name Description	Tax ID num	Deposit type Fd Res Y Goal Func Obj	ABA num Sit BQR DD	Account num T9MPS	Liq Amt	Net Amount
000084/00	PG&E						
PO-000416	07/16/2014 JULY HS 9921774729-6		1 01-0000-0-0000-8100-5590-000-000-00000	NN P		0.00	9,390.14
	TOTAL PAYMENT AMOUNT			9,390.14 *			9,390.14
001329/00	PRO SPORTS FLOORS INC						
PO-015166	07/01/2014 12311		1 01-8150-0-0000-8100-5630-000-000-00000	NN F		3,470.00	3,470.00
	TOTAL PAYMENT AMOUNT			3,470.00 *			3,470.00
000087/00	SACRAMENTO VALLEY MIRROR	533423142					
CL-000054	07/16/2014 12763		01-0000-0-0000-2700-5990-000-000-00000	NY		35.60	35.60
	TOTAL PAYMENT AMOUNT			35.60 *			35.60
000551/00	SCHOOL NURSE SUPPLY INC						
PO-015135	07/10/2014 0487277-IN		1 01-0000-0-1110-1000-4300-800-000-00000	NN F		130.00	126.00
	TOTAL PAYMENT AMOUNT			126.00 *			126.00
000485/00	VOLTAGE SPECIALISTS	204425558					
PO-015178	07/01/2014 8		1 01-8150-0-0000-8100-5630-000-000-00000	NY F		200.00	200.00
	TOTAL PAYMENT AMOUNT			200.00 *			200.00
001078/00	WILGUS FIRE CONTROL INC	942412079					
PO-015167	07/07/2014 101832		1 01-8150-0-0000-8100-5630-000-000-00000	NN F		621.55	621.55
	TOTAL PAYMENT AMOUNT			621.55 *			621.55
000317/00	YAZMIN ROSAS						
PV-000017	07/18/2014 TIPPING SCHOLARSHIP		01-0002-0-1110-1000-5890-000-000-00000	NN			500.00
PV-000017	07/18/2014 OPEN HOUSE SCHOLARSHIP		01-0801-0-1110-1000-5890-000-522-00000	NN			100.00
	TOTAL PAYMENT AMOUNT			600.00 *			600.00
	TOTAL Fund PAYMENT			29,995.19 **			29,995.19
	TOTAL USE TAX AMOUNT			111.91			

Vendor/Addr	Remit name	Reg Reference	Date	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	ABA num	Sit Bdr	DD	Account num	Liq Amt	Net Amount
001257/00	BLACKBOARD ENGAGE				020593636										

PO-015116	07/22/2014	1162568	EDLINE	2	11-0000-0-4110-1000-5890-000-000-00000	NY	F							547.88	547.88
TOTAL PAYMENT AMOUNT															

000445/00	IT SAVVY														
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PO-015169	07/17/2014	728597		1	11-0000-0-4110-1000-4400-000-000-00000	NN	P							999.57	999.57
TOTAL PAYMENT AMOUNT															

001093/00	SYLVIA ROBLES														
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PV-000015	07/11/2014	WIA TRAINING SAC MEALS/PARKING		11-3926-0-4110-1000-5200-000-000-00000	NN									40.00	40.00
TOTAL PAYMENT AMOUNT															

TOTAL Fund	PAYMENT	1,587.45	**											1,587.45	
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12 HAMILTON UNIFIED SCHOOL DIST. J202
 BATCH 4;AUGUST 18 2014
 ACCOUNTS PAYABLE PRELIST
 BATCH: 0004 BATCH 4;AUGUST 18 2014
 Fund : 12 CHILD DEVELOPMENT
 APY500 H.02.12 07/22/14 13:49 PAGE 6
 << Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	ABA num Y Goal	ABA num Func Obj	Account num Sit Bdr DD	T9MPS	Liq Amt	Net Amount
001257/00	BLACKBOARD ENGAGE		020593636							
	PO-015116	07/22/2014 1162568 EDLINE		3	12-6105-0-1110-1000-5890-000-000000	NY F			547.88	547.87

TOTAL PAYMENT AMOUNT 547.87 *
 TOTAL Fund PAYMENT 547.87 **
 TOTAL PAYMENT AMOUNT 547.87

Vendor/Addr Reg Reference Date	Remit name Description	Tax ID num	Deposit type Fd Res Y Goal Func Obj Sit BGR DD	ABA num	Account num T9MPS	Liq Amt	Net Amount
001391/00	ABSOLUTE HEATING & AIR INC	510664349	1 01-8150-0-0000-8100-5630-000-0000-000000 NN P	210.00 *		0.00	210.00
TOTAL PAYMENT AMOUNT							210.00
001533/00	B & H PHOTO VIDEO		01-0350-0-6000-1000-4300-000-044-000000 YN	17.49 *		18.18	17.49
TOTAL PAYMENT AMOUNT							17.49
TOTAL USE TAX AMOUNT							1.31
000201/00	FOLLETT SCHOOL SOLUTIONS INC		1 01-6300-0-1110-1000-4200-000-000-000000 NN F	1,303.78 *		1,303.78	1,303.78
TOTAL PAYMENT AMOUNT							1,303.78
000036/00	GREATAMERICA LEASING CORP		1 01-0000-0-1110-1000-5620-100-000-000000 NN P	117.18 *		0.00	117.18
TOTAL PAYMENT AMOUNT							117.18
000941/00	LINDA EMBREY		01-0000-0-0000-3600-5630-000-000-000000 NN	59.00 *			59.00
TOTAL PAYMENT AMOUNT							59.00
000125/00	MCGRW-HILL COMPANIES		1 01-3010-0-1110-1000-5890-000-000-000000 NN F	2,500.00 *		2,500.00	2,500.00
TOTAL PAYMENT AMOUNT							2,500.00
000309/00	OFFICE DEPOT		01-0000-0-1110-1000-4300-800-000-000000 NN				53.11
TOTAL PAYMENT AMOUNT							198.38
TOTAL PAYMENT AMOUNT							56.21
TOTAL PAYMENT AMOUNT							201.48

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	AEA num	Sit	Bdr	DD	T9MFS	Account num	Liq Amt	Net Amount
000512/00	PLATT ELECTRIC SUPPLY INC																
PO-000432	07/16/2014	E697343			1	01-8150-0-0000-8100-4300-000-000-000000	NN	P								1.00	232.33
TOTAL PAYMENT AMOUNT																	
232.33 *																	
000132/00	PREMIER SCHOOL AGENDAS INC																
PO-015109	07/20/2014	204500381052			1	01-3010-0-1110-1000-4300-000-000-000000	NN	F								700.00	716.49
TOTAL PAYMENT AMOUNT																	
716.49 *																	
000135/00	RISO PRODUCTS OF SACRAMENTO																
PO-015191	07/23/2014	128444			1	01-0000-0-1110-1000-4300-800-000-000000	NN	F								140.19	126.19
TOTAL PAYMENT AMOUNT																	
126.19 *																	
000087/00	SACRAMENTO VALLEY MIRROR		533423142														
PO-000421	07/20/2014	12773			1	01-0000-0-0000-2700-5890-000-000-000000	NY	P								0.00	141.75
TOTAL PAYMENT AMOUNT																	
141.75 *																	
002014/00	SPECIALIZED FIBERS																
PO-000433	07/01/2014	AUG SK101176 EL			1	01-0000-0-0000-8100-5590-000-000-000000	NN	P								0.00	55.00
PO-000433	07/01/2014	AUG SK101177 HS			1	01-0000-0-0000-8100-5590-000-000-000000	NN	P								0.00	55.00
TOTAL PAYMENT AMOUNT																	
110.00 *																	
000171/00	SUBSCRIPTION SERVICES OF AM																
PO-015140	07/24/2014	4165319			1	01-0000-0-1110-2420-4300-000-026-000000	NN	F								582.58	582.58
TOTAL PAYMENT AMOUNT																	
582.58 *																	
001382/00	U S BANK CORPORATE																
CL-000007	07/29/2014	FUEL AIG			01-0350-0-6000-1000-5200-000-035-000000	NN										300.00	185.74
CL-000010	07/29/2014	HISTORY SE TEXT			01-0000-0-1110-1000-4300-100-000-000000	NN										170.00	138.24
CL-000057	07/29/2014	SUPER TRAVEL			01-0000-0-0000-7150-5200-000-000-000000	NN										482.05	482.05
PO-015126	07/29/2014	MEALVAREZ NEW COUNTERTOP			1	01-9151-0-0000-8100-4300-000-000-000000	NN	F								150.00	128.19
PO-015145	07/29/2014	HS OFFICE FRIDGE			1	01-0000-0-1110-1000-4400-000-000-000000	NN	F								868.08	868.08
PO-015146	07/29/2014	SNACK BAR FRIDGE			1	01-0000-0-1110-1000-4300-000-000-000000	NN	F								376.25	376.25
PO-015146	07/29/2014	MAINT FRIDGE			2	01-8150-0-0000-8100-4300-000-000-000000	NN	F								376.25	376.25
PO-015149	07/29/2014	LANDERSON BOOKS/STAFF			2	01-4035-0-1110-1000-4300-000-000-000000	NN	F								57.53	57.53

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
001382 (CONTINUED)																	
PO-015149	07/29/2014	LANDERSON STAFF/BOOKS		1	01-7405-0-1110-1000-4300-000-0000-00000	NN	P									332.18	332.18
PO-015150	07/29/2014	TABLET FOR DARCY		1	01-0000-0-1110-1000-4400-800-000-00000	NN	F									1,300.00	922.11
PO-015153	07/29/2014	PROFF DEV BOOKS/DARCY		1	01-3010-0-1110-1000-4300-000-000-00000	NN	F									300.00	215.08
PO-015158	07/29/2014	LIT/MICE & MOCKING		1	01-6300-0-1110-1000-4300-000-000-00000	NN	P									434.89	434.89
PO-015168	07/29/2014	SUMMER SCHOOL LAST MTG LUNCH		1	01-0006-0-1110-1000-4300-800-000-00000	NN	F									0.00	118.33
PO-015180	07/29/2014	FIRST DAYS OF SCHOOL		1	01-4035-0-1110-1000-4300-000-000-00000	NN	P									13.98	13.98
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-0000-2700-5200-000-000-00000	NN											21.00
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-0000-7150-5200-000-000-00000	NN											282.11
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-0000-8100-4392-000-000-00000	NN											300.58
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-1110-1000-4300-000-000-00000	NN											125.01
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-1110-1000-4300-800-000-00000	NN											45.00
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0000-0-3800-1000-5200-000-045-00000	NN											98.66
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-0006-0-1110-1000-4300-800-000-00000	NN											56.98
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-8150-0-0000-8100-4300-000-000-00000	NN											511.07
PV-000024	07/29/2014	US BANK JULY STATEMENT			01-8150-0-0000-8100-5630-000-000-00000	NN											330.64
		TOTAL PAYMENT AMOUNT															6,419.95

001395/00	US SCHOOL SUPPLY INC																
PO-015176	07/18/2014	229551A		1	01-0801-0-1110-1000-4300-800-563-00000	YN	F									165.44	152.30
		TOTAL PAYMENT AMOUNT															152.30
		TOTAL USE TAX AMOUNT															11.42

		TOTAL Fund															12,890.52
		TOTAL USE TAX AMOUNT															12.73

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Fd Res	Y	Goal	Func	Obj	Sit	Bgr	DD	T9MPS	Liq Amt	Net Amount
000445/00	IT SAVVY															49.93	49.93
PO-015169	07/18/2014	728907					1	11-0000-0-4110-1000-4400-000-0000-000000	NN	F						49.93	49.93
TOTAL PAYMENT AMOUNT 49.93 *																	
000134/00	QUILL CORPORATION																
PO-015184	07/21/2014	4611748					1	11-0000-0-4110-1000-4300-000-000-000000	NN	F						343.03	342.93
TOTAL PAYMENT AMOUNT 342.93 *																	
001093/00	SYLVIA ROBLES																
PV-000020	07/11/2014	CASAS TRAINING MEAL/PARK/TOLLS					11-0000-0-4110-1000-5200-000-000-000000	NN								216.00	216.00
TOTAL PAYMENT AMOUNT 216.00 *																	
TOTAL Fund PAYMENT 608.86 **																	
TOTAL BATCH PAYMENT 13,499.38 ***																	
TOTAL USE TAX AMOUNT 12.73																	
TOTAL DISTRICT PAYMENT 13,499.38 ****																	
TOTAL USE TAX AMOUNT 12.73																	
TOTAL FOR ALL DISTRICTS: 13,499.38 ****																	
TOTAL USE TAX AMOUNT 12.73																	

Number of warrants to be printed: 18, not counting voids due to stub overflows.

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

Prepared by	<i>Christina F...</i>	Date	7/29/14
Authorized by		Date	

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
000008/00	CALIFORNIA'S VALUED TRUST H/W																
PO-000444	07/18/2014	AUGUST 2014	1	01-0000-0-0000-0000-9571-000-000-00000	NN	P										0.00	19,853.40
PO-000444	07/18/2014	AUGUST 2014	2	01-0000-0-0000-0000-9572-000-000-00000	NN	P										0.00	53,127.25
PO-000444	07/18/2014	AUGUST 2014	3	01-0000-0-0000-0000-9573-000-000-00000	NN	P										0.00	9,660.76
TOTAL PAYMENT AMOUNT																	
																82,641.41 *	82,641.41
001532/00	MATT JUHL-DARLINGTON LAW CORP	464107099															
PV-000025	07/21/2014	MAY LEGAL FEES	01-0000-0-0000-0000-9510-000-000-00000	NY													15,157.50
PV-000026	07/29/2014	JUNE LEGAL FEES	01-0000-0-0000-0000-9510-000-000-00000	NY													20,793.50
TOTAL PAYMENT AMOUNT																	
																35,951.00 *	35,951.00
000584/00	STANDARD																
PO-000408	07/21/2014	AUG CT503202 DIV 3000	1	01-0000-0-0000-0000-9573-000-000-00000	NN	P										0.00	296.48
TOTAL PAYMENT AMOUNT																	
																296.48 *	296.48
TOTAL Fund PAYMENT																	
																118,888.89 **	118,888.89
TOTAL BATCH PAYMENT																	
																118,888.89 ***	118,888.89
TOTAL DISTRICT PAYMENT																	
																118,888.89 ****	118,888.89
TOTAL FOR ALL DISTRICTS:																	
																118,888.89 *****	118,888.89

Number of warrants to be printed: 3, not counting voids due to stub overflows.

Prepared by	Date
<i>Kirsten Harman</i>	7/30/14
Authorized by	Date

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
 Req Reference Date

000005/00 ACSA
 PO-015210 07/01/2014 ANNUAL DUES-C OSEGUERA 1 01-0000-0-0000-2700-5300-000-000-00000 NN P 0.00 866.27
 PO-015210 07/01/2014 ANNUAL DUES-D POLLAK 1 01-0000-0-0000-2700-5300-000-000-00000 NN F 1,656.72 790.45
 TOTAL PAYMENT AMOUNT 1,656.72 * 1,656.72

000010/00 ALHAMBRA & SIERRA SPRINGS
 PO-000406 07/27/2014 JULY 9858589 072714 1 01-0000-0-0000-2700-4300-100-000-00000 NN P 0.00 22.09
 PO-000406 07/27/2014 JULY 9858589 072714 4 01-0000-0-0000-2700-4300-800-000-00000 NN P 0.00 22.72
 PO-000406 07/27/2014 JULY 9858589 072714 2 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 22.69
 TOTAL PAYMENT AMOUNT 67.50 * 67.50

000053/00 CALIFORNIA WATER SERVICE CO
 PO-000422 07/28/2014 AUG 6314177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 200.29
 PO-000422 07/28/2014 AUG 7314177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 1,097.14
 PO-000422 07/28/2014 AUG 4328876467 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 340.59
 PO-000422 07/28/2014 AUG 0669843652 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 756.27
 PO-000422 07/28/2014 AUG 3624177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 28.28
 TOTAL PAYMENT AMOUNT 2,422.57 * 2,422.57

000114/00 HAMILTON UNIFIED REVOLVING FND
 PV-000028 08/04/2014 LOST P/R CK REPLACEMENT 01-0000-0-0000-0000-9201-000-000-00000 NN 822.47
 TOTAL PAYMENT AMOUNT 822.47 * 822.47

000445/00 IT SAVVY
 PO-015196 07/24/2014 730188 1 01-0000-0-3200-1000-4300-000-000-00000 NN P 64.92
 PO-015208 07/31/2014 731706 1 01-9150-0-0000-2420-4400-000-000-00000 NN P 778.52
 TOTAL PAYMENT AMOUNT 843.44 * 843.44

001028/00 JC NELSON SUPPLY CO
 PO-000430 07/25/2014 673032 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00
 TOTAL PAYMENT AMOUNT 131.96 * 131.96

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

001283/00 JOHN'S TIRE & MUFFLER SERVICE 943171305
 PO-000410 07/25/2014 126991 2 01-0000-0-0000-3600-5630-000-000-000000 NY P 0.00 2,794.24
 PO-000410 07/24/2014 127113 1 01-8150-0-0000-8100-5630-000-000-000000 NY P 0.00 519.66
 TOTAL PAYMENT AMOUNT 3,313.90 * 3,313.90

000128/00 NORMAC
 PO-000420 07/24/2014 588826 1 01-8150-0-0000-8100-4300-000-000-000000 NN P 0.00 106.61
 TOTAL PAYMENT AMOUNT 106.61 *

000309/00 OFFICE DEPOT
 PO-015173 07/21/2014 721177407001 1 01-0000-0-1110-1000-4300-800-000-000000 NN F 343.41 342.06
 PO-015174 07/22/2014 724132684001 1 01-0801-0-1110-1000-4300-000-509-000000 NN P 322.78 322.78
 PO-015174 07/22/2014 724132913001 1 01-0801-0-1110-1000-4300-000-509-000000 NN F 27.22 35.14
 PO-015175 07/21/2014 721176510001 1 01-0000-0-1110-2420-4300-000-026-000000 NN F 120.56 120.56
 TOTAL PAYMENT AMOUNT 820.54 * 820.54

000027/00 ORLAND HARDWARE
 PO-000417 07/24/2014 225489 1 01-8150-0-0000-8100-4300-000-000-000000 NN P 34.93 34.93
 TOTAL PAYMENT AMOUNT 34.93 *

000084/00 FG&E
 PO-000416 07/28/2014 JULY ELEM 3699672995-4 1 01-0000-0-0000-8100-5590-000-000-000000 NN P 0.00 7,275.66
 TOTAL PAYMENT AMOUNT 7,275.66 *

000134/00 QUILL CORPORATION
 PO-015199 07/25/2014 4720870 1 01-0000-0-3200-1000-4300-000-000-000000 NN F 171.46 171.46
 TOTAL PAYMENT AMOUNT 171.46 *

000915/00 REALLY GOOD STUFF INC
 PO-015186 07/23/2014 4772652 1 01-0801-0-1110-1000-4300-800-561-000000 YN F 89.49 76.98
 TOTAL PAYMENT AMOUNT 76.98 *
 TOTAL USE TAX AMOUNT 5.77

See Also: Funds 11413

Vendor/Addr Req Reference Date	Remit name Description	Tax ID num	Deposit type Fd Res Y Goal Func Obj	ABA num Sit BDR DD	Account num T9MPS	Liq Amt	Net Amount
001290/00	SCHOOL DATEBOOKS						
PO-015104 07/23/2014	S14-0076574		1 01-0000-0-1110-1000-4300-100-000-00000 NN F			1,316.53	1,316.53
PO-015104 07/23/2014	S14-0076574		2 01-0000-0-3200-1000-4300-000-000-00000 NN F			116.40	116.40
	TOTAL PAYMENT AMOUNT			1,432.93 *			1,432.93
000715/00	US BANK EQUIPMENT FINANCE	941461160					
PO-000437 07/28/2014	1ST QTR OVERAGE		2 01-0000-0-1110-1000-4300-100-000-00000 NY P			0.00	393.50
PO-000437 07/28/2014	AUG 258721976		1 01-0000-0-1110-1000-5620-100-000-00000 NY P			0.00	562.45
	TOTAL PAYMENT AMOUNT			955.95 *			955.95
000377/00	WASTE MANAGEMENT						
PO-000402 08/01/2014	AUG HS CAFE		1 01-0000-0-0000-8100-5590-000-000-00000 NN P			0.00	189.52
PO-000402 08/01/2014	AUG ELEM MAINT		1 01-0000-0-0000-8100-5590-000-000-00000 NN P			0.00	245.43
PO-000402 08/01/2014	AUG ELEM CAFE		1 01-0000-0-0000-8100-5590-000-000-00000 NN P			0.00	189.52
PO-000402 08/01/2014	AUG HS MAINT		1 01-0000-0-0000-8100-5590-000-000-00000 NN P			0.00	758.09
	TOTAL PAYMENT AMOUNT			1,382.56 *			1,382.56
001078/00	WILGUS FIRE CONTROL INC	942412079					
PO-015204 07/07/2014	24725		1 01-8150-0-0000-8100-5630-000-000-00000 NN F			202.19	202.19
	TOTAL PAYMENT AMOUNT			202.19 *			202.19
	TOTAL Fund PAYMENT			21,718.37 **			21,718.37
	TOTAL USE TAX AMOUNT			5.77			

E6-15

Vendor/Addr Req Reference Date	Remit name Description	Tax ID num	Deposit type Fd Res	Y	Goal	Func	Obj	Sit	ABA num Bdr DD	Account num T9MPS	Liq Amt	Net Amount	
000309/00	OFFICE DEPOT												
	PO-015185 07/22/2014 724129588001		1	11-0000-0-4110-1000-4300-000-000-000000	NN	F					310.07	310.07	
				TOTAL PAYMENT AMOUNT								310.07	310.07
001093/00	SYLVIA ROBLETS												
	PV-000027 07/29/2014 KEYS FOR AE BLDGS			11-0000-0-4110-1000-4300-000-000-000000	NN							17.98	
				TOTAL PAYMENT AMOUNT								17.98	17.98
				TOTAL Fund								328.05	328.05
				PAYMENT								**	**

Fund : 13 CAFETERIA

Vendor/Addr	Remit name	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Liq Amt	Net Amount
000309/00	OFFICE DEPOT														
	PO-015172	07/22/2014		1		13-5310-0-0000-3700-4300-000-000-00000	NN	P						0.00	33.63
	PO-015172	07/22/2014		1		13-5310-0-0000-3700-4300-000-000-00000	NN	F						150.30	99.03
															132.66

TOTAL PAYMENT AMOUNT 132.66 *

TOTAL Fund PAYMENT 132.66 ** 132.66

Vendor/Addr Remit name Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount
 Reg Reference Date Description
 000467/00 CASCO INC
 PO-015122 07/29/2014 HAM ELEM ASPHALT REPAIR2014-49 1 14-0000-0-0000-8100-5630-000-000-00000 NN F 24,520.00 24,520.00
 TOTAL PAYMENT AMOUNT 24,520.00 *

TOTAL Fund PAYMENT 24,520.00 ** 24,520.00
 TOTAL BATCH PAYMENT 46,699.08 *** 0.00 46,699.08
 TOTAL USE TAX AMOUNT 5.77
 TOTAL DISTRICT PAYMENT 46,699.08 **** 0.00 46,699.08
 TOTAL USE TAX AMOUNT 5.77
 TOTAL FOR ALL DISTRICTS: 46,699.08 **** 0.00 46,699.08
 TOTAL USE TAX AMOUNT 5.77

Number of warrants to be printed: 21, not counting voids due to stub overflows.

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

Prepared by Chris DeBies 8/4/14 Date
 Authenticated by _____ Date

HAMILTON UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
MINUTES
Hamilton High School Library
Monday, July 21, 2014

1.0 OPENING BUSINESS.

1.1 Called to order at 5:34 p.m. and roll call.

Board Members Present: Tomas Loera, President; Tim Anderson, and Wendall Lower.

Board Members Absent: Judy Twede, Clerk; and Gabriel Leal.

Others Present: Charles Tracy, Superintendent; and Elizabeth Perry, Administrative Assistant.

Others Absent: None.

Guests: Diane Lyon, Tom Conwell, Leslie Anderson, Tracey Leveroni, Rosalinda Sanchez, and Kathy Perez.

2.0 IDENTIFIED CLOSED SESSION ITEMS.

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS. None.

4.0 ADJOURNED TO CLOSED SESSION AT 5:35 PM TO 6:50 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.

4.3 Government Code Section 54957, Personnel Issues. The District will consider the evaluation of an employee: Superintendent.

4.4 Government Code Section 54957, Personnel Issues. The District will consider the evaluation of an employee: Principals.

5.0 RECONVENED TO PUBLIC SESSION AT 6:51 PM. THE FLAG SALUTE WAS LED BY TOMAS LOERA. No action was taken in closed session.

6.0 ADOPT AGENDA (M). It was moved, seconded, and carried to adopt the agenda as presented.

(1 Anderson - Lower)

7.0 PUBLIC COMMENT. None.

8.0 COMMUNICATIONS/REPORTS.

8.1 Board Member Comments/Reports. None.

8.2 Superintendent Report by Charles Tracy.

1. Site, Facilities, and Summer Projects Update.
 - o Resealing and repair of asphalt and drainage repair at EBHS.
 - o Patchwork, crack repair, and sealing done at HES; a one to two year temporary fix. HES still needs some blacktop painting for the peaceful playground, which Ms. Pollak will coordinate.
 - o The voice over IP phone system is being installed district-wide and should be up and running August 1. We expect the new system to cut phone costs by about two thirds. Funding is through E-rate except for about \$4,000.
2. 2014-15 New Year preparations are underway.
3. District Staff Development Agenda for August 11-12, 2014 was reviewed.
4. Hamilton USD 17 Application Funding was approved.
5. Fiscal Report: June State Revenues Well Above Forecast.
6. Miscellaneous Reports. Mr. Tracy will be out of communication until next Tuesday.
7. Communications and Information:
 - o Letter dated July 1, 2014 from the Department of Alcoholic Beverage Control: La Perla Del Pacifico of Hamilton City has applied for a license to sell alcoholic beverages.

E7-1

- o November 4, 2014 Elections. Two Governing Board Member's term ends December 5, 2014. The Candidate Nomination and Filing Period for the Election is July 14 – August 8, 2014.

9.0 **DISCUSSION ITEMS**

- 9.1 Public Hearing: Adjourned to public hearing at 7:02 – 7:09 PM. Disclosure of the Tentative Settlement Agreement (TA dated June 4, 2014) between Hamilton Teachers Association and Hamilton Unified School District for the School Year 2014-2015. The disclosure was reviewed by Diane Lyon and the public was given an opportunity to comment. It was moved by Tim Anderson and seconded by Wendall Lower to close the Public Hearing.
(2 Anderson – Lower)
(Vote: Ayes: Anderson, Lower, Loera; Absent: Twede, Leal)
- 9.2 Public Hearing: Adjourned to public hearing at 7:10 – 7:16 PM. Disclosure of the Tentative Settlement Agreement (TA dated May 13, 2014) between Classified School Employees Association (CSEA) Chapter 623 and Hamilton Unified School District for the School Year 2014-2015. The disclosure was reviewed by Diane Lyon and the public was given an opportunity to comment. It was moved by Wendall Lower and seconded by Tim Anderson to close the Public Hearing.
(3 Lower – Anderson)
(Vote: Ayes: Anderson, Lower, Loera; Absent: Twede, Leal)
- 9.3 Memorandum of Understanding (MOU) between HUSD and Glenn County Office of Education acting as partners in the delivery of Special Education and School Wide Reading Intervention Services. Services will be primarily delivered to K-8th grade students. The term shall commence with the 2014-15 school year and end with the 2015-16 school year. Reviewed by Mr. Tracy with recommendations.
- 9.4 Purchase Pickup for Maintenance Department. Mr. Tracy reported on process. \$8,000 from property sale. Went out to bid for a new basic ½ ton maintenance pickup. Received one bid back, from Corning Ford. Corning Ford determined they would have to add \$4,000 to their bid. Mr. Tracy recommends tabling this item and going out to bid again
- 9.5 Textbook Pilot Agreement, 2014-15 between CPM Educational Program and HUSD. Quote QP40083 for \$22,854.37. Leslie Anderson presented reasons for choosing this Math curriculum to the Board. Team comprised of Leslie, Tracey Leveroni, and Erica Gorden reviewed a variety of curriculum extensively to provide continuity middle school through high school, staff development, county-wide collaboration, etc. Publishers consider Math to be done. Asking for the Board to approve for a pilot year.

10.0 **ACTION ITEMS (M)** (Including any item removed from the Consent Agenda.)

- 10.1 Disclosure of Tentative Agreement (TA dated June 4, 2014) between Hamilton Teachers Association and Hamilton Unified School District. It was moved, seconded, and carried to accept as presented.
(4 Lower - Anderson)
- 10.2 Disclosure of Tentative Agreement (TA dated May 13, 2014) between CSEA Chapter 623 and Hamilton Unified School District. It was moved, seconded, and carried to accept as presented.
(5 Lower - Anderson)
- 10.3 Memorandum of Understanding (MOU) between HUSD and Glenn County Office of Education acting as partners in the delivery of Special Education and School Wide Reading Intervention Services. It was moved, seconded, and carried to approve as a one year agreement, authorizing the Superintendent to sign the agreement for one year only.
(6 Anderson - Lower)
- 10.4 Approve Purchase of Pickup. It was moved, seconded, and carried to table and go out for new bids.
(7 Lower - Anderson)

- 10.5 Textbook Pilot Agreement, 2014-15 between CPM Educational Program and HUSD. Quote QP40083 for \$22,854.37. It was moved, seconded, and carried to approve as presented.
(8 Lower - Anderson)
1. Pilot math curriculum for K-5, Every Day Math McGraw Hill publisher.
 2. Pilot math curriculum for 6-8 College Preparatory Mathematics CPM Educational Program publisher.
 3. Pilot math curriculum for 9-11 to be phased in over three years. College Preparatory Mathematics CPM Educational Program publisher.
- 10.6 Employment Agreements: It was moved, seconded, and carried to approve as presented.
(9 Anderson - Lower)
1. HHS Principal, Cris Oseguera, July 1, 2014 to June 30, 2016
 2. HES Principal, Darcy Pollak, July 1, 2014 to June 30, 2016 (Encl. E9)
- 10.7 Annual District Designees for Glenn County Office of Education, 2014-15. It was moved, seconded, and carried to approve as presented.
(10 Lower - Anderson)
- 10.8 Annual District Designees District Authority, 2014-15. It was moved, seconded, and carried to approve as presented.
(11 Lower - Anderson)
- 10.9 National FFA Convention, October 26-31, 2014, Louisville, Kentucky. Approximately ten students with Mr. Bentz and Erin Johnson as chaperones. It was moved, seconded, and carried to approve as presented.
(12 Anderson - Lower)
- 10.10 Hamilton City FFA Officer Retreat, July 25-26, 2014, Running Y Ranch, Klamath Falls, Oregon. It was moved, seconded, and carried to approve as presented.
(13 Lower - Anderson)
- 10.11 Varsity Girls Basketball Team to Rincon Valley Christian Basketball Tourney in Santa Rosa, CA, December 29-31, 2014. It was moved, seconded, and carried to approve as presented.
(14 Anderson - Lower)
- 10.12 Approval of 2014-15 Agreement for Professional Services with Dannis Woliver Kelley Re: Matt Juhl-Darlington. It was moved, seconded, and carried to approve as presented.
(15 Lower - Anderson)
- 10.13 Consolidated Application. School and District. It was moved, seconded, and carried to approve as presented.
(16 Anderson - Lower)
- 10.14 CASCO Proposals. It was moved, seconded, and carried to approve as presented.
(17 Lower - Anderson)
1. Bid# BU0135, Hamilton Elementary, Asphalt Repairs, \$24,520.00.
 2. Bid#BU0129, Ella Barkley, Asphalt Repair / Headstart topseal and restripe, \$8,880.00
- 10.15 Board Resolution No. 15-100, Joint Resolution of the Glenn County Superintendent of Schools, The Glenn County Board of Education, and the Hamilton Unified School District to Operate an Opportunity Classroom for the 2014-15 School Year. It was moved, seconded, and carried to approve as presented.
(18 Lower - Anderson)
- 10.16 Integrated Math 9 Course Outline. It was moved, seconded, and carried to approve as presented.
(19 Lower - Anderson)

E7-3

- 11.0 **CONSENT AGENDA.** It was moved, seconded, and carried to approve as presented. (20 Anderson - Lower)
- 11.1 Warrants and Expenditures.
 - 11.2 Open Purchase Orders with Annual Budget Amounts, 2014-15.
 - 11.3 Minutes of the Regular Board Meeting of June 16, 2014 and the Special Board Meeting of June 30, 2014.
 - 11.4 Quarterly Report on Williams Uniform Complaints.
 - 11.5 Agreement for Special Services: Fiscal Budget Services between HUSD and School Services of California, Inc. beginning July 1, 2014, and terminating June 30, 2015.
 - 11.6 Renewal Contract for E-Rate Compliance Services between HUSD and CSM Consulting, Inc., beginning July 21, 2014 through June 30, 2016.
 - 11.7 Authority to Communicate – Letter of Agency (LOA) between CSM Consulting, Inc. and HUSD from July 21, 2014 through June 30, 2019.
 - 11.8 Hamilton High School’s Master Calendar.
 - 11.9 Agreement between Capay Joint Union Elementary School District and HUSD which sets forth the manner in which developer fees are collected and divided, effective July 1, 2014 and in effect up to and including June 30, 2016.
 - 11.10 Personnel.
 - 1. District
 - o Classified Management/Confidential Salary Schedule for 2014-15.
 - o Job Description: Assistant to Superintendent.
 - 2. Hamilton High
 - o Ned Pendo, Resignation as Boys JV Basketball Coach.
 - o Merced Najera, Resignation as Boys Soccer Coach.
 - o Kaitlin Hammond, Long-Term Substitute Art Intern Teacher.
 - o Jennifer Bretney, Temporary Science Teacher.
 - 3. Hamilton Elementary
 - o Tessa Olson, Expect Success Summer Camp Camp Counselor.

12.0 **ADJOURNED AT 7:55 PM.**

Respectfully Submitted, Chuck Tracy, Superintendent	Approved and Entered in Board Records, Judy Twede, Board Clerk
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Month	M	T	W	T	F	Day	Event
AUGUST					01	13	First Day of School (full day)
					01	18	School Site Council Meeting, HES 5pm/Board Meeting HHS 6:30pm
	04	05	06	07	08	20	PTO Meeting 6pm
	11	12	13	14	15	27	Back to School Night, Grades K-5
	18	19	20	21	22	28	Back to School Night, Grades 6-8
	25	26	27	28	29		
SEPTEMBER					01	01	Labor Day Holiday
	01	02	03	04	05	12	Progress Reports Distributed
	08	09	10	11	12	13	School Site Council Training (SSC) for ALL Members (Mandatory Saturday Training)
	15	16	17	18	19	15	School Site Council Meeting, HES 5pm/Board Meeting HHS 6:30pm
	22	23	24	25	26	17	PTO Meeting 6pm
	29	30				22	District-Wide Non School Day – County-Wide Staff Development Day
						25	Family Math Night
					26	Student of the Month Assembly	
OCTOBER				01	02	09	Family Tech Night
				01	02	10	First Quarter Ends
	06	07	08	09	10	14	PTO Meeting 6pm
	13	14	15	16	17	15-16	Minimum Days / HES Parent-Teacher Conferences
	20	21	22	23	24	17	First Quarter Report Cards Distributed
	27	28	29	30	31	20	School Site Council Meeting, HES 5pm/Board Meeting HHS 6:30pm
						24	Halloween Carnival
					31	Student of the Month Assembly	
NOVEMBER					01	03	DAC Public Meeting, HES Cafeteria
	03	04	05	06	07	11	Veterans' Day Holiday
	10	11	12	13	14	14	Progress Reports Mailed
	17	18	19	20	21	17	School Site Council Meeting, HES 5pm/Board Meeting HHS 6:30pm
	24	25	26	27	28	19	PTO Meeting 6pm
						21	Student of the Month Assembly
						24-28	Thanksgiving Holiday (Classified off 26 th – 28 th)
DECEMBER					01	10	District Winter Concert
	01	02	03	04	05	15	School Site Council Meeting, HES 5pm/Board Meeting HHS 6:30pm
	08	09	10	11	12	16	Christmas Program at HHS
	15	16	17	18	19	17	PTO Meeting 6pm
	22	23	24	25	26	19	District-Wide Minimum Day - Mini Staff Development Day *
	29	30	31			19	First Semester Ends
						24	Report Cards Due
					22-31	Winter Break (12/22/14 through 1/09/15)	
JANUARY					01	01-09	Winter Break
				01	02	08	First Semester Report Cards Mailed Home
	05	06	07	08	09	12	School Resumes
	12	13	14	15	16	19	Martin Luther King, Jr. Holiday
	19	20	21	22	23	20	School Site Council Meeting, HES 5pm
	26	27	28	29	30	21	PTO Meeting 6pm
						30	Student of the Month Assembly
FEBRUARY					01	09	Lincoln's Birthday Holiday (February 12)
	02	03	04	05	06	13	Progress Reports Distributed
	09	10	11	12	13	16	President's Day Holiday
	16	17	18	19	20	17	School Site Council Meeting, HES 5pm
	23	24	25	26	27	18	PTO Meeting 6pm
						27	Student of the Month Assembly
MARCH					01	02	DAC Public Meeting, HES Cafeteria
	02	03	04	05	06	16	School Site Council Meeting, HES 5pm
	09	10	11	12	13	18	PTO Meeting 6pm
	16	17	18	19	20	20	Third Quarter Ends
	23	24	25	26	27	27	Third Quarter Report Cards Distributed/ Student of the Month Assembly
	30	31				3/30-4/03	Spring Break
APRIL				01	02	3/30-4/03	Spring Break (Good Friday is April 3, Easter is April 5)
	06	07	08	09	10	06	District-Wide Non School Day – Staff Development
	13	14	15	16	17	TBD	District Spring Concert
	20	21	22	23	24	14-30	CAASPP Testing (Replaces STAR testing)
	27	28	29	30		15	PTO Meeting 6pm
						20	School Site Council Meeting, HES 5pm
						30	Minimum Day –Parent Teacher Conferences
MAY					01	01-15	CAASPP Testing (Replaces STAR testing)
	04	05	06	07	08	01	Progress Reports Distributed
	11	12	13	14	15	04	DAC Public Meeting, HES Cafeteria
	18	19	20	21	22	4-8	Teacher/Staff Appreciation Week
	25	26	27	28	29	07	May Festival Dance
						11	DAC Committee Meeting, HES Conference Room
						15	Student of the Month Assembly
					18	School Site Council Meeting, HES 5pm	
					20	PTO Meeting 6pm	
					25	Memorial Day Holiday	
JUNE					01	04	Minimum Day
	01	02	03	04	05	04	6 th -8 th grade Award Assembly 9am /8 th Grade Promotion Ceremony at 7:30 pm at HHS
	08	09	10	11	12	05	Minimum Day / Last Day of School
	15	16	17	18	19	05	Kindergarten Graduation at 9 a.m. /1 st -3 rd Grade Awards Assembly 10am/ 4 th -5/6 th Grade Awards Assembly 9am
	22	23	24	25	26	10	Report Cards Due
	29	30				19	Second Semester Report Cards Mailed
						TBD	Summer School

**Hamilton High School
2014-2015 Field Trips
Tentative List**

Trip	Group	Location	Date
Chapter Officer Leadership Conference	FFA	TBD	Sept. 8-9, 2014
OTS Summit	FNL	Anaheim	Sept. 12-15, 2014
English Enrichment	HHS English	San Francisco	November
MFE/ALA	FFA	Redding	Jan. 16-17, 2015
Tulelake Field Day	FFA	Tulelake	Jan. 24, 2015
MJC Field Day	FFA	Modesto	March 28, 2015
CSF Trip	CSF	TBD	March 30, 2015
Cosumnes Field Day	FFA	Sacramento	April 11, 2015
FFA State Convention	FFA	Fresno	April 17-21, 2015
SLO State Finals	FFA	San Luis Obispo	April 30-May 3, 2015
Senior Trip	Sr. Class	TBD	May 29, 2015

**Hamilton High School
2014-2015
Tentative Scheduled Fundraisers**

<u>Group</u>	<u>Activity</u>	<u>Date (Tentative)</u>
Cheer	Minis Camp	September 2014
Track	Jamba Juice One game only at this point	August 29th 2014
Track/cross country	Roundtable/Pizza Night 15% of all sales	August 2014
Track	Bracelets, Tshirts, Bumper Sticker Sales	Friday Home FB games
Football	Tri tip Dinner	Fall-no date set
Class 2016	Popcorn Sales	All Home Games
Class 2016	Concession	All Home VB & BBGames
Football	Concession	All Home Football Games
Class 2016	Key Lanyard Sales	Ongoing

FFA Fundraisers and AG Product Sales- Throughout the school year

Benefit Dinner (Hosted by Friends of HC FFA)
 Golf Tournament (Hosted by Knight Farms in March)
 Olive Oil Sales
 Mandarin Sales
 Christmas Tree Sales
 Orland Craft Fair Car Parking (Community Service)
 Sales of FFA Apparel

Peter L. Dunbar

CAREER OBJECTIVE

To obtain a driving/groundskeeping/custodial/maintenance position so as to utilize my previous skills in all these areas.

QUALIFICATIONS

Drove a school bus and performed a variety of maintenance duties for Durham Unified for approximately four years. This position involved driving a school bus home to school, school to home, and numerous field trips (long and short distance). It also included custodial duties, grounds work, building and vehicle maintenance and repair, and athletic field construction and maintenance. I also owned my own business, Chico German Motors, for over 20 years (1980-2002). Have extensive experience maintaining and repairing vehicles and equipment (both large and small). Have commercial Class A license with all endorsements.

WORK HISTORY

R and S Supply 8/11 to present

Truck Driver. Drive Class A truck to deliver and load roofing supplies to contractors. Maintain vehicles and equipment. Supervisor: Randy Togstad,

City of Chico 10/09-7/10

General Maintenance Worker, including asphalt paving, grading, heavy equipment operator. Supervisor: Pete Jones,

R and R Horn Construction 6/08-9/09

Maintenance Worker. Performed maintenance on various properties, equipment operator. Supervisor: Richard Horn,

Chico Volkswagon 11/07-6/08

Service Advisor. Helped build solid relationships with clients for their vehicle maintenance needs. Prior completion of four year apprenticeship program with Volkswagon of America. Supervisor: Guy Monlux,

Red Bluff Ford

1/06-10/07

Service Manager. Oversaw 14 mechanics including hiring, firing, disciplinary action, scheduling. In charge of OSHA compliance, safety meetings. Supervisor: Phil Price (no longer in business).

Durham Unified School District

4/02-12/05

Bus Driver/Groundskeeper/Maintenance. Managed grounds, drove school bus, facility maintenance. Supervisor: Dave York,

Chico German Motors

11/80-3/02

Owner/Operator of Vehicle Repair Business. Handled all aspects of running my own business. Supervised employees, managed inventory, complied with state and federal regulations.

EDUCATION

Humboldt State University, extensive classes in Industrial Arts

Santa Barbara City College, general education

Dos Pueblos High School, high school diploma

Self Employed Business Owner: Chico German Motors

Four year apprenticeship: Volkswagon of America

C. R. England Truck Driving School—specialized refrigerated experience

HAMILTON UNIFIED SCHOOL DISTRICT

Job Description

JOB TITLE: ASSISTANT PRINCIPAL (Bi-Lingual Preferred)

SALARY RANGE:	\$71,475 - \$83,615	DIVISION:	Administration
DEPARTMENT:	District and Site Administration	LOCATION:	Various District Sites
REPORTS TO:	Superintendent	WORK YEAR:	195
APPROVED BY:	Governing Board	DATE:	July 1, 2014

SUMMARY: Under general direction, to assist in the administration of one or more school facilities; to plan, develop, organize, coordinate, and supervise the student attendance, behavior management, and instructional delivery programs; to assist in the planning, development, and implementation of site, instructional, and operational goals and objectives, and in the evaluation of the effectiveness of educational programs and personnel performance; and to do other related functions as directed.

DISTINGUISHING CHARACTERISTICS: This position classification requires subject matter expertise in educational programs, and curriculum and instruction strategies. Directly related administrative experience is necessary to assure success in school leadership role. The job requires the ability to analyze and offer alternative problem solutions. Decisions are made by the incumbent that have a critical impact on the goals, organization, and administration of educational programs and services of the school.

The position classification has supervisory responsibility for planning, assigning, reviewing, and evaluating the quality and quantity of work of professional, technical, and clerical employees. Frequently meets with teachers, school psychologists, and other educational personnel to influence, motivate, and monitor the result objectives of the school operation.

This is a position classification that performs light work that involves sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, working with educational materials and objects, and providing oral information and direction.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (May include, but is not limited to the following.)

1. Assists in the planning, development, organization, coordination, and supervision of instructional programs and activities, which includes curriculum development, program and activity development, and design and delivery processes, and in the development of implementation strategies.
2. Performs need assessments, feasibility planning, and a variety of other research and development functions and activities as assigned.
3. Advises, counsels, and assists instructional, support, and ancillary personnel in problem solving activities pertaining to student behavior management, shaping, and control problems, and in the determination of alternative problem solutions.
4. Reviews, inspects, audits, and evaluates student attendance processes and procedures, and as necessary recommends revisions to the process to ensure an effective and efficient operational mode.
5. Registers and places students in classes in accordance with individual student instructional needs.
6. Performs a variety of guidance related activities, including educational and social counseling, and the conduct of standard and criterion referenced placement aptitude tests.
7. Assists in the planning, organization, and coordination of an instructional support program, including pupil services, instructional materials development, storage, and retrieval systems.
8. Assists in the planning, organization, and conduct of student government activity programs.

9. Serves as a liaison to safety and youth service agencies in resolving student management and control problems and student attendance and welfare problems.
10. Assists in the site budget planning and expenditure control process.
11. Reviews, audits, and evaluates specified instructional and non-instructional personnel performance and provides technical performance evaluation input pertaining to other staff members.
12. Assists in the planning, development, and organization of District and site advisory committees and groups.
13. Assists in development and implementation of staff motivational strategies.

QUALIFICATIONS:

Knowledge of:

1. Principles, methods, strategies, goals, and objectives of public education.
2. Philosophical, educational, fiscal, and legal aspects of public education.
3. Procedures, methods, techniques, and strategies pertaining to the administration of an elementary level school operation.
4. Curriculum, instruction, and pupil service trends, strategies, and techniques.
5. Student activity, behavior management, and campus supervision and control methods, procedures, and techniques.
6. Program and activity audit and evaluation strategies and procedures.
7. Methods, procedures, and strategies of the supervision of instructional processes and curriculum development activities and programs.

Ability to:

1. Effectively plan, organize, and coordinate the management functions and activities of a school operation.
2. Demonstrate a positive instructional leadership model.
3. Effectively analyze problems, issues, and concerns, and formulate appropriate alternative solutions.
4. Communicate effectively in oral and written form.
5. Understand and carry out oral and written directions with minimal accountability controls.
6. Establish and maintain effective organizational, public, and community relationships.

EXPERIENCE AND/OR EDUCATION: Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

1. **Experience:** Four years of successful school teaching experience, the completion of an administrative internship program is desired. Applications may be accepted from those who are currently enrolled or who are enrolled by the first day of paid service in an internship program.
2. **Education:** Bachelor's Degree required. Master's Degree preferred. (Current full clear teaching credential in content area required.)

CONDITION OF EMPLOYMENT: Insurability by the District's liability insurance carrier.

LANGUAGE SKILLS: Ability to communicate effectively orally and in writing. Spanish Speaking preferred.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems in the workplace with minimal direction. Maintain cooperative working conditions with students, teachers, administrators, co-workers, and community members.

CERTIFICATES AND LICENSES:

1. **Certification Requirement:** Possession of a valid and current full clear teaching credential authorizing instruction in California issued by the State of California to perform the services of a teacher in the subject area in grades K-12. Current First Aid and CPR Certifications preferred.
2. **License Requirement:** Possession of a valid California Driver's License (required by the first day of service).
3. **Other Requirements:** Proof of adequate automobile insurance as stipulated by the State of California. Must provide a DMV driving record print out that indicates a satisfactory record prior to the time of employment.

PHYSICAL DEMANDS: The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, reach with hands and arms, and stoop or kneel. The employee must occasionally lift and/or move fifty (50) pounds or more. Specific vision abilities required by this job include close vision and the ability to adjust focus. The use of sharp implements and dangerous equipment that when improperly used may cause injury or death are utilized while performing this job functions.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee is continuously interacting with public, staff, and students. The employee frequently will be required to meet multiple demands from several people. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate and it may occasionally be heavy.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, extreme heat, and minor risk of electrical shock.